

**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:** September 25, 2013

**To:** Board of Directors

**From:** Chief Krause, Interim Assistant Chief Operations  
Steve Call, Technology Systems Manager

**Subject:** Authorization for payment of annual EBRCs subscriber fees

---

## **Background:**

The East Bay Regional Communications System Authority (EBRCSA) was officially created in 2007 with the formation of a Joint Powers Authority (JPA) to procure and maintain an Association of Public Safety Communications Officials (APCO) P25-compliant communications system. This communications system provides interoperable communications to public agencies serving Contra Costa and Alameda Counties. EBRCs includes 43 member agencies serving a population of over 2.5 million people. Representatives from both counties have worked together on this project for over six years. The extensive infrastructure required for the communications system was funded through numerous federal and state grants along with debt proceeds.

## **Debt Service Payment**

The EBRCSA requires a debt service payment, separate from the operating payment, to contribute toward the debt service of the EBRCs infrastructure. Prior to signing the original Project Operating Agreement, participating agencies had the opportunity to prepay the debt service payment at a cost of \$1,400 per radio. If the agency did not prepay the debt service payment, the agency would be required to make an annual debt service payment of \$180 per radio. The District opted to prepay the debt service payment for all 262 radios that will be in service on the EBRCs and will not be required to make a debt service payment at this time. If the District purchases new radios and adds them to the EBRCs, the annual debt service payment of \$180 per radio, as well as the operating payment, will be required for the new radios.

## **Operating Payment**

Per the EBRCSA Project Operating Agreement, each year the District is required to make an operating payment to the EBRCSA that is calculated based on the total number of radios that subscribers have committed to place in service on the system. The operating payment allows District personnel to utilize P25-compliant, trunked radios on the EBRCs system for 12 months. For fiscal year 2013-2014, the annual operating cost per radio is \$300. The District will be utilizing 262 radios on the EBRCs for fiscal year 2013-2014 and is required to make an operating payment of \$78,600. The fiscal year 2013-2014 budget includes \$78,600 for the EBRCs operating fees.

## **Recommended Board Action:**

Authorize staff to pay the EBRCSA operating payment in the amount of \$78,600.



***East Bay Regional  
Communications  
System Authority***



Participating agencies include Alameda and Contra Costa Counties and the following cities and special districts: Alameda, Albany, Antioch, Berkeley, Brentwood, Clayton, Concord, Danville, Dublin, El Cerrito, Emeryville, Fremont, Hayward, Hercules, Lafayette, Livermore, Martinez, Moraga, Newark, Oakley, Pinole, Pittsburg, Pleasant Hill, Pleasanton, Richmond, San Leandro, San Pablo, San Ramon, Union City, Walnut Creek, East Bay Regional Park District, Kensington Police Community Services District, Livermore Amador Valley Transit Authority, Moraga-Orinda Fire District, Rodeo-Hercules Fire District, San Ramon Valley Fire District, California Department of Transportation, Ohlone Community College District, Contra Costa Community College District, Dublin-San Ramon Services District and University of California, Berkeley

August 19, 2013

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

The East Bay Regional Communications System Authority has been operational since prior to the start to the state of the FY 13/14 fiscal year, and is entering into the first full year of operation. This is the first full year billing period for system operations maintenance and debt services payments, and as stated in the Project Operating Agreement one payment will be made for the full year of service, the attached invoice is for Fiscal year 13/14.

If your agency participated in the pre payment option the invoice will only reflect the operations and maintenance amount of \$25 per month per radio. If your agency participated in the debt service your invoice will have an additional \$15 per month per radio for a total of \$40 per month per radio. We appreciate your support of the EBRCSA system.

If you have any question please feel free to contact me at (925) 803-7802 or [bill.mccammon@acgov.org](mailto:bill.mccammon@acgov.org).

Sincerely;

A handwritten signature in black ink that reads "William J. McCammon" followed by a horizontal line.

William J. McCammon, Executive Director  
East Bay Regional Communication Systems Authority



# 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:** September 25, 2013  
**To:** Board of Directors  
**From:** Ken Campo, Financial Consultant  
**Subject:** Appropriations Limit for Fiscal Year 2013-2014

---

## **Background:**

Each year the District is required by State Law to adopt an Appropriations Limit (Limit) in conjunction with the budget process. The Fiscal Year 2013-2014 Appropriations Limit is calculated by multiplying the adopted Limit for the prior year by a set of factors to create a new limit. This Limit may also be referred to as the Gann Limit or Proposition 4 Limit. The Appropriations Limit for Fiscal Year 2013-2014 exceeds, by a significant amount, the Appropriations which are subject to the Limit.

The laws regulating the application of the Limit forbid an agency from appropriating specific funds that would exceed the Limit. The restriction applies to appropriating monies categorized as "Proceeds of Taxes." The Limit carries forward each year and is subject to an adjustment in accordance with a specified formula. As part of the annual audit procedures, the City's independent Auditors also review the calculation and report any findings.

The annual adjustment to the Limit is based on a formula that uses the following factors (the District has the discretion to choose one factor from each category below):

### **CATEGORY A – CHANGE IN POPULATION**

- Change in District population; or
- Change in population for the entire County;

### **CATEGORY B – CHANGE IN STATE INCOME or LOCAL NON-RESIDENTIAL VALUATION**

- Change in State Per Capita income; or
- Change in non-residential assessed valuation.

### **2013-2014 Appropriations Limit**

Staff has prepared the calculations necessary to determine the Limit for Fiscal Year 2013-2014 in accordance with State Law and with the Uniform Guidelines of the League of California Cities. The discretionary factors selected in calculating the FY 2013-2014 Limit are: (1) Change in the District population; and (2) Change in State Per Capita Income. The new Fiscal Year 2013-2014 Appropriations Limit is \$134,022,261, based upon an increased adjustment factor of 6.266% applied to the 2012-2013 Limit. The Fiscal Year 2013-2014 budget includes appropriations totaling \$49,264,960 that would be categorized as "Proceeds of Taxes" and thus subject to the Limit. Therefore, the appropriations subject to the Limit are \$84,757,301 below the legal limit.

### **Recommended Board Action:**

Approve the Appropriations Limit of \$134,022,261 for Fiscal Year 2013-2014.

### **Financial Impacts:**

There is no financial impact since the appropriations subject to the Limit are well below the spending limit.

**SPECIAL ANNOUNCEMENTS/  
PRESENTATIONS/  
GENERAL 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](http://www.firedepartment.org) | [info@firedepartment.org](mailto:info@firedepartment.org)

Date: September 25, 2013  
To: Board of Directors  
From: Fire Prevention Division  
Subject: Fire Prevention Week, October 6-12, 2013

---

### Background:

Fire Prevention Week will be held October 6 - 12, 2013. This year's theme "Prevent Kitchen Fires" effectively serves to remind us to stay alert and use caution when cooking to reduce the risk of kitchen fires.

Residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire.

From October 6 - 12, fire safety advocates across the country will urge all people to stay in the kitchen when frying food on the stovetop; keep a three-foot kid-free zone around cooking areas and keep anything that can catch fire away from stovetops during Fire Prevention Week 2013. The San Ramon Valley Fire Prevention Division would like to lend our support by declaring October 6 - 12 as Fire Prevention Week in the San Ramon Valley.

In addition to Fire Prevention Week, we would like to deem the entire month of October "Fire Prevention Month" and celebrate with the following activities:

- The District will partner with the San Ramon Valley Unified School District to put on a District wide coloring contest promoting the Fire Prevention Week theme. One student in each grade level will win a ride to school in a fire truck.
- A press release will be sent to local media on the importance of staying in the kitchen when frying food on the stovetop.
- Engine visits to all Kindergarten classes. These visits will consist of the "Hug-a-Firefighter" program, a lesson on staying away from parents while they are cooking, and a tour of the fire engine.
- Members of the Fire Prevention Division will participate in the Danville Fall Crafts Fair on October 26 and 27 to raise awareness and carry forward the theme.

We are looking forward to another great Fire Prevention Month and hope you will support our efforts.

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
FIRE PREVENTION WEEK PROCLAMATION**

- WHEREAS** *The San Ramon Valley Fire Protection District is committed to ensuring the safety and security of all those living in and visiting our state; and*
- WHEREAS** *Fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and*
- WHEREAS** *Home fires killed more than 2,500 people in the United States in 2011, according to the National Fire Protection Association (NFPA), and fire departments in the United States responded to 370,000 home fires; and*
- WHEREAS** *Cooking is the leading cause of home fires in the United States where fire departments responded to more than 156,000 annually between 2007 and 2011 ; and*
- WHEREAS** *Two of every five home fires start in the kitchen; and*
- WHEREAS** *Unattended equipment was a factor in one-third of the reported cooking fires; and*
- WHEREAS** *57% of reported non-fatal home cooking fire injuries occurred when the victims tried to fight the fire themselves; and*
- WHEREAS** *Children under five face a higher risk of non-fire burns associated with cooking than being burned in a cooking fire*
- WHEREAS** *Residents should stay in the kitchen when frying food on the stovetop, keep a three-foot kid-free zone around cooking areas and keep anything that can catch fire away from stove tops; and*
- WHEREAS** *Residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and*
- WHEREAS** *Working smoke alarms cut the risk of dying in reported home fires in half; and*
- WHEREAS** *First responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and*
- WHEREAS** *Residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and*
- WHEREAS** *The 2013 Fire Prevention Week theme, "Prevent Kitchen Fires!" effectively serves to remind us to stay alert and use caution when cooking to reduce the risk of kitchen fires.*
- THEREFORE** *We, the Board of Directors of San Ramon Valley Fire Protection District, do hereby proclaim October 6-12, 2013, as Fire Prevention Week and proclaim the month of October 2013 as Fire Prevention Month. We urge all the people of San Ramon Valley by checking their kitchens for fire hazards and using safe cooking practices during Fire Prevention Month 2013, and to support the many public safety activities and efforts of fire and emergency services.*

*In witness hereof, I hereunto set my hand this twenty-fifth day of September, the year of two-thousand-thirteen.*

---

*Matthew J. Stamey  
San Ramon Valley Fire Protection District Board President*



# **NEW 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:** September 25, 2013

**To:** Board of Directors

**From:** Ken Campo – Financial Consultant

**Subject:** Resolution No. 2013-07 Amending Procedures for Administering Employee Contributions to the Contra Costa County Employees' Retirement Assn.

---

## Background:

The District provides retirement benefits to eligible employees under the Contra Costa County Employees' Retirement Association ("CCCERA"). Both employees and the District contribute funding to CCCERA. Employees contribute via paycheck deductions called "pick-ups". Under section 414(h)(2) of the Internal Revenue Code, these deductions, or pick-ups, qualify for pre-tax status. The District memorializes the deductions in a "414(h)(2) Resolution." In the most recent negotiations with labor, concluded earlier in 2013, the District negotiated an additional employee pick-up of employer contributions as a means of realizing employee salary concessions. Staff is proposing that the Board modify the District's existing 414(h)(2) Resolution to include the recent concessions.

The District's current 414(h)(2) Resolution pertains to deductions for member contributions to CCCERA. In order to further clarify the nature and status of employee pick-ups since the recent MOU was approved, the attached resolution would specify the following:

- The following deductions from District employees' compensation are designated as "employee contributions":
  - a. deductions for member contributions under CCCERA
  - b. deductions for employer contributions under CCCERA.
- Although designated as employee contributions and deducted from employees' compensation, the contributions will, for tax purposes, be characterized as "picked up" by the District in accordance with section 414(h)(2) of the Code and will be treated as paid by the District in lieu of contributions by the employee.
- Employees will not have the option of choosing, directly or indirectly, to receive the contributions instead of having them paid by the District to CCCERA.

- The District will pay to CCCERA the contributions designated as employee contributions from the same source of funds as used in paying salary.
- Contributions picked up under this resolution will be tax deferred to the extent provided under the Internal Revenue Code, Treasury Regulations, and other guidance issued thereunder.

**Recommended Board Action:**

Adopt Resolution No. 2013-07 amending procedures for administering employee contributions to the Contra Costa County Employees' Retirement Association.

**Fiscal Impact:**

This action has no financial impact to the District and serves only to clarify the tax status of employee contributions to CCCERA.

**RESOLUTION NO. 2013-07**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN RAMON VALLEY FIRE PROTECTION DISTRICT TO TAX DEFER MEMBER PAID RETIREMENT CONTRIBUTIONS – IRC 414(H)(2) EMPLOYER PICK-UP**

**WHEREAS**, the San Ramon Valley Fire Protection District ("District") provides retirement benefits to eligible employees under the Contra Costa County Employees' Retirement Association ("CCCERA"); and

**WHEREAS**, amounts are deducted from District employees' compensation in order to fund benefits under CCCERA; and

**WHEREAS**, under Section 414(h)(2) of the Internal Revenue Code (Code) and related guidance from the Internal Revenue Service, such deductions from employees' compensation qualify for pre-tax treatment only if the District takes formal action to designate the deductions, for tax purposes, as "pick-up" contributions; and

**WHEREAS**, in accordance with Section 414(h)(2) of the Code, the Board of Directors of the District previously adopted Resolution No. 2008-08, confirming the District's "pick-up" and payment of certain retirement contributions on behalf of District employees and confirming, among other things, how these contributions would be treated for State and Federal tax purposes under Internal Revenue Code Section 414(h)(2); and

**WHEREAS**, in addition to the deductions described in the preceding paragraph, the District may, to the extent permitted by the law and the District's memoranda of understanding or similar agreements with employees, deduct employees' compensation to pay employer contributions to CCCERA; and

**WHEREAS**, the District wishes to adopt this resolution in order to (1) ratify, consolidate, and further clarify its prior Resolutions concerning pick-up contributions, and (2) in accordance with Section 414(h)(2) of the Code, designate amounts deducted from employees' compensation to pay employer contributions to CCCEAR as pick-up contributions.

**THEREFORE**, be it resolved by San Ramon Valley Fire Protection District Board of Directors that:

A. The following deductions from District employees' compensation are hereby designated as "employee contributions": (1) deductions for regular member contributions under CCCERA, and (2) deductions for employer contributions under CCCERA.

B. Although designated as employee contributions and deducted from employees' compensation, the contributions will, for tax purposes, be characterized as "picked up" by the District in accordance with Section 414(h)(2) of the Code and will be treated as paid by the District in lieu of contributions by the employee.

C. Employees will not have the option of choosing, directly or indirectly, to receive the contributions instead of having them paid by the District to CCCERA.

D. The District will pay to PERS the contributions designated as employee contributions from the same source of funds as used in paying salary.

E. Contributions picked up under this resolution will be tax deferred to the extent provided under the Code, Treasury Regulations, and other guidance issued thereunder.

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**DATED:** September 25, 2013

**ATTEST:**

\_\_\_\_\_  
Matthew J. Stamey, Board President

\_\_\_\_\_  
Susan F. Brooks, District Clerk

**APPROVED AS TO FORM:**

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
William D. Ross, District Counsel

\_\_\_\_\_  
Paige Meyer, Fire Chief



# 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](http://www.firedepartment.org) | [info@firedepartment.org](mailto:info@firedepartment.org)

**Date:** September 25, 2013  
**To:** Board of Directors  
**From:** Fire Chief Paige Meyer  
**Subject:** Local Agency Investment Fund – Authorization of Officers to Deposit or Withdraw Monies

---

## **Background:**

The District uses the State of California Local Agency Investment Fund (LAIF) for the investment of District funds. One of the requirements of participation in LAIF is for the Board to confirm the authority of District officers to order the deposit or withdrawal of funds in LAIF. At this time, it is necessary to adopt a resolution to authorize the appropriate District officers to conduct transactions with LAIF.

## **Recommended Board Action:**

Staff recommends the Board adopt Resolution No. 2013-08 authorizing District officials to order the deposit and withdrawal of monies in the Local Agency Investment Fund.

RESOLUTION NO. 2013-08

A RESOLUTION OF THE SAN RAMON VALLEY FIRE  
PROTECTION DISTRICT BOARD OF DIRECTORS,  
1500 BOLLINGER CANYON ROAD, SAN RAMON, CA 94583 (925) 838-6600,  
AUTHORIZING INVESTMENT OF MONIES IN THE  
LOCAL AGENCY INVESTMENT FUND

**WHEREAS**, Pursuant to Chapter 730, of the statutes of 1976, Section 16429.1 was added to the California Government Code to create a Local Agency Investment Fund in the State Treasury for the deposit of money of a local agency for the purposes of investment by the State Treasurer; and,

**WHEREAS**, The Board of Directors of the San Ramon Valley Fire Protection District ("District") does hereby find that the deposit and withdrawal of District monies in the Local Agency Investment Fund in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated herein is in the best interests of the District;

**NOW, THEREFORE, BE IT RESOLVED**, that the District Board of Directors does hereby authorize the deposit and withdrawal of District monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein, and verification by the State Treasurer's Office of all banking information provided in that regard.

**BE IT FURTHER RESOLVED**, that the following District officers or their successors in office shall be authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund:

\_\_\_\_\_  
Paige Meyer, District Fire Chief

\_\_\_\_\_  
Susan F. Brooks, District Clerk

**PASSED, APPROVED and ADOPTED** this 25th day of September, 2013, at the regular meeting of the Board of Directors held at 1500 Bollinger Canyon Road, San Ramon, CA, on a motion made by Director \_\_\_\_\_, seconded by Director \_\_\_\_\_ and duly carried with the following roll call vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**DATED:**

\_\_\_\_\_  
Board President Matthew J. Stamey

**ATTESTED:**

\_\_\_\_\_  
Susan F. Brooks, District Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
William D. Ross, District Counsel

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
Paige Meyer, Fire Chief





# 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](http://www.firedepartment.org) | [info@firedepartment.org](mailto:info@firedepartment.org)

**Date:** September 25, 2013

**To:** Board of Directors

**From:** William D. Ross – District Counsel

**Subject:** Adopt Resolution No. 2013-09 declaring real property known as the “Hemme Property”, APN 198-132-017, located at 1193 Danville Boulevard in Alamo, California, within the San Ramon Valley Fire Protection District (“District”), as surplus property and authorizing the sale or disposal thereof.

---

## **Background:**

The District acquired the Hemme Property in 2005 as a potential replacement site for Fire Station No. 32 or possibly as a new station site to be called the Alamo west station.

After further review of response times in the Station 32 coverage area, it was determined that the existing Station 32 site was the most appropriate location for construction of a new fire station and that construction of new Alamo west and Alamo east stations would not be necessary.

The Hemme Property was purchased in December 2005 for \$929,961.93 from the proceeds of the District 2006 Certificates of Participation (“COP”). As the Hemme Property is not needed for station construction or for any other purpose described in the COP official statement, it would be appropriate for the District to dispose of the Hemme Property as surplus property in accordance with State Law and District policy/practice.

## **Financial Impact:**

Once the Hemme Property is sold or otherwise disposed of, the proceeds would need to be handled in accordance with the covenant of the COP official statement and IRS requirements for tax exempt status. Bond Counsel (Jones Hall) previously advised the District that the proceeds from a sale of the Hemme Property acquired with COP funds should be redeposited into the COP construction fund. The redeposited funds may be used for any project identified in the official statement.

Staff Recommendation:

Staff recommends that the Board:

1. Adopt Resolution No. 2013-09 declaring the Hemme Property to be surplus District property.
2. Authorize and direct Staff to dispose of the Hemme Property in accordance with State Law and District policy.
3. Direct Staff to deposit proceeds of the sale of the Hemme Property into the 2006 COP construction fund.

Attachment:

1. Resolution No. 2013-09.

RESOLUTION NO. 2013-09

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
DECLARING REAL PROPERTY AS SURPLUS AND  
AUTHORIZING THE SALE OR DISPOSAL THEREOF

**WHEREAS**, the San Ramon Valley Fire Protection District (“District”) currently is the owner of certain real property located at 1193 Danville Boulevard in Alamo, California (“Hemme Property”), within the District; and,

**WHEREAS**, the Hemme Property was acquired in 2005 as a site for a proposed Alamo west fire station; and,

**WHEREAS**, the Hemme Property consists of approximately .70 acres of vacant land; and,

**WHEREAS**, District staff has examined the Hemme property and has found it to be surplus to District needs and/or obsolete or inadequate for District needs, as the Alamo west fire station is no longer necessary.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Ramon Valley Fire Protection District, consistent with Government Code Section 54220 *et seq.* has determined and hereby declares the following described real property, located within the County of Contra Costa, is surplus to District needs:

1. APN 198-132-017, located at 1193 Danville Boulevard in Alamo, consisting of approximately .70 acres.
2. The Chief and/or the Chief’s designee shall proceed with the sale and/or disposal of the Hemme property set forth in this Resolution.

**APPROVED AND ADOPTED** by the Board of Directors of the San Ramon Valley Fire Protection District at a regular meeting thereof held on this 25<sup>th</sup> day of September, 2013 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

Dated: September 25, 2013

\_\_\_\_\_  
Matthew J. Stamey, Board President

**ATTEST:**

\_\_\_\_\_  
Susan F. Brooks  
District Clerk

**APPROVED AS TO FORM:**

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
William D. Ross  
District Counsel

\_\_\_\_\_  
Paige Meyer  
Fire Chief



# 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: September 25, 2013  
To: Board of Directors  
From: Fire Chief Paige Meyer  
Subject: Contract for Services – Ken Campo

---

## Background:

Due to the vacancies in the Finance and Administrative Services Departments, staff would like to continue the services of Ken Campo to provide ongoing administrative support to the Finance and Administrative Services Departments to include but would not be limited to:

- Oversight and management of the Human Resources and Finance Divisions;
- Perform month-end closing of accounts and prepare monthly financial report for the Board of Directors;
- Coordinate the 2012/2013 year-end financial audit and preparation of June 30, 2013 Comprehensive Annual Financial Report;
- Ensure timely and accurate filing of annual State Controller financial report and annual State Controller salary survey.

Other duties would include review of CCCERA retirement rates, provide ongoing assistance with labor negotiations, review of reserve fund policy and District's long range capital facilities financing plan and other financial planning and operational activities as may be directed by me.

## Recommended Board Action:

Staff recommends approval of a contract for services with Ken Campo for financial consulting services.



# 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](http://www.firedepartment.org) | [info@firedepartment.org](mailto:info@firedepartment.org)

**Date:** September 25, 2013

**To:** Board of Directors

**From:** Chief Krause, Interim Assistant Chief Operations  
Steve Call, Technology Systems Manager

**Subject:** Authorization to contract for GIS services

---

## Background

Effective August 16th, 2013, the District's GIS Analyst resigned, leaving a vacancy in the Support Services Division. The District's GIS Analyst is responsible for the management and administration of geospatial data, including the integration and maintenance of commonly used GIS data within shared enterprise databases. The District's GIS data include a Computer-aided Dispatch (CAD) map, mobile maps, administrative boundaries, county addressing and parcel boundaries, hydrants, fire trails, auto aid areas, etc. The GIS Analyst plays a pivotal role in the creation and maintenance of Emergency Service Zones (ESZ) and conducts comprehensive analysis of the GIS data, recommending options for optimizing the deployment of the District's fire and EMS resources. Additionally, the GIS Analyst stages all spatial data elements, including addresses, parcel data, inspection areas and weed abatement zones, within the Fire Prevention database.

The GIS Analyst position was created in 2005 due to the growing demands placed on Suppression staff to maintain the District's GIS data during a period of significant growth in the San Ramon Valley. The analyst filling the position was responsible for developing the GIS program by upgrading to an industry-standard software platform and creating the template for the District's station wall maps, run books, preplan books, hydrant inspection maps and damage assessment guides. The analyst also played an integral role in a significant revision of the District's emergency services deployment plan, CAD upgrade, the creation of the Standards of Cover (SOC) document for Commission on Fire Accreditation International (CFAI) accreditation and an Insurance Services Office (ISO) evaluation.

## Information

The GIS Analyst plays an essential role in supporting Suppression, Communications and Fire Prevention staff with accurate and current mapping data. Although an indispensable component of emergency services, the District's GIS program is now developed and today's economic climate is notably different with considerably less construction in the San Ramon Valley. These conditions provide an opportunity to utilize consulting services in the short term to evaluate the GIS priorities of the District. In order to address the vacancy, staff requests authorization to retain the services of a GIS consulting firm or independent consultant at an hourly rate between \$45-\$110 per hour to maintain the District's GIS data and continue to provide staff with essential and timely GIS information. The range in the hourly

compensation will allow staff to determine the appropriate combination of skills required to address the prescribed task. The total compensation per year paid to the consulting firm or independent consultant will be capped at the previous salary compensation, not including benefits, of the full-time GIS Analyst position. Staff will continue to monitor the GIS needs of the District in order to appropriately and effectively address them in a cost-effective manner.

**Recommendation**

Authorize staff to retain the services of a GIS consulting firm or independent consultant to fill the GIS Analyst vacancy.



# 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:** September 25, 2013  
**To:** Board of Directors  
**From:** Ken Campo, Financial Consultant  
**Subject:** Approval of Employee Health Insurance Opt-Out Plan

---

## **Background:**

One of the initiatives of the 2013 collective bargaining process was an effort to reduce the District's cost of providing health insurance to employees and retirees. The new agreement with labor establishes a cap on the District's monthly premium obligation, and sets forth an 8% premium contribution by participants.

Another option for mitigating the District's cost for health insurance is to offer employees the option of declining health insurance coverage if they have access to insurance from another source (i.e., spouse). As an incentive to participants, it is suggested that the District offer a payment of \$300 per month for those who can opt-out of the District paid health insurance program.

Attached for the Board's consideration is a draft of the "Employee Health Insurance Opt-Out Plan." Local 3546 has not completed their review of the plan; therefore, the opt-program will initially apply to non-represented employees only.

## **Recommended Board Action:**

Staff recommends the Board approve the "Employee Health Insurance Opt-Out Plan" effective with the 2013 open enrollment period for health benefits.



# DRAFT

## San Ramon Valley Fire Protection District Employee Health Insurance Opt-Out Plan

The Opt-Out policy for the San Ramon Valley Fire Protection District ("District") is for employees eligible to be enrolled in the Health Benefits Plan under the Public Employees' Medical and Hospital Care Act.

This Opt-Out plan is only available for employees who can provide evidence of coverage under another plan.

An employee may Opt-Out of benefits coverage if they are already covered elsewhere (i.e. under a spouse's health care plan) under the provisions noted below. The District will reimburse the employee the amount listed below each month through payroll for completely opting out (self coverage plus dependent coverage if applicable) of the Health Benefits Plan under the Public Employees' Medical and Hospital Care Act. In order for employees to participate in the Opt-Out reimbursement plan, employees must annually show proof of coverage for themselves and/or dependents.

The monthly Opt-Out payment effective July 1, 2013 is \$300 per month.

Making false statements about satisfying eligibility criteria, proof of coverage of dependent health care, failing to notify the District of loss of eligibility or loss of coverage elsewhere, and not providing documentation when requested will lead to de-enrollment and possible action to recover amounts paid during the period of ineligibility via payroll deduction.

**If at any time during the plan year, the employee loses coverage for themselves or dependants under another plan, the employee shall notify the District within 15 business days. The employee may be required to provide proper documentation to enroll themselves and/or dependant(s) in the District health plans. The District's insurance providers may also require proof of lost coverage.**

The choice to opt-out of District medical coverage is an annual election. If an employee chooses to re-enroll into the District's medical insurance plan, they may do so during any annual Open Enrollment period – effective the following January 1.

By signing the *Medical Insurance Coverage Waiver Form*, the employee agrees to the terms and provisions of this Opt-Out policy.

**MEDICAL INSURANCE COVERAGE  
WAIVER FORM**

**Please read and initial all:**

- \_\_\_ I am currently covered by an alternate medical insurance plan. I would like to waive my District medical insurance benefit and receive \$300 per month in lieu of the District medical insurance benefit.
  
- \_\_\_ I have attached proof of my alternate medical insurance coverage.
  
- \_\_\_ I understand that if I lose my alternate medical insurance coverage, I must notify the District Administrative Services Department within 15 business days.
  
- \_\_\_ I understand that if I lose my alternate medical insurance coverage, I am no longer eligible to receive the \$300 per month benefit; and that if I receive the \$300 per month benefit during any month that I do not have alternate medical insurance coverage I will be held responsible for reimbursing the District for the amount of benefit I received during that time. I understand and agree that reimbursement would be via payroll deduction.
  
- \_\_\_ I understand that if I lose my alternate medical insurance coverage, mid-year, I *may* qualify to re-enroll into the District's medical insurance plan, however I understand that re-enrolling outside the annual Open Enrollment period must be approved by PERS as a "qualifying event".
  
- \_\_\_ I understand that if I choose to re-enroll into the District's medical insurance plan, I can always do so during any annual Open Enrollment period – effective the following January 1.
  
- \_\_\_ I understand that if I retire from the District while participating in the medical insurance waiver option, I can enroll back into the District's retiree medical insurance coverage so long as I retired from the District within 120 days of my last day of work with the District. I understand that after retirement I am no longer eligible for the \$300 per month benefit. I understand that I can re-enroll onto the City's medical insurance plan during any future annual Open Enrollment period after my retirement.

Employee Name (print): \_\_\_\_\_ Date: \_\_\_\_\_

Employee Signature: \_\_\_\_\_

HR Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Finance Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Effective date: \_\_\_\_\_ First Date of Reimbursement: \_\_\_\_\_



# 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: September 25, 2013  
To: Board of Directors  
From: Derek Krause, Interim Assistant Chief, Operations  
Subject: EMS Specialist Temporary Assignment

---

## Background:

On May 1, 2013, the previous EMS Specialist transferred to the Suppression Division and entered the San Ramon Valley Fire Protection District Firefighter Recruit Academy. Since then, the EMS Specialist position has been left unfilled. The Board approved the filling of this critical position and interviews with several qualified, outside (PEPRA), candidates were conducted. Through these interviews, the District found two finalists who could fill the current position at a basic level. Upon further consideration, Staff identified an opportunity to reevaluate the EMS Specialist position to align the capabilities of the EMS Specialist with the future expectations and challenges facing the EMS Division. Finding a person with the requisite knowledge, skills and abilities who can conduct the daily tasks necessary as well as assist the rest of the Division with EMS research, systems analysis, strategic consultation, and broad-based networking will be essential for the future success of District EMS. In order to have time to adequately evaluate the position needs and the organizational structure of the EMS Division, as well as continue to maintain the current exemplary District EMS service levels, Staff has sought out interested internal candidates and identified a Suppression Captain with strong systems background and internal knowledge who could provide just such a service on a temporary basis. Staff believes that for a successful structural evaluation, the temporary reassignment of a Suppression Captain to an internal EMS Specialist for a six to twelve month period is necessary and that to facilitate this temporary assignment, no change in rank status or in pay status should occur.

## Recommended Board Action:

Staff recommends the Board approve a Temporary Assignment Equalization Pay (TAEP), differential for up to twelve months, for the purpose of filling the EMS Specialist position on a temporary basis. A TAEP of 9%, calculated off of the employee's Premium Base Monthly Salary will neither increase nor decrease the pay of a 56-hour Suppression employee reassigned to a 40-hour schedule.

## Financial Impacts:

The Suppression Division vacancy created by this temporary reassignment will be filled with overtime. The increased cost of utilizing a Suppression Captain to temporarily fill the EMS Specialist position, partially offset by the use of overtime to fill the Suppression vacancy, along with the savings realized by the five months that the EMS Specialist position has been unfilled, makes the financial impact to the District a net savings of \$38,000, on a fiscal calendar basis.

# CORRESPONDENCE

July 17, 2013

Dear Capt. Bennett

My appreciation  
of your service for  
Bernard is boundless.

The family was  
thankful for your  
stomach and we'd think of  
and we'd think of  
over Boney when we  
hear the pipes playing

Thank you very much  
as well from all the  
Robles who have heard  
the Fire Department.

Most gratefully  
Allen Lovick

## Brooks, Sue

---

**From:** Meyer, Paige  
**Sent:** Tuesday, August 06, 2013 1:53 PM  
**To:** Brooks, Sue  
**Subject:** FW: my emergency call

---

**From:** Zennie Gagui [REDACTED]  
**Sent:** Tuesday, August 06, 2013 1:32 PM  
**To:** Meyer, Paige  
**Subject:** my emergency call

Thank you so much for the quick response of your personnel. All of them acted professionally and they are very compassionate. They are all very good in what they are doing. I thank them for being able to bring me to the hospital in a timely manner. I really appreciate your leadership and the work of your group.

Sincerely,

Zenaida C. Gagui  
[REDACTED]

We are all beyond grateful for your professionalism, dedication, skill + compassion you've responded to our family on more than this occasion and once again we are reminded of how fortunate and grateful we are for all you do, everyday, for our entire community.  
You are all truly the BEST of the BEST.

Sincerely,  
The Amadeo Ranch Family

~~XXXXXXXXXXXXXXXXXXXX~~  
~~XXXXXXXXXXXXXXXXXXXX~~  
(Chris + Jaime; and Jacquelyn) + Alexander

Hello Dan + Awesome Members of  
SRV Firestation 31:

aug 1, 2013

On behalf of our entire family, please accept our most sincere thanks to those very hard working, dedicated men who came to our home at 26 Adobe Court in Danville on the night of July 10 to respond to an emergency call involving our son Alexander, age 8. It was a very scary night for us, + especially for Alexander, but the moment you arrived, Everyone, was able to calm down + focus on what needed to be done to get Alex to the hospital. Alexander was immediately comforted by your presence in our home + he so loves his new best friend, "Rainbow" - his beloved new teddy bear.

To: Mr. Dan and brave  
members of SRSV

Fine Station #3

Thank you very much  
for coming to school  
and helping me

I was hurt I was  
very scared but you  
helped take care of me

Thank-you - my new  
friend was mean. He means  
a lot to me.

Thank you again for  
helping me and my family



Alexander and  
Rainbow



Thank You!

To: Fire Station #3  
From: Alexander

August 11, 2013

Dear Fire Chief Paige . . . . .

and all your dedicated paramedics —

Now that I am home from SRRMC  
the hospital and 2 weeks at Tice Valley  
Major Care I want to make it a first-  
priority to send you and those  
"hecky angels in navy-blue uniforms"  
my grateful & enduring thanks for their  
rapid response (less than 5 minutes) to my  
emergency 911 call as I was suddenly  
seized with heavy bleeding from my nose,  
alone at my home. And this, not once  
but twice, a week apart. I know now  
that the correct medical term for this  
is epistaxis nosebleed — and since my  
ordeal I have been referred to an ENT  
(ear-nose + throat specialist) and am being  
treated specifically for this condition.

Thank you, and your paramedics  
so very much!  
Mrs. J. "Chris" Thomas

WHAT A DIFFERENCE YOU

SUNDAY 8/4/2013

Dear Chief PAIGE MEYER, Fire Chief

Yes, Chief, you are CORRECT  
that your EMERGENCY PERSONNEL  
DID ASSIST ME, and they DROVE  
me around 6:50 AM to JOHN MUIR  
W-C EMERGENCY ROOM WITH ME  
HAVING SLIGHT PAINS IN MY CHEST.  
NOW, I HAVE HAD TRIPLE BYPASS  
SURGERY PERFORMED BY JOHN MUIR  
CONCORD HOSPITAL, and AM NOW  
LEARNING "REHAB" at MANOR CARE  
NURSING HOME, W-C, NEAR  
ROSSMOOR. YOUR MEN ARE TO BE  
CONGRATULATED, FOR THEY EASED  
MY PAINS, HELPED ME, and MAY  
HAVE SAVED MY LIFE, WHILE DELIVER-  
ING ME TO A HOSPITAL. I CONGRAT-  
ULATE YOU and YOUR MEN, AND  
I EXPRESS APPRECIATION!

PLEASE MENTION TO YOUR MEN  
THAT I FEEL INDEBTED. I WOULD  
LIKE TO KNOW THEM BETTER.

WARM WISHES,  
JOHN W. MORROW

Robin Gordon

Aug. 5, 2013

Dear Chief Meyer,

I was so surprised and delighted to receive such a thoughtful and cordial note from you and your department. I told everybody about it, and all agreed it was very special. Many thanks.

Your emergency technicians couldn't have been more helpful, kind or capable. I can't tell you how impressed I am and how comfortable I felt. Deep sincere gratitude!

I thank you sincerely for your wonderful service and for your very much appreciated note.

Sincerely,

Robin Gordon

## Brooks, Sue

---

**From:** Meyer, Paige  
**Sent:** Tuesday, August 13, 2013 6:05 PM  
**To:** Brooks, Sue  
**Subject:** FW: Your personnel

**From:** Joan Rorke [mailto:joan.rorke@comcast.net]  
**Sent:** Tuesday, August 06, 2013 8:42 PM  
**To:** Meyer, Paige  
**Subject:** Your personnel

Dear Paige Meyer, Fire Chief,

Yes, your emergency personnel recently responded to a call to assist me at Diablo Lodge. They were simply wonderful--they were friendly, kind, thoughtful, polite, and very caring. I thank them and you, and I commend all of you for a job very well done at a time when I needed such help.

Sincerely, Joan Rorke

Brooks, Sue

---

**From:** Meyer, Paige  
**Sent:** Tuesday, August 13, 2013 6:06 PM  
**To:** Brooks, Sue  
**Subject:** FW: my emergency call

---

**From:** Zennie Gagui [mailto:zennie.gagui@...]  
**Sent:** Tuesday, August 06, 2013 1:32 PM  
**To:** Meyer, Paige  
**Subject:** my emergency call

Thank you so much for the quick response of your personnel. All of them acted professionally and they are very compassionate. They are all very good in what they are doing. I thank them for being able to bring me to the hospital in a timely manner. I really appreciate your leadership and the work of your group.

Sincerely,


On August 13<sup>th</sup> we had an incident at our house in which a wire from our AT&T cable fell and was sprawled across our street at 500 Everett Dr., Danville, CA.

After many futile attempts to contact AT&T in order to get one of their service vehicles out here to correct the situation, we gave up after we had no proper response from them.

We proceeded to call 911 and a truck from the San Ramon Fire Dept. was immediately dispatched to our home. Clinton D. Pruett, Captain, and two other dept. members worked quickly and very efficiently to fix the downed wire. I want to compliment Captain Pruett and the rest of the team for their quick response, diligent work and the polite and accommodating help they gave to us.

We so appreciate them and their careful assessment and correction of our situation. We are truly lucky to have such a wonderful Fire Dept. in the San Ramon Valley and to have these fine men among this group.

Sincerely,

Handwritten signatures of Eileen Sossin-Johnson and Rich Johnson. The signature for Eileen Sossin-Johnson is written above the signature for Rich Johnson.

Eileen Sossin-Johnson

Rich Johnson

## Brooks, Sue

---

**From:** Pangelinan, Denise  
**Sent:** Tuesday, September 17, 2013 10:19 AM  
**To:** Brooks, Sue  
**Subject:** FW: Thank You to the 2013 Moonlight on the Mountain Volunteers

Sue --

Can you please forward this to Chief Meyer regarding the Moonlight on the Mountain event. It is a thank you note to the Reserves. I have forwarded it to the Reserves.

Thank you,

Denise

---

**From:** Kelly Stein [<mailto:KStein@savemountdiablo.org>]  
**Sent:** Thursday, September 12, 2013 5:06 PM  
**To:** Kelly Stein  
**Subject:** Thank You to the 2013 Moonlight on the Mountain Volunteers

Dear 2013 Moonlight on the Mountain Volunteers,

It is with great pleasure and pride that I write this email to our ***incredible*** group of volunteers. Moonlight on the Mountain raised over \$400,000 in funds for land preservation programs! Without you, this achievement would simply not have been made.

Each volunteer made a unique contribution to the event. Whether it was your creativity designing displays, strength moving art walls, smile greeting guests, or attention-to-detail setting tables, you all made a discernible impact on the quality of the event.

We hope you also received something in return – a new friend, a new view of the mountain, or a new insight into yourself. Please keep us in mind for the upcoming Mount Diablo Challenge event on October 6 and Trail Adventure on November 3. Spots can be reserved by emailing me at [kstein@savemountdiablo.org](mailto:kstein@savemountdiablo.org).

Again, thank you for dedicating your time, energy and enthusiasm to SMD. With your help, we will save Mount Diablo!

Sincerely,

Kelly Stein

***Kelly Stein***  
Event & Volunteer Coordinator

Save Mount Diablo  
1901 Olympic Boulevard, Suite 320  
Walnut Creek, CA 94596  
Phone (925) 947-3535 // Fax (925) 947-0642  
[www.SaveMountDiablo.org](http://www.SaveMountDiablo.org) // [KStein@savemountdiablo.org](mailto:KStein@savemountdiablo.org)

Save Mount Diablo:

**Preserves** natural lands through acquisition & cooperative efforts;

**Defends** Mount Diablo and its foothills from development threats through land use planning & public education;

**Restores** habitat, wildlife and creeks & builds trails; so you and future generations can

**Enjoy** Diablo's parks and its wildlife.





LEROY FITZGERALD JR.  
The Business Development & Sales  
1192 2503271  
loj@lojfitzgerald.com

SRU FIRE & KAGANETIC:

THANK YOU FOR YOUR HELP  
& SUPPORT LAST FRIDAY.

IT'S GREAT TO KNOW YOU GUYS  
ARE ALWAYS CLOSE BY TO HELP.

TO THE SAN RAMON VALLEY FIRE  
TEAM WHO SHOWED UP TO  
HELP ME LAST FRIDAY @  
4:30-5:00PM  
(301 RUTHERFORD DRIVE)

August 24, 2013

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

Fire Chief Meyer:

Early on the morning of Monday August 27<sup>th</sup>, 2012, my husband Barry Nauroth was struck in the driver door of his car by a DUI juvenile in his SUV speeding 50 mph through the controlled neighborhood intersection of La Serena and Danville Boulevard in Alamo. Hit and run. Barry was left to die.

Neighbors Byron and Elvia Cordoba called 911. Captain Richard Huettis and his team cut Barry from the wreckage and took him to John Muir Walnut Creek. The admitting report described Barry's body as crushed, his brain bleeding, blood loss acute, condition poor. Son Shawnacy, a Newark police officer for ten years, was the first to arrive at John Muir and did not expect his dad to survive.

But Barry survived.

After 24 days in ICU, 51 days of hospitalization, I took him home on October 17<sup>th</sup> in a wheelchair, in a leg brace, in a cervical collar, in a gastrostomy binder, in diapers, irrational from brain trauma, unable to care for himself.

Saturday morning December 1<sup>st</sup> Barry flew out of bed in a violent seizure. His head slammed the baseboard and he landed face down and immobile. I couldn't tell if was breathing, I didn't know if his cervical fusion had held. I was panicked and called 911. Captain Huettis and his emergency team came to our home and took Barry to Kaiser Walnut Creek. Scans showed no further trauma.

It's now August 2013 and we are in recovery with challenges ahead.

Barry is a son, a brother, a father, a cherished friend, a valued business associate, a war veteran medic, Grandpa Barry to 11 children. We are all humbled and profoundly grateful for the hundreds - truly hundreds - of skilled and dedicated professionals who have kept Barry with us. You were the first caregivers. You made future possible.

Thank you.

  
Janice Newsted

~~XXXXXXXXXXXXXXXXXXXX~~  
~~XXXXXXXXXXXXXXXXXXXX~~  
~~XXXXXXXXXXXXXXXXXXXX~~



**Lieutenant Bill Roche #322**

Concord Police Department  
1350 Galindo Street  
Concord, CA 94520  
Phone: (925) 603-5872 Fax: (925) 691-6549

---

**Field Operations Division – Special Operations**

---

**September 4, 2013**

**Fire Chief Paige Meyer  
1500 Bollinger Canyon Rd  
San Ramon, CA. 94583**

**Dear Fire Chief Paige,**

I wanted to take a moment and thank you and the San Ramon Valley Fire District for allowing our agency to use the SRVFD Command Vehicle for a recent high profile concert we held in our city this past weekend.

In particular, I would also like to thank Communications Supervisor Denise Pangelinan who was a very accommodating in making the reservations.

I would also like to thank Reserve Firefighters Jim Ratliff, Al Martin and Chris Quirk who were very accommodating and a valuable resource. Our staff was impressed with their knowledge and professionalism and most importantly, we enjoyed their company.

Again, my sincere thanks and if we can ever be of assistance to your agency please don't hesitate to contact me.

**Sincerely,**

A handwritten signature in cursive script that reads "Bill Roche".

**Lieutenant Bill Roche**

# OPERATIONS



# 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:** September 25, 2013  
**To:** Board of Directors  
**From:** Derek Krause, Interim Assistant Chief, Operations  
**Subject:** Monthly Operations Report for July/August, 2013

---

## SOC Report:

1. Auto Aid / Mutual Aid status: CON – aid received less than aid provided; ACF – aid received less than aid provided. Working structure fire AA to Dublin (E39)
2. Three working structure fires: Borica Drive, Danville; Twin Creeks Drive, San Ramon; Starbucks restaurant, San Ramon
3. Morgan Fire (Mt. Diablo): Initial Attack, IMT, and ST response; multi-million-dollar communications infrastructure protected at summit; apparatus: E35, E36, E331, E331A, E332, E335, WT135, WT238, CS131, 3100, 3110, 3111, 3112, 3120, 3121

## Training:

1. Recruit Academy Graduation
2. Four Recruits to Suppression (probation); two Recruits to EMS Evaluation (provisional)
3. Quarterly Company Performance Standards
4. SCBA mask fit testing – 100% OSHA compliant

## EMS:

1. EMS Specialist internal candidate interviewed
2. MCI Operations training
3. Quality Improvement/EMS Certifications – ongoing
4. Hosted Cal Chiefs EMS Division

## SPECIAL OPERATIONS:

1. USAR: (3) Team openings filled
2. HazMat: HazMat Railcar Training – DOW Chemical

## Additional Activities

1. Annual Compliance Report completed and submitted to CPSE Commission
2. 9/11 Event support and presentation provided

# Standards of Cover Policy Compliance Report

## July 1, 2013 - July 31, 2013

SOC Goal 1, 5, 6			SOC Goal 2, 5, 6			SOC Goal 3, 5, 6			SOC Goal 5, 6		
Urban (Count = 237)			Suburban (Count = 89)			Rural (Count = 2)			Wilderness (Count = 0)		
Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
7:00	6:59	6:52	8:00	7:44	7:48	15:00	7:55	10:49	45:00	0:00	36:48
	100%	100%		100%	100%		100%	100%		100%	100%

First Unit Response

SOC Goal 4																	
Urban (Count = 2)				Suburban (Count = 0)				Rural (Count = 0)				Wilderness (Count = 0)					
Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
11:00	13:06	13:06	12:00	0:00	12:30	21:00	0:00	14:46	45:00	0:00	0:00	45:00	0:00	0:00	0:00	0:00	0:00
	0%	25%		0%	50%		0%	100%		0%	100%		0%	0%		0%	0%

ERF Fire Response

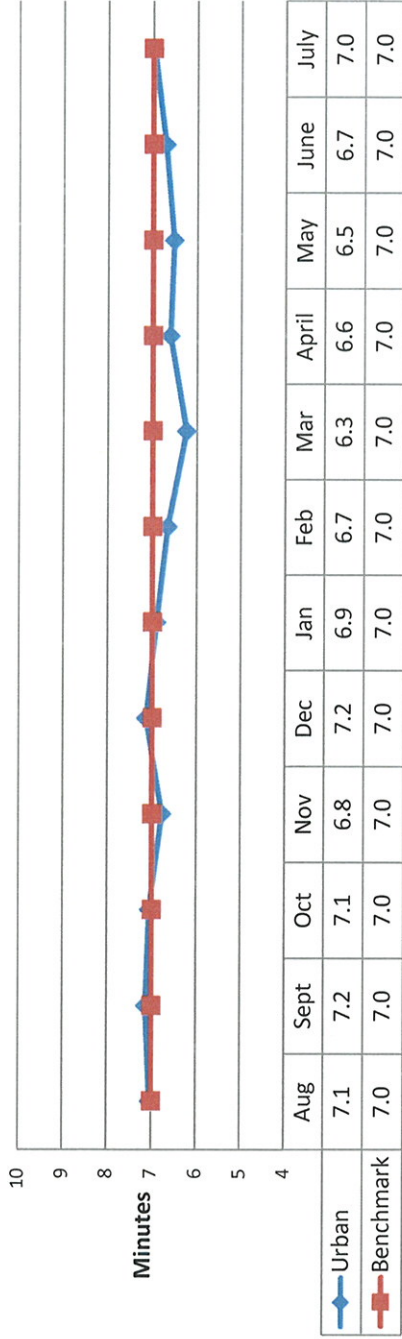
SOC Goal 8																	
Urban (Count = 87)				Suburban (Count = 35)				Rural (Count = 1)				Wilderness (Count = 0)					
Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
9:00	8:53	8:38	10:00	10:07	9:33	21:00	11:52	14:27	45:00	0:00	38:16	45:00	0:00	0:00	45:00	0:00	100%
	100%	100%		97%	100%		100%	100%		100%	100%		0%	0%		0%	100%

ERF Medical Response

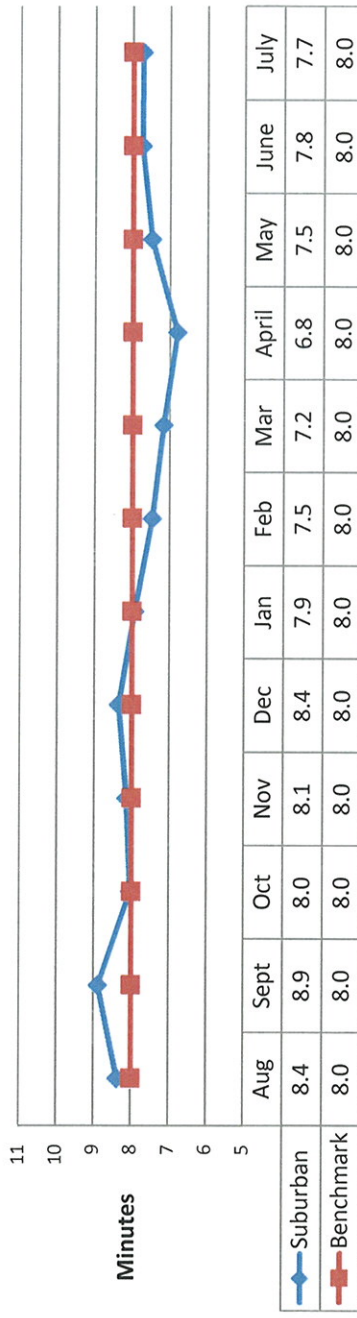
SOC Goal 7			
Call Processing Time		Turnout Time	
Goal	Actual	Goal	Actual
1:00	0:46	2:00	1:57
	100%	100%	98%

### First Unit Response

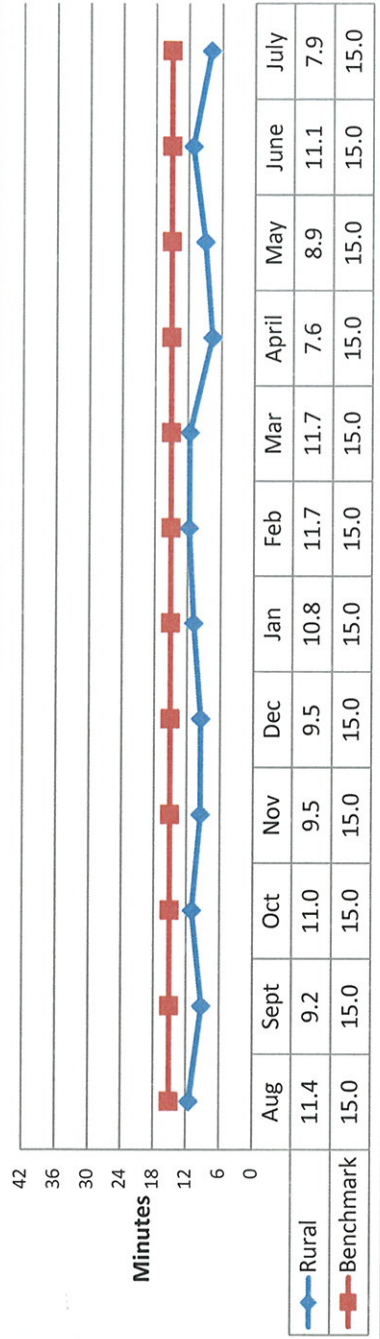
#### Urban



#### Suburban



#### Rural

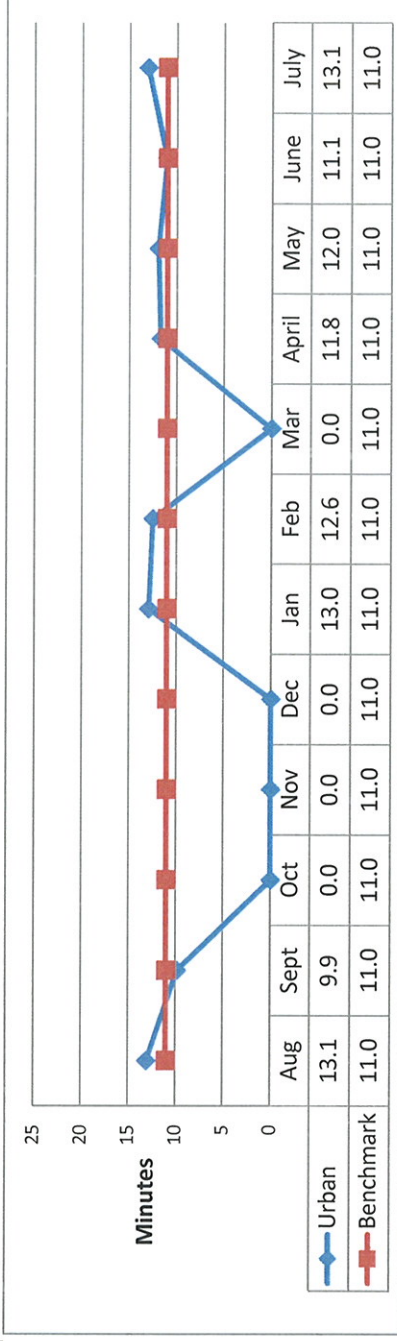






## ERF Fire Response

### Urban



### Goal 1

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

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

### Goal 2

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

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

### Goal 3

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

The first-due fire unit should arrive within 15 minutes total response time, 90 percent of the time.

**Goal 4**

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

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

**Goal 5**

***Hazardous Materials Response***

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

**Goal 6**

***Technical Rescue***

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

**Goal 7**

***Call processing and turnout times***

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

**Goal 8**

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

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

# Standards of Cover Policy Compliance Report

## August 1, 2013 - August 31, 2013

First Unit Response	SOC Goal 1, 5, 6			SOC Goal 2, 5, 6			SOC Goal 3, 5, 6			SOC Goal 5, 6		
	Urban (Count = 255)			Suburban (Count = 100)			Rural (Count = 1)			Wilderness (Count = 3)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
	7:00	6:47	6:49	8:00	7:38	7:45	15:00	7:03	8:55	45:00	25:42	33:40
		100%	100%		100%	100%		100%	100%		100%	100%

ERF Fire Response	SOC Goal 4															
	Urban (Count = 0)				Suburban (Count = 0)				Rural (Count = 0)				Wilderness (Count = 0)			
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	
	11:00	0:00	12:58	12:00	0:00	12:30	21:00	0:00	14:46	45:00	0:00	0:00	45:00	0:00	0:00	
		0%	20%		0%	50%		0%	100%		0%	100%		0%	0%	

ERF Medical Response	SOC Goal 8															
	Urban (Count = 87)				Suburban (Count = 36)				Rural (Count = 0)				Wilderness (Count = 2)			
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	
	9:00	8:18	8:35	10:00	8:47	9:28	21:00	0:00	14:27	45:00	25:47	31:24	45:00	25:47	31:24	
		100%	100%		100%	100%		0%	100%		100%	100%		100%	100%	

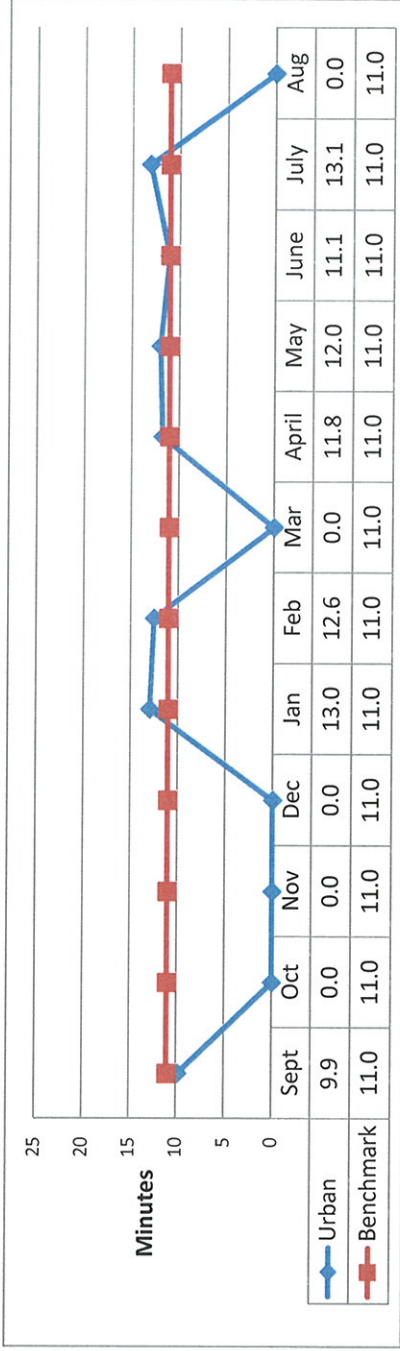
Call Processing Time	SOC Goal 7					
	Turnout Time					
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
	1:00	0:44	0:43	2:00	1:46	2:02
		100%	100%		100%	100%





## ERF Fire Response

### Urban



#### Goal 1

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

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

#### Goal 2

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

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

#### Goal 3

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

The first-due fire unit should arrive within 15 minutes total response time, 90 percent of the time.

#### **Goal 4**

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

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

#### **Goal 5**

##### ***Hazardous Materials Response***

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

#### **Goal 6**

##### ***Technical Rescue***

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

#### **Goal 7**

##### ***Call processing and turnout times***

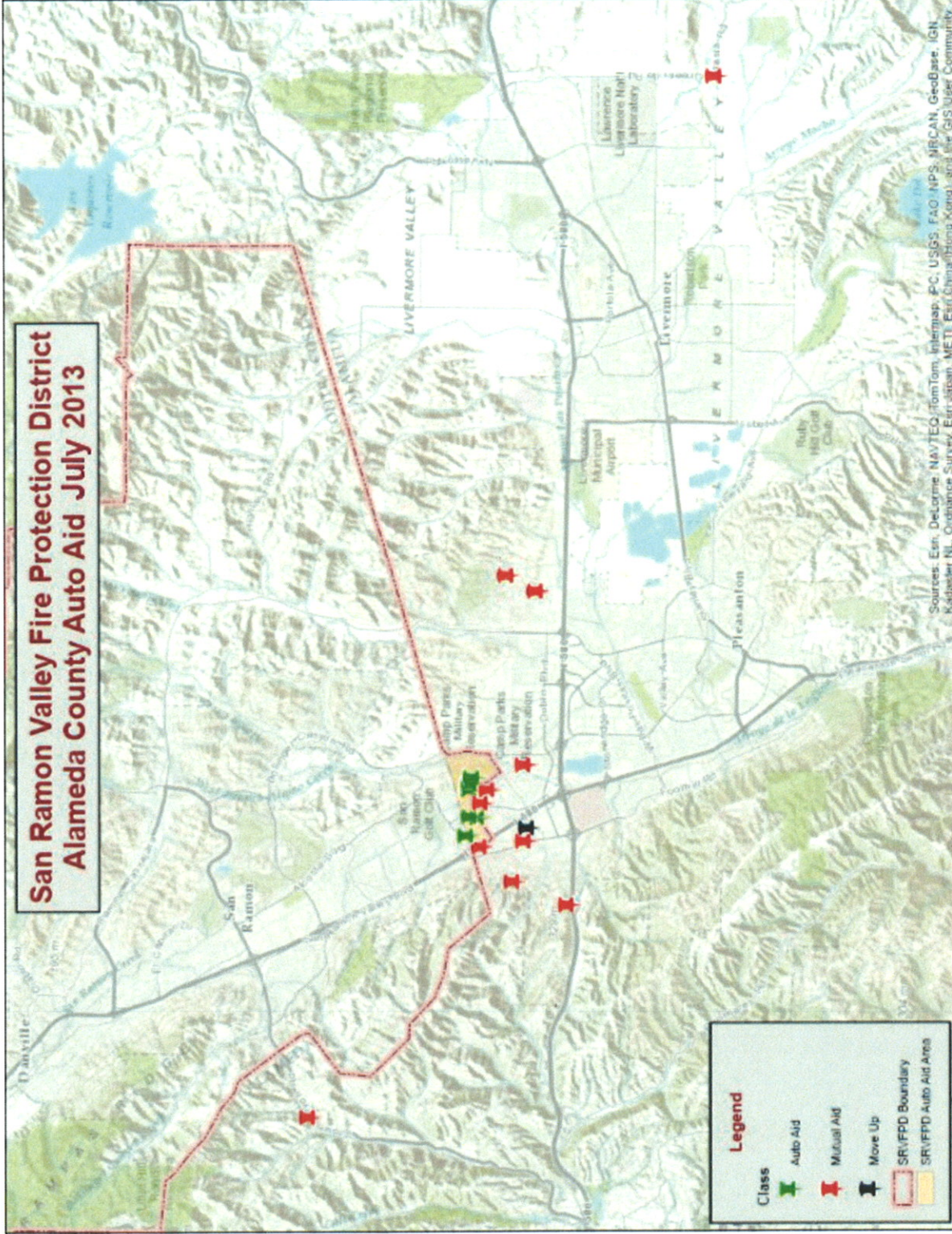
A concentrated focus will be placed on systems, training and feedback measures to crews to lower dispatch and turnout time reflex measures to national best practices of 1 minute for dispatch and 2 minutes for fire crew turnout, 90 percent of the time.

#### **Goal 8**

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

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

# San Ramon Valley Fire Protection District Alameda County Auto Aid July 2013

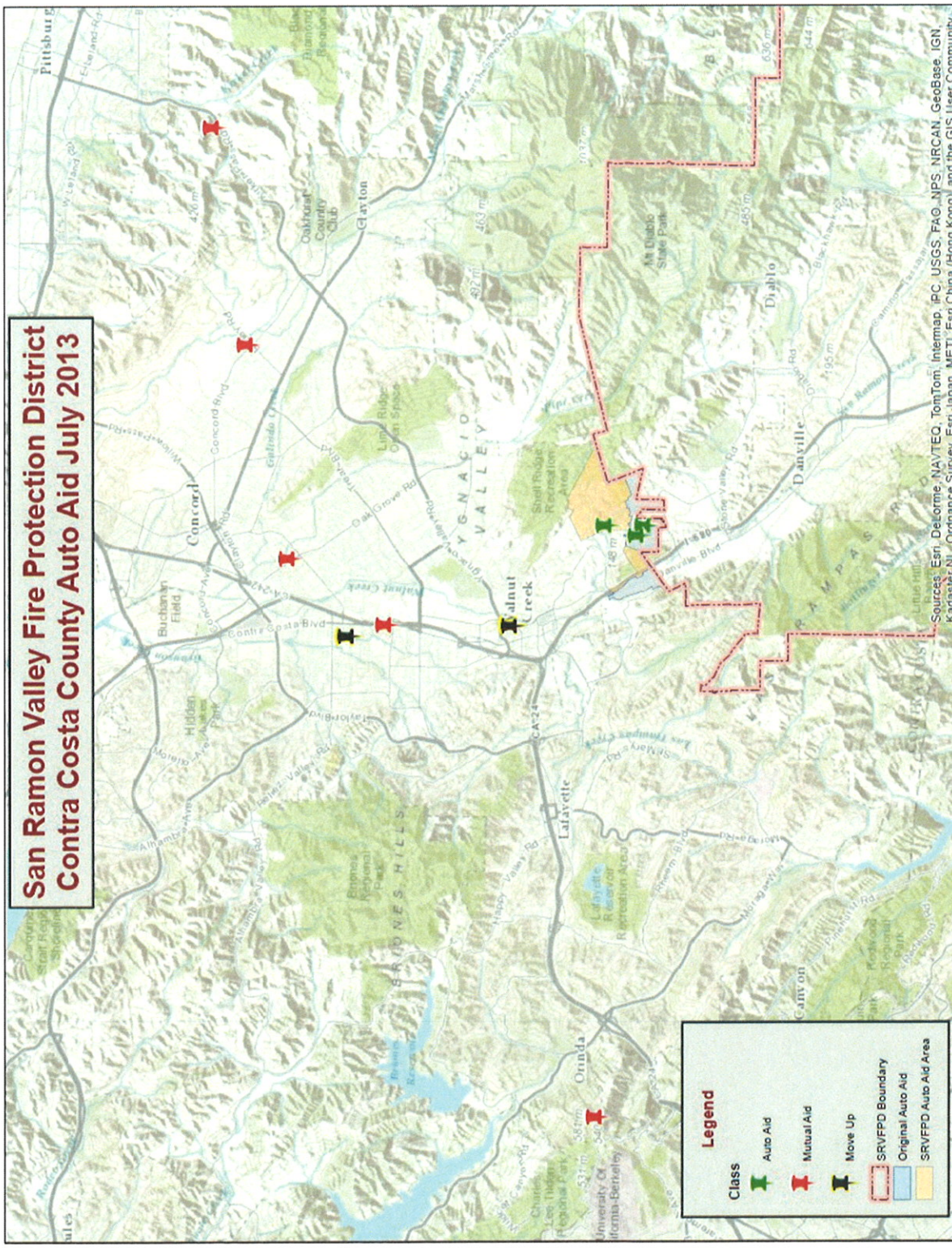


Sources: Esri, DeLorme, NAVTEQ, TomTom, Intermap, PC, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), Swisstopo, and the GIS User Community

	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
<b>Auto Aid Given</b>	8	9	9	7	9	7	8	8	10	9	11	6
<b>Mutual Aid Given</b>	11	7	10	13	4	10	7	4	5	10	6	11
<b>Mutual Aid Received</b>	2	1	6	3	0	4	0	0	0	1	2	0
<b>Move-up</b>	0	0	0	0	0	0	0	0	0	1	3	1



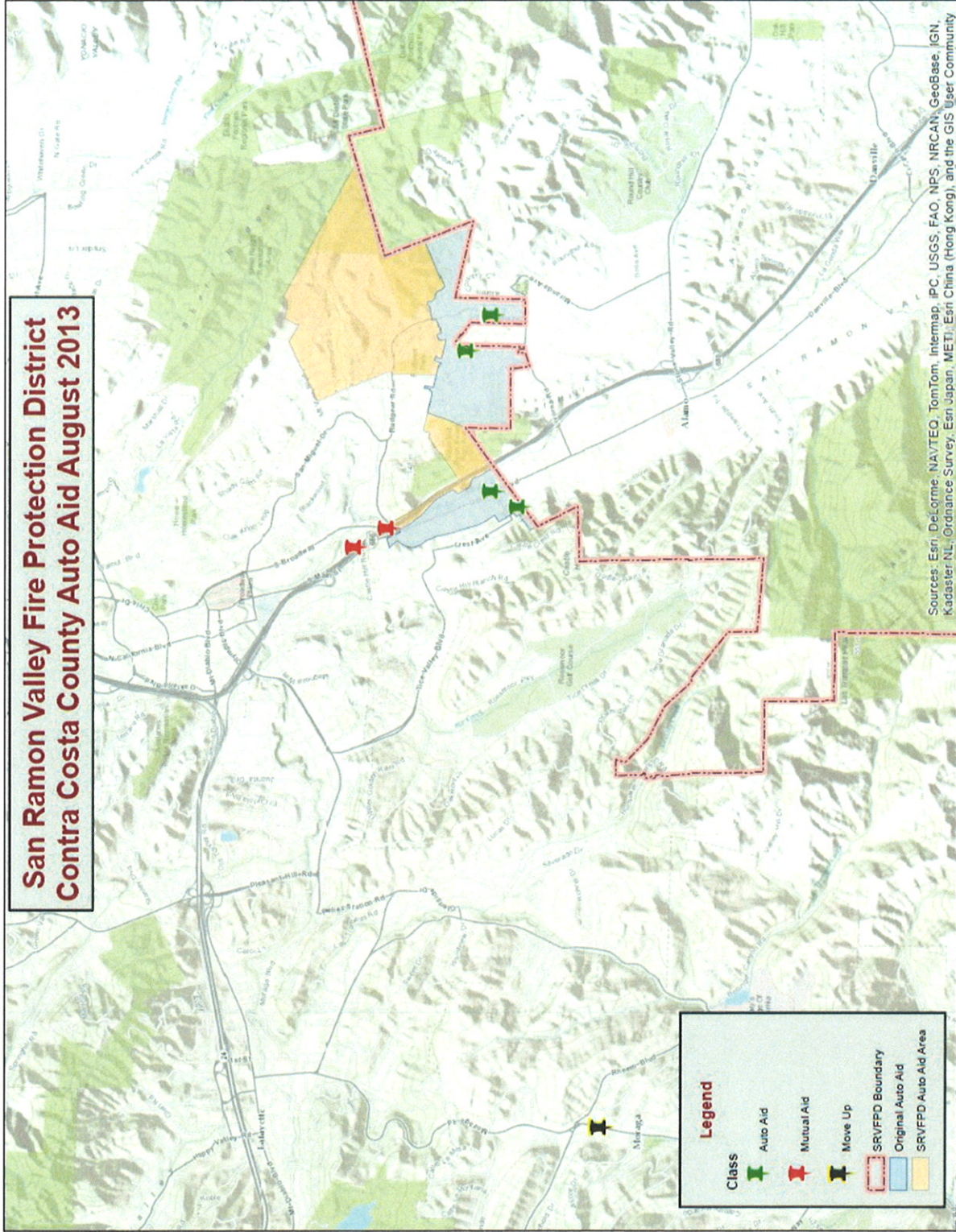
# San Ramon Valley Fire Protection District Contra Costa County Auto Aid July 2013



Sources: Esri, DeLorme, NAVTEC, TomTom, Intermap, IPC, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), and the GIS User Community

	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
<b>Auto Aid Given</b>	0	4	2	3	2	2	5	6	5	3	3	3
<b>Mutual Aid Given</b>	4	5	0	1	0	1	1	3	3	2	2	5
<b>Mutual Aid Received</b>	3	3	2	1	1	1	2	0	3	5	3	0
<b>Move-up</b>	0	0	0	0	0	0	1	1	0	3	0	3

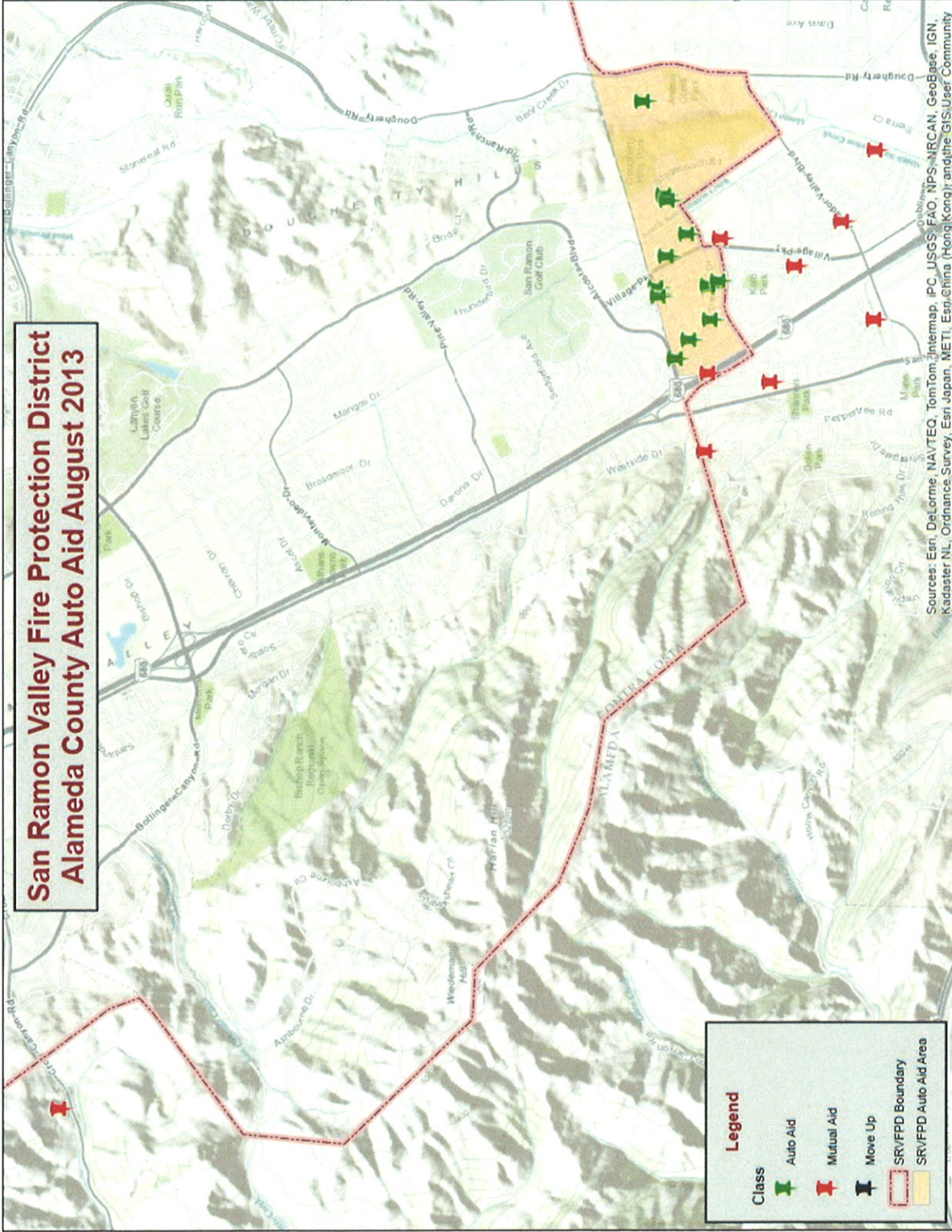
# San Ramon Valley Fire Protection District Contra Costa County Auto Aid August 2013



Sources: Eri, DeLorme, NAVTEQ, TomTom, Intermap, IPC, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), and the GIS User Community

	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG
<b>Auto Aid Given</b>	4	2	3	2	2	5	6	5	3	3	4	4
<b>Mutual Aid Given</b>	5	0	1	0	1	1	3	3	2	2	4	2
<b>Mutual Aid Received</b>	3	2	1	1	1	2	0	3	5	3	0	0
<b>Move-up</b>	0	0	0	0	0	1	1	0	3	0	3	1

**San Ramon Valley Fire Protection District  
Alameda County Auto Aid August 2013**



Sources: Esri, DeLorme, NAVTEC, TomTom, Intermap, IPC, USGS, FAO, NPS, NRCAN, GeoBasis, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), Swisstopo, Mapbox Community

	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG
<b>Auto Aid Given</b>	9	9	7	9	7	8	8	10	9	11	6	14
<b>Mutual Aid Given</b>	7	10	13	4	10	7	4	5	10	6	11	10
<b>Mutual Aid Received</b>	1	6	3	0	4	0	0	0	1	2	0	0
<b>Move-up</b>	0	0	0	0	0	0	0	0	1	3	1	0

# **SUPPORT SERVICES**



# 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: September 25, 2013  
To: Board of Directors  
From: Derek Krause, Interim Assistant Chief, Operations  
Subject: Monthly Support Services Report for September, 2013

---

## Facilities

1. Station No. 31, Phase 2 Progress, EBRCSA Project – Installation of Radio Repeater Equipment
  - 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
  - Perimeter fence completed – landscaping options being explored
3. Sherburne Hills Bridge contingency plan in place – construction underway

## Fleet

1. 1 Command Vehicle going through bid process for Fire Chief. Bids received May 28, 2013. Apparent low bidder is "Winner Chevrolet". Board approved purchase from Winner Chevrolet. PO to be issued in July and ordered. Spec Review underway for Fire Chief Vehicle outfitting and build-up. Upfit Quote received Aug 14 - Wattco
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. In conjunction with the City of San Ramon and the San Ramon Citizen Corps Council, upgraded District boardroom audio visual system
2. Completed EBRCS mobile and portable radio configuration
3. Programmed EBRCS mobile radios
4. Programmed non-EBRCS radios with updated channel configuration
5. Created updated CAD and mobile maps

6. Upgraded Emergency Medical Dispatch QA/QI (EMDQ) software
7. Attended Regional Radio and District working group meetings
8. Attended the APCO International Conference in Anaheim

### Communication Center

#### July

1. Attended MCI training
2. Attended Deployment Committee Meetings
3. Facilitated Monthly Reserve Meetings
4. The Dispatchers assisted Fire Prevention with the non compliant weed abatement. Notices mailed to residents
5. Dispatchers attended Quarterly EMD training

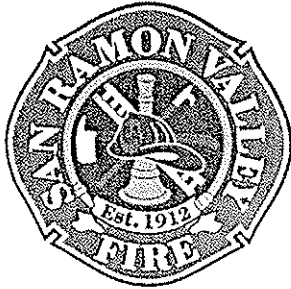
#### August

1. Attended Deployment Committee Meetings
2. Facilitated Medical Dispatch Review Committee Meeting
3. Facilitated Monthly Reserve Meetings
4. Reserves requested with CS 131 as the Incident Command Post at the Concord Pavilion
5. Reserves participated in the Muster Event in Pleasanton
6. Attended the APCO International Conference in Anaheim
7. Attended a presentation on an Emergency Notification System with the City of San Ramon and Town of Danville

### Current Projects

1. District commencing due diligence process to meet new BAAQMD Fuel Tank Compliance regulations
2. AED – Ongoing project for District Aides/Support Services. Confirming location, address, contact info, lat/long, etc – ongoing
3. Station #30 & #39 – Commence RFQ process to demo and install new kitchen countertop, backsplash, sink and faucet for both Stations. Legal Notice running June 26-July 2. Mandatory Pre-RFQ meeting scheduled July 10, with RFQs due July 22, 2013. RFQs received. Re-evaluated current budget and determined countertop material should change. Revised RFQs due September 27, 2013
4. Station #32 – Concrete Extension Project. RFQ due September 10, 2013.
5. Coordinating Annual Ground Ladder Inspection (scheduled for July 8, 9 and 10)  
Completed
6. Researched bike racks for Admin. City of San Ramon can provide funding for (2) bike racks and installation through the 511 Contra Costa employer program. Funding will be available July 1<sup>st</sup> with possible installation in August. Contract signed with City of San Ramon. Informed that order takes 4-5 weeks. Possible installation early October
7. District Aides assisted with 4<sup>th</sup> of July logistics
8. District Aides assisted with preparation/cleanup for 9/11 Oak Hills Park Ceremony

**FIRE PREVENTION  
DIVISION**



# 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: September 25, 2013  
To: Board of Directors  
From: Christina Kiefer, Division Chief  
Subject: July and August Report of Fire Prevention Activities

---

## Activities

### Fire Resistant Garden Project

Corey Barlow, a local Eagle Scout candidate, has completed the first two phases of his "fire resistant" garden project. The project began over a year ago, Corey along with his sponsor, Jeff Smith, embarked on a plan to install a fire resistant garden in the back patio area of the Administration Building.

Over the past year Corey has researched fire resistant plantings, worked with a local landscape architect, raised funds, leveraged sponsorships, recruited volunteers and put together two work days to install the garden. On Saturday, August 31, over 30 volunteers prepared the area for planting and on Saturday, September 7 the volunteers complete the planting phase. The final step will be to create signage that will list the plant type and its fire resistant properties.

The garden will serve as a teaching tool for residents; it will encourage homeowners to consider plants that have fire resistant and often drought tolerant characteristics. The garden will be included in the Community Personal Emergency Preparedness classes as well as all Wildfire Readiness presentations.

### CPR in the Schools Program Update

In the winter and spring of the 2014 School year all 7<sup>th</sup> graders will have the opportunity to learn Hands-Only CPR and the proper use of an AED. The 7<sup>th</sup> grade CPR program will kick off at the October Middle School Principals meeting where each school will be given the opportunity to schedule a training day for their students.

Four teams of 8 volunteers will commit to teaching at two of the Middle Schools, for a total of eight presentation days instructing approximately 2400 students. The Fire District and the HeartSafe Committee has committed to aid in the recruitment of volunteers, provide Train the



Trainer classes for all volunteers and provide at least one uniformed Fire District employee at each training day. The School District will also aid in volunteer recruitment, will partner to purchase and maintain a cache of supplies (CPR manikins, mats, AED trainers, etc) for the program.

In addition, the HeartSafe Committee will be offering the Hands-Only CPR training program at high school football games during half-time.

#### RCFE Evacuation Video Update

The RCF video production has made significant strides toward completion. In June and July, CCO Debbie Vanek and FS Kim French worked within the Access and Functional Needs Committee of the SRVEPCCC to develop the script for the video. In August, the video was filmed over 4 days at two care homes located in Danville and San Ramon. Thus far, the five primary committee members involved have dedicated over 500 hours to the project. Approximately 56 people were involved in the video production, including staff members, volunteers, actors and production personnel. FS Joyce Castro, dispatchers and crews also took part in the filming and support of the video. At this time the video is in the editing stage and the target date for completion is the end of October.

#### Exterior Hazard Abatement Program Update

The annual EHAP is near completion. The program included inspection of over 11,700 properties. This was a team effort and inclusive of all fire prevention staff participating in the initial inspection activity. FP Staff are currently working with 4 property owners that are in the process of removing dead trees. There have been 2 properties abated by the District contractor.

#### Fourth of July, Summary of fireworks related activity

	Number of Incidents Reported by PD
Danville	18
San Ramon	10
CC County	1
SRVFPD – Patrols	20

Summary of SRVFPD Incident Investigations;

**Investigator:** Stevens (3124)

**Date/time:** June 15, 2013 at 22:16 hours

**Location:** 621 Dunhill Drive

**Occupancy Type:** Open Space

**Area of Origin:** heel of fire

**Cause:** Arson, unsafe use of illegal firework (bottle rockets)

**Summary:** Dispatched to 621 Dunhill Drive for a vegetation fire. Upon arrival Engine 30 identified a group of neighbors with garden hoses, shovels and racks attempting to extinguish the fire. Engine 30 extinguished the fire and Battalion 31 responded to determine cause and

origin. Battalion 31 contact DFM Stevens, discuss witness statements who indicated fireworks had been set off and immediately thereafter witnesses noticed the fire on the top of the hill behind their homes. Battalion 31 indicated they could be find a device, and inquired what additional action I wanted. I informed Battalion 31 that I would visit the site during daylight hours the next business day.

Upon investigation a large bottle rocket was located at the heel of the fire. Photos were taken, evidence collected. A door-to-door interview was conducted and I spoke with three neighbors who were home at that time of day. They did not see anyone running from the area, and two of the three were individuals that had attempted to extinguish the fire. The case was classified as arson.

**Investigator:** Stevens (3124)

**Date/time:** July 4, 2013 at 2157 hours

**Location:** Behind 9961 Mangos Drive

**Occupancy Type:** Park/Open Space

**Area of Origin:** Along Iron Horse Trail, fire traveled laterally on both sides of the paved roadway

**Cause:** Arson, unsafe use of illegal fireworks

**Summary:** Dispatched to 9961 Mangos Drive, upon arrival E34 had a small vegetation fire and continued two units for support. DFM 3121 arrived with Battalion 31 and found a large party in the backyard of 9961 Mangos. It was difficult to see and it was decided I would return the next day to complete the investigation. I returned to fireworks patrols for the evening. A firework device was found immediately adjacent to the Iron Horse Trail. The fire had burned approximately a half acre. The case was classified as arson.

**Investigator:** Probert (3123)

**Date/time:** July 7, 2013 at 0010 hours

**Location:** 502 Bolero Dr, Danville

**Occupancy Type:** Park/Open Space

**Area of Origin:** Bottom of hillside, with a bottle rocket immediately adjacent. Evidence collected and preserved. Interviewed neighbors and no one saw anyone leaving the area. Fire was classified as incendiary. Approximately ½ acre burned.

**Cause:** Arson, unsafe use of illegal firework (bottle rockets)

**Investigator:** Stevens (3121)

**Date/time:** July 8, 2013 at 23:36 hours

**Location:** Iron Horse Trail x of Ridgewood Road

**Occupancy Type:** Park/Open Space

**Area of Origin:** Undetermined

**Cause:** Arson, individuals constructed a balloon bomb utilizing balloons, and illegal fireworks (bottle rockets) as a detonator.

Summary: Engine 32 responded to a vegetation fire at Iron Horse Trail and Ridgewood Road, fire was contained to approximately 600 sq ft. Upon review Engine 32's narrative in the daily report, DFM Stevens contact Captain Barragan. Captain Barragan indicated that the neighbors reported an huge explosion followed by a fire along the Iron Horse Trail. DFM Stevens went to the site and interview neighbors and passerby's. Everyone contacted indicated that the explosion was huge, and some were curious how bad the person(s) were hurt. Neighbors reported that kids on bikes were seen riding away from the incident. Upon examination of the area, melted balloons were found and a firework device. These were approximately 50 feet from the fire. The case was classified as arson.

Potential Issues

None to report at this time.

Upcoming Public Education Classes and Events Scheduled

Event	Location	Date/Time
CERT-Class #55	Administration Building	Sept 4 - October 16 Wednesday, 6:00-9:30 pm
New Parent	Administration Building	Oct 12 Saturday, 9:00am-12:00pm
Personal Emergency Preparedness	Administration Building	Nov 13 Wednesday, 6:00-9:00pm
CERT-Class #56	Administration Building	September 21 & 28 Saturday, 8:00am-5:00pm
CERT-Class #57	Administration Building	October 19 & 26 Saturday, 8:00am-5:00pm
CERT -CEC #10	Administration Building	October 24 Thursday, 6:00-9:30pm
CERT -CEC #11	Administration Building	November 19 Tuesday, 6:00-9:30pm
CERT -CEC #12	Administration Building	December 18 Wednesday, 6:00-9:30pm

T3 - CERT Train the Trainer  
August 16-18, 2013  
Feedback from students

Danielle:

On the way home we talked about the class and I realized that I did not put down on the evaluation that this T3 was the best T3 class that I have taken! I have taken T3 classes on several ICS classes and this surpassed any of those.

Also, I left a memory stick with my name on it. If you can send it I would appreciate that. Also, let me know when you are scheduling your next drill. I would like to observe or be an evaluator. I would also love to see your exercise plan. We are starting to plan our annual exercise for March 2014.

Thanks again.  
Cliff Bowen

Hi Ray and Danielle:

Let me start by expressing how much I appreciate being allowed to join your community for three life-changing days this past weekend. The networking I was able to accomplish will be invaluable in my future everyday life as well as CERT. I have been and will continue to participate in neighboring city and county CERT drills.

I so admire the skills and warm manor that you and your fellow T-3 instructors were able to pass on and I hope that I will be able to pass these on in my contact with my community.

Thank for the dropbox files, I wonder if it would be possible to obtain the clip on left brain and right brain, including the "dancer". I want to share this with my teenage son who has ADD/ADHD.

Robert Reikes - [buffdriver16@gmail.com](mailto:buffdriver16@gmail.com)

Danielle-

So many, many THANKS to you and your fantastic Instructors for the CERT T3 Class.

I am a believer, we were transformed and will continue the transformation as we put our new selves into CERT with greater passion.

Please share with others,  
With much appreciation,

Mary A. England

Walnut Creek CERT - [maryaengland@comcast.net](mailto:maryaengland@comcast.net)

Hi Danielle,

Want to thank you for sponsoring the T3 class. I can not think of another time I have been in such a nourishing environment. There was support from the students and the instructors, how could we not succeed.

People who are very good at their job make very complex and difficult things appear easy. You and your staff of outstanding instructors worked very hard to make it the best learning environment possible. It was a wonderful experience. You made it look easy.

When I picked up my books and pack in the other conference room I did not return to the main classroom and believe I left my diploma on the table. Would you be so kind and mail it to me?

Hope you and your family have a great vacation.

Thank you.

Richard Green  
1514 Fronterero Ave  
Los Altos, CA 94024

Danielle --

I just wanted to tell you again how much I appreciated the efforts of you and your team!

I have had the opportunity to be involved (as either participant or staff) in many Train the Trainer and similar leadership development courses over the years, ranging from 3 hours to 6 days, and I can honestly tell you this was one of the very best. I was extremely impressed.

I would be honored if you might consider that at some point I might be asked to serve on one of your teams, whether CERT, PEP, or perhaps even T3 someday.

Again, fantastic job!

Have a great week!

Michael

Danielle, Thanks for a great day. It was fast, fun and full of learning. I am impressed with the knowledge level and presentation style of all involve. I really, enjoyed the

day, and felt I learned some valuable information. again, thanks so much. Looking forward to tomorrow. Debra [debrawake@gmail.com](mailto:debrawake@gmail.com)

Sent from my iPad

In response to sending me (Danielle) flowers:

You are very welcome, and thanks again for being so warm and wonderful with the class! You started us off on a positive note and set the tone for the whole weekend. I got so much out of T3 and really appreciated the emphasis on different styles and approaches to teaching. I will be a better instructor and public speaker for the rest of my career because all of you provided such great examples and tips.

I'm sorry that your vacation was cut short, but so glad that you were able to take some time off after what must have been an exhausting week for you.

Thanks for being awesome!  
Dorie

Good morning! Thank you for a fantastic weekend. So much personal growth occurred. I've used your suggestions more than ten times this morning. Typical Monday morning—intense as usual.

Could you let me know when San Ramon CERT schedules a field exercise? I would like to observe.

**PATRICIA MAISCH**  
**Engineering Assistant II**

Morning Danielle,

I am looking forward to another wonderful day with you and all the instructors. I can't tell you what a great job you have done putting this class together. Bravo!!

I also must say (and I want you to hear this), for me, you were an angel brought into my life right when I needed it. The messages you sent, from the look and compassion in your eyes. You really were meant to be my instructor for this weekend and for that I am very grateful!!

Hugs and will see you soon  
Carol Starbuck

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
FIRE PREVENTION DIVISION  
MONTHLY BOARD OF DIRECTORS ACTIVITY REPORT- AUGUST 2013**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
<b>CODE COMPLIANCE</b>													
INSPECTIONS	123	176	182	175	92	52	121	161					1082
REINSPECTIONS	172	77	114	139	96	139	220	273					1230
<b>TOTAL</b>	<b>295</b>	<b>253</b>	<b>296</b>	<b>314</b>	<b>188</b>	<b>191</b>	<b>341</b>	<b>434</b>					<b>2312</b>

OCCUPANCY PERMITS	40	66	112	125	55	44	43	207					692
-------------------	----	----	-----	-----	----	----	----	-----	--	--	--	--	-----

TOTAL INSPECTABLE OCCS	1368	1368	1368	1368	1368	1368	1368	1368					1368
TOTAL STARTED YTD	74	80	93	99	78	51	171	276					922
% STARTED YTD	5.41%	5.85%	6.80%	7.24%	5.70%	3.73%	12.50%	20.18%					67.40%
TOTAL COMPLETED YTD	72	80	88	88	60	44	146	123					701
% COMPLETED YTD	5.26%	5.85%	6.43%	6.43%	4.39%	3.22%	10.67%	8.99%					51.24%

<b>CONSTRUCTION</b>													
NEW PROJECTS	62	55	54	77	72	47	119	71					557
PLAN REVIEWS SUBMITTED	82	107	78	106	102	92	156	108					831
PLAN REVIEWS COMPLETED	65	93	103	100	102	91	117	137					808
INSPECTIONS	88	95	85	94	158	94	117	155					886

# ADMINISTRATIVE SERVICES





# 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: September 25, 2013  
To: Board of Directors  
From: Ken Campo, Financial Consultant  
Subject: Monthly Finance Report for July and August 2013

---

## Financials:

### Balance Sheet

Revenues: Budget v. Actual (All Funds)

Expenditures by Fund: Budget v. Actual

General Fund Revenue/Expense History

General Fund Expenditures by Month: Chart (2010-2014)

General Fund Revenue by Month: Chart (2010-2014)

Overtime Analysis for July and August 2013

## Human Resources;

- Participated in Engineer exam Technical Advisors meeting to continue process of updating the upcoming Engineer exam.
- Attended a POST Supervisory workshop.
- Final filing for Engineer exam – 6 candidates will be taking the written exam on September 13.
- Completed 2013 Wellness Fitness exam cycle – 85% received complete physicals (this included 67% of those who only required TB and respiratory clearances).
- Participated in several CalPERS webinars in preparation for open enrollment.
- Conducted audit of DMV medical clearances to ensure compliance with DMV fire apparatus regulations/requirements.
- Processed 2 resignations.

## Employee Illness/Injury Report (July 2013)

### *Reportable Injuries – July 2013:*

#### Indemnity (Lost Time)

- July 22, 2013 A Firefighter/Paramedic injured knee while exercising at station.  
*Status:* Remains out at month-end

- July 26, 2013 An Engineer injured elbow during off-road driving training session.  
*Status:* Remains out at month-end

Medical Only (No Lost Time)

- July 6, 2013 An Engineer was struck in head by engine compartment door on medical call.  
*Status:* Medical only - no lost time
- July 24, 2013 A Captain sought care for cumulative hand/wrist numbness and pain.  
*Status:* Medical only - no lost time

As of July 31, 2013, there were five (5) employees absent from their regular work assignment. July lost time due to injuries equaled 82 days.

=====

**Employee Illness/Injury Report  
(August 2013)**

***Reportable Injuries – August 2013:***

Indemnity (Lost Time)

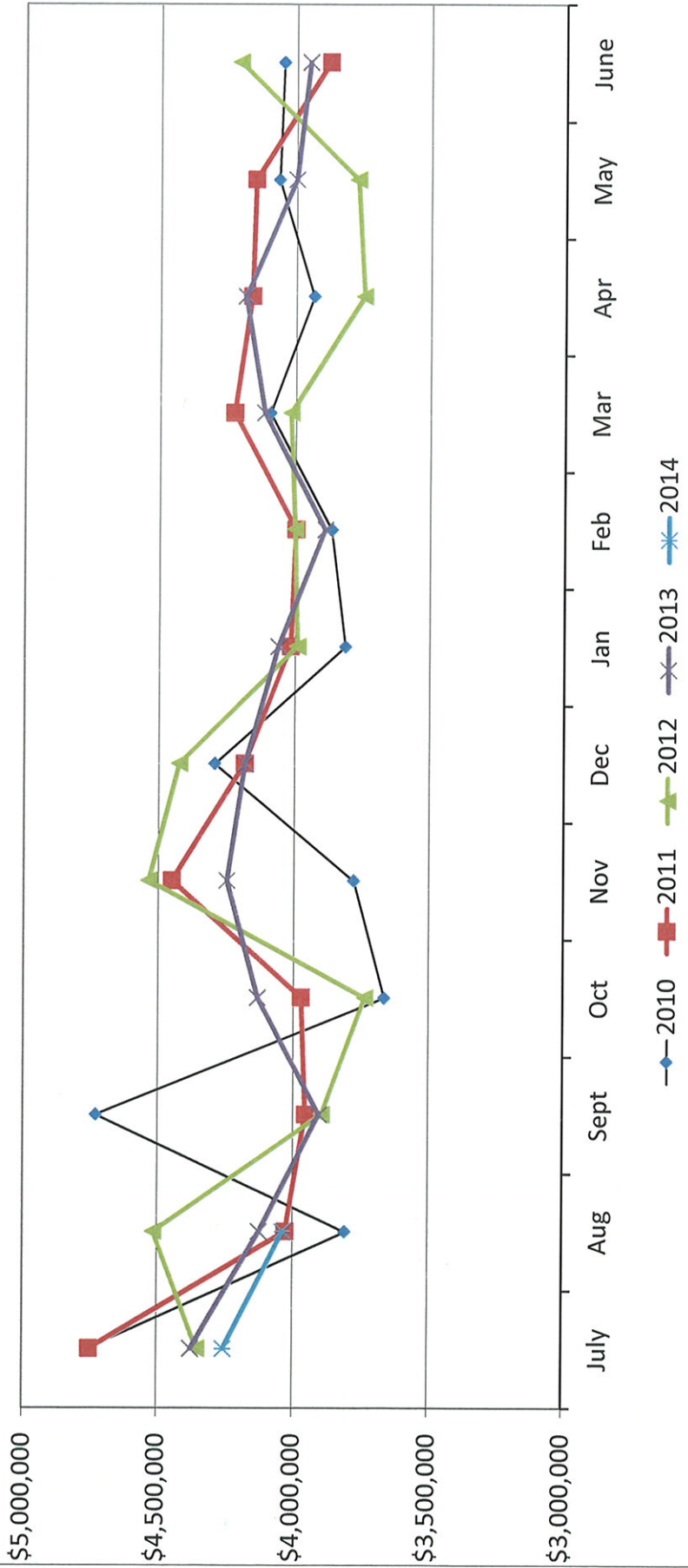
- August 5, 2013 A Firefighter/Paramedic injured shoulder moving patient during medical call.  
*Status:* Remains out at month-end
- August 14, 2013 An Engineer injured back while exercising at station.  
*Status:* Remains out at month-end

Medical Only (No Lost Time)

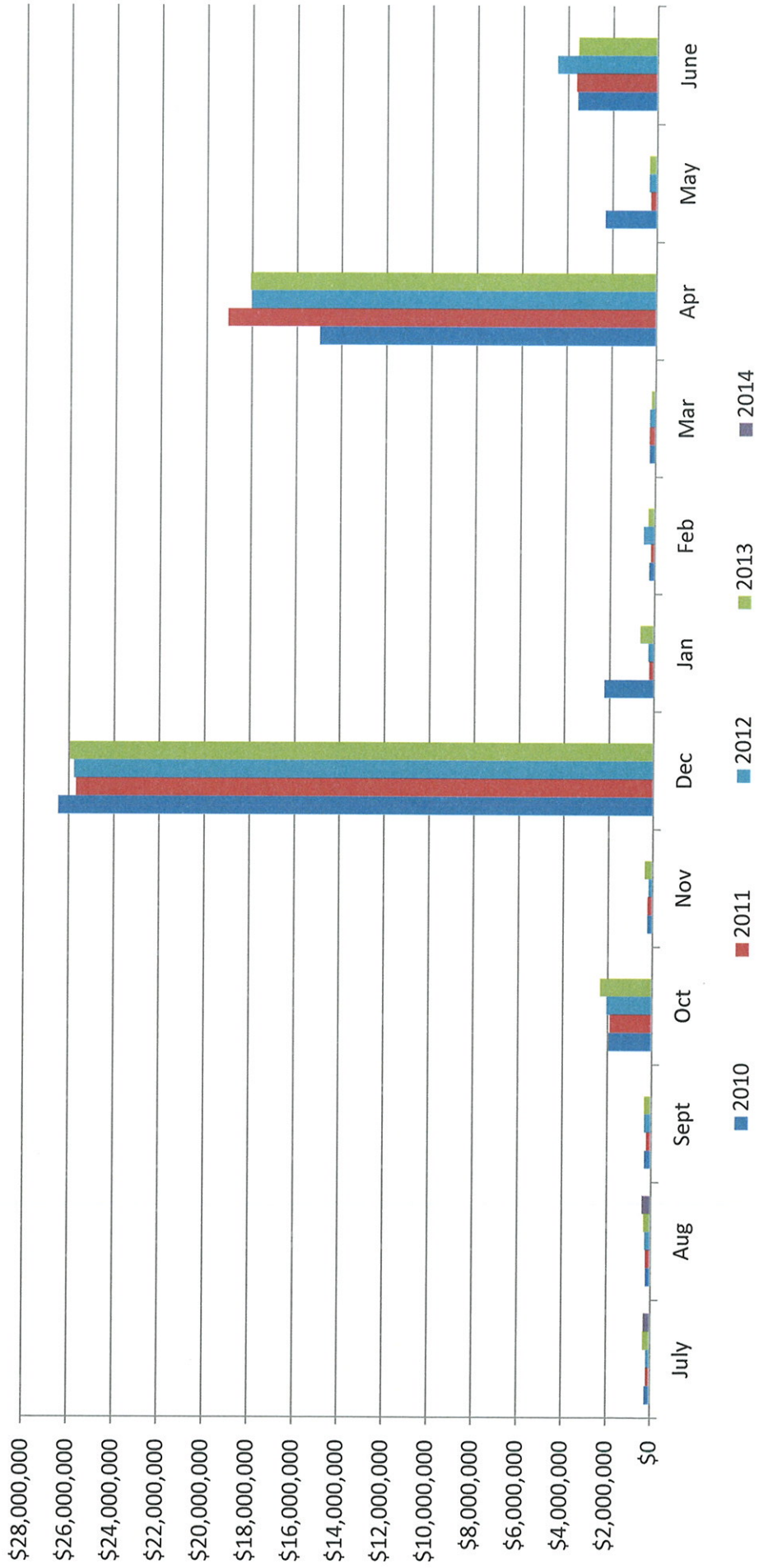
- August 17, 2013 A Firefighter/Paramedic injured back transferring patient in hospital.  
*Status:* Medical only - no lost time

As of August 31, 2013, there were four (4) employees absent from their regular work assignment. August lost time due to injuries equaled 131 days.

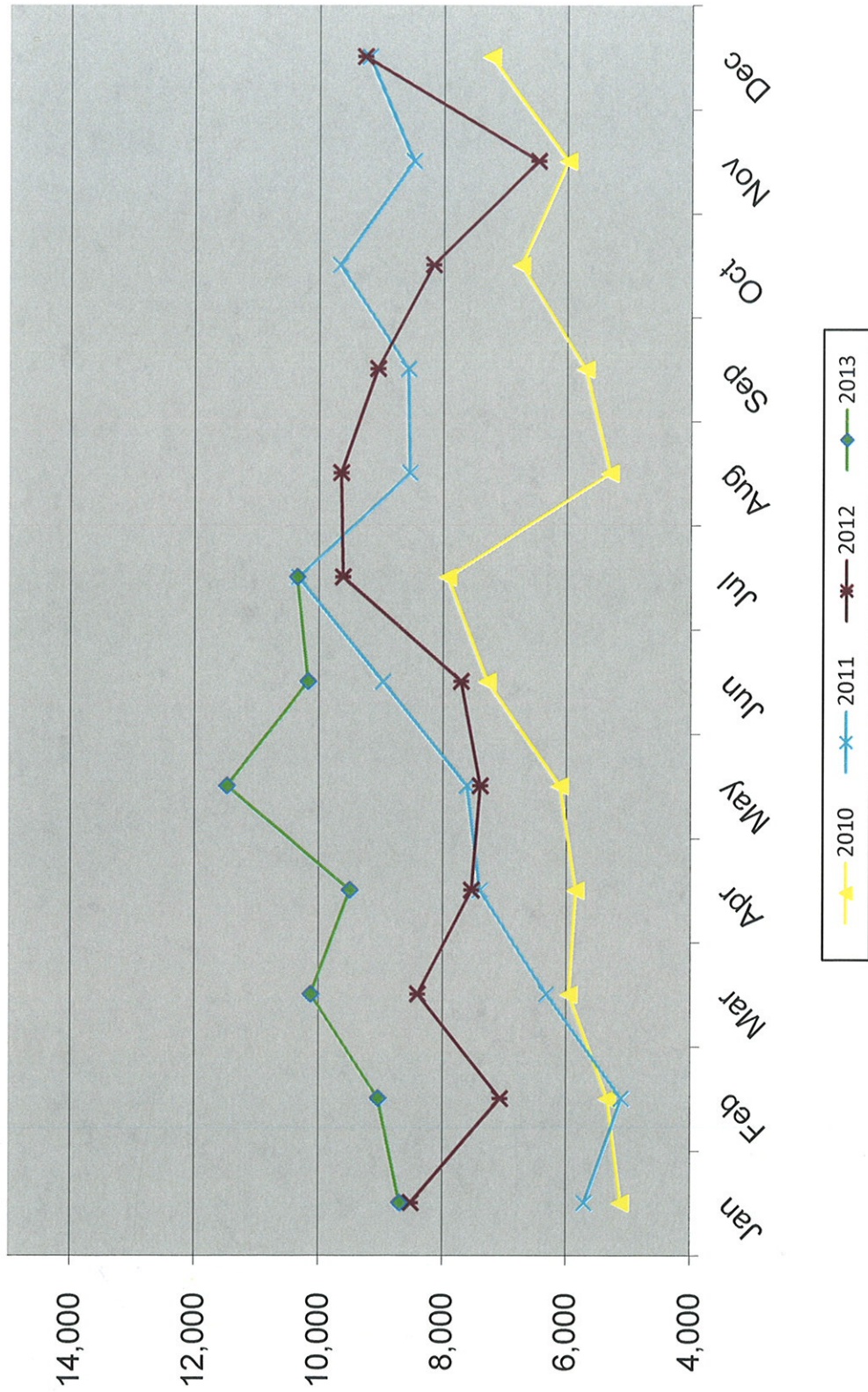
**GENERAL FUND EXPENDITURES BY MONTH**  
**FISCAL YEARS 2010 - 2014**



## GENERAL FUND REVENUE FISCAL YEARS 2010 - 2014



# Total Overtime Hours by Month January 2010 - July 2013



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

7/1/2013 Through 7/31/2013

WORK CODE: 1 STAFFING			
ASSIGNMENT		Time Worked	Time Paid
101	HOLD OVER FOR CALL	8.67	10.75
103	MISC. STAFFING COVE	10109.84	10110.75
107	LATE/STA. MOVE COVE	16.56	25.25
<b>Total All Assignments This Work Type:</b>		<b>10,135.07</b>	<b>10,146.75</b>

WORK CODE: 2 TRAINING			
ASSIGNMENT		Time Worked	Time Paid
201	OPERATIONS TRAINING	105.25	105.25
204	EMS TRNG/INSTRUCTIO	1.50	1.50
221	2013-1 ACADEMY	29.17	29.25
<b>Total All Assignments This Work Type:</b>		<b>135.92</b>	<b>136.00</b>

WORK CODE: 3 ASSIGNMENTS			
ASSIGNMENT		Time Worked	Time Paid
301	MEETINGS/PROJECT DE	16.75	16.75
306	WELLNESS PROGRAM	2.00	2.00
310	MISC. MAINTENANCE	2.00	2.00
314	RED FLAG DAY	24.00	24.00
315	RECRUITMENT INTERN	2.00	2.00
320	PUBLIC EVENTS	8.98	9.00
321	FP REIMBURSED OVER	5.00	5.00
<b>Total All Assignments This Work Type:</b>		<b>60.73</b>	<b>60.75</b>

7/1/2013 Through 7/31/2013

**WORK CODE: 7      EMERGENCY**

<b>ASSIGNMENT</b>	<b>Time Worked</b>	<b>Time Paid</b>
700      EMERGENCY RECALL	16.65	17.75
<b>Total All Assignments This Work Type:</b>	<u>16.65</u>	<u>17.75</u>
<b>Report Grand Total:</b>	<u>10,348.37</u>	<u>10,361.25</u>

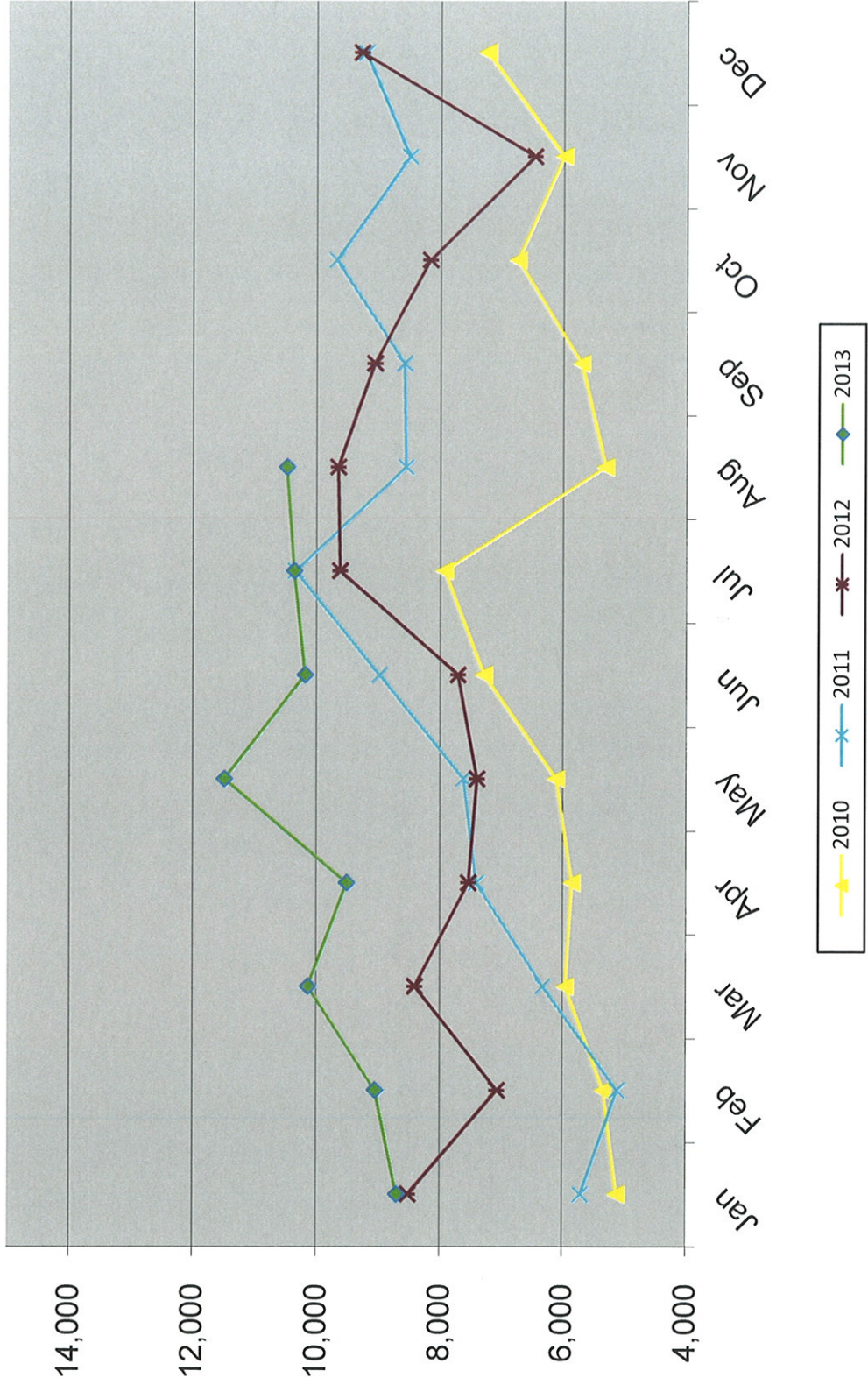
San Ramon Valley Fire Protection District - O/T and Comp Time Reporting System

7/1/2013 Through 7/31/2013

<b>WORK CODE:</b>		<b>Time Paid</b>
1	STAFFING	<b>10,146.75</b>
2	TRAINING	<b>136.00</b>
3	ASSIGNMENTS	<b>60.75</b>
7	EMERGENCY	<b>17.75</b>
	<b>Report Grand Total:</b>	<b>10,361.25</b>



# Total Overtime Hours by Month January 2010 - August 2013



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

8/1/2013 Through 8/31/2013

<b>WORK CODE:</b>		<b>Time Paid</b>
1	STAFFING	8,976.25
2	TRAINING	105.75
3	ASSIGNMENTS	1,390.75
7	EMERGENCY	8.75
	<b>Report Grand Total:</b>	<hr/> 10,481.50

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

8/1/2013 Through 8/31/2013

**WORK CODE: 1 STAFFING**

ASSIGNMENT		Time Worked	Time Paid
101	HOLD OVER FOR CALL	6.33	9.00
103	MISC. STAFFING COVE	8903.06	8904.25
107	LATE/STA. MOVE COVE	8.58	16.25
199	MID SHIFT RECALL	46.75	46.75
<b>Total All Assignments This Work Type:</b>		<b>8,964.72</b>	<b>8,976.25</b>

**WORK CODE: 2 TRAINING**

ASSIGNMENT		Time Worked	Time Paid
201	OPERATIONS TRAINING	23.00	23.00
204	EMS TRNG/INSTRUCTIO	2.00	2.00
209	RESCUE TRAINING	17.00	17.00
210	HAZ-MAT TRAINING	55.91	56.25
214	PARAMEDIC - CONT ED	6.00	6.00
216	EMD/DISPATCH TRAINI	1.50	1.50
<b>Total All Assignments This Work Type:</b>		<b>105.41</b>	<b>105.75</b>

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

8/1/2013 Through 8/31/2013

**WORK CODE: 3      ASSIGNMENTS**

<b>ASSIGNMENT</b>	<b>Time Worked</b>	<b>Time Paid</b>
301      MEETINGS/PROJECT DE	38.75	38.75
302      OFC WORK/REPORT WR	13.00	13.25
308      STRIKE TEAM/OES ASSI	1233.75	1233.75
313      HONOR GUARD	2.00	2.00
314      RED FLAG DAY	30.00	30.00
315      RECRUITMENT INTERN	1.50	1.50
317      RECRUITMENT EXTER	38.50	38.50
321      FP REIMBURSED OVER	1.50	1.50
340      PROJECT WORK	31.50	31.50
<b>Total All Assignments This Work Type:</b>	<b>1,390.50</b>	<b>1,390.75</b>

**WORK CODE: 7      EMERGENCY**

<b>ASSIGNMENT</b>	<b>Time Worked</b>	<b>Time Paid</b>
700      EMERGENCY RECALL	6.11	8.75
<b>Total All Assignments This Work Type:</b>	<b>6.11</b>	<b>8.75</b>

**Report Grand Total:                      10,466.74      10,481.50**

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

	GOVERNMENTAL FUND TYPES							Totals (Memo. Only)	
	AGENCY		ACCOUNT		GROUPS				
	General Fund - 100	Debt Service Fund - 200	Capital Projects Fund - 300	Federal Grant Capital Projects Fund - 310	Special Revenue Fund - 400	Equipment/Vehicles/Projects Fund - 600	CERT PROGRAM Fund - 700		General Fund - 900
<b>ASSETS</b>									
Cash - Bank of the West	\$ (1,419,933)	\$ -	\$ 2,761,413	\$ 19,386	\$ 1,256	\$ 665,162	\$ 43,573	\$ -	\$ 2,070,857
Cash - Bank of the West Money Market @ 0.09%	1,529,449								1,529,449
Cash - Bank of the West Workers' Compensation	(19,034)								(19,034)
Cash - Comerica Flexible Spending	13,683								13,683
Petty Cash	1,250								1,250
Investments - LAIF @ 0.24%	27,300,207						3,379		27,303,586
Investments - LAIF Market Value Adjustment	9,447						1		9,448
Cash with Fiscal Agent (Note #1)		1,329,261							1,329,261
Accounts Receivable	50,521								50,521
Interest Receivable	0								-
Prepaid Expenses/Deposits	11,703		238,000						249,703
Land						7,105,802			7,105,802
Buildings & Improvements/Construction						28,020,409			28,020,409
Equipment						26,475,248			26,475,248
Accumulated Depreciation						(27,965,782)			(27,965,782)
Amount to be Provided for General Long Term Debt								18,932,034	18,932,034
<b>Total Assets</b>	<b>\$ 27,477,294</b>	<b>\$ 1,329,261</b>	<b>\$ 2,999,413</b>	<b>\$ 19,386</b>	<b>\$ 1,256</b>	<b>\$ 665,162</b>	<b>\$ 46,953</b>	<b>\$ 33,635,677</b>	<b>\$ 85,106,435</b>
<b>LIABILITIES</b>									
Accounts Payable	\$ 1,244,089								\$ 1,244,089
Accrued Expenses	1,776,108								1,776,108
Deposits Payable	5,106								5,106
Long Term Debt:									
(1) Certificates of Participation									12,100,000
(2) Vehicle Lease									2,489,997
Claims Payable									2,837,564
Compensated Absences	13,683								1,504,473
<b>Total Liabilities</b>	<b>\$ 3,038,986</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 18,932,034</b>
<b>FUND EQUITY</b>									
Investment in General Fixed Assets								33,635,677	33,635,677
Non-Spendable Fund Balance			238,000						238,000
Restricted Fund Balance		1,329,261		19,386					1,348,647
Committed Fund Balance:									
Workers' Compensation Claims	1,000,000								1,000,000
Refinery Property Tax Claim	460,000								460,000
Station 32/Capital Improvement Projects	5,527,445								5,527,445
Budget Stabilization	15,518,388								15,518,388
Tactical Training Center			2,661,710						2,661,710
Assigned Fund Balance:									
Budgetary Deficit					1,256			667,361	12,500
Other Assigned Fund Balance	156,689								912,509
Unassigned Fund Balance	1,775,785						46,953		1,822,739
<b>Total Fund Balance</b>	<b>\$ 24,438,307</b>	<b>\$ 1,329,261</b>	<b>\$ 2,999,413</b>	<b>\$ 19,386</b>	<b>\$ 1,256</b>	<b>\$ 667,361</b>	<b>\$ 46,953</b>	<b>\$ 33,635,677</b>	<b>\$ 0</b>
<b>Total Liabilities and Fund Equity</b>	<b>\$ 27,477,294</b>	<b>\$ 1,329,261</b>	<b>\$ 2,999,413</b>	<b>\$ 19,386</b>	<b>\$ 1,256</b>	<b>\$ 667,361</b>	<b>\$ 46,953</b>	<b>\$ 33,635,677</b>	<b>\$ 85,106,635</b>

Note 1 - US Bank:  
Reserve Fund (COP 2003) Market Value \$729,827, Interest Rate 0.04% (Money Market Fund)  
Lease Fund (COP 2003) Market Value \$1, Interest Rate 0.00% (Money Market Fund)  
Reserve Fund (COP 2006) Market Value \$599,434, Interest Rate 0.04% (Money Market Fund)  
Lease Fund (COP 2006) Market Value \$1, Interest Rate 0.00% (Money Market Fund)

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**  
**REVENUES (ALL FUNDS)**  
**FISCAL YEAR 2013/2014**  
**JULY 1, 2013 - AUGUST 31, 2013**

GL CODE	DESCRIPTION	2010/2011 ACTUAL REVENUE	2011/2012 ACTUAL REVENUE	2012/2013 ACTUAL REVENUE	2013/2014 ESTIMATED REVENUE	2012/2013 REALIZED REVENUE
<b>4100</b>	<b>TAXES</b>					
4110	PROPERTY TAXES - CURRENT SECURED	\$47,388,882	\$47,933,548	\$47,131,813	\$48,053,422	\$0
4120	PROPERTY TAXES - SUPPLEMENTAL	\$699,652	\$489,994	\$653,870	\$171,539	\$0
4130	PROPERTY TAXES - UTILITIES (Unitary)	\$896,045	\$959,401	\$937,596	\$956,348	\$0
4140	PROPERTY TAXES - CURRENT UNSECURED	\$1,747,874	\$1,841,275	\$1,867,991	\$1,775,617	\$0
4145	HOMEOWNERS PROPERTY TAX RELIEF	\$537,428	\$526,371	\$506,644	\$504,594	\$0
4150	LESS TAXES RETURNED TO COUNTY	(\$1,338,944)	(\$1,251,584)	(\$1,290,812)	(\$1,340,030)	\$0
4160	LESS COUNTY TAX ADMINISTRATION	(\$523,908)	(\$496,473)	(\$494,146)	(\$504,029)	\$0
4170	PROPERTY TAXES - PRIOR SECURED	(\$67,962)	(\$449,320)	(\$564,431)	(\$282,000)	\$0
4180	PROPERTY TAXES - PRIOR SUPPLEMENTAL	(\$185,201)	(\$187,054)	(\$126,731)	(\$63,000)	\$0
4190	PROPERTY TAXES - PRIOR UNSECURED	\$30,951	(\$37,026)	(\$114,527)	(\$7,501)	\$0
		<b>\$49,184,817</b>	<b>\$49,329,132</b>	<b>\$48,507,267</b>	<b>\$49,264,960</b>	<b>\$0</b>
<b>4200</b>	<b>INTERGOVERNMENTAL REVENUE</b>					
4220	MEASURE "H"	\$0	\$112,184	\$33,000	\$33,000	\$0
4230	SB-90 MANDATED COSTS	\$18,333	\$13,323	(\$92,152)	\$0	\$0
4240	MISCELLANEOUS STATE AID/GRANTS	\$35,723	\$91,609	\$231,510	\$35,000	\$0
4245	FEDERAL GRANT REVENUE	\$0	\$0	\$1,627,579	\$55,000	\$0
4250	OTHER INTERGOVERNMENTAL REVENUE	\$3,000,000	\$245,151	\$74,070	\$922,829	\$0
		<b>\$3,054,056</b>	<b>\$462,267</b>	<b>\$1,874,007</b>	<b>\$1,045,829</b>	<b>\$0</b>
<b>4300</b>	<b>CHARGES FOR SERVICE</b>					
4310	INSPECTION FEES	\$32,729	\$60,324	\$63,974	\$57,000	\$13,562
4315	PLAN REVIEW	\$173,623	\$248,626	\$355,214	\$376,000	\$105,567
4320	WEED ABATEMENT CHARGES	\$4,435	\$2,984	\$26,031	\$4,000	\$11,750
4325	ADMINISTRATIVE CITATION CHARGES	\$8,250	\$35,321	\$58,485	\$35,000	\$0
4330	AMBULANCE SERVICES	\$2,202,045	\$2,439,773	\$2,743,005	\$2,700,000	\$480,295
4340	CPR CLASSES	\$2,955	\$2,555	\$735	\$2,000	\$200
4350	REPORTS/PHOTOCOPIES	\$1,560	\$5,464	\$6,214	\$5,000	\$479
4360	MISCELLANEOUS CURRENT SERVICES	\$0	\$0	\$0	\$0	\$0
		<b>\$2,425,597</b>	<b>\$2,795,047</b>	<b>\$3,253,658</b>	<b>\$3,179,000</b>	<b>\$611,852</b>
<b>4400</b>	<b>USE OF MONEY &amp; PROPERTY</b>					
4410	INVESTMENT EARNINGS	\$152,454	\$98,835	\$58,257	\$118,600	\$318
		<b>\$152,454</b>	<b>\$98,835</b>	<b>\$58,257</b>	<b>\$118,600</b>	<b>\$318</b>
<b>4500</b>	<b>RENTS, ROYALTIES AND COMMISSIONS</b>					
4510	RENT ON REAL ESTATE	\$159,877	\$189,978	\$322,020	\$350,000	\$19,908
		<b>\$159,877</b>	<b>\$189,978</b>	<b>\$322,020</b>	<b>\$350,000</b>	<b>\$19,908</b>
<b>4600</b>	<b>OTHER REVENUE</b>					
4610	DONATIONS/CONTRIBUTIONS	\$917	\$7,355	\$575	\$0	\$700
4620	SALE OF PROPERTY	\$9,203	\$7,960	\$367,722	\$0	\$0
4640	MISCELLANEOUS REVENUE	\$25,938	\$45,769	\$49,783	\$25,500	\$64,571
		<b>\$36,058</b>	<b>\$61,084</b>	<b>\$418,080</b>	<b>\$25,500</b>	<b>\$65,271</b>
<b>4900</b>	<b>OTHER FINANCING SOURCES</b>					
4920	Debt proceeds	\$3,400,000	\$0	\$0	\$100,000	\$0
		<b>\$3,400,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$0</b>
	<b>REVENUE TOTAL</b>	<b>\$58,412,859</b>	<b>\$52,936,343</b>	<b>\$54,433,289</b>	<b>\$54,083,889</b>	<b>\$697,349</b>

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**  
**GENERAL FUND EXPENDITURES**  
**FISCAL YEAR 2013/2014**  
**JULY 1, 2013 - AUGUST 31, 2013**

FISCAL YEAR COMPLETED - 16.66%								
DESCRIPTION	GL CODE	2010-2011 ACTUAL	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 BUDGET	EXPENDITURES TO DATE	REMAINING BAL. TO DATE	PERCENT EXPENDED
PERMANENT SALARIES	5110	\$21,730,515	\$21,231,690	\$20,138,426	\$20,441,549	\$3,147,970	\$17,293,579	15.40%
TEMPORARY SALARIES	5115	\$140,161	\$170,887	\$209,966	\$146,191	\$35,453	\$110,738	24.25%
PERMANENT OVERTIME	5120	\$4,736,070	\$5,943,633	\$6,533,121	\$5,217,500	\$1,232,656	\$3,984,844	23.63%
FICA/MEDICARE	5140	\$360,579	\$385,010	\$380,153	\$369,836	\$62,840	\$306,996	16.99%
RETIREMENT CONTRIBUTIONS	5150	\$11,811,102	\$11,131,763	\$11,797,439	\$12,019,863	\$1,871,286	\$10,148,577	15.57%
EMPLOYEE GROUP INSURANCE	5160	\$3,942,059	\$3,678,610	\$3,430,654	\$3,546,796	\$570,959	\$2,975,837	16.10%
RETIREE HEALTH INSURANCE	5170	\$1,375,426	\$1,571,813	\$1,816,302	\$1,901,214	\$327,817	\$1,573,397	17.24%
OPEB CONTRIBUTION	5175	\$0	\$0	\$0	\$520,473	\$0	\$520,473	0.00%
UNEMPLOYMENT INSURANCE	5180	\$2,693	\$118	\$8,351	\$20,000	\$0	\$20,000	0.00%
WORKERS' COMPENSATION INS.	5190	\$874,475	\$671,135	\$905,118	\$820,000	\$55,669	\$764,331	6.79%
<b>TOTAL SALARIES AND BENEFITS</b>	<b>5100</b>	<b>\$44,973,080</b>	<b>\$44,784,659</b>	<b>\$45,219,530</b>	<b>\$45,003,422</b>	<b>\$7,304,650</b>	<b>\$37,698,772</b>	<b>16.23%</b>
OFFICE SUPPLIES	5202	\$40,156	\$30,218	\$27,951	\$34,700	\$1,380	\$33,320	3.98%
POSTAGE	5204	\$11,547	\$17,385	\$11,142	\$12,700	\$1,497	\$11,203	11.79%
TELECOMMUNICATIONS	5206	\$186,194	\$183,636	\$184,732	\$193,100	\$17,331	\$175,769	8.98%
UTILITIES	5208	\$322,395	\$322,361	\$327,386	\$309,900	\$59,746	\$250,154	19.28%
SMALL TOOLS/EQUIPMENT	5210	\$102,739	\$84,094	\$62,521	\$97,300	\$8,444	\$88,856	8.68%
MISCELLANEOUS SUPPLIES	5212	\$104,279	\$126,724	\$107,157	\$121,600	\$15,136	\$106,464	12.45%
MEDICAL SUPPLIES	5213	\$119,249	\$120,175	\$115,735	\$103,000	\$18,102	\$84,898	17.57%
FIREFIGHTING SUPPLIES	5214	\$132,020	\$71,452	\$68,903	\$90,750	\$5,114	\$85,636	5.63%
PHARMACEUTICAL SUPPLIES	5216	\$46,548	\$36,286	\$34,955	\$36,500	\$4,822	\$31,678	13.21%
COMPUTER SUPPLIES	5218	\$28,810	\$11,859	\$33,330	\$38,500	\$231	\$38,269	0.60%
RADIO EQUIPMENT & SUPPLIES	5219	\$342,998	\$72,432	\$58,493	\$25,000	\$67	\$24,933	0.27%
FILM PROCESSING/SUPPLIES	5220	\$25	\$0	\$660	\$0	\$0	\$0	
FOOD SUPPLIES	5222	\$23,015	\$18,748	\$27,387	\$26,450	\$2,218	\$24,232	8.39%
PPE INSPECTION & REPAIRS	5223	\$0	\$29,267	\$27,417	\$36,000	\$0	\$36,000	0.00%
SAFETY CLOTHING/SUPPLIES	5224	\$144,594	\$231,465	\$139,645	\$159,200	\$11,552	\$147,648	7.26%
CLASS A UNIFORMS & SUPPLIES	5225	\$0	\$720	\$3,763	\$6,000	\$846	\$5,154	14.11%
NON-SAFETY CLOTHING/SUPPLIES	5226	\$26,317	\$24,689	\$8,137	\$22,000	\$659	\$21,341	2.99%
CLASS B UNIFORMS & SUPPLIES	5227	\$0	\$2,161	\$21,686	\$25,000	\$3,277	\$21,723	13.11%
HOUSEHOLD SUPPLIES	5228	\$37,749	\$40,553	\$42,006	\$40,000	\$5,334	\$34,666	13.33%
CENTRAL GARAGE - REPAIRS	5230	\$74,712	\$121,634	\$78,235	\$100,000	\$12,845	\$87,155	12.84%
CENTRAL GARAGE - MAINTENANCE	5231	\$14,325	\$6,784	\$10,050	\$20,000	\$7,104	\$12,896	35.52%
CENTRAL GARAGE - GAS, DIESEL & OIL	5232	\$161,507	\$174,886	\$171,440	\$207,000	\$33,416	\$173,584	16.14%
CENTRAL GARAGE - TIRES	5234	\$20,197	\$58,875	\$42,139	\$45,000	\$3,609	\$41,391	8.02%
CENTRAL GARAGE - MANDATED INSP.	5235	\$10,240	\$9,330	\$5,281	\$13,000	\$0	\$13,000	0.00%
MAINT./REPAIRS - EQUIPMENT	5236	\$103,571	\$107,632	\$169,846	\$145,704	\$13,193	\$132,511	9.05%
MAINT./REPAIRS - RADIO & ELECTRO	5238	\$307,774	\$331,986	\$267,874	\$344,900	\$163,073	\$181,827	47.28%
MAINT./REPAIRS - BUILDINGS	5240	\$104,677	\$132,488	\$124,859	\$145,000	\$25,192	\$119,808	17.37%
MAINT./REPAIRS - GROUNDS	5242	\$36,171	\$33,700	\$31,834	\$38,500	\$5,624	\$32,876	14.61%
RENTS & LEASES-EQUIP./PROPERTY	5246	\$42,893	\$48,938	\$58,090	\$68,300	\$23,689	\$44,611	34.68%
PROFESSIONAL/SPECIALIZED SERVICE	5250	\$822,554	\$653,019	\$618,566	\$961,645	\$127,267	\$834,378	13.23%
RECRUITING COSTS	5251	\$35,680	\$101,946	\$78,347	\$94,200	\$1,200	\$93,000	1.27%
LEGAL SERVICES	5252	\$192,663	\$391,532	\$289,481	\$250,000	\$4,435	\$245,565	1.77%
INFO TECHNOLOGY SURCHARGE	5253	\$0	\$0	\$0	\$20,000	\$0	\$20,000	0.00%
MEDICAL SERVICES	5254	\$83,633	\$95,857	\$80,761	\$111,100	\$1,118	\$109,983	1.01%
COMMUNICATIONS SERVICES	5258	\$1,577	\$0	\$0	\$78,600	\$0	\$78,600	0.00%
ELECTION SERVICES	5262	\$51,099	\$0	\$105,565	\$0	\$0	\$0	
INSURANCE SERVICES	5264	\$493,476	\$497,815	\$388,379	\$460,000	\$360,780	\$99,220	78.43%
PUBLICATION OF LEGAL NOTICES	5270	\$5,552	\$1,578	(\$73)	\$500	\$0	\$500	0.00%
SPECIALIZED PRINTING	5272	\$24,155	\$18,454	\$14,813	\$26,900	\$39	\$26,861	0.15%
MEMBERSHIPS	5274	\$53,784	\$48,575	\$57,710	\$68,130	\$31,969	\$36,161	46.92%
EDUCATIONAL COURSES/SUPPLIES	5276	\$48,708	\$52,091	\$39,463	\$61,000	\$4,039	\$56,961	6.62%
EDUCATIONAL ASSISTANCE PROGRAM	5277	\$26,514	\$22,051	\$24,037	\$45,000	\$1,376	\$43,624	3.06%
PUBLIC EDUCATIONAL SUPPLIES	5278	\$20,074	\$13,219	\$8,412	\$11,000	\$5,766	\$5,234	52.42%
BOOKS & PERIODICALS	5280	\$21,700	\$10,216	\$11,345	\$18,635	\$1,268	\$17,367	6.80%
RECOGNITION SUPPLIES	5282	\$6,573	\$3,364	\$2,909	\$5,000	\$0	\$5,000	0.00%
MEETINGS/TRAVEL EXPENSES	5284	\$46,773	\$39,734	\$23,885	\$44,450	\$1,855	\$42,595	4.17%
OTHER - CLAIMS EXPENSE	5286	\$304,845	\$0	\$0	\$0	\$0	\$0	
<b>TOTAL SERVICES AND SUPPLIES</b>	<b>5200</b>	<b>\$4,784,062</b>	<b>\$4,399,929</b>	<b>\$4,006,252</b>	<b>\$4,761,264</b>	<b>\$984,609</b>	<b>\$3,776,655</b>	<b>20.68%</b>
<b>TOTAL G/F OPERATING EXPENDITURES</b>		<b>\$49,757,142</b>	<b>\$49,184,588</b>	<b>\$49,225,782</b>	<b>\$49,764,686</b>	<b>\$8,289,259</b>	<b>\$41,475,427</b>	<b>16.66%</b>

SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
 CAPITAL PROJECTS, EQUIP/VEHICLES, DEBT SERVICE, SAN RAMON VALLEY FIRE COMMUNITY FUND  
 FISCAL YEAR 2013/2014  
 JULY 1, 2013 - AUGUST 31, 2013

FISCAL YEAR COMPLETED - 16.66%								
DESCRIPTION	GL CODE	2010/2011 ACTUAL	2011/2012 ACTUAL	2012/2013 ACTUAL	2013/2014 BUDGET	EXPENDITURES TO DATE	REMAINING BAL. TO DATE	PERCENT EXPENDED
RENTS & LEASES - PROPERTY	5246	\$12,500	\$12,500	\$12,500	\$12,500	\$0	\$12,500	
DESIGN/CONSTRUCTION	6105/6110	\$652,060	\$297,355	\$758,322	\$100,000	\$16,176	\$83,824	16%
VARIOUS IMPROVEMENTS	6120	\$47,634	\$46,018	\$28,193	\$225,000	\$200	\$224,800	0%
<b>TOTAL CAPITAL PROJECTS (FUND 300)</b>		<b>\$712,194</b>	<b>\$355,873</b>	<b>\$799,015</b>	<b>\$337,500</b>	<b>\$16,376</b>	<b>\$321,124</b>	<b>5%</b>
PROFESSIONAL SERVICES	5250			\$5,000	\$0	\$0	\$0	
RADIO/ELECTRONIC EQUIPMENT	6230	\$0	\$0	\$2,016,167	\$362,186	\$0	\$362,186	
TOOLS & SUNDRY EQUIPMENT	6240	\$0	\$0	\$0	\$1,500,000	\$0	\$1,500,000	0%
<b>TOTAL FEDERAL GRANT CAPITAL PROJECTS (FUND 310)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$2,021,167</b>	<b>\$1,862,186</b>	<b>\$0</b>	<b>\$1,862,186</b>	<b>0%</b>
OFFICE EQUIP. & FURNISHINGS	6210	\$0	\$0	\$0	\$0	\$0	\$0	
MEDICAL/LAB EQUIPMENT	6220	\$0	\$0	\$0	\$0	\$0	\$0	
RADIO/ELECTRONIC EQUIPMENT	6230	\$425,512	\$264,441	\$48,812	\$9,750	\$2,200	\$7,550	23%
TOOLS & SUNDRY EQUIPMENT	6240	\$25,000	\$43,700	\$80,786	\$0	\$0	\$0	
AUTO & TRUCKS	6250	\$3,214,898	\$119,879	\$768	\$133,000	\$0	\$133,000	0%
<b>TOTAL EQUIPMENT/VEHICLES (FUND 600)</b>		<b>\$3,665,410</b>	<b>\$428,020</b>	<b>\$130,365</b>	<b>\$142,750</b>	<b>\$2,200</b>	<b>\$140,550</b>	<b>2%</b>
BOND REDEMPTION - 2003/2006/2013 COP	5310	\$1,325,885	\$1,328,630	\$1,324,708	\$1,429,261	\$794,218	\$635,043	56%
VEHICLE LEASE #2	5310	\$329,498	\$329,497	\$0	\$0	\$0	\$0	
VEHICLE LEASE #3	5310	\$756,032	\$756,033	\$0	\$0	\$0	\$0	
VEHICLE LEASE #4	5310		\$534,010	\$534,011	\$534,012	\$267,006	\$267,006	50%
<b>TOTAL DEBT SERVICE (FUND 200)</b>		<b>\$2,411,415</b>	<b>\$2,948,170</b>	<b>\$1,858,719</b>	<b>\$1,963,273</b>	<b>\$1,061,224</b>	<b>\$902,049</b>	<b>54%</b>
OTHER SPECIAL DISTRICT EXPENDITURES	5286	\$0	\$858	\$7,000	\$500	\$0	\$500	0%
<b>TOTAL SRVF COMMUNITY FUND (FUND 400)</b>		<b>\$0</b>	<b>\$858</b>	<b>\$7,000</b>	<b>\$500</b>	<b>\$0</b>	<b>\$500</b>	<b>0%</b>
<b>TOTAL - CAPITAL, EQUIPMENT, DEBT SERVICE, SRVF COMMUNITY &amp; FEDERAL GRANT FUND</b>		<b>\$6,789,019</b>	<b>\$3,732,921</b>	<b>\$4,816,266</b>	<b>\$4,306,209</b>	<b>\$1,079,801</b>	<b>\$3,226,408</b>	<b>25%</b>



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

Month	2009-10		2010-11		2011-12		2012-13		2013-14	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
July	\$247,304	\$4,758,259	\$166,735	\$4,749,257	\$186,793	\$4,351,134	\$327,098	\$4,374,370	\$303,039	\$4,253,760
August	\$222,953	\$3,806,559	\$215,809	\$4,025,589	\$265,453	\$4,513,204	\$319,178	\$4,123,666	\$393,566	\$4,035,499
September	\$296,640	\$4,728,793	\$204,485	\$3,953,342	\$312,278	\$3,893,321	\$309,945	\$3,903,613		
October	\$1,955,619	\$3,664,748	\$1,892,126	\$3,970,955	\$2,046,255	\$3,735,522	\$2,331,797	\$4,132,784		
November	\$228,442	\$3,778,804	\$220,473	\$4,450,015	\$188,594	\$4,535,275	\$360,982	\$4,246,986		
December	\$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	\$2,231,614	\$3,813,140	\$213,894	\$4,015,505	\$265,253	\$3,990,074	\$628,896	\$4,061,102		
February	\$253,553	\$3,865,360	\$176,960	\$3,997,461	\$508,340	\$4,000,893	\$301,646	\$3,889,221		
March	\$263,343	\$4,094,246	\$266,513	\$4,225,922	\$268,932	\$4,016,648	\$184,995	\$4,115,245		
April	\$14,980,947	\$3,933,954	\$19,064,857	\$4,162,409	\$18,036,297	\$3,746,578	\$18,080,208	\$4,184,939		
May	\$2,319,553	\$4,064,248	\$270,777	\$4,149,354	\$344,774	\$3,770,965	\$332,777	\$3,999,974		
June	\$3,562,931	\$4,046,928	\$3,611,512	\$3,874,346	\$4,472,525	\$4,206,925	\$3,533,633	\$3,949,737		