

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
Board of Directors Regular Board Meeting**

Wednesday May 27, 2020 – 1:00 p.m.

*Don Parker ~ Board President
Matt Stamey, Board Vice-President ~ Ryan Crean, Director
H. Jay Kerr, Director ~ Dominique Yancey, Director*

~MISSION STATEMENT~

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

Consistent with California Governor’s Executive Order N-29-20 promoting social distancing, there will be no physical or in-person meeting location available to the public. Instead, the meeting will be conducted by teleconference. The meeting will be accessible for all members of the public to attend and give public comment via the District’s website, by emailing info@srvfire.ca.gov. Please make sure comments are submitted by 1 p.m. May 27, 2020.

Webex Dial-in Number: 214-459-3653

Meeting ID: 965 469 069

If you have comments on specific agenda items, time will be given during the meeting to speak on each agenda item.

TELECONFERENCE PARTICIPANTS

**BOARD MEMBERS RYAN CREAN, H. JAY KERR, DOMINIQUE YANCEY, VICE PRESIDENT
MATT STAMEY, AND BOARD PRESIDENT DON PARKER WILL PARTICIPATE BY
TELECONFERENCE PURSUANT TO
GOVERNOR NEWSOM’S EXECUTIVE ORDER N-29-20**

**PURSUANT TO THE RALPH M. BROWN ACT, GOVERNMENT CODE SECTION 54953, ALL VOTES
SHALL BE BY ROLL CALL DUE TO BOARD MEMBERS CREAN, KERR, YANCEY, VICE PRESIDENT
STAMEY, AND BOARD PRESIDENT PARKER PARTICIPATING BY TELECONFERENCE**

**This meeting will be available to District Residents via the District’s website at
<https://www.firedepartment.org>**

ATTENTION: Members of the public may submit comments on any Agenda Item via email prior to and during the meeting, by email to info@srvfire.ca.gov which should designate the Agenda Item Number for which the comment is being submitted. All comments received prior to the start of item will be read into the record by the District Clerk. The time allotted for each public comment is determined by the Board President and may be up to a maximum of 3 minutes. The District Board will pause after the conclusion of each agenda item to facilitate either telephonic or email comment by members of the public.

AGENDA

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA**

4. PUBLIC COMMENT *Please see language on Page 1 pertaining to Public Comment*

5. CONSENT CALENDAR

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

- 5.1 Approve the demand register for the period April 11, 2020 through May 13, 2020, in the amount of \$ 2,183,960.36.
- 5.2 Approve the Board minutes from the February 26, 2020 Regular Board Meeting, and District Counsel's Report Upon Return from Closed Session from February 26, 2020 and approval of the April 22, 2020 Regular Board Meeting minutes.
- 5.3 Approve the salary, payroll taxes and retirement contributions for the month of April 2020 in the amount of \$4,145,612.61.
- 5.4 Authorize staff to pay Stryker \$35,219.14 for the upgrade of the data modems.
- 5.5 Receive and review Quarterly Investment Report for quarter ended March 31, 2020.
- 5.6 Authorize staff to make payment to DNI for workstation and monitor replacement in the amount of \$41,539.50.
- 5.7 Approval of payment to Garland/DBS in the amount of \$90,458.00 for Progress Payment #3 and \$41,590.00 for Progress Payment #4.
- 5.8 Authorize staff to purchase three Thermal Imaging Cameras from LN Curtis in the amount of \$30,857.00.
- 5.9 **Personnel Actions:**

Step Increases:

Approve staff recommendation to award the following step increase, effective February 1, 2020:

- Firefighter Shawnay Carroll to Firefighter 5, step 2
- Firefighter Grant Dakin to Firefighter 5, step 2
- Firefighter Devin Mongeau to Firefighter 5, step 2
- Firefighter David Scamporrino to Firefighter 5, step 2
- Firefighter Zekiel Spani to Firefighter 5, step 2
- Firefighter Ryan Vander Hyde to Firefighter 5, step 2

Approve staff recommendation to award the following step increase, effective April 1, 2020:

- Firefighter Maria Castellanos to Firefighter 5, step 2
- Firefighter Colton Fredrickson to Firefighter 5, step 2
- Firefighter Brock Haynie to Firefighter 5, step 2
- Firefighter Cody Peebles to Firefighter 5, step 2
- Firefighter Robert Smith to Firefighter 5, step 2

Approve staff recommendation to award the following step increase, effective June 1, 2020:

- Public Safety Dispatcher Juan Casillas to Public Safety Dispatcher 2, step 5
- Public Safety Dispatcher Shannon Tarte to Public Safety Dispatcher 2, step 2

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

7. OLD BUSINESS

- 7.1 Open Public Hearing to Consider Annual CPI Adjustment to Service Fees and Charges Contained within Ordinance No. 28, and adoption of Resolution No. 2020-03.

8. NEW BUSINESS

- 8.1 Approve the Interagency Agreement Between San Ramon Valley Fire Protection District and City of San Ramon Regarding Joint Use Public Safety Complex.
- 8.2 Approval of Reimbursement Resolution No. 2020-04, Joint Public Safety Building and Training Center Projects.
- 8.3 Approval of Resolution No. 2020-05, Authorization of Fire Chief to act as Agent with the Federal Emergency Management Agency (FEMA) and the Governor's Office of Emergency Services (Cal OES).
- 8.4 Authorize the Fire Chief to enter into an Agreement with Delta Dental for the provision of employee dental benefits under the Self-Funded Delta Dental Plan L, effective July 1, 2020.
- 8.5 Approval of Resolution No. 2020-06 specifying requirements for electing members to the Board of Directors for the election on November 3, 2020.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS:

- 10.1 Operations Division-Deputy Chief Frank Drayton
Operations Report of monthly activities.
- 10.2 EMS – Battalion Chief Jim Selover
EMS Report of monthly activities.
- 10.3 Logistics – Interim Deputy Chief John Duggan
Logistics Report of monthly activities.
- 10.4 Fire and Life Safety Division – Interim Deputy Chief John Duggan
Fire and Life Safety Report of monthly activities.
- 10.5 Communications Division – Director of Emergency Communications, Denise Pangelinan
Communication Report of monthly activities.
- 10.6 Human Resources Division – Human Resources Generalist, Stacy Tamori-Ward
Human Resources Report of monthly activities.
- 10.7 Finance Division – Financial Consultant, Ken Campo
Finance Report of monthly activities.
- 10.8 Fire Chief – Fire Chief, Paige Meyer
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

11. GOOD OF THE ORDER

- 11.1 Confirmation of Annual Board Recess for month of July 2020.
- 11.2 Reschedule November Board Meeting date to Wednesday, November 18, 2020 (instead of November 25, 2020) due to the Thanksgiving holiday.
- 11.3 Reschedule December Board Meeting date to Wednesday, December 16, 2020 (instead of December 23, 2020) due to the Christmas holiday.

12. UPCOMING CALENDAR OF EVENTS

- 12.1 Annual Board Retreat/Budget Workshop, June 10, 2020 10:00 a.m., The Roundhouse, San Ramon.

13. CLOSED SESSION

- 13.1 Possible exposure to litigation (five (5) matters) pursuant to Government Code Section 54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.
- 13.2 Personnel Matter: Review annual Fire Chief evaluation and discussion of mutual goals, pursuant to Government Code Section 54957.

14. RETURN TO OPEN SESSION

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

16. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY JUNE 24, 2020 AT 1:00 P.M.

Prepared by:



Shelley Martin, District Clerk

Agenda posted on May 21, 2020 at the District's Administration Building, Fire Stations 30, 31, 32, 33, 34, 35, 36, 38, 39 and the San Ramon Valley Fire Protection Districts website at www.firedepartment.org.

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

CONSENT ITEMS

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 4/11/2020 Through 5/13/2020

Check Number	Check Date	Payee	Check Amount	Transaction Description
04/15/20-01	4/15/2020	ACE AUTO REPAIR AND TIRE CENTER	254.22	Routine Prev Maint/Replace Cabin Air Filter-Unit 349
04/22/20-40	4/22/2020	ACE AUTO REPAIR AND TIRE CENTER	101.47	Replace Left Front Headlight/Set Tire Pressure-Unit 714
224680	5/6/2020	AG TRANSMISSION REPAIR INC	499.04	Allison Transmissions Filter Kits (8)-Fleet Stock
05/06/20-01	5/6/2020	AIRGAS USA LLC	369.27	Oxygen Tank Cylinders 4/8/20
05/06/20-02	5/6/2020	AIRGAS USA LLC	416.36	Oxygen Tank Cylinders 4/15/20
05/06/20-03	5/6/2020	AIRGAS USA LLC	212.27	Oxygen Tank Cylinders 4/22/20
05/13/20-01	5/13/2020	AIRGAS USA LLC	369.27	Oxygen Tank Cylinders 3/24/20
05/13/20-02	5/13/2020	AIRGAS USA LLC	451.69	Oxygen Tank Cylinders 3/30/20
05/13/20-03	5/13/2020	AIRGAS USA LLC	647.13	Oxygen Tank Cylinder Rental-Apr 2020
224568	4/15/2020	ALAMEDA COUNTY FIRE DEPARTMENT	560.00	Failed Brake Test/No Issue Found-Unit 527
	4/15/2020	ALAMEDA COUNTY FIRE DEPARTMENT	4,291.52	Inspect Noise/Replace Crosslay 1&2 Gauges/Valve-Unit 508
	4/15/2020	ALAMEDA COUNTY FIRE DEPARTMENT	400.00	Non-Warranty Repairs-New Pierce PTO Leaks/Speedometer-554
	4/15/2020	ALAMEDA COUNTY FIRE DEPARTMENT	1,466.02	Repair Door Latch/Replace TeleLight Switch/Wipers/Hose-508
	4/15/2020	ALAMEDA COUNTY FIRE DEPARTMENT	9,442.57	Repair Mechanical Siren/Ladder Override/AC/Aerial Nozzle-526
	4/15/2020	ALAMEDA COUNTY FIRE DEPARTMENT	3,913.09	Repair Transfer Case Leak/Replace Seal-Unit 523
	4/15/2020	ALAMEDA COUNTY FIRE DEPARTMENT	1,047.46	Replace Headlight Switch/Light Assembly/Bulbs-Unit 527
	4/15/2020	ALAMEDA COUNTY FIRE DEPARTMENT	3,500.70	Replace Panel Lights/Water Gauge/Water Leak Repairs-Unit 678
	4/15/2020	ALAMEDA COUNTY FIRE DEPARTMENT	1,058.61	Replace Right Side Tie Rod-Unit 807
	4/15/2020	ALAMEDA COUNTY FIRE DEPARTMENT	11,381.55	Replace Turbo/New Injector/Wiring Harness-Unit 526
224681	5/6/2020	ALAMEDA COUNTY INDUSTRIES	964.14	Garbage Service 3/20-Stn 38
224640	4/29/2020	ALAMO ACE HARDWARE	9.73	Container-Decontamination of COVID-19 PPE
	4/29/2020	ALAMO ACE HARDWARE	5.52	Misc. Supplies-USAR 134
224723	5/13/2020	AMAZON COM CREDIT SERVICES	523.68	Bags (30)-Front Line Apparatus PPE Equipment/Supplies
224569	4/15/2020	AMERICAN MESSAGING	415.38	Paging Service-4/20
224682	5/6/2020	AP TRITON LLC	4,375.00	EMS Advocate Consulting Services-April 2020
224601	4/22/2020	ATT	21.04	Phone Service 2/19/20-3/18/20
224602	4/22/2020	ATT	483.51	Phone Service 2/20/20-3/19/20-Comm Center
224603	4/22/2020	ATT	1,302.40	250Mb Internet Circuit-2/11/20-3/10/20
224641	4/29/2020	ATT	5,693.39	Phones/Data/Radio Circuit/Long Distance 2/20/20-3/19/20
224642	4/29/2020	ATT	20.87	Phone Service 3/19/20-4/18/20
224643	4/29/2020	ATT	484.54	Phone Service 3/20/20-4/19/20-Comm Center
224644	4/29/2020	ATT	1,302.40	250Mb Internet Circuit-3/11/20-4/10/20
224683	5/6/2020	ATT	5,684.13	Phones/Data/Radio Circuit/Long Distance 3/20/20-4/19/20
224570	4/15/2020	ATT MOBILITY	764.35	Cell Phones/Mobile Data/iPads 2/27/20-3/26/20
224604	4/22/2020	ATT MOBILITY	863.24	Cell Phones/Mobile Data 3/1/20-3/31/20

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Check/Voucher Register

From 4/11/2020 Through 5/13/2020

Check Number	Check Date	Payee	Check Amount	Transaction Description
224605	4/22/2020	ATT MOBILITY	48.95	Cell Phone/Mobile Data-Chief Meyer 3/1-3/31/20
224606	4/22/2020	BANISTER ELECTRICAL INC	2,449.00	Stn 32 Lighting Control Panel Reprogramming
224571	4/15/2020	BARNETT PLUMBING INC	345.00	Restroom Repairs-Admin
04/15/20-02	4/15/2020	BAYSPORT PREVENTIVE MEDICAL GROUP	2,200.00	Wellness Fitness Exam/Pre-Employment Medical/Physical Test
04/22/20-01	4/22/2020	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 4/6/20-Stn 30
04/22/20-02	4/22/2020	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 4/6/20-Stn 31
04/22/20-03	4/22/2020	BIOMEDICAL WASTE DISPOSAL INC	94.98	Bio-Hazard Waste Collection Svc/28-Gal Container 4/6/20-#32
04/22/20-04	4/22/2020	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 4/6/20-Stn 33
04/22/20-05	4/22/2020	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 4/6/20-Stn 34
04/22/20-06	4/22/2020	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 4/6/20-Stn 35
04/22/20-07	4/22/2020	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 4/6/20-Stn 36
04/22/20-08	4/22/2020	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 4/6/20-Stn 38
04/22/20-09	4/22/2020	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 4/6/20-Stn 39
224645	4/29/2020	BLUE SHIELD OF CALIFORNIA	124.49	Ambulance Refund
04/15/20-03	4/15/2020	BOUNDTREE MEDICAL LLC	151.20	Pharmaceutical Supplies
04/15/20-04	4/15/2020	BOUNDTREE MEDICAL LLC	348.00	Medical Supplies
04/15/20-05	4/15/2020	BOUNDTREE MEDICAL LLC	511.36	Medical Supplies
04/15/20-06	4/15/2020	BOUNDTREE MEDICAL LLC	1,559.60	Medical Supplies
04/15/20-07	4/15/2020	BOUNDTREE MEDICAL LLC	119.90	Pharmaceutical Supplies
04/15/20-08	4/15/2020	BOUNDTREE MEDICAL LLC	232.59	Pharmaceutical Supplies
04/15/20-09	4/15/2020	BOUNDTREE MEDICAL LLC	65.48	Pharmaceutical Supplies
04/22/20-10	4/22/2020	BOUNDTREE MEDICAL LLC	163.70	Pharmaceutical Supplies
04/22/20-11	4/22/2020	BOUNDTREE MEDICAL LLC	52.50	Medical Supplies
04/22/20-12	4/22/2020	BOUNDTREE MEDICAL LLC	578.25	Medical Supplies
04/22/20-13	4/22/2020	BOUNDTREE MEDICAL LLC	833.67	Pharmaceutical Supplies
04/22/20-14	4/22/2020	BOUNDTREE MEDICAL LLC	748.27	Medical Supplies
04/22/20-15	4/22/2020	BOUNDTREE MEDICAL LLC	985.60	Medical Supplies
04/22/20-16	4/22/2020	BOUNDTREE MEDICAL LLC	286.20	Pharmaceutical Supplies
04/22/20-17	4/22/2020	BOUNDTREE MEDICAL LLC	190.80	Pharmaceutical Supplies
04/29/20-04	4/29/2020	BOUNDTREE MEDICAL LLC	(1,515.41)	Credit-Medical Supplies
	4/29/2020	BOUNDTREE MEDICAL LLC	3,621.00	Medical Supplies-COVID-19
04/29/20-05	4/29/2020	BOUNDTREE MEDICAL LLC	104.95	Medical Supplies-COVID-19
04/29/20-06	4/29/2020	BOUNDTREE MEDICAL LLC	50.90	Medical Supplies-COVID-19
04/29/20-07	4/29/2020	BOUNDTREE MEDICAL LLC	85.90	Medical Supplies-COVID-19
04/29/20-08	4/29/2020	BOUNDTREE MEDICAL LLC	137.80	Medical Supplies-COVID-19

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04/29/20-09	4/29/2020	BOUNDTREE MEDICAL LLC	25.80	Medical Supplies-COVID-19
04/29/20-10	4/29/2020	BOUNDTREE MEDICAL LLC	4,088.40	Medical Supplies
04/29/20-11	4/29/2020	BOUNDTREE MEDICAL LLC	1,048.54	Medical Supplies-COVID-19
04/29/20-12	4/29/2020	BOUNDTREE MEDICAL LLC	137.80	Medical Supplies-COVID-19
05/13/20-04	5/13/2020	BOUNDTREE MEDICAL LLC	43.00	Medical Supplies
05/13/20-05	5/13/2020	BOUNDTREE MEDICAL LLC	346.82	Medical Supplies
05/13/20-06	5/13/2020	BOUNDTREE MEDICAL LLC	220.94	Medical Supplies
05/13/20-07	5/13/2020	BOUNDTREE MEDICAL LLC	467.10	Medical Supplies
05/13/20-08	5/13/2020	BOUNDTREE MEDICAL LLC	2,649.60	Pharmaceutical Supplies
224646	4/29/2020	BRANDON J EYNCK	155.00	Reimb-PALS Recertification
224572	4/15/2020	BUCHANAN AUTO ELECTRIC INC	1,929.45	Battery Chargers (3)-Stn 36 Annex/Stn 31/Stn 34
224684	5/6/2020	BUCHANAN AUTO ELECTRIC INC	866.68	1231MF Batteries (5)-Stock/Unit 874 Baldor Generator
	5/6/2020	BUCHANAN AUTO ELECTRIC INC	545.68	Vanner Battery Charger-Unit 706
EFT 4/22/20	4/22/2020	CA DEPARTMENT OF TAX AND FEE ADMINISTRAT	120,523.00	Sales/Use Tax Online Payment-1/1/20-3/31/20
224685	5/6/2020	CA STATE DEPARTMENT OF JUSTICE	98.00	LiveScan Pre-employment Fingerprinting
EFT 05/06/20	5/6/2020	CALPERS	1,000.52	CalPERS Health-BOD May 2020
	5/6/2020	CALPERS	326,650.99	CalPERS Health-May 2020
	5/6/2020	CALPERS	1,551.12	CalPERS Health-May Admin Fees 2020
	5/6/2020	CALPERS	246,836.44	CalPERS Health-May Retirees 2020
Wire 4/22/20	4/22/2020	CalPERS CERBT (OPEB)	328,270.00	FY 19/20 OPEB Contribution Prefunding-Apr 2020
Wire 5/8/20	5/8/2020	CCC EMPLOYEES RETIREMENT ASSOCIATION	481,175.32	Employee Retirement Contributions-4/20
224607	4/22/2020	CINTAS CORPORATION	84.91	Carpet Runners/Mechanics Coverall Clean Fee 4/15/20-Stn 30
	4/22/2020	CINTAS CORPORATION	39.07	Carpet Runners/Mechanics Coverall Clean Fee 4/8/20-Stn 30
224608	4/22/2020	CINTAS CORPORATION	58.62	Carpet Runner Exchange Service 4/16/20-Stn 32
224647	4/29/2020	CINTAS CORPORATION	39.07	Carpet Runners/Mechanics Coverall Clean Fee 4/22/20-Stn 30
224686	5/6/2020	CINTAS CORPORATION	84.91	Carpet Runners/Mechanics Coverall Clean Fee 4/29/20-Stn 30
224687	5/6/2020	CINTAS CORPORATION	58.62	Carpet Runner Exchange Service 4/30/20-Stn 32
224724	5/13/2020	CINTAS CORPORATION	84.91	Carpet Runners/Mechanics Coverall Clean Fee 5/11/20-Stn 30
	5/13/2020	CINTAS CORPORATION	39.07	Carpet Runners/Mechanics Coverall Clean Fee 5/6/20-Stn 30
224573	4/15/2020	CLARK PEST CONTROL	120.00	Pest Control Service 4/7/20-Training Site
	4/15/2020	CLARK PEST CONTROL	202.00	Pest Control Service 4/9/20-Stn 31
224725	5/13/2020	CLARK PEST CONTROL	120.00	Pest Control Service 5/8/20-Training Site
224688	5/6/2020	CLIFFORD SCOTT BUXTON	309.03	Reimb-Food/Drinks-T3 CERT Class
224574	4/15/2020	COMCAST	149.87	High Speed Internet 3/30/20-4/29/20 Stn 30

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From 4/11/2020 Through 5/13/2020

Check Number	Check Date	Payee	Check Amount	Transaction Description
	4/15/2020	COMCAST	149.87	High Speed Internet 3/31/20-4/30/20 Stn 33
	4/15/2020	COMCAST	149.87	High Speed Internet 4/1/20-4/30/20 Stn 36
	4/15/2020	COMCAST	239.87	High Speed Internet 4/6/20-5/5/20 Stn 32
224609	4/22/2020	COMCAST	232.63	Cable Service 4/13/20-5/12/20 Stn 30
224610	4/22/2020	COMCAST	149.87	High Speed Internet 4/8/20-5/7/20 Stn 35
	4/22/2020	COMCAST	245.16	High-Speed Internet/Cable Service 4/8/20-5/7/20 Stn 38
224611	4/22/2020	COMCAST	153.59	Broadband Internet Service 3/1/20-3/31/20 Admin
224624	4/22/2020	COMCAST	191.64	Cable Service 4/17/20-5/16/20 Admin
224625	4/22/2020	COMCAST	149.87	High Speed Internet 4/15/20-5/14/20 Stn 34
	4/22/2020	COMCAST	149.87	High Speed Internet 4/9/20-5/8/20 Stn 39
224648	4/29/2020	COMCAST	154.87	High Speed Internet 4/23/20-5/22/20 Stn 31
224689	5/6/2020	COMCAST	175.36	Cable Service 5/1/20-5/31/20 Stn 33
224690	5/6/2020	COMCAST	211.51	Cable Service 4/26/20-5/25/20 Stn 31
224691	5/6/2020	COMCAST	191.74	Cable Service 5/1/20-5/31/20 Stn 39
224692	5/6/2020	COMCAST	181.40	Cable Service 4/27/20-5/26/20 Stn 35
224693	5/6/2020	COMCAST	189.44	High Speed Internet/Cable Service 4/26-5/25/20 Training Site
224694	5/6/2020	COMCAST	269.49	Cable Service 4/26/20-5/25/20 Stn 36
224695	5/6/2020	COMCAST	188.31	Cable Service 4/27/20-5/26/20 Stn 34
224696	5/6/2020	COMCAST	221.26	Cable Service 4/27/20-5/26/20 Stn 38
224726	5/13/2020	COMCAST	149.87	High Speed Internet 4/30/20-5/29/20 Stn 30
	5/13/2020	COMCAST	149.87	High Speed Internet 5/1/20-5/31/20 Stn 36
	5/13/2020	COMCAST	239.87	High Speed Internet 5/6/20-6/5/20 Stn 32
224727	5/13/2020	COMCAST	318.03	Cable Service 4/4/20-6/3/20 Stn 32
224728	5/13/2020	COMCAST	149.87	High Speed Internet 5/1/20-5/30/20 Stn 33
224697	5/6/2020	CONCERN EAP	3,230.46	Employee Assistance Premium-4/20
224698	5/6/2020	CONCORD UNIFORMS	899.91	Class A Uniform-Sean Carrillo
224649	4/29/2020	CONTRA COSTA P AND S	1,037.04	Wash/Wax Soap/Paint Gloss/Grit Guards/Buckets-Stn 33 Stock
224650	4/29/2020	CONWAY SHIELD	541.89	Helmet Shields (11)-Academy
04/22/20-18	4/22/2020	DA PAGE LLC	425.00	Paging Software-4/20
05/06/20-04	5/6/2020	DA PAGE LLC	425.00	Paging Software-5/20
224699	5/6/2020	DANIELLE BELL	58.89	Reimb-Snacks-CERT T3 Class
224700	5/6/2020	DAVID GERY	180.00	Reimb-ACLS Recertification
04/15/20-10	4/15/2020	DEFINITIVE NETWORKS INC	4,800.00	ePCR Data Review Service-Apr 2020
04/15/20-11	4/15/2020	DEFINITIVE NETWORKS INC	8,200.00	ePCR Data Review Service-Apr 2020
05/06/20-05	5/6/2020	DEFINITIVE NETWORKS INC	40,000.00	Network Engineering and Support-May 2020

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Check Number	Check Date	Payee	Check Amount	Transaction Description
05/06/20-06	5/6/2020	DEFINITIVE NETWORKS INC	16,100.00	Tablet and Modem HaaS-May 2020
05/13/20-09	5/13/2020	DEFINITIVE NETWORKS INC	4,800.00	ePCR Data Review Service-May 2020
224651	4/29/2020	DEL CONTES LANDSCAPING INC	2,555.00	Landscape Maint 4/20-Admin/Stn 30/31/35/38
224652	4/29/2020	DELL MARKETING LP	366.00	Windows 7 Extended Security Updates 2020
224729	5/13/2020	DIABLO PRINTING AND COPYING	1,079.01	Window Envelopes (10K)-EHAP Letters/Business Cards-Mariolle
224626	4/22/2020	DIRECTV	44.99	Cable Service 4/12/20-5/11/20
224575	4/15/2020	DUBLIN SAN RAMON SERVICES DISTRICT	155.64	Recycled Water Service 2/1/20-3/31/20 Stn 30
224627	4/22/2020	DUBLIN SAN RAMON SERVICES DISTRICT	304.22	Recycled Water Service 2/15/20-4/14/20 Stn 30
224612	4/22/2020	EBMUD	272.32	Water Service (Meter 4.0) 2/3/20-4/3/20 Stn 31
	4/22/2020	EBMUD	477.50	Water Service (Meter 5/8) 2/3/20-4/3/20 Stn 31
	4/22/2020	EBMUD	538.76	Water Service (Meter 6.0) 2/3/20-4/3/20 Stn 31
224628	4/22/2020	EBMUD	272.32	Water Service (Meter 4 inch) 2/6/20-4/9/20 Stn 33
	4/22/2020	EBMUD	425.98	Water Service (Meter 5/8 inch) 2/6/20-4/9/20 Stn 33
224653	4/29/2020	EBMUD	342.40	Water Service (Meter 1.0) 2/20/20-4/21/20 Stn 35
224730	5/13/2020	EBMUD	195.16	Water Service (Meter 1.0) 2/25/20-4/23/20 Stn 32
	5/13/2020	EBMUD	438.16	Water Service (Meter 1.0) 2/27/20-4/28/20 Stn 39
	5/13/2020	EBMUD	122.49	Water Service (Meter 1.0) 2/27/20-4/28/20-Stn 39
	5/13/2020	EBMUD	279.63	Water Service (Meter 4.0) 2/20/20-4/21/20-Stn 35
	5/13/2020	EBMUD	272.32	Water Service (Meter 4.0) 2/25/20-4/23/20 Stn 32
	5/13/2020	EBMUD	272.32	Water Service (Meter 4.0) 2/27/20-4/28/20 Stn 39
	5/13/2020	EBMUD	1,205.22	Water Service (Meter 5/8) 2/25/20-4/23/20-Stn 32
224654	4/29/2020	ED JONES COMPANY INC	61.01	Name Bar-Sommargren
	4/29/2020	ED JONES COMPANY INC	216.89	Retirement Badge/Wallet-M.Avery
224731	5/13/2020	ED JONES COMPANY INC	216.89	Retirement Badge/Wallet
04/22/20-19	4/22/2020	EFAX CORPORATE	119.20	eFax Usage-Mar 2020
04/29/20-13	4/29/2020	EIDE BAILLY LLP	8,150.00	Prof Services-2018/19 Financial Statement Audit
04/15/20-12	4/15/2020	ELECTRONIC INNOVATIONS INC	1,202.90	Svc Call/Main Gate Operator/Side Gate Entrance Repair-Stn 36
04/22/20-20	4/22/2020	ELECTRONIC INNOVATIONS INC	763.96	Gate Repairs/Replace Battery/Reprogram Edges-Stn 32
224629	4/22/2020	ELITE AUTO GLASS INC	125.00	Windshield Repairs-Unit 525
224576	4/15/2020	EMBLEM ENTERPRISES INC	299.91	Class A Uniform Patches (100)
224577	4/15/2020	ENGEO INCORPORATED	799.80	Quarterly Soil Monitoring-Old Station 32
224630	4/22/2020	ENTERPRISE FM TRUST	9,555.55	Monthly Fleet Lease Payment (17) 4/1/20-4/30/20
224655	4/29/2020	ETHER WEB NETWORK LLC	75.00	Wireless Internet Service 2/1/20-4/30/20 Stn 37
224701	5/6/2020	GALLS LLC	84.57	Uniform Belts (2)-Suppression/FLSD

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224656	4/29/2020	GLENDA ZARBOCK	1,493.24	Ambulance Refund
224702	5/6/2020	GLOBALSTAR USA	106.57	Satellite Phone Service (6)-4/20
224613	4/22/2020	GOLDEN STATE EMERGENCY VEHICLE SERVICES	15,686.46	Annual Inspection/Service-Unit 526
224703	5/6/2020	GOLDEN STATE EMERGENCY VEHICLE SERVICES	1,823.58	Pump Governor Pressure Transducer (3)-Unit 527/Fleet Stock
224704	5/6/2020	GOLDEN STATE FLEET SERVICES INC	450.00	Tow Service-From Costco to ALCO-Unit 526
224614	4/22/2020	GRAINGER INC	98.47	Coveralls (2)-COVID 19
	4/22/2020	GRAINGER INC	443.10	Coveralls (3)-COVID 19
	4/22/2020	GRAINGER INC	393.86	Coveralls (4)-COVID 19
	4/22/2020	GRAINGER INC	723.36	Coveralls (6)-COVID 19
	4/22/2020	GRAINGER INC	1,244.62	Coveralls (8)-COVID 19
	4/22/2020	GRAINGER INC	97.88	Shoes/Boots Covers (3)-COVID 19
	4/22/2020	GRAINGER INC	357.73	Shoes/Boots Covers (5)
224578	4/15/2020	GREAT AMERICA FINANCIAL SERVICES CORPORA	180.08	Training Copier Maintenance Agreement-4/20
224732	5/13/2020	GREAT AMERICA FINANCIAL SERVICES CORPORA	180.08	Training Copier Maintenance Agreement-5/20
224579	4/15/2020	HAVE AIR WILL TRAVEL INC	95.00	Service Call/Flat Tire/New Tire Ordered-Unit 526
	4/15/2020	HAVE AIR WILL TRAVEL INC	958.16	Svc Call/Mounts/Dismounts New Tire (1)/Tire Disposal-#526
224705	5/6/2020	HAVE AIR WILL TRAVEL INC	225.00	Service Call/Mounts/Dismounts/Tire Disposal-Unit 527
	5/6/2020	HAVE AIR WILL TRAVEL INC	103.00	Svc Call/Install 6-in Extension Inside Rear Tire-Unit 529
	5/6/2020	HAVE AIR WILL TRAVEL INC	277.14	Svc Call/Mounts/Dismounts New Tire (1)/Tire Disposal-#810
	5/6/2020	HAVE AIR WILL TRAVEL INC	1,376.80	Svc Call/Mounts/Dismounts New Tires (4)/Tire Disposal-#713
224657	4/29/2020	HDL COREN AND CONE	160.27	2019/20 Property Tax Consulting Fee-1/1/20-3/31/20
224706	5/6/2020	HDL COREN AND CONE	5,502.53	2019/20 Property Tax Consulting Fee-4/1/20-6/30/20
05/06/20-07	5/6/2020	HI TECH EMERGENCY VEHICLE SVC	313.31	Pump Control Valves (2)/Swith Actuator-Unit 528/Fleet Stock
05/06/20-08	5/6/2020	HI TECH EMERGENCY VEHICLE SVC	290.96	Pump Control Valve-Fleet Stock
224658	4/29/2020	HOME DEPOT CREDIT SERVICES	15.56	Drawer Liner/Silicone Caulk-Type 1/Type 5 Engines Outfitting
	4/29/2020	HOME DEPOT CREDIT SERVICES	58.67	Nuts/Bolts-Type 1 & Type 5 Engines Outfitting
	4/29/2020	HOME DEPOT CREDIT SERVICES	99.94	Plastic Containers (10)-Archived Documents/Surplus Equipment
224659	4/29/2020	HOSPITAL ASSOCIATION OF SOUTHERN CALIFORNI	3,335.00	ReddiNet Software/Maintenance Services-7/19-6/20
04/15/20-13	4/15/2020	HUNT AND SONS INC	735.29	Diesel Exhaust Fluid (20)/Coolant (1-Drum)-Fleet Shop
04/15/20-14	4/15/2020	HUNT AND SONS INC	639.37	Unleaded/Diesel Fuel 4/9/20-Stn 34
04/15/20-15	4/15/2020	HUNT AND SONS INC	822.48	Unleaded/Diesel Fuel 4/9/20-Stn 38
04/22/20-21	4/22/2020	HUNT AND SONS INC	853.60	Unleaded/Diesel Fuel 4/14/20-Stn 38
04/22/20-22	4/22/2020	HUNT AND SONS INC	291.78	Unleaded/Diesel Fuel 4/14/20-Stn 35
04/22/20-23	4/22/2020	HUNT AND SONS INC	159.17	Diesel Fuel 4/14/20-Stn 39

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04/29/20-14	4/29/2020	HUNT AND SONS INC	371.10	Unleaded Fuel 4/24/20-Stn 38
04/29/20-15	4/29/2020	HUNT AND SONS INC	1,101.49	Unleaded Fuel 4/21/20-Stn 38
04/29/20-16	4/29/2020	HUNT AND SONS INC	577.89	Unleaded/Diesel Fuel 4/21/20-Stn 30
04/29/20-17	4/29/2020	HUNT AND SONS INC	897.17	Unleaded/Diesel Fuel 4/21/20-Stn 31
04/29/20-18	4/29/2020	HUNT AND SONS INC	639.95	Unleaded/Diesel Fuel 4/21/20-Stn 34
04/29/20-19	4/29/2020	HUNT AND SONS INC	1,250.06	Diesel Fuel 4/24/20-Stn 32
05/06/20-09	5/6/2020	HUNT AND SONS INC	713.22	Unleaded Fuel 4/28/20-Stn 38
05/06/20-10	5/6/2020	HUNT AND SONS INC	1,353.08	Unleaded/Diesel Fuel 5/1/20-Stn 38
05/13/20-10	5/13/2020	HUNT AND SONS INC	788.56	Pierce Engine Coolant (55-Gal)-Fleet Shop
05/13/20-11	5/13/2020	HUNT AND SONS INC	559.27	Unleaded/Diesel Fuel 5/4/20-Stn 38
05/13/20-12	5/13/2020	HUNT AND SONS INC	774.94	Unleaded/Diesel Fuel 5/6/20-Stn 30
05/13/20-13	5/13/2020	HUNT AND SONS INC	905.60	Unleaded/Diesel Fuel 5/5/20-Stn 31
05/13/20-14	5/13/2020	HUNT AND SONS INC	574.45	Diesel Fuel 5/6/20-Stn 33
05/13/20-15	5/13/2020	HUNT AND SONS INC	640.33	Diesel Fuel 5/6/20-Stn 35
05/13/20-16	5/13/2020	HUNT AND SONS INC	574.45	Diesel Fuel 5/6/20-Stn 39
05/13/20-17	5/13/2020	HUNT AND SONS INC	972.71	Unleaded/Diesel Fuel 5/7/20-Stn 34
05/13/20-18	5/13/2020	HUNT AND SONS INC	886.03	Unleaded/Diesel Fuel 5/7/20-Stn 38
05/13/20-19	5/13/2020	HUNT AND SONS INC	1,036.98	Unleaded Fuel 5/11/20-Stn 38
05/13/20-20	5/13/2020	INDUSTRIAL SCIENTIFIC CORP	1,223.64	Monthly iNet Gas Monitoring Subscription-Apr 2020
224733	5/13/2020	INNOVATIVE CLAIM SOLUTIONS	9,488.75	Workers' Comp Claim Admin Fees 5/1/20-5/31/20
04/15/20-16	4/15/2020	INTERWEST CONSULTING GROUP INC	811.25	Fire Protection Plan Review Services-3/20
04/22/20-24	4/22/2020	iPRINT TECHNOLOGIES	174.46	Toner (1)-Stn 31
04/22/20-25	4/22/2020	iPRINT TECHNOLOGIES	435.11	Toners (3)-Stn 30/Stn 36
04/29/20-20	4/29/2020	iPRINT TECHNOLOGIES	609.57	Toners (3)-Suppression/Fleet
04/29/20-21	4/29/2020	iPRINT TECHNOLOGIES	363.73	Toners (2)-Suppression
224580	4/15/2020	IRON MOUNTAIN	363.63	Off-Site Backup Media Storage Fee-3/20
224660	4/29/2020	ISINGS CULLIGAN	5.00	Drinking Water Service 4/20-Admin
	4/29/2020	ISINGS CULLIGAN	70.59	Drinking Water Service 4/20-Stn 30
	4/29/2020	ISINGS CULLIGAN	107.45	Drinking Water Service 4/20-Stn 31
224707	5/6/2020	JEAN GAUTHIER	556.50	Kitchen Oven Repairs/Spark Module Kit-Stn 32
	5/6/2020	JEAN GAUTHIER	75.00	Svc Call/Evaluate Refrigerator-Stn 31
05/06/20-11	5/6/2020	JEFF KATZ ARCHITECTURAL CORPORATION	41,994.00	San Ramon Public Safety Facility Plans
224661	4/29/2020	JORDAN HOLZ	75.00	Ambulance Refund
224708	5/6/2020	JOSEPH G VARIN	200.00	Reimb-ACLS Recertification

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224662	4/29/2020	KAISER FOUNDATION HEALTH PLAN	49.64	Ambulance Refund
224663	4/29/2020	KAISER FOUNDATION HEALTH PLAN	348.60	Ambulance Refund
224664	4/29/2020	KAISER FOUNDATION HEALTH PLAN	2,790.00	Ambulance Refund
05/06/20-12	5/6/2020	KENNETH R CAMPO CPA	13,702.50	Finance Consulting Services (94.5 Hrs)-Mar 2020
04/15/20-17	4/15/2020	KJ HART ELECTRIC AND SON INC	172.50	Check Thermostat-S.Call's Office
04/15/20-18	4/15/2020	KJ HART ELECTRIC AND SON INC	243.30	Convert 220v Outlet to 120v Outlet-Stn 38 Freezer
04/15/20-19	4/15/2020	KJ HART ELECTRIC AND SON INC	488.75	Lighting Repairs/Replace Fluorescent Lamps-Old 32-COVID 19
04/15/20-20	4/15/2020	KJ HART ELECTRIC AND SON INC	366.50	Install 120v 30amp R/V Outlet-Stn 31-COVID-19
04/15/20-21	4/15/2020	KJ HART ELECTRIC AND SON INC	596.34	Install 120v 30amp R/V Outlet-Old Stn 32-COVID-19
04/15/20-22	4/15/2020	KJ HART ELECTRIC AND SON INC	754.56	Install 120v 30amp R/V Outlet-Training Center-COVID-19
04/15/20-23	4/15/2020	KJ HART ELECTRIC AND SON INC	1,011.37	Backup Power/Power Cord Comm Truck to Gen-Stn 31-COVID-19
05/13/20-21	5/13/2020	KJ HART ELECTRIC AND SON INC	1,576.21	Shore Power/Flag Pole/Exterior Lightings-Stn 37
04/15/20-24	4/15/2020	L N CURTIS AND SONS	337.74	Crewboss Shirt-Marley
04/15/20-25	4/15/2020	L N CURTIS AND SONS	213.90	Crewboss Pants-Marley
04/15/20-26	4/15/2020	L N CURTIS AND SONS	129.90	2.5-in Adapters (3)-Type V Equipment
04/15/20-27	4/15/2020	L N CURTIS AND SONS	1,201.14	Nomex Wildland Coats (2)/Pants (2)-Haynie/Castellanos
04/22/20-26	4/22/2020	L N CURTIS AND SONS	1,407.25	Absorbent (1 Pallet)-Stn 33 Stock
04/22/20-27	4/22/2020	L N CURTIS AND SONS	1,071.71	Hoods (10)-Stn 33 Stock
04/22/20-28	4/22/2020	L N CURTIS AND SONS	757.75	Helmet Lights (10)-Stn 33 Stock
04/22/20-29	4/22/2020	L N CURTIS AND SONS	635.05	Headlights (2)/30-min Fusee (5)-Stn 33 Stock
04/22/20-41	4/22/2020	L N CURTIS AND SONS	323.13	Uniform Shirts (3)
04/22/20-42	4/22/2020	L N CURTIS AND SONS	698.21	Wildland Coats (2)-C.Fredrickson/Peebles
04/22/20-43	4/22/2020	L N CURTIS AND SONS	3,799.58	Gloves (11)/Wildland Shelters (8)-Reserves
04/22/20-44	4/22/2020	L N CURTIS AND SONS	265.88	Uniform Shirt/Pants-Gery/Pickard
04/22/20-45	4/22/2020	L N CURTIS AND SONS	2,143.35	Boots (12)-Reserves
04/22/20-46	4/22/2020	L N CURTIS AND SONS	321.50	Uniform Pants (3)-Stevenson
04/22/20-47	4/22/2020	L N CURTIS AND SONS	17.32	Half Mask Respirator Bag
04/22/20-48	4/22/2020	L N CURTIS AND SONS	129.90	Ora Fox Whistle (15)-Stock
04/22/20-49	4/22/2020	L N CURTIS AND SONS	8,417.89	Misc. Equipment-5th Type 1 Engine
05/06/20-13	5/6/2020	L N CURTIS AND SONS	378.88	Wool Shirts/Pants-Drayton
05/06/20-14	5/6/2020	L N CURTIS AND SONS	2,372.84	Half-Mask Respirator Protective Storage Bags (137)-COVID 19
05/13/20-26	5/13/2020	L N CURTIS AND SONS	(89.84)	Credit-Uniform Boots
	5/13/2020	L N CURTIS AND SONS	460.06	Structure Boots-Dakin
05/13/20-27	5/13/2020	L N CURTIS AND SONS	4,793.31	Special Ops Coats (12)-Rescue & HazMat Team

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05/13/20-28	5/13/2020	L N CURTIS AND SONS	465.48	Structure Gloves (5)
224665	4/29/2020	LIEBERT CASSIDY WHITMORE	1,943.50	Professional Services-3/31/20
224734	5/13/2020	LIVERMORE SAW AND MOWER LLC	132.52	Chainsaw Repairs
	5/13/2020	LIVERMORE SAW AND MOWER LLC	174.20	Hedge Trimmer Repairs
224615	4/22/2020	LLOYD F MCKINNEY ASSOCIATES INC	3,283.88	Speaker/LED Lighting Installation-Stn 32 LED Speaker Upgrade
224709	5/6/2020	LON M PHARES	5,220.00	Professional Services (58.0 Hrs)-Apr 2020
224666	4/29/2020	LOYAL AMERICAN LIFE INSURANCE CO	107.36	Ambulance Refund
224631	4/22/2020	M AND L OVERHEAD DOORS	2,465.00	Replaced Frayed Cables/Rollers-Stn 31 Apparatus Bay Door 1
224710	5/6/2020	M AND L OVERHEAD DOORS	2,899.08	Remove/Replace Take Up Reels-Stn 32 Apparatus Bay Doors
224667	4/29/2020	MARY ANN LIGHT	600.00	Ambulance Refund
224711	5/6/2020	MATHEW M MARTIN	200.00	Reimb-Paramedic Recertification
224632	4/22/2020	MATTHEW BENDER AND CO INC	219.48	2020 State of CA Fire Laws (4)-FLSD
224735	5/13/2020	MINUTEMAN PRESS OF DUBLIN	3,296.28	Draft PCRs (10,000)/Billing Forms (10,000)-Stock
224668	4/29/2020	NORIDIAN MEDICARE JE PART B REFUNDS	312.66	Ambulance Refund
224669	4/29/2020	NORIDIAN MEDICARE JE PART B REFUNDS	420.88	Ambulance Refund
224591	4/15/2020	NORTH BAY PETROLEUM	955.22	Small Engine Fuel/Ethanol Free 4-Cycle-Fleet Shop
224670	4/29/2020	OFFICE DEPOT	183.95	Office Supplies
224712	5/6/2020	OFFICE DEPOT	50.95	Office Supplies
224671	4/29/2020	ONSITE TEMP HOUSING INC	6,885.00	Monthly Rental-28 Ft Destination Travel Trailer (3)-COVID-19
224736	5/13/2020	OREILLY AUTOMOTIVE INC	51.83	1-Qt 5-30 Motor Oil (12)-Fleet Stock
	5/13/2020	OREILLY AUTOMOTIVE INC	8.44	Radiator Cap-Unit 811
	5/13/2020	OREILLY AUTOMOTIVE INC	15.14	Reuseable Air Cleaners-Fleet Shop
	5/13/2020	OREILLY AUTOMOTIVE INC	282.50	Reuseable Air Filters-Unit 711 & 714
04/22/20-30	4/22/2020	ORKIN	173.42	Pest Control Service 4/20 Stn 36
05/13/20-29	5/13/2020	P AND A ADMINISTRATIVE SERVICES INC	24.00	COBRA Notice Fee-Scott Carrillo/R.Fouts
04/15/20-28	4/15/2020	PETER C BENSON	8,960.00	EMS Medical Director-Consulting Services 03/20
224737	5/13/2020	PG&E	14,621.94	Gas/Electric Service-4/20
224592	4/15/2020	PGE	13,875.81	Gas/Electric Service-3/20
224616	4/22/2020	PGE	55.64	Signal Light 3/20-Stn 34
224633	4/22/2020	PGE	1,092.93	Gas/Electric Service 4/20-Stn 32
224672	4/29/2020	PGE	1,465.92	Gas/Electric Service 4/20-Stn 36
224593	4/15/2020	PRIORITY DISPATCH	365.00	EFD Course Training/Certification-S.Tarte
224713	5/6/2020	PROPAC	1,653.07	CERT Class Safety Vests (50)/Helmets (100)
04/22/20-31	4/22/2020	PUBLIC AGENCY RETIREMENT SERVICES	300.00	PARS ARS Fees-2/20

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05/06/20-15	5/6/2020	RAHUL MAHARAJ	1,100.00	CCC EMS Compliance Review Services (22.0 hours)-4/20
05/06/20-16	5/6/2020	RAHUL MAHARAJ	3,250.00	EMDQ/EFDQ Review (65.0 hours)-4/20
224673	4/29/2020	RELIABLE PHARMACEUTICAL RETURNS LLC	150.00	Controlled Pharmaceuticals Disposal Fee
04/22/20-32	4/22/2020	REPUBLIC SERVICES 210	704.29	Garbage Service 4/20-Stn 36
04/22/20-33	4/22/2020	REPUBLIC SERVICES 210	352.12	Garbage Service 4/20-Stn 33
04/22/20-34	4/22/2020	REPUBLIC SERVICES 210	756.46	Garbage Service 4/20-Stn 31
04/22/20-35	4/22/2020	REPUBLIC SERVICES 210	335.30	Garbage Service 4/20-Stn 35
04/22/20-36	4/22/2020	REPUBLIC SERVICES 210	714.43	Garbage Service 4/20-Training Site
04/22/20-37	4/22/2020	REPUBLIC SERVICES 210	357.24	Garbage Service 4/20-Stn 32
05/13/20-30	5/13/2020	REPUBLIC SERVICES 210	704.29	Garbage Service 5/20-Stn 36
05/13/20-31	5/13/2020	REPUBLIC SERVICES 210	352.12	Garbage Service 5/20-Stn 33
05/13/20-32	5/13/2020	REPUBLIC SERVICES 210	704.29	Garbage Service 5/20-Stn 31
05/13/20-33	5/13/2020	REPUBLIC SERVICES 210	335.30	Garbage Service 5/20-Stn 35
05/13/20-34	5/13/2020	REPUBLIC SERVICES 210	670.56	Garbage Service 5/20-Training Site
05/13/20-35	5/13/2020	REPUBLIC SERVICES 210	335.30	Garbage Service 5/20-Stn 32
224634	4/22/2020	RICKY LANIOHAN	155.00	Reimb-ACLS Recertification
224674	4/29/2020	ROBERT SMITH	200.00	Reimb-Paramedic Recertification
224594	4/15/2020	ROCHELLE MARTIN	40.00	Reimb-Live Scan Fee
224635	4/22/2020	ROOF LIFE CONSTRUCTION	3,750.00	Clean Debris From Roof/Gutter System-30,32,33,34,35,36,38,39
	4/22/2020	ROOF LIFE CONSTRUCTION	4,000.00	Roof System Replacement-Training Site
224595	4/15/2020	RYAN BOCK-WILLMES	180.00	Reimb-ACLS Recertification
05/13/20-36	5/13/2020	SAFETY GLASSES USA INC	295.20	Safety Glasses (120)-Stn 33 Stock
224617	4/22/2020	SAN MATEO REGIONAL NETWORK INC	400.00	FireDispatch.com CAD Interface/Radio Audio Streaming
224714	5/6/2020	SERVICE STATION SYSTEMS INC	652.44	Fuel Dispenser Pump Cleaned/Reset-Stn 34
224596	4/15/2020	SERVICE STATION SYSTEMS, INC.	361.13	Fuel Dispenser Pump Cleaned/Reset-Stn 35
	4/15/2020	SERVICE STATION SYSTEMS, INC.	8,668.23	Fuel Dispenser Pump Diagnosis/Reset-Stn 38
	4/15/2020	SERVICE STATION SYSTEMS, INC.	1,336.38	Fuel Dispenser Pump Reset-Stn 31
	4/15/2020	SERVICE STATION SYSTEMS, INC.	1,071.52	Fuel Dispenser Pump Reset/Replace SubAssy-Stn 34
224715	5/6/2020	SHAWNAY CARROLL	180.00	Reimb-PALS Recertification
05/13/20-37	5/13/2020	SHIELDS HARPER AND COMPANY INC	272.43	Fuel Chip Keys
224716	5/6/2020	SHRED IT USA LLC	153.73	Documents Shredding Service 3/20-Admin
224618	4/22/2020	SILKE COMMUNICATIONS INC	1,205.00	Install Cradlepoint Router-CS131
	4/22/2020	SILKE COMMUNICATIONS INC	71.44	Minitor VI Repairs
224675	4/29/2020	SILKE COMMUNICATIONS INC	348.37	Kenwood TK-790 Factory Repair

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05/13/20-38	5/13/2020	SKYHAWK PHOTOGRAPHY	705.00	SkyHawk Photography PrePlan-Watermark Senior Living
224676	4/29/2020	STATE FIRE TRAINING	65.00	State Fire Marshal Certification Fee
224677	4/29/2020	STEVE LAUGERO	200.00	Reimb-Paramedic Recertification
224636	4/22/2020	STEVEN REED	200.00	Reimb-Paramedic Recertification
224619	4/22/2020	SUN LIFE FINANCIAL	53,750.44	Dental Insurance-5/20
04/15/20-29	4/15/2020	TELEFLEX LLC	1,115.50	EZ-IO 25mm Needle (2 Boxes)-Stn 33 Stock
224717	5/6/2020	THE HARTFORD	2,932.88	Life/AD&D Insurance-5/20
224620	4/22/2020	THE HOME DEPOT PRO	(21.78)	Credit-Household Supplies-Stn 32 Stock
	4/22/2020	THE HOME DEPOT PRO	(267.26)	Credit-Household Supplies-Stn 33 Stock
	4/22/2020	THE HOME DEPOT PRO	202.21	Household Supplies-Stn 32 Stock
	4/22/2020	THE HOME DEPOT PRO	1,321.52	Household Supplies-Stn 33 Stock
	4/22/2020	THE HOME DEPOT PRO	191.61	Household Supplies-Stn 33 Stock-COVID 19
224637	4/22/2020	THE HOME DEPOT PRO	3,230.02	Household Supplies-Stn 33 Stock
224718	5/6/2020	THE HOME DEPOT PRO	1,030.11	Household Supplies-Stn 33 Stock
	5/6/2020	THE HOME DEPOT PRO	1,990.40	Household Supplies-Stn 33 Stock-COVID 19
224738	5/13/2020	THE HOME DEPOT PRO	438.30	Household Supplies-Stn 33 Stock
224719	5/6/2020	THOMAS GENDRON	660.00	Reimb-Educ Assist-Instructor 1 & Company Officer 2C Class
	5/6/2020	THOMAS GENDRON	175.24	Reimb-Study Books/Materials-Captains Promotional Testing
05/06/20-17	5/6/2020	TIFCO INDUSTRIES INC	415.55	Paper Towels-Fleet Shop
224597	4/15/2020	TRI VALLEY AUTO INTERIORS	400.78	Hose Bed Cover Repairs-Fleet Stock
224720	5/6/2020	TRI VALLEY HOSE INC	38.32	New Hose/Stem-Fleet Shop
224739	5/13/2020	UNITED PARCEL SERVICE	57.80	Delivery Charges-5/2/20
Aides 03/20-1	4/22/2020	US BANK	221.36	Hazardous Waste Items Disposal Fee
Aides 03/20-2	4/22/2020	US BANK	100.52	Misc. Household Supplies-Old Stn 32-COVID 19
Aides 03/20-3	4/22/2020	US BANK	184.83	Storage Containers/Gloves-Old Stn 32-COVID 19
Aides 03/20-4	4/22/2020	US BANK	184.50	Mattress/Household Supplies-Old Stn 32-COVID 19
Aides 03/20-5	4/22/2020	US BANK	58.54	Mirror/Screws-Old Stn 32-COVID 19
Aides 03/20-6	4/22/2020	US BANK	13.51	Office Supplies-EMS
AP 03/20	4/22/2020	US BANK	52.99	Creative Cloud Monthly Subscription Fee
BD 03/20 Stmt	4/22/2020	US BANK	558.28	CalCard Stmt 3/23/20-D.Bell
BS 03/20	4/22/2020	US BANK	152.77	Isopropyl Alcohol (8-Gallons)-Stock
BW 03/20	4/22/2020	US BANK	822.86	Tyvek Coveralls/Misc Supplies-COVID 19
CH 03/20 Stmt	4/22/2020	US BANK	77.79	CalCard Stmt 3/23/20-C.Harder
CJ 03/20-1	4/22/2020	US BANK	389.50	OnFitness Magazine Annual Subscription-All Stations

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 4/11/2020 Through 5/13/2020

Check Number	Check Date	Payee	Check Amount	Transaction Description
CJ 03/20-2	4/22/2020	US BANK	38.39	Misc. Supplies-Castro Retirement Party
CJ 03/20-3	4/22/2020	US BANK	293.46	Uniform Pants (3)-Caughey
CJ 03/20-4	4/22/2020	US BANK	108.20	Pro Cutting Board w/ Tray Divider-Firehouse
DG 03/20-1	4/22/2020	US BANK	42.36	Fuel-Training Burn
DG 03/20-2	4/22/2020	US BANK	202.27	Lodging-TAFB 3A Class
DH 03/20-1	4/22/2020	US BANK	44.50	Picture Frames
DH 03/20-2	4/22/2020	US BANK	110.43	Payroll Check Stock
DH 03/20-3	4/22/2020	US BANK	110.00	CSMFO Membership Dues-K.Campo
DH 03/20-4	4/22/2020	US BANK	155.90	Business Lunch Meeting w/ Consultant
DMc 03/20 Stmt	4/22/2020	US BANK	2,142.34	CalCard Stmt 3/23/20-D.McNamara
DP 03/20-1	4/22/2020	US BANK	240.00	Mapping Software Renewal-CS131
DP 03/20-2	4/22/2020	US BANK	18.99	Panasonic Headphones (3)-CS131
DP 03/20-3	4/22/2020	US BANK	571.87	Admin Luncheon-Castro Retirement Party
DP 03/20-4	4/22/2020	US BANK	49.95	Software-Duncan
DP 03/20-5	4/22/2020	US BANK	36.25	Cake-Castro Retirement Party
DP 03/20-6	4/22/2020	US BANK	743.65	Headset Replacement (6)-Dispatch Center
DP 03/20-7	4/22/2020	US BANK	1,643.10	MS Surface Pro 7 Laptop/Computer Pen/Keyboard Mouse-Stamey
DY 03/20	4/22/2020	US BANK	0.99	iCloud 50GB Storage Plan-Yancey
EF 03/20	4/22/2020	US BANK	112.27	Fuel For Travel-Search Dog Foundation
ES 03/20	4/22/2020	US BANK	12.98	Kitchen Supplies-Stn 34
FD 03/20-1	4/22/2020	US BANK	103.62	Gasoline
FD 03/20-2	4/22/2020	US BANK	706.88	DuPont Tyvek Coveralls-COVID 19
FD 03/20-3	4/22/2020	US BANK	570.04	Tyvek Hood & Boot Full Coverage Coveralls-COVID 19
FD 03/20-4	4/22/2020	US BANK	270.40	Facial Protective Masks (10)-COVID 19
JA 03/20-1	4/22/2020	US BANK	28.10	Office Supplies-Admin
JA 03/20-2	4/22/2020	US BANK	20.00	SRVFireTraining.com Domain Annual Fee-4/4/20-4/4/21
JB 03/20 Stmt	4/22/2020	US BANK	99.19	CalCard Stmt 3/23/20-J.Bartusch
JD 03/20-1	4/22/2020	US BANK	31.00	Fuel-Unit 348
JD 03/20-2	4/22/2020	US BANK	70.00	Changes to CA Building Code 2019-FLSD
JD 03/20-3	4/22/2020	US BANK	1,938.25	Furniture-Old Stn 32 Shelter in Place
JL 03/20-1	4/22/2020	US BANK	235.80	Meals-Firehouse World Conf-Selover/Leonard/McNamara
JL 03/20-2	4/22/2020	US BANK	50.81	Uber-Firehouse World Conf-Selover/Leonard/McNamara
JL 03/20-3	4/22/2020	US BANK	289.00	Safety Boots-Leonard
JS 03/20-1	4/22/2020	US BANK	167.41	Meals-Firehouse World Conf-Selover 2/23-2/26/20

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 4/11/2020 Through 5/13/2020

Check Number	Check Date	Payee	Check Amount	Transaction Description
JS 03/20-10	4/22/2020	US BANK	657.72	Tyvek Coveralls/Hood & Boot Coveralls-COVID19
JS 03/20-11	4/22/2020	US BANK	378.88	Isopropyl Alcohol (4-Gallons)-COVID 19
JS 03/20-12	4/22/2020	US BANK	404.23	Tyvek Coveralls/Heavy Duty Coveralls/Supplies-COVID 19
JS 03/20-13	4/22/2020	US BANK	691.61	Tyvek Coveralls/Hood & Boot Coveralls-COVID 19
JS 03/20-2	4/22/2020	US BANK	72.00	Airport Parking-Firehouse World Conf-Selover 2/23-2/26/20
JS 03/20-3	4/22/2020	US BANK	166.80	Gasoline-District Vehicle
JS 03/20-4	4/22/2020	US BANK	1,055.85	Tyvek Coveralls/Hood & Boot Coveralls/Safety Glasses-COVID19
JS 03/20-5	4/22/2020	US BANK	548.27	Tyvek Coveralls/Safety Glasses-COVID 19
JS 03/20-6	4/22/2020	US BANK	245.89	Tyvek Coveralls/Hood & Boot Coveralls/Outdoor Bleach-COVID19
JS 03/20-7	4/22/2020	US BANK	312.04	Tyvek Coveralls-COVID 19
JS 03/20-8	4/22/2020	US BANK	5.40	COVID 19 Related Supplies
JS 03/20-9	4/22/2020	US BANK	55.95	All Purpose/Heavy Duty Coveralls-COVID 19
JV 03/20 Stmt	4/22/2020	US BANK	14.96	CalCard Stmt 3/23/20-J.Viera
KB 03/20	4/22/2020	US BANK	144.96	Refrigerator Water Filter/Door Stopper-Stn 32
LB 03/20-1	4/22/2020	US BANK	81.62	Pelican Box Inserts (13)
LB 03/20-2	4/22/2020	US BANK	16.23	Flowers-2/26/20 Board Meeting
LB 03/20-3	4/22/2020	US BANK	365.00	EMD Course Fee
LB 03/20-4	4/22/2020	US BANK	91.77	Food-EMS Committee Meeting
LB 03/20-5	4/22/2020	US BANK	92.94	Food-Stn 30 Holdover
LB 03/20-6	4/22/2020	US BANK	175.08	Ketamine Guides
LB 03/20-7	4/22/2020	US BANK	64.33	Office Supplies
LB 03/20-8	4/22/2020	US BANK	98.99	Heavy Duty Ziploc-District Paperwork
NK 03/20-1	4/22/2020	US BANK	129.89	Recruitment Supplies
NK 03/20-10	4/22/2020	US BANK	21.98	Food/Refreshment-FF/PM Recruitment
NK 03/20-11	4/22/2020	US BANK	9.00	Parking-COSIPA Conference
NK 03/20-2	4/22/2020	US BANK	365.82	Food/Refreshment-FF/PM Recruitment
NK 03/20-3	4/22/2020	US BANK	117.52	Meals-FF/PM Oral Board Meeting
NK 03/20-4	4/22/2020	US BANK	305.51	Food/Refreshment-FF/PM Recruitment
NK 03/20-5	4/22/2020	US BANK	4.25	Office Supplies
NK 03/20-6	4/22/2020	US BANK	456.83	Meals-FF/PM Oral Board/Skills Panel
NK 03/20-7	4/22/2020	US BANK	36.00	Meals-FF/PM & Dispatcher Recruitment
NK 03/20-8	4/22/2020	US BANK	72.64	Meals-Dispatcher Recruitment
NK 03/20-9	4/22/2020	US BANK	177.35	Meals-FF/PM Oral Board/Skills Panel
RH 03/20	4/22/2020	US BANK	857.70	Misc. Equipment-Type VI Engine

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 4/11/2020 Through 5/13/2020

Check Number	Check Date	Payee	Check Amount	Transaction Description
RM 03/20-1	4/22/2020	US BANK	43.63	Gasoline-CCAI Conference
RM 03/20-2	4/22/2020	US BANK	583.23	Lodging-CCAI Conf Guest Speaker 2/20-2/23/20
RM 03/20-3	4/22/2020	US BANK	159.00	Expert Witness Report Textbook-Fire Investigation
RM 03/20-4	4/22/2020	US BANK	661.04	Lodging-Fire Investigation Conference 2/23-2/27/20
RM 03/20-5	4/22/2020	US BANK	255.00	IAFC Membership Dues-Marley
RM 03/20-6	4/22/2020	US BANK	32.96	Business Luncheon Meeting-CalFire BC
RM 03/20-7	4/22/2020	US BANK	49.39	Gasoline-Unit 345
RM 03/20-8	4/22/2020	US BANK	43.08	Map Books (2)-FLSD Vehicles
RN 03/20	4/22/2020	US BANK	100.00	Fuel-Unit 512
SB 03/20-1	4/22/2020	US BANK	65.00	Public Service Ethics AB-1234 Webinar-M.Stamey 3/18/20
SB 03/20-2	4/22/2020	US BANK	8.98	Refreshments-2/26/20 Board Meeting
SB 03/20-3	4/22/2020	US BANK	1,500.00	Police & Fire Fallen Heroes Fundraising Event
SB 03/20-4	4/22/2020	US BANK	881.34	CCC Women's Hall of Fame Community Event
SB 03/20-5	4/22/2020	US BANK	352.48	Danville State of Town & Community Awards Luncheon
SB 03/20-6	4/22/2020	US BANK	16.23	Auction Gift Basket Misc. Supplies
SB 03/20-7	4/22/2020	US BANK	89.56	Refreshment Supplies
SC 03/20-1	4/22/2020	US BANK	288.00	1-Year LastPass Subscription
SC 03/20-10	4/22/2020	US BANK	174.35	iPad Keyboard-Board
SC 03/20-11	4/22/2020	US BANK	300.00	ArcGIS Online Service Credits-3/12/20-3/11/22
SC 03/20-12	4/22/2020	US BANK	42.64	GoToMeeting-Call/Pangelinan
SC 03/20-13	4/22/2020	US BANK	130.59	Microsoft Keyboard/Mouse Combo-Gilman
SC 03/20-14	4/22/2020	US BANK	15.82	Shipping Fee-Return Bogen Baffles-Stn 32 Project
SC 03/20-15	4/22/2020	US BANK	14.48	Network Cable Connectors-10 Packs (2)-Call
SC 03/20-16	4/22/2020	US BANK	8.61	iPhone 11 Screen Protectors 3-Pack (1)-Spare
SC 03/20-17	4/22/2020	US BANK	78.04	Flash Drives 5-Packs (2)-Spare
SC 03/20-18	4/22/2020	US BANK	38.21	VTech Phone-Old Station 32
SC 03/20-19	4/22/2020	US BANK	10.54	iPhone 11 Case (1)-Comm Center Supervisor
SC 03/20-2	4/22/2020	US BANK	464.38	Video Card-Comm Center
SC 03/20-3	4/22/2020	US BANK	461.74	HP Color LaserJet Printer-Stn 35
SC 03/20-4	4/22/2020	US BANK	0.99	iCloud 50GB Storage Plan-Call
SC 03/20-5	4/22/2020	US BANK	1,204.99	11-in iPad Pro/Apple Pencil/2-Yr Apple Care-Board
SC 03/20-6	4/22/2020	US BANK	349.00	WuFoo Form Management Software
SC 03/20-7	4/22/2020	US BANK	279.80	GlobalStar Replacement Antenna (1)-Communications Center
SC 03/20-9	4/22/2020	US BANK	645.75	Set of Tools-Communications Center

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 4/11/2020 Through 5/13/2020

Check Number	Check Date	Payee	Check Amount	Transaction Description
SH 03/20	4/22/2020	US BANK	251.69	Evidence Collection Equipment-Fire Investigation Team
Trvl-1 03/20-1	4/22/2020	US BANK	192.35	Lysol Spray/Hand Wipes-COVID 19
Trvl-1 03/20-2	4/22/2020	US BANK	363.95	State Smog Inspections (4)
Trvl-1 03/20-3	4/22/2020	US BANK	153.70	Light Bulbs/Door Closing Mechanism Parts-Admin
TW 03/20-1	4/22/2020	US BANK	115.82	HazMat Boots-HM35
TW 03/20-2	4/22/2020	US BANK	344.03	Tyvek Coveralls/All Purpose Coveralls-COVID 19
TW 03/20-3	4/22/2020	US BANK	189.76	Tyvek Coveralls/All Purpose Coveralls-COVID 19
TW 03/20-4	4/22/2020	US BANK	215.79	Tyvek Coveralls/Hood & Boot Coveralls/-COVID 19
224638	4/22/2020	US BANK EQUIPMENT FINANCE	1,216.98	Ricoh Copiers Lease (2) 4/1/20-5/1/20 Admin
224598	4/15/2020	VAL BETTI PLUMBING	476.72	Remove InstaHot/Install Dual Shut Off Valve-Stn 32 Kitchen
224721	5/6/2020	VALLEJO FIRE EXTINGUISHER INC	360.31	Hydrostatic Test/Air Cylinder O-Ring/Pickup/Delivery-Stn 31
224678	4/29/2020	VERIZON WIRELESS	4,100.28	Cell Phones/iPhone Book Apps/Stryker Modems 3/4/20-4/3/20
04/22/20-38	4/22/2020	VERTIV CORPORATION	5,688.93	Admin & Comm Center UPS Maintenance-3/19/20-3/18/21
224599	4/15/2020	VICKERS CONSULTING SERVICES INC	1,200.00	2019 AFG Grant Application-Mobile Communications Unit
224679	4/29/2020	VICKIE CALLAHAN	8,509.63	T-Shirts/Sweatshirts/Sweatpants-Uniform Stock
224621	4/22/2020	VISION SERVICE PLAN	9,902.52	Vision Insurance-5/20
224639	4/22/2020	WALKERS HYDRAULICS INC	3,284.00	Compression System Repairs/Replace Air Filters/Oil-Stn 39
05/13/20-39	5/13/2020	WATTCO EQUIPMENT INC.	155.00	Replace Control Box Battery-Unit 353
05/06/20-18	5/6/2020	WESTERN MACHINERY ELECTRIC INC	264.00	Emergency Call-Generator Shutdown During Weekly Exercise-35
224600	4/15/2020	WESTPHAL PLUMBING AND ROOTER INC	298.00	Rootered Line in Men's Shower Stall-Stn 31
05/13/20-40	5/13/2020	WILLIAM D ROSS ESQ	6,146.00	Legal Services-General 4/20
05/13/20-41	5/13/2020	WILLIAM D ROSS ESQ	1,586.50	Legal Services-General 4/20
04/22/20-39	4/22/2020	WITTMAN ENTERPRISES LLC	21,991.02	Ambulance Collection Fees-3/20
224722	5/6/2020	WM CORPORATE SERVICES INC	239.15	Garbage Recycling Service 4/20-Stn 30
	5/6/2020	WM CORPORATE SERVICES INC	196.31	Garbage Recycling Service 4/20-Stn 38
	5/6/2020	WM CORPORATE SERVICES INC	93.24	Garbage Recycling Service 4/20-Stn 39
224622	4/22/2020	YADIRA MAGALI MARTINEZ DE LA CRUZ	990.00	Cleaning Service-Admin 4/20/20
224623	4/22/2020	ZBATTERY COM INC	887.19	Batteries-Stn 33 Stock
Report Total			<u>2,154,731.57</u>	

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
February 26, 2020 Minutes**

Board of Directors Regular Board Meeting

MISSION STATEMENT

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

Location: 1500 Bollinger Canyon Road
Administrative Building-Boardroom
San Ramon, CA 94583

Board Members Present: Board President Parker, Directors Crean, Kerr, Parker, Stamey and Yancey.

Staff Present: Fire Chief Meyer, Deputy Chief Drayton, Director of Emergency Communication Pangelinan, EMS Battalion Chief Duggan, Battalion Chief Aguiar, Controller Hatfield, Technology Systems Manager Call, District Counsel Ross, Financial Consultant Campo, HR Generalist Tamori-Ward and District Clerk Brooks.

1. CALL TO ORDER

Board President Parker chaired the meeting and called for order at 1 p.m.

2. PLEDGE OF ALLEGIANCE

Cardiac arrest survivor Bob Colores led the Pledge of Allegiance.

3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

There was a quorum and several changes to the agenda.

4. PUBLIC COMMENT

Resident Don Reid spoke to the Board regarding a family that was on the show Shark Tank who designed a cutting board to honor their father who was a New York firefighter who passed away after 9-11. Mr. Reid suggested all of the District Fire stations to have one of these cutting boards. Mr. Reid also stated that he attended the Planning Commission meeting regarding the training center site.

5. CONSENT CALENDAR

Director Stamey moved approval of the Consent Calendar with the exception of Consent item No. 5.5. Director Kerr seconded the motion. Motion carried.

Item 5.5 was pulled with Chief Meyer explaining that wording regarding this cost was approved in the 2019 budget should have been added. Motion by Director Yancey, seconded by Director Crean to approve Consent Item 5.5. Motion carried.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Presentation of District’s Comprehensive Annual Financial Report (CAFR) for Fiscal Year Ended June 30, 2019, by Phillip White, CPA with Eide Bailly.
<https://www.firedepartment.org/home/showdocument?id=2276>

Phil White from Eide Bailly presented an overview of the Fiscal year ended June 30, 2019 CAFR, discussing the District financial statements and mentioned the GFOA certificate that the District was awarded. The Board thanked Mr. White for his presentation.

- 6.2 Recognition of Retired Pinole Fire Chief Scott Kouns

Chief Meyer invited retired Pinole Fire Chief up for recognition. Chief Meyer provided his background and presented him with several District Gifts. Retired Chief Kouns thanked Chief Meyer and the Board for this recognition and stated how he enjoyed working with Chief Meyer and the District.

- 6.3 Cardiac Save Recognition

Recent and prior cardiac save patients were introduced by EMS Chief Duggan. The Board thanked everyone for their attendance.

- 6.4 Heart Safe Recognition

This item has been tabled to the March board meeting.

At this time in the meeting, the Board took a short recess to take pictures and to also wish Chief Meyer a Happy Birthday.

7. OLD BUSINESS

- 7.1 None.

8. NEW BUSINESS

- 8.1 Call for Nominations for Seat C – CSDA Board of Directors.

District Clerk Brooks reviewed this item for the Board. There being no interest from the Board, District Clerk Brooks stated that she would advise CSDA.

- 8.2 Disaster Preparedness Subcommittee Report.

This report was tabled to the March 2020 Board Meeting.

8.3 Approval for Purchase of One Pierce 107' Velocity Ascendant Tiller Truck.

Chief Meyer provided the background of this item stating that the District is due for this replacement. Discussion followed about costs and the estimated delivery date.

Motion by Director Kerr to approve the purchase of One Pierce 107' Velocity Ascendant Tiller Truck. Motion seconded by Director Crean. Motion carried.

8.4 Approval of Reimbursement Resolution No. 2020-01 – Station 34 Remodel & Tiller Truck Acquisition.

This item was tabled to the March 2020 Board Meeting.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

9.1 Chief Meyer referenced the thank you letter from the City of Garden Valley.

10. MONTHLY ACTIVITY REPORTS

10.1 Operations Division-Deputy Chief, Frank Drayton
Operations Report of monthly activities

Chief Drayton reported on the recent interviews for District Aides and the groundwater testing done at old station 32.

10.2 EMS – Battalion Chief, John Duggan
EMS Report of monthly activities.

Battalion Chief Duggan reported that there were 660 emergency medical incidents this past month.

10.3 Logistics – Acting Deputy Chief Aguiar
Logistics Report of monthly activities.

Acting Deputy Chief Aguiar reported on the annual station workout equipment preventive maintenance and repairs taking place along with EBMUD flow testing being done at all District Stations.

10.4 Fire and Life Safety Division – Acting Deputy Chief Aguiar
Fire and Life Safety Report of monthly activities.

Acting Deputy Chief Aguiar stated that the inspection cycle has started again. Board President Parker referenced the recent fire in Porterville where two firefighters were killed, discussing advantages of the Youth Firesetter Program.

- 10.5 Communications Division – Director of Emergency Communications, Denise Pangelinan Communications Report of monthly activities.

Director of Emergency Communications Pangelinan explained the new technology regarding State 911 Rapid Deployment and highlighted the District’s reaccreditation and upcoming Navigator conference where the District would be recognized.

- 10.6 Human Resources Division – Human Resources Generalist Stacy Tamori-Ward Human Resources Report of monthly activities.

Human Resources Generalist Tamori Ward also discussed the recent District Aide interviews that Human Resources has been working on.

- 10.7 Finance Division – Finance Consultant Ken Campo Monthly Finance Report of monthly activities.

Finance Consultant Campo reviewed the District Financial Report discussing ambulance revenue and transports, followed by Controller Hatfield providing a power point presentation of the different District funds.

- 10.8 Fire Chief – Fire Chief, Paige Meyer Verbal report on monthly meetings, seminars, committee meetings and other District related activities.

Chief Meyer informed the Board that the meeting with the San Ramon Planning Commission regarding the training site went well, and that the Disaster Preparedness subcommittee will meet in the next few weeks. Chief Meyer congratulated Director Yancey on her nomination to the Women’s Hall of Fame.

11. GOOD OF THE ORDER

Director Kerr stated that the Citizen Core Council met last week highlighting how strong the District CERT program is.

Director Crean thanked Acting Deputy Chief Aguiar for helping with the recent fire service course.

Board President Parker discussed the District’s preparation relating to the recent corona virus. Chief Meyer stated that this item will also be discussed at the EMS subcommittee meeting and would keep the Board updated on this topic.

12. UPCOMING CALENDAR OF EVENTS

The Board and staff reviewed the upcoming calendar of events.

13. CLOSED SESSION

13.1 Conference with Legal Counsel – Possible exposure to litigation (4 matters) pursuant to Government Code Section 54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.

14. RETURN TO OPEN SESSION

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

16. ADJOURNMENT

The regular meeting concluded at 3:50 p.m. The Board adjourned to Closed Session at 4:05 p.m. with the Closed Session and meeting concluding at 5:07p.m.

Prepared by: _____
Susan F. Brooks
District Clerk

Approved by: _____
Don Parker
Board President

William D. Ross
David Schwarz
Kypros G. Hostetter

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File No: 45/3

May 5, 2020

VIA ELECTRONIC TRANSMISSION

sbrooks@srvfire.ca.gov

The Honorable Don Parker, President
and Members of the District Board of Directors
San Ramon Valley Fire Protection District
1500 Bollinger Canyon Road
San Ramon, California 94583

Re: Revised; Report Upon Return from Closed Session; Regular Meeting of the San Ramon Valley Fire Protection District Board of Directors; February 26, 2020; Final Report of Prior Settlement of Personnel Action

Dear President Parker and Members of the District Board of Directors:

This communication sets forth reportable action, if any, of the Board of Directors (“Board”) of the San Ramon Valley Fire Protection District (“District”) consistent with provisions of the Ralph M. Brown Open Meeting Act (Government Code section 54950 *et seq.*), resulting from the Closed Session of the February 26, 2020 Regular District Board Meeting.

The Open Session convened at 1:00 p.m. to address matters agendaized for Board consideration. The Open Session concluded at 3:50 p.m. and your Board then adjourned into Closed Session at 4:05 p.m., after a short recess.

Prior to entering Closed Session, District Counsel clarified that one of the matters listed as potential litigation should instead be listed as existing litigation as the District had been served in that matter: *Pacific Gas and Electric Company v. San Ramon Valley Fire Protection District and all persons interested in the validity of Ordinance No. 35*, County of Contra Costa Superior Court Case No. N19-2458, pursuant to Government Code section 54956.9(d)(1). The matter was added as Closed Session Item No. 13.2.

There was one item agendaized for Closed Session consideration:

The Honorable Don Parker, President
and Members of the District Board of Directors
San Ramon Valley Fire Protection District
May 5, 2020
Page 2

13.1 Possible exposure to litigation (4 matters) pursuant to Government Code Section 54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.

With respect to Agenda Item 13.1, there were three matters considered. With respect to all three matters, there was no reportable action under the common law attorney-client privilege and that provided by Government Code section 54956.9(d)(2).

With respect to Agenda Item No. 13.2, there was reportable action in the form of your Board retaining Mr. Maxwell Pritt of the Law Firm of Boies Schiller Flexner, LLP, to represent the District in the litigation by vote 4-1, Directors Crean, Yancey, Stamey and Parker voting in favor and Kerr voting against. Except as indicated, there was no other reportable action concerning the matter under the common law attorney-client privilege and that provided by Government Code section 54956.9(d)(1).

The Closed Session concluded at 5:07 p.m. with the indication that a written Report Upon Return from Closed Session would be prepared consistent with the provisions of Government Code section 54957.1 for the matters agendaized for Closed Session consideration.

In addition to the matters from the Closed Session of the February 26, 2020 meeting, this communication also reports upon an action approved by your Board at its meeting on January 22, 2020 under the provisions of Government Code section 54957.1(a)(3), as the Board action taken to settle claims advanced by a District Employee, Julie Bartusch (“Employee”) (Board action 5-0, with Directors Crean, Kerr, Yancey, Stamey and Parker voting in favor) which was contingent upon certain subsequent events occurring. Those subsequent events have occurred.

The disclosure under Government Code section 54957.1(a)(3) is with respect to a Settlement Agreement and General Release of Claims (the “Agreement”) between the District and the Employee. The Agreement resolved certain claims as follows:

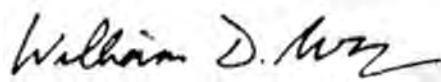
Approval by a unanimous vote was given to accept a settlement offer signed by Julie Bartusch in threatened/anticipated litigation against the District. The claim involved a workplace dispute. The monetary amount approved for the settlement by the District, in exchange for agreement not to bring suit against the District, is \$89,795.00.

The Honorable Don Parker, President
and Members of the District Board of Directors
San Ramon Valley Fire Protection District
May 5, 2020
Page 3

This communication should be added to the Agenda for review under the Consent Calendar of your next Regular or Special Meeting.

If there are any questions concerning its content, it may be taken off the Consent Calendar at that time or our office may be contacted in the interim.

Very truly yours,

A handwritten signature in black ink, appearing to read "William D. Ross", is centered on the page. The signature is written in a cursive style with a prominent initial "W".

William D. Ross

WDR:jf

SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING (Teleconference)
April 22, 2020 Minutes

Board of Directors Regular Board Meeting

MISSION STATEMENT

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

Location: Teleconference

Board Members Present: Board President Parker, Directors Crean, Kerr, Stamey and Yancey.

Staff Present: Fire Chief Meyer, Deputy Chief Drayton, Director of Emergency Communication Pangelinan, EMS Battalion Chief Duggan, Battalion Chief Aguiar, Controller Hatfield, Technology Systems Manager Call, District Counsel Ross, Financial Consultant Campo, HR Generalist Tamori-Ward and District Clerk Brooks and District Clerk Martin.

1. CALL TO ORDER

Board President Parker chaired the meeting and called for order at 1:05 p.m.

2. PLEDGE OF ALLEGIANCE

Retired Deputy Chief, Lon Phares led the Pledge of Allegiance.

3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

There was a quorum and several changes to the agenda.

4. PUBLIC COMMENT

None.

5. CONSENT CALENDAR

Director Stamey moved approval of the Consent Calendar with the exception of Consent Item Nos. 5.2 & 5.4, which will be brought back at a future meeting. Director Kerr seconded the motion. Motion carried by roll call vote.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

6.1 Introduction of Shelley Martin, Part-Time District Clerk.

Chief Meyer introduced Shelley Martin as the new part-time District Clerk and provided a brief background. Ms. Martin stated that she is happy to be working at the Fire District.

7. OLD BUSINESS

7.1 2019-20 Budget Update and approval of budget adjustments listed in the staff report.

Finance Consultant Campo reviewed the 2019-20 Budget update. Mr. Campo addressed concerns by the Board regarding the possibility of future property tax reductions and reduced transports due to the COVID19 and Finance will run different scenarios addressing the issues to bring back to the Board at a later date. Mr. Campo also discussed CCCERA contributions going forward and also provided a slide presentation reviewing the General Fund revenue and expenditure budgets.

Finance Consultant Campo and Controller Hatfield also reviewed the monthly Finance activities for February and March 2020.

Motion by Director Crean to approve the budget adjustments as listed in the staff report. Director Yancey seconded the motion. Motion carried by roll call vote.

8. NEW BUSINESS

8.1 Update on COVID 19 Pandemic.

Chief Meyer thanked EMS staff for the great job they have done responding to the COVID19 pandemic. EMS staff reviewed their presentation and continues to provide weekly updates regarding COVID19. Items discussed were antibody testing, employee safety and community education and outreach is key. Director Stamey suggested that this information be included on the District website. The Board thanked EMS staff for the great job they have been doing.

8.2 Consideration of Policy Designating Job Classifications as Exempt from the Families First Coronavirus Response Act.

Chief Meyer provided the background on this item, discussing certain employee leaves regarding essential service workers and referred to the policy included with the staff report.

Motion by Director Stamey to approve this policy. Director Kerr seconded the motion. Motion carried by roll call vote.

8.3 Consideration of Emergency Leave Policy.

Chief Meyer proved the background on this item, mentioning that the District wants to take care of their First Responders safely. Financial Consultant Campo reviewed the policy as described in the staff report. Discussion followed.

Motion by Director Yancey to approve this policy. Director Crean seconded the motion. Motion carried by roll call vote.

8.4 Approval of Reimbursement Resolution No. 2020-01 – Station 34 Remodel & Tiller Truck Acquisition.

Chief Meyer discussed the adjustments in the resolution language with Finance Consultant Campo stating this Resolution gives the District the ability to reimburse ourselves should we go forward the financing outlined in the staff report.

Motion by Director Kerr to approve Resolution No. 2020-01. Director Stamey seconded the motion. Motion carried by roll call vote.

8.5 Approve Resolution No. 2020-02 for the 2020 Exterior Hazard Abatement Program.

Deputy Chief Drayton provided the background for this essential program dealing with wildland fires in California. Director Yancey asked about the District working with property owners regarding abatement. Deputy Chief Drayton concurred that the District will work closely with district property owners.

Motion by Director Kerr to approve Resolution No. 2020-02. Director Stamey seconded the motion. Motion carried by roll call vote.

8.6 Authorization to enter into an agreement with Ramos Oil Company for Bulk Fuel Services.

Deputy Chief Drayton provided the background information, discussing fuel usage by the District and the City of San Ramon. Chief Drayton stated that an RFQ for fuel services was issued in March 2020 and the District decided to contract with Ramos Oil Company. This contract will be renewed annually.

Motion by Director Yancey to enter into an agreement with Ramos Oil Company for Bulk Fuel Services. Director Kerr seconded the motion. Motion carried by roll call vote.

At this time during the meeting, the Board took a 10-minute break

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

Board President Parker acknowledged the nice letters included in the Board packet this month.

10. MONTHLY ACTIVITY REPORTS

10.1 Operations Division-Deputy Chief, Frank Drayton
Operations Report of monthly activities.

Deputy Chief Drayton provided his monthly report activities for February and March 2020, including several live burns and that Hazmat Training has been completed.

10.2 EMS – Battalion Chief, Jim Selover
EMS Report of monthly activities.

Battalion Chief Selover provided his monthly report of activities for February and March 2020, highlighting the COVID19 workload and the 726 medical incidents staff has responded to since the February Board meeting.

10.3 Logistics – Interim Deputy Chief Duggan
Logistics Report of monthly activities.

Interim Deputy Chief Duggan provided his monthly report of activities for February and March 2020, mentioning that the outfitting of old Station 32 is complete, and the

acquisition of trailers were secured for staff use within the District to allow social distancing during the COVID19 pandemic.

- 10.4 Fire and Life Safety Division – Interim Deputy Chief Duggan
Fire and Life Safety Report of monthly activities.

Interim Deputy Chief Duggan provided his monthly report of activities, highlighting that FLSD staff are delivering groceries to needy seniors and food banks. New construction inspections have been suspended temporarily due to COVID19. Chief Meyer complimented FLSD and EMS on their great job working with residential care facilities during this pandemic.

- 10.5 Communications Division – Director of Emergency Communications, Denise Pangelinan
Communications Report of monthly activities.

Director of Emergency Communications Pangelinan provided her monthly report of activities, highlighting the upgrades at the Communication Center, the creation of new training videos, and the prescreening of EMS calls. Director Parker complimented the Communications Division on their good work.

- 10.6 Human Resources Division – Human Resources Generalist Stacy Tamori-Ward
Human Resources Report of monthly activities.

Human Resources Generalist Tamori-Ward highlighted her monthly report of activities discussing the recent District Aides recruitments as well as Captain/Engineer Chief interviews. Director Parker complimented Human Resources on their good work.

- 10.7 Finance Division – Finance Consultant Ken Campo
Monthly Finance Report of monthly activities.

Finance Consultant Ken Campo and Controller Hatfield discussed Finance's monthly activities earlier during Item 7.1.

- 10.8 Fire Chief – Fire Chief, Paige Meyer

Chief Meyer provided his monthly report stating that all volunteer programs have been suspended due to the COVID19 pandemic. Chief Meyer also discussed that the upcoming Board retreat/workshops and Board subcommittee meetings will be rescheduled within the next 30 days. At this time, Chief Meyer thanked the Board for their continued support for District employees and this support was echoed by our union president.

11. GOOD OF THE ORDER

12. UPCOMING CALENDAR OF EVENTS

- 12.1 The Board and staff reviewed the upcoming calendar of events.

13. CLOSED SESSION

13.1 This item was deleted from the agenda.

14. RETURN TO OPEN SESSION - N/A

15. REPORT UPON RETURN FROM CLOSED SESSION (if applicable) - N/A

16. ADJOURNMENT

The regular meeting concluded at 3:40 p.m.

Prepared by: _____
Shelley Martin
District Clerk

Approved by: _____
Don Parker
Board President

**San Ramon Valley Fire Protection District
Salaries, Payroll Taxes & Retirement Contributions**

For the Month of: **April 2020**

Department	# Reg Employees	Gross Wages	Payroll Taxes	Retirement	Total	% of Total
GL Acct Number		(5110,5115,5120,5121)	(5140)	(5150,5151)		
Board of Directors	5	655.00	9.49	-	664.49	0.02%
Fire Chief	1	33,472.33	479.91	17,474.79	51,427.03	1.24%
Human Resources	2	19,778.13	279.36	10,841.68	30,899.17	0.75%
Finance	3	33,219.62	473.80	10,629.88	44,323.30	1.07%
Fire Life & Safety	7	68,510.93	982.67	27,280.69	96,774.29	2.33%
Technology	2	21,192.53	296.39	6,772.47	28,261.39	0.68%
Communication Center	14	195,564.53	2,803.59	51,357.33	249,725.45	6.02%
Facilities	0	8,737.34	126.69	-	8,864.03	0.21%
Fire Suppression	133	2,228,970.86	32,081.84	1,197,393.06	3,458,445.76	83.42%
Fleet	1	9,520.10	138.04	3,046.32	12,704.46	0.31%
Training	2	26,222.45	375.43	15,575.74	42,173.62	1.02%
EMS	3	41,054.54	591.96	20,724.69	62,371.19	1.50%
Rescue		20,729.62	-	14,325.83	35,055.45	0.85%
HazMat		14,146.57	-	9,776.41	23,922.98	0.58%
TOTALS	173	2,721,774.55	38,639.17	1,385,198.89	4,145,612.61	100.00%



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: May 27, 2020

To: Board of Directors

From: Denise Pangelinan, Director of Emergency Communications
Steve Call, Technology Systems Manager

Subject: Stryker LifePak 15 Data Modem Upgrade - Payment

Background:

The District currently owns 45 Stryker LifePak 15 heart monitors. Each monitor utilizes an external data modem to transmit 12 lead data to hospitals, Contra Costa County EMS, as well as to a District server for inclusion in Patient Care Reports (PCR).

In March of this year, Stryker upgraded the 45 data modems utilized by the LifePak 15 heart monitors with LTE (4G) data modems recently made available by Stryker. All 45 data modems were successfully upgraded, tested by DNI, and the project is now complete. The final invoice in the amount of \$35,219.14 was received and payment is now due. This amount includes the original purchase price and sales tax. The shipping fees were waived for the purchase.

Recommended Board Action:

Authorize staff to pay Stryker \$35,219.14 for the upgrade of the data modems.

Financial Impact:

Budgeted expense for FY 2019-2020.



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Date: May 27, 2020
To: Board of Directors
From: Davina Hatfield, Controller
Subject: Quarterly Investment Report – March 31, 2020

Background:

The global COVID-19 outbreak, and the government-mandated lockdowns that ensued, caused the market value of assets to drop at an unprecedented pace over the first quarter of 2020. Events and economic numbers continue to change day by day in response to the impact of the corona virus and will continue to do so. Expectations are that restrictions to economic activity will begin to be lifted later in the second quarter for the US and Europe, and that an economic recovery would begin shortly thereafter. That said, considerable uncertainty remains over the speed of global and domestic economic recovery.

The decline in asset value has a greater impact on investments held in trust for retiree benefits (OPEB and CCCERA) than those held by the District. The current market value of *trust* assets is used to offset the projected cost of benefits and to set annual contribution rates, while investments held by the District are intended to provide safety and liquidity while generating revenue for operations. Under this “buy and hold” strategy for District investments, the sudden drop in the value and related market uncertainty has little impact on current operations but has resulted in significantly lower yielding current investment options for new money.

Pursuant to Section 5.3 of the District’s Investment Policy, please find attached the Quarterly Investment Report for the three-month period ended March 31, 2020. The investments held on behalf of the District totaled \$69.3 million as of March 31, 2020 and are in compliance with the District’s investment policy. Funds are invested primarily in a laddered portfolio held by Bank of the West maturing at intervals from 6 months to 5 years (\$33 million) and in the State-run, pooled, money market fund for local agencies (\$34 million). The Bank of the West laddered portfolio is managed by District staff while the Local Agency Investment Fund (LAIF) is managed by the State Treasurer’s office. Fiscal-year-to-date investment earnings for all funds through the third quarter are \$993,100, which translates to an average weighted yield-to-maturity of 1.89%.

The District’s Budget Stabilization funds are included in the laddered portfolio with Bank of the West. At March 31, 2020, the District had approximately \$19 million of Budget Stabilization

funds under active management. These funds have earned \$310,509 fiscal year-to-date, which represents an average combined weighted yield to maturity of 1.98%.

Most investments held by the District are either federal securities or FDIC-backed securities; those not federally insured are with commercial companies that carry the highest investment grade ratings. As noted above, these investments are intended to be held to maturity.

Also attached for the Board's review is the retiree medical trust fund (CERBT) account statement through the quarter ended March 31, 2020. Since inception, the fund has earned \$4.95 million in investment earnings averaging about a 4.87% annual rate of return. The balance of the trust fund at March 31, 2020 is \$27,787,654. These funds are managed by CalPERS and not included in the funds discussed above.

All investment gains generated during the second half of 2019 were offset by losses incurred in the first quarter of 2020. CCCERA rates are based on the value of assets as of December 31, with an 18-month lag time, while OPEB contributions are based on the value of assets as of June 30, with a 24-month lag time. The impact on retirement rates and OPEB contributions remains to be seen, but will ultimately depend on the speed of the economic recovery.

Recommended Board Action:

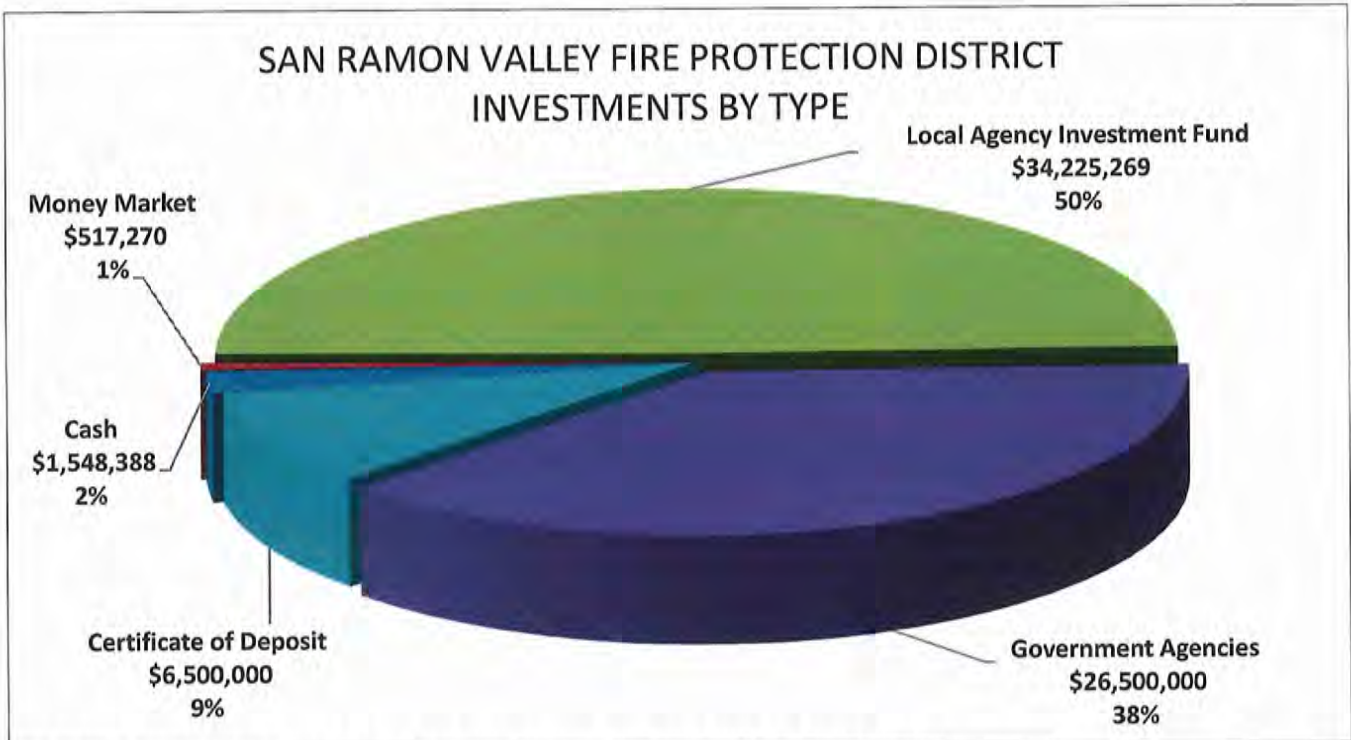
Staff recommends that the Board receive and review the investment report for the quarter ended March 31, 2020.

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
INVESTMENT REPORT
March 31, 2020**

Type of Investment	Financial Institution	Date of Maturity	Par Value/ Original	Market Value	Rate of Interest
Cash	Bank of the West	N/A	1,511,797	1,511,797	0.00%
Cash	Bank of the West - CERT Funds	N/A	36,591	36,591	0.00%
Money Market	Bank of the West - Money Market	N/A	507,677	507,677	1.15%
Laddered Portfolio	Bank of the West - Investments	Various	33,026,261	33,355,578	1.98%
Local Agency Investment Fund	Local Agency Investment Fund	N/A	34,225,269	34,481,309	1.89%
Money Market	Bank of America - Dreyfus Government Funds	N/A	9,593	9,593	1.42%
Total			\$69,317,188	\$69,902,544	

Average weighted yield 1.89%

Market values obtained from monthly statements issued by Bank of the West and quarterly statements issued by LAIF.



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

The March 31, 2020 investments are in compliance with the District adopted Investment Policy.

CERBT Account Summary

Account Summary as of March 31, 2020

Initial contribution (6/29/2009)	\$3,500,000
Additional contributions	\$21,272,196
Disbursements	(\$1,812,608)
CERBT expenses	(\$118,053)
Investment earnings	\$4,946,119
Total assets	\$27,787,654
Money-weighted annualized net rate of return (6/29/2009 – 03/31/2020 = 10.76 Years)	4.87%
Strategy 1 time-weighted 10-year expected annualized rate of return (2016 CMAAs)	5.85%

In PEMHCA: Yes
CERBT agreement effective date: 6/26/2009



CERBT Strategy 1 Performance as of March 31, 2020

	1 Month	3 Months	Fiscal YTD	1 Year	3 Years*	5 Years*	10 Years*	Since Inception* (June 1, 2007)
Gross Return ^{1,3}	-10.81%	-15.14%	-9.22%	-6.27%	2.42%	2.89%	5.91%	3.84%
Net Return ^{2,3}	-10.82%	-15.16%	-9.28%	-6.35%	2.33%	2.80%	5.81%	3.77%
Benchmark returns	-10.90%	-15.27%	-9.47%	-6.48%	2.11%	2.49%	5.67%	3.41%
Standard Deviation ⁴	-	-	-	-	10.46%	9.55%	10.09%	12.74%

Performance quoted represents past performance, which is no guarantee of future results that may be achieved by the fund.

* Returns for periods greater than one year are annualized.

¹ Gross performance figures are provided net of SSGA operating expenses.

² Net Performance figures deduct all expenses to the fund, including investment management, administrative and recordkeeping fees.

³ See the Expense section of this document.

⁴ Standard Deviation is based on gross returns.



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Date: 5/27/2020

To: Board of Directors

From: Denise Pangelinan, Director of Emergency Communications
Steve Call, Technology Systems Manager

Subject: Workstation and Monitor Replacement Payment Authorization

Background:

In the April Board meeting, the Board approved the purchase of 15 workstations, 1 GIS laptop, 16 monitors, as well as wireless keyboards and mice, from Definitive Networks, Inc. (DNI). The equipment has been received and payment is now due.

Recommended Board Action:

Authorize staff to make a payment to DNI in the amount of \$41,539.50.

Financial Impacts:

Budgeted expense for FY 2019-2020.



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Date: May 27, 2020
To: Board of Directors
From: Deputy Chief Frank Drayton
Subject: Approval of Progress Payments to Garland/DBS for Station 31 Roof Replacement Project

Background:

The District entered into a contract with Garland/DBS in the original amount of \$423,755 to replace the roof at Station 31, which also houses the 911 Emergency Dispatch Center. The District has paid \$254,417 to date on this project, but has been holding back further payments pending satisfactory performance of the roof during significant rain events.

The roof has now been subjected to several heavy rain events without leaks or issues of note; and the roof is now under a thirty (30) year warranty period. Garland has submitted additional progress payments totaling \$132,048. If approved, this would leave \$37,290 remaining under the contract as retention pending final acceptance by the District.

Fiscal Impact:

Funding for the remaining \$169,338 under the contract has been budgeted for and is available in the Capital Improvement Plan budget.

Recommended Board Action:

Staff is recommending approval of payment to Garland/DBS in the amount of \$90,458 for Progress Payment #3 and \$41,590 for Progress Payment #4.



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Date: May 27, 2020
To: Board of Directors
From: Frank Drayton, Deputy Chief of Operations
Subject: Thermal Imaging Camera Purchase

Background:

Included in the District's Capital Improvement Plan (CIP) is the replacement of three Thermal Imaging Cameras (TIC's) per year for three years. This plan will replace the District's current fleet of TIC's which are reaching the end of their useful service life and require frequent repairs to keep operational. Additionally, this will bring our TIC's compliant with current NFPA 1801 standards.

The current Annual Operating Budget for 2019/2020 includes appropriations in the amount of \$33,000 to complete this purchase. Through the use of the cooperative purchasing agreements staff has been able to secure the replacement of all three TIC's for \$30,857; \$2,143 under the budgeted amount.

Recommended Board Action:

Authorize staff to purchase three Thermal Imaging Cameras from LN Curtis in the amount of \$30,857.

Financial Impacts:

Funds are allocated in the Annual Budget CIP Fiscal Year 2019/2020.

OLD BUSINESS



San Ramon Valley Fire Protection District

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Date: May 27, 2020
To: Board of Directors
From: Davina Hatfield, Controller
Subject: Public Hearing to Consider Annual CPI Adjustment to Service Fees and Charges Contained Within Ordinance No. 28

Background:

Ordinance No. 28, adopted by the Board on July 24, 2013, contains the schedule of fees associated with certain services provided by the District. Ordinance No. 28 further provides for an annual adjustment based upon the change in the CPI-Urban Wage Earners, San Francisco-Oakland-San Jose, CA region measured as of each February; which was 2.5 percent (2.5%) for February 2020. If approved, the updated fees included in the attached Exhibit A to Resolution No. 2020-03 would go into effect on July 1, 2020.

In accordance with California Health and Safety Code Section 13916 *et seq.* the District Clerk published a notice of the proposed action and date of the public hearing in the San Ramon Valley Times and that Resolution No. 2020-03, along with supporting documentation, is available for public examination at the District Administrative Building and on the District website.

Furthermore, for the purposes of this regulatory action, the applicability of the California Environmental Quality Act (CEQA) to public agency projects is determined to be statutorily exempt from environmental review because the activity will not cause direct or indirect physical change to the environment.

Financial Impact:

Revenue from service fees and charges help defray the cost of providing these fee-based services. The annual CPI adjustment is needed to ensure such fees and charges keep pace with the cost providing the service and lessen the reliance on general property tax revenue.

Recommended Board Action:

Adopt by roll call vote the attached Resolution 2020-03.

RESOLUTION NO. 2020-03

A RESOLUTION OF THE SAN RAMON VALLEY FIRE PROTECTION DISTRICT INCREASING FEES AND CHARGES FOR VARIOUS SERVICES CONTAINED WITHIN ORDINANCE NO. 28

WHEREAS fees and charges assist in defraying the costs of specific services provided by the San Ramon Valley Fire Protection District (“District”); and,

WHEREAS, pursuant to Health and Safety Code Section §13916 et seq., and Government Code Section §6066, the District adopted Ordinance No. 28 on July 24, 2013 setting forth District fees and costs which are subject to reimbursement; and,

WHEREAS, Health and Safety Code §13916 (d) provides that the schedule of fees established by Ordinance No. 28 must indicate an amount to be charged which is based on District policy direction and reasoning; and,

WHEREAS, the District has given notice of its intent to increase such fees and charges contained in Ordinance No. 28 as may be adopted by Resolution and noticed in accordance with Health and Safety Code Section §13916 *et seq.*, and Government Code Section §6066; and,

WHEREAS, the fees and charges set forth in Exhibit A, attached hereto and made a part hereof, have been modified based on District business practices and found to be based upon the costs determined to be appropriate for performing such District services and are reasonable,

WHEREAS, in order for such fees and charges to keep pace with the cost of providing services Ordinance No. 28 provides the District may increase fees and charges each July 1 based on an annual change in the Consumer Price Index (CPI) Urban Wage Earners, San Francisco-Oakland-San Jose, CA region, measured as of February of each year; and,

WHEREAS, the annual change in the Consumer Price Index (CPI) Urban Wage Earners, San Francisco-Oakland-San Jose, CA region, measured as of February 2019 was determined to be 2.5 percent (2.5%); and,

NOW THEREFORE BE IT RESOLVED by the District Board of Directors that:

1. Each of the recitals of this Resolution are found to be determinations of fact which are true and correct;
2. The fees and charges set forth in Exhibit A attached and incorporated by this reference shall be effective July 1, 2020;
3. The Board of Directors delegates its authority to the Fire Chief or his/her designee to administer the fees and charges as set forth in Exhibit A;
4. The fees and charges authorized by this Resolution are statutorily exempt from review under the California Environmental Quality Act (“CEQA”) as confirmed in CEQA Guidelines Section 15273.

PASSED, APPROVED AND ADOPTED on this 27th day of May, 2020 at a regular meeting of the District Board of Directors at San Ramon, State of California on a motion made by Director _____, seconded by Director _____ and duly carried with the following roll call votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: _____

Donald Parker
President, Board of Directors

ATTEST:

Shelley Martin
District Clerk

APPROVED AS TO FORM:

APPROVED TO CONTENT:

William D. Ross, District Counsel

Paige Meyer, District Fire Chief

Exhibit A

Resolution 2020-03 Schedule of Fees

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

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

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

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

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

Part 1. PLAN REVIEW AND CONSTRUCTION PERMIT FEES

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

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

Table 1

PLAN REVIEW AND CONSTRUCTION INSPECTIONS	
PLANNING & SITE DEVELOPMENT	
Pre-application Design Review - per hour <i>To meet to discuss potential requirements, design criteria, hardships, proposed mitigation of requirements, etc (first hour no charge).</i>	\$ 351
Planning and Site Development Review - per hour <i>Includes review and comments for planning applications and associated community development process requirements.</i>	\$ 351
Emergency Response Pre-plan <i>An emergency response pre-plan is required if determined necessary by the fire code official due to size, use, or special existing hazard.</i>	Actual Cost

PLAN CHECK AND CONSTRUCTION PERMITS

105.7.1	Automatic Fire-Extinguishing Systems - per system <i>NFPA 13 & 13R wet, dry, pre-action, engineered</i> <i>Includes (1) plan review, (1) re-submittal, (2) field inspections and (2) re-inspections</i>		
	New system first 20 heads	\$	831
	New system each additional 20 heads	\$	92
	Modification to an existing system first 20 heads	\$	657
	Modification to an existing system each additional 20 heads	\$	92
	Clean agent, commercial cooking, wet & dry chemical, CO2	\$	592
	NFPA 13D new and modifications	\$	637
105.7.2	Battery Systems - per system <i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>	\$	510
105.7.4	Compressed Gases - per system <i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>		
	Storage, use or handling	\$	510
	Medical gas systems	\$	892
	Refrigeration systems	\$	765
105.7.5	Cryogenic Fluids <i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>	\$	643
105.7.6	Emergency Responder Radio Coverage System <i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>	\$	1,211
105.7.7	Fire Alarm and Detection Systems and Related Equipment - per system <i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>		
	New system first 20 devices	\$	713
	New system each additional 20 devices	\$	255
	Modification to an existing system first 20 devices	\$	657
	Modification to an existing system each additional 20 devices	\$	379
	Fire sprinkler monitoring system	\$	510
	Smoke control system	\$	1,211
	Smoke and heat vent system	\$	833
105.7.8	Fire Pumps and Related Equipment - per system <i>Includes (1) plan review, (1) re-submittal and (2) field inspections and (2) re-inspections</i>		
	New installation	\$	1,275
	Modifications or repairs	\$	510
105.7.9	Flammable and Combustible Liquids <i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>		
	Aboveground and underground storage tanks including equipment - per tank	\$	510
	Underground tank removal - per tank	\$	569
	Vapor recovery systems - per system	\$	510
105.7.10	Fuel Cell Power Systems <i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>	\$	510
105.7.11	Gas Detection Systems <i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>	\$	510
105.7.12	Gates and Barricades Across Fire Apparatus Access Roads <i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>	\$	510
105.7.13	Hazardous Materials <i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>		
	Use and storage	\$	833
	Chemical classification	\$	510
105.7.15	Industrial Ovens - per oven <i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>	\$	428

105.7.16	LP-gas - per system <i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>		
	New installation	\$	657
	Modifications or repairs	\$	562
105.7.17	Motor Vehicle Repair Rooms and Booths <i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>		
	New installation	\$	458
	Modifications or repairs	\$	337
105.7.19	Private Fire Hydrants and Fire Protection Water Supplies - per system <i>Includes (1) plan review, (1) re-submittal, (2) field inspections and (2) re-inspections</i>		
	Private fire hydrant systems	\$	1,020
	Fire protection system water supply	\$	765
	Rural water supply system	\$	787
	Temporary water supply system	\$	510
105.7.20	Smoke Control or Smoke Exhaust Systems <i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>		
	New installation	\$	657
	Modifications or repairs	\$	562
105.7.23	Spraying or Dipping - per system <i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>		
	New installation	\$	459
	Modifications or repairs	\$	337
105.7.24	Standpipe Systems - per system <i>Includes (1) plan review, (1) re-submittal, (2) field inspections and (2) re-inspections</i>		
	New installation	\$	840
	Modifications or repairs	\$	394
105.7.25	Temporary Membrane Structures and Tents - per tent <i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>	\$	328
	Construction, Alternation or Renovation of a Building (for which a building permit is required) <i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>		
	Commercial new or addition	0 - 5,000 sq ft	\$ 892
	Commercial new or addition	5,001 - 10,000 sq ft	\$ 1,496
	Commercial new or addition	10,001 - 20,000 sq ft	\$ 1,926
	Commercial new or addition each additional 10,000 sq ft		\$ 335
	Commercial alteration or renovation	0 - 5,000 sq ft	\$ 663
	Commercial alteration or renovation	5,001 - 10,000 sq ft	\$ 799
	Commercial alteration or renovation	10,001 - 20,000 sq ft	\$ 1,014
	Commercial alteration or renovation each additional 10,000 sq ft		\$ 168
	Residential new, addition, alteration or renovation		\$ 382
	Fire Apparatus Access, Site Improvements and Related Equipment <i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>		
	Roadway design	\$	428
	Obstructions (gates)	\$	319
	Obstructions (traffic calming devices and other manipulated barriers)	\$	319
	Temporary fire apparatus access roadways	\$	382
	Miscellaneous System Plans	\$	657
	<i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>		
	Miscellaneous Construction Permit - per hour	\$	348
	<i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>		
	Fuel Modification	\$	992
	<i>Includes (1) plan review, (1) re-submittal, (1) field inspection and (1) re-inspection</i>		

Additional plan review	\$	272
Plan Reviews or Specialized Consultation	\$	366
<p><i>Includes (1) plan review and (1) re-submittal</i></p> <p><i>The use of an independent specialized consultant with expertise to conduct the review is sometimes necessary. Projects subject to this provision shall be so advised and provide to the District a document addressed to the District recognizing the advisory and accepting responsibility for resulting charges. Review type fees from this schedule and consultant fees are in addition to this fee.</i></p>		
Each additional field inspection	\$	288
After hours inspection - per hour with a 2 hour minimum	\$	416
<p><i>Includes (1) field inspection</i></p> <p><i>Fees assessed under this provision shall be due and payable prior to the action of the District. This provision is not a mandate on the District to normally provide this service. This service is subject to staff availability and does not mandate performance. Fee is \$393 per hour with a 2 hour minimum required.</i></p>		
Expedited Plan Review - per hour with a 2 hour minimum	\$	416
<p><i>Includes (1) plan review</i></p> <p><i>Fees assessed under this provision shall be due and payable prior to the action of the District. This provision is not a mandate on the District to normally provide this service. This service is subject to staff availability and does not mandate performance. Fee is \$378 per hour with a 2 hour minimum required.</i></p>		
Alternate Materials and Methods of Construction Review	\$	351
<p><i>Includes (1) plan review and (1) re-submittal</i></p> <p><i>Additional costs may incur should the District use an independent specialized consultant to evaluate the submittal.</i></p>		
Permit Renewal or Extension	50% Original Fee	

Part 2. OCCUPANCY INSPECTION FEES

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

Table 2

OCCUPANCY INSPECTIONS		
STATE MANDATED INSPECTIONS		
Public and Private Schools <i>Includes (1) inspection and (1) re-inspection</i>	\$	-
Hotel/Motel/Lodging House/Apartment House/Dwelling/Buildings <i>or similar Group R1 and R2 occupancies and structures accessory thereto</i> <i>Includes (1) inspection and (1) re-inspection</i>		
< 15 units	\$	306
16-75 units	\$	472
> 75 units	\$	875
Jail or place of detention for persons charged with or convicted of a crime <i>Includes (1) inspection and (1) re-inspection</i>	\$	960
Each additional field inspection	\$	288
STATE LICENSED FACILITIES - FIRE CLEARANCE (850 FORM)		
Pre-inspection Consultation <i>Includes (1) inspection and (1) re-inspection</i>	\$	236
Facilities with a capacity to serve <i>Includes (1) inspection and (1) re-inspection</i>		
< 6 clients	\$	236
6-25 clients	\$	293
> 25 clients	\$	382
Each additional field inspection	\$	288
GENERAL OCCUPANCY INSPECTIONS		
Group A, B, C, E, F, H, I, L, M, R, S and U occupancies <i>Includes (1) inspection and (1) re-inspection</i>	\$	-
Each additional field inspection	\$	281

Part 3. FIRE CODE OPERATIONAL PERMIT FEES

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

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

Table 3

OPERATIONAL PERMITS		
105.6.1	Aerosol Products	\$ 59
105.6.2	Amusement Buildings	\$ 255
105.6.3	Aviation Facilities	\$ 59
105.6.4	Carnivals and Fairs	\$ 351
105.6.5	Cellulose Nitrate Film	\$ 59
105.6.6	Combustible Dust-Producing Operations	\$ 59
105.6.7	Combustible Fibers	\$ 59
105.6.8	Compressed Gases	\$ 59
105.6.9	Covered and Open Mall Buildings	\$ 59
105.6.10	Cryogenic Fluids	\$ 59
105.6.11	Cutting and Welding	\$ 59
105.6.12	Dry Cleaning	\$ 59
105.6.13	Exhibits and Trade Shows	\$ 288
105.6.14	Explosives	\$ 54
105.6.15	Fire Hydrants and Valves	\$ 59
105.6.16	Flammable and Combustible Liquids	\$ 59
105.6.17	Floor Finishing	\$ 59
105.6.18	Fruit and Crop Ripening	\$ 59
105.6.19	Fumigation and Insecticidal Fogging	\$ 42
105.6.20	Hazardous Materials	\$ 59
105.6.21	Hazardous Production Materials	\$ 59
105.6.22	High-Piled Storage	\$ 59
105.6.23	Hot Work Operations	\$ 59
105.6.24	Industrial Ovens	\$ 59
105.6.25	Lumber Yards and Woodworking Plants	\$ 59
105.6.26	Liquid or Gas-Fueled Vehicles	\$ 59
105.6.27	LP-gas	\$ 55
105.6.28	Magnesium	\$ 59
105.6.29	Miscellaneous Combustible Storage	\$ 59
105.6.30	Mobile Food Preparation Vehicles	\$ 59
105.6.31	Motor Fuel-Dispensing Facilities	\$ 59
105.6.32	Open Burning	\$ 135
105.6.33	Open Flames and Torches	\$ 117
105.6.34	Open Flames and Candles	\$ 59
105.6.35	Organic Coatings	\$ 59
105.6.36	Outdoor Assembly Event	\$ 59
105.6.37	Places of Assembly	\$ 59
105.6.39	Private Fire Hydrants	\$ 59
105.6.40	Pyrotechnic Special Effects Materials	\$ 382
105.6.41	Pyroxylin Plastics	\$ 59
105.6.42	Refrigeration Equipment	\$ 59
105.6.43	Repair Garages and Motor Fuel-Dispensing Facilities	\$ 59
105.6.44	Rooftop Heliports	\$ 59
105.6.45	Spraying or Dipping	\$ 59
105.6.46	Storage of Scrap Tires and Tire Byproducts	\$ 59
105.6.47	Temporary Membrane Structures and Tents	\$ 265
105.6.48	Tire-Rebuilding Plants	\$ 59
105.6.49	Waste Handling	\$ 59
105.6.50	Wood Products	\$ 59
	Christmas Tree Sales	\$ 265
105.6.51	Model Rockets	\$ 229
	Each additional field inspection	\$ 288

Part 4. GENERAL FEES

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

Table 4

GENERAL SERVICE	
All Reports - Incident, Inspection, Budget, CAPF Board Minutes	Cost of reproduction plus 10%
GIS Maps (Digital Transfer)	Cost of reproduction plus 10%
Copies of photographs, discs, tapes or any other outsourced processed records	Cost of reproduction plus 10%
Copy Charges	\$ 0.10
<i>Duplexed pages are charged as two pages</i>	
Documentation Certification	\$ 5
Returned Check	\$ 25
CPR Training - Class size 6 - 9 people	\$ 43
<i>CPR class includes booklet, mask and certification card per person</i>	
Fire House Dinner	\$ 173
Paramedic Field Internship	\$ 2,154
Subpoenas	
<i>A deposit of \$173.00 for each day that the specified employee is required to remain in attendance pursuant to the subpoena. The District shall then be reimbursed for traveling expenses and the full cost to the District of paying the employee, tabulated pursuant to the Service Rate below. If the actual expenses should later prove to be less than \$150.00 per day tendered, the excess of the amount shall be refunded. If the actual expenses should later prove to be more than the amount deposited, the District may collect the balance from the party at whose request the subpoena is issued.</i>	
Weed abatement program administrative fee	\$ 1,341
Applicant Charges for processing address or street name changes	\$ 91

"SERVICE RATE SCHEDULE". Unless waived by the District pursuant to Section 3 of the Fee Ordinance, a service rate shall be applied for the services rendered. This service rate shall be based upon the hourly rate, or overtime rate for the specific position or rank for the employee providing the services, including an average benefit cost. When determining whether the rate to be charged is the "overtime rate" or the "hourly rate," the overtime rate shall be used if the District is required to pay overtime.

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

Part 5. INFORMATION TECHNOLOGY SURCHARGE FEE

The schedule of fees included in Part 1 through Part 3 above is inclusive of a 5 percent (5%) surcharge for Information Technology to assist in ongoing technology needs to support the general operations of the Fire & Life Safety Division for which these fees are charged.

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: May 27, 2020

To: Board of Directors

From: Paige Meyer, Fire Chief
Kenneth Campo, Interim CFO

Subject: Consideration of Interagency Agreement Between San Ramon Valley Fire Protection District and City of San Ramon Regarding Joint Use Public Safety Complex

Background:

The District in collaboration with the City of San Ramon has been discussing a renovation of the City's existing Police Department and Building Inspection Services facility located at 2401 Crow Canyon Road. The purpose of these discussions has been to explore the potential development of a joint Public Safety Complex that would include the Police Department, Fire Administration, a newly constructed 911-Emergency Communications Center and a state-of-the-art Emergency Operations Center ("Public Safety Complex"). District and City staff have outlined a plan they believe will leverage existing public safety resources to enhance Police and Fire Department services to more efficiently and effectively address emergencies and improve overall Public Safety services in the San Ramon community.

In an effort to seek public feedback staff has conducted workshops and neighborhood meetings at various locations throughout San Ramon that have included the benefits, costs and conceptual design of the Public Safety Complex.

The attached Interagency Agreement Between San Ramon Valley Fire Protection District and City of San Ramon Regarding Joint Use Public Safety Complex (the "Agreement"), parties acknowledge and agree to collaborate to develop a Public Safety Complex.

The 'Agreement' addresses the key terms for development, funding, construction and use of the Public Safety Complex by both the District and the City, in anticipation of subsequent agreements and documentation necessary to finalize joint use and ownership arrangement, as more fully described therein. Exhibit C to the Agreement provides a breakdown of the approximate \$27 million preliminary cost estimate of the Public Safety Complex, along with the value accruing to each the respective agencies upon completion of the project.

The key terms of the Agreement include:

- Fire District agrees to finance all improvements and construct in its entirety the Emergency Operations Center in return for a 50% ownership interest in the full property at 2401 Crow Canyon Road;
- The parties agree to Terminate tax sharing agreement between City and District;
- City agrees to cover all City Planning & Development Fees;
- City agrees to fund all routine & janitorial maintenance of the Public Safety Complex for the first ten (10) years of operation;
- City agrees to expedite Planning and Building Department review of design and construction documents.

Fiscal Impact:

Funding for the project is anticipated to come from the issuance of tax-exempt debt. The District's long-range, financial forecast model has been updated to include the anticipated debt service. The model shows the District can absorb the additional expense and continue to meet all other financial obligations and maintain the desired level of reserves established by Board policy. Current conditions in the municipal tax-exempt bond market and favorable bidding environment for public works projects make this an ideal time to move the Public Safety Complex project forward.

Funding for the design phase of the Joint Public Safety facility was included in the Capital Outlay Fund budget, and the Board has provided direction to staff to begin the design work. By adopting a "Reimbursement Resolution" the District reserves the ability to reimburse the Capital Outlay Fund for expenditures related to the projects from the proceeds of a tax-exempt debt financing to occur later, when cost estimates are more refined.

Recommended Board Action:

Approve the Interagency Agreement Between San Ramon Valley Fire Protection District and City of San Ramon Regarding Joint Use Public Safety Complex.

**INTERAGENCY AGREEMENT
BETWEEN
SAN RAMON VALLEY FIRE PROTECTION DISTRICT AND
CITY OF SAN RAMON REGARDING
JOINT USE PUBLIC SAFETY COMPLEX**

This Interagency Agreement (“Agreement”) for the development and operation of a Joint Use Public Safety Complex, is entered into between the San Ramon Valley Fire Protection District (“District”) and the City of San Ramon, a municipal corporation (“City”), each of which may also be referred to throughout this Agreement (singularly as a “Party” and collectively as the “Parties”).

RECITALS

- A. WHEREAS, District has the authority under California law to provide vital fire suppression, emergency medical treatment and transport services, rescue and response to hazardous material release services, and other emergency services to District within the boundaries of City;
- B. WHEREAS, City has the authority under California law to provide vital police services to the citizens of San Ramon;
- C. WHEREAS, City and District acknowledge and agree that they can leverage their existing public safety resources to enhance police and fire department training, coordination and cooperation through a joint public safety complex;
- D. WHEREAS, City owns real property and a facility (“Facility”) at 2401 Crow Canyon Road, San Ramon, CA, Assessor’s Parcel Number ____ - ____ - ____ (“Property”), where the administrative offices of the San Ramon Police Department (“Police Department”) and divisions of the Public Works Department and the Community Development Department are currently located;
- E. WHEREAS, District and City acknowledge and agree to collaborate to develop a Complex at the Property to more efficiently and effectively address emergencies and improve public safety services in the San Ramon community;
- F. WHEREAS, District and City acknowledge and agree that the Public Safety Complex will be created by: (i) renovating the Facility into a modern police and fire administration building (“Facility Renovations”); and (ii) constructing a new building (“Emergency Operations Center”) that will serve as a state-of-the-art communications and emergency operations center to be used by both District and City (collectively with Facility Renovations, “Public Safety Complex”); and
- G. WHEREAS, Parties desire to enter into a preliminary agreement regarding the key terms for development, funding, construction and use of Public Safety Complex by both

District and City, in anticipation of subsequent agreements and documentation necessary to finalize joint use and ownership arrangement, described herein.

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual promises, covenants, and conditions of the Parties as hereinafter set forth, the Parties agree as follows:

I. *Incorporation of Recitals.* The above recitals are incorporated as effective and operative parts of this Agreement.

II. *Effective Date.* The execution of this Agreement shall occur upon the date that this Agreement has been authorized and duly executed by both the City Council and District Board pursuant to their applicable laws and procedures (the “Effective Date”). Upon the Effective Date, both City and District accept the terms of this Agreement and agree to be bound by them.

III. *Term.* This agreement shall be in full force and effect unless terminated in accordance with Section IX.

IV. *Purpose.* The Purpose of this Agreement is to foster collaboration between City and District in connection with the development, construction, maintenance and operation of a centralized police, fire, and emergency service communication and operations center to be known as the Public Safety Complex that will better serve the emergency needs of the San Ramon community in Contra Costa County. The Parties intend and agree that the creation of a Public Safety Complex be a mutual endeavor in which the Parties actively participate and work together, in good faith and with due diligence. The Parties both acknowledge and contemplate that there will be additional agreements, including without limitation, a purchase and sale agreement, and a joint facility use agreement, to implement the purpose of this Agreement.

V. *Planning, Engineering, Development, Design and Construction Costs.*

A. The Parties estimate that the cost of the Public Safety Complex will total \$26,800,000, including the following:

1. Fire Administration Portion of the Facility, attached hereto as Exhibit A: \$7,300,000;
2. Police Department Portion of the Facility, Exhibit A: \$7,200,000;
3. Emergency Operations Center: \$6,900,000; and
4. Design & Construction Contingency (“Contingency”): \$5,400,000

B. Parties shall be responsible for timely fulfilling their respective funding commitments for the Public Safety Complex, outlined in further detail below. District Funding Commitments:

1. District hereby agrees to fund all Facility Renovations and the construction of the Emergency Operations Center.
2. District hereby agrees to contribute 50% of City's obligation under the Creekside Drive Maintenance Agreement, dated April 19, 2007, instrument no.: 2007-0116176-00, attached hereto as Exhibit B.

C. City Funding Commitments:

1. As described in Subsection A above, City shall cover the full cost of Planning, Engineering, and Development Fees.
2. City will transfer fifty percent (50%) ownership interest in the Property and Facility thereon to District, as stated in Section VIII herein; and
3. City will ensure that certain Tax Sharing Agreement between the Parties dated September 28, 2007, and as further amended on September 25, 2013, is terminated as of the effective date of this Agreement; and
4. City shall provide routine maintenance, as further described in Section XIII.C, below.
5. City shall cover the full cost of Planning, Engineering, and Development Fees, currently estimated to be \$368,000.00.
6. City shall continue to fund its remaining 50% obligation under Creekside maintenance agreement.

D. Calculations:

Based on the calculations included as Exhibit C, parties hereby agree that their respective contributions as outlined in Subsections B and C are of equal monetary value.

E. Budget Contingency Clause

It is mutually agreed that budget shortfalls of City or District, inflated construction costs beyond those estimated herein, or an increased Contingency could render the Public Safety Complex, including the Emergency Operations Center, unbuildable. In such an event, the Parties will cease the design and construction relating to the Public Safety Complex ("Project") and identify portions of the Project that can be eliminated or delayed until such time that appropriate funding has been acquired. Prior to any cessation, the Parties will in good faith pursue all other methods of progressing with the Project. If the Parties determine that an adjustment in the design is warranted, then the Parties will adjust the District Funding Commitments outlined in Paragraph B based on the respective benefit or disadvantage associated with the design change.

VI. *Timetable for Development and Construction.* Subject to all other provisions of this Agreement, and for general planning purposes only, the target timetable for the development and construction of the Project is set forth in Exhibit D. However, Exhibit D is non-binding, subject to change, and represents only Parties' current best estimates of the timetable and sequencing for the Project.

VII. *District as Lead Agency.* In consultation with City, District shall be the lead agency administering all contracts associated with design and construction, including solicitation of bids, award of contracts, associated insurance as outlined in Section XII, and payment of all contract costs. District shall be responsible for compliance with all applicable laws and regulations, including incorporation of best practices of C3 stormwater requirements into the site design.

A. Change Orders

District shall be responsible for the oversight, use and approval or disapproval of the contractor's use of contingency during construction. The District will be responsible for approval/disapproval of all change orders during construction. Each Party shall be responsible for the payment of change orders outside the original scope of work of the design and construction contracts related to their respective areas of the Public Safety Complex. District shall not effect any change order that requires a payment from the City in excess of \$10,000 without the express, written consent of City.

VIII. *Information Sharing, Inspection, & Reporting.* Parties will collectively meet to provide and share data and information on the status of the construction, operation and maintenance of the Project and adjoining land in monthly/quarterly operational meetings. The information shall be provided for the purpose of ensuring the Project and associated operations function effectively and efficiently for their intended purposes over time. Notes taken, and information exchanged at each meeting shall subsequently be distributed to the Parties hereto.

With project completion and acceptance, and prior to occupancy, the City shall be provided with all necessary documents to operate and maintain the building and its amenities and the property site. Such documents shall include, but not be limited to Record Drawings, Operation and Maintenance Manuals for HVAC system, and security system.

IX. *City's Transfer of Ownership of Property and Facility to District.* In exchange for District's funding commitments herein, among other consideration, City shall transfer a fifty percent (50%) ownership interest in Property to District through a purchase and sale agreement ("PSA") that shall be negotiated between the Parties. The parties shall negotiate and execute a joint tenancy agreement in connection with the negotiation of the PSA. No work shall be commenced on the Project until the PSA is executed and recorded.

District shall have 120 days to perform all feasibility and due diligence investigations regarding the Property and Facility prior to execution of any PSA. City shall cooperate with District's due diligence investigation and comply with District's due diligence requests. Among other conditions to be specified in the PSA and subject to further negotiation, District's obligation to comply with its funding commitments and any other obligations stated herein, shall be subject to

the satisfaction of the following conditions: (i) District's receipt of a title insurance policy showing fifty percent (50%) good and marketable title in the Property vested in District, (ii) District's receipt of title to the Property and Facility thereon, free and clear of liens; (iii) the portion of the Facility to be used by District vacated by City; and (iv) all representations and warranties by City to District regarding the Property and Facility shall be true and correct in all material respects as of the date made, as of the date of execution of PSA, and as of the date of transfer of title to the Property. In the event any of the foregoing conditions for the benefit of District are neither fulfilled nor waived, District, at its election and in its sole and absolute discretion, may terminate this Agreement and be released from all obligations under this Agreement, except to the extent such obligations expressly survive termination of this Agreement.

City shall prepare the PSA, which shall contain the agreements, representations, warranties, indemnifications, and other provisions commonly found in such agreements, which shall be presented to District for review. City and District shall act in good faith and use their best efforts to negotiate and enter into the PSA based on this Agreement.

X. *Joint Ownership of Emergency Operations Center.* City and District hereby agree that the Emergency Operations Center shall also be jointly owned.

XI. *Transfer of Interest in Property or Project.* Parties hereby agree not to sell or transfer their right, title and interest in the Property, Facility, Emergency Operations Center, or any portion of the Public Safety Complex without the prior written consent of the other Party.

If both Parties desire to sell their interest in the Facility, the Emergency Operations Center, or the Property and the Public Safety Complex collectively, the Parties shall collaborate to identify a buyer to purchase the property for not less than the fair market value of the property.

If only a single Party desires to dispose of its interest in the Property, Facility, Emergency Operations Center, or any portion of the Public Safety Complex, actions for disposition shall be taken in the following priority order:

- The other Party shall have the option to purchase such interest for not more than market value; and
- In the event the parties cannot agree on an appropriate buyer, the parties hereby agree to resolve their dispute in accordance with the dispute resolution provision of this Agreement, under Section XXVIII, below.

XII. *Insurance.*

A. *Construction:*

All construction contracts shall contain provisions for the contractor to hold harmless, defend, and indemnify both Parties. Insurance provisions shall require all insurance policies to name both Parties as additional insured. Construction contracts shall also include a warranty period of not less than one year.

B. Post Construction:

Parties shall obtain an additional endorsement from the Municipal Pooling Authority (“MPA”) for all liability and risk related to Property, and the endorsement shall name both Parties as Insureds. The endorsement shall provide the following minimum types of coverage: (i) commercial general liability insurance; (ii) property insurance; (iii) vehicle insurance; and (iv) workers’ compensation insurance as required by law.

If the MPA is unable or unwilling to provide the coverage required herein, Parties shall confer and/or negotiate in good faith to obtain and maintain the insurance coverage required herein through another insurance provider; provided that each policy required herein shall be issued by an insurer licensed to do business in the State and having an A.M. Best Company rating (“Best’s Rating”) of not less than an “A minus” and Financial Size Category of not less than “IX.”

Upon receipt by a Party of insurance proceeds attributable to any claim or liability arising from use of the Public Safety Complex or Property by a using Party, the non-using Party shall be deemed to have released the using Party from such claim or liability, but only to the extent that such claim or liability is satisfied or paid by the net amount remaining after deducting the reasonable attorneys’ fees and costs of obtaining such proceeds. The provision of insurance is not intended to act as a limitation of liability of using Party.

XIII. *Operation of Public Safety Complex upon Completion.*

A. Use of Public Safety Complex and Property:

The parties shall use the Public Safety Complex or Property in accordance with: (i) all applicable laws, regulations, ordinances and other governmental requirements, including any and all applicable health, environmental, safety, security and training requirements; (ii) all requirements of any applicable written agreement for use of the Public Safety Complex or Property or any portion thereof; and (iii) all reasonable instructions of the Party that has priority over that portion of the Public Safety Complex or Property at issue, at the time and location of such use.

B. Emergency Operation Center Priority of Use:

In the event of a citywide emergency and City activates the Emergency Operations Center, City shall have priority of the use of Emergency Operations Center for any purpose, in its sole discretion, unless otherwise provided under applicable State law. Absent a citywide activation of Emergency Operation Center, the use of Emergency Operations Center will be granted on the following priority basis:

- Fire District (first priority)
- Police Department (second priority)
- Other approved by Fire/City (third priority)

C. Maintenance:

City shall provide routine and minor maintenance throughout Public Safety Complex and on adjacent grounds that are used in connection with Public Safety Complex for no more than ten (10) years from the effective date of this Agreement. Thereafter, such costs shall be divided equally between Parties. The cost of all major maintenance, repairs, and

replacements shall be borne equally by Parties. A description of routine and minor maintenance, major maintenance and a process to determine a priority list for maintenance items for the coming fiscal year is attached hereto as Exhibit E.

District and City shall bear their own costs for any damage other than normal wear and tear to their respective portions of Facility.

D. Utilities:

To the extent separate utilities are not feasible, Parties shall maintain a single meter, and shall pay utility costs based on their respective pro-rata share of Facility square footage.

E. Security:

City shall provide security services. Cost of security services shall be borne equally by Parties.

F. Phones/Computers/Cable/Internet:

Parties shall each bear responsibility for their respective phone, computer, cable and internet usage and shall bear all costs in connection with their respective usage.

XIV. *Parking.* The secured parking lot, identified on Exhibit A, is for the sole use of the Police Department; and notwithstanding section XIII. C., the City is responsible for the cost of all major maintenance, repairs, and replacement associated with the secured parking lot. All other parking lot areas are shared common areas.

XV. *Indemnification.* To the furthest extent allowed under State law, each Party shall defend, indemnify, and hold harmless the other Party, its officers, directors, employees and agents from any and all liability, loss, expense (including reasonable attorneys' fees) or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the indemnifying Party. This provision shall survive the termination or expiration of this Agreement.

To the furthest extent allowed under State law, City shall defend, indemnify, and hold harmless District, and its officers, employees and agents from any and all liability, loss, expense (including reasonable attorneys' fees) or claims for injury or damages arising out of City's performance or non-performance of maintenance for Public Safety Complex, including claims arising out of any fee, penalty, fine, or similar Claims related to impacts resulting from City's failure to maintain or properly operate Public Safety Complex. This provision shall survive the termination or expiration of this Agreement.

XVI. *Modification.* This Agreement may only be amended or modified by written agreement executed by Parties.

XVII. *Waiver.* The failure of either Party at any time to enforce any of the provisions of this Agreement shall in no way be construed as a waiver of such provisions and shall not affect the right of either Party thereafter to enforce each and every provision hereof in accordance with its terms.

XVIII. *Entire Agreement.* The making, execution, and delivery of this Agreement by the Parties has not been induced by any representations, statements, warranties, or agreements, other than those expressed herein. This Agreement, including its Exhibits, fully and completely expresses the entire agreement between Parties hereto with respect to the subject matter hereof through the date of execution. Except as expressly set forth herein, there are no writings, conversations, representations, warranties, or agreements that Parties intend to be a part hereof, and this Agreement represents the entire agreement between Parties hereto and supersedes any and all previous written or oral agreements or discussions between Parties and any other person or legal entity concerning the transaction(s) contemplated herein.

XIX. *Assignment.* No Party may assign this Agreement, or any portion of this Agreement, or any of its rights or obligations hereunder, without the prior written consent of the other Party.

XX. *Severability.* If any Section, Subsection, term, provision, covenant or condition of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining Sections, Subsections, terms, provisions, covenants and conditions of this Agreement shall be unaffected thereby and shall continue in full force and effect.

XXI. *Force Majeure.* Except for the Parties' indemnification and insurance obligations, non-performance by a Party of any obligation set forth in this Agreement shall be excused if reasonably prevented or delayed by reason of any act, event, or condition reasonably beyond the control of that Party including: (i) war, acts of public enemy, insurrection, significant and substantial civil commotion or riot; (ii) earthquake, fire, flood or other severe, inclement weather; (iii) governmental restriction or the act or failure to act of any governmental agency or entity other than the non-performing Party; (iv) litigation (including, without limitation, litigation contesting the validity of, or seeking the enforcement or clarification of, this Agreement); and (v) strike, lockout, labor dispute, delay of any contractor, subcontractor or supplier, or inability after best efforts to secure necessary labor, materials or tools.

XXII. *Time is of the Essence.* Time is of the essence in this Agreement, and each of its provisions and failure to comply with its provisions shall be a material breach of this Agreement.

XXIII. *Notices.* All notices, demands and other communications required or given pursuant to this Agreement shall be in writing, duly addressed as indicated below, and given by personal delivery, registered or certified mail (postage prepaid and return receipt requested), Federal Express or other reliable private express delivery, or by facsimile transmission (with original to follow via first-class U.S. Mail). Such notices, demands or other communications shall be deemed to have been given or served only upon actual receipt. Any party specified below may, for purposes of this Agreement, change its name, address, facsimile number, or person to whom attention should be directed by giving notice in the manner specified in this Section. Notices, demands and communications shall be duly addressed as follows:

To City:

Joseph Gorton
City Manager
City of San Ramon
7000 Bollinger Canyon Road
San Ramon, California 94583

To District:

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

XXIV. *Cooperation of the Parties.* Each Party shall execute and deliver to the other Party all such other further instruments and documents as are reasonably necessary to carry out this Agreement, in order to provide and secure to the other Party the full and complete enjoyment of its rights and privileges hereunder.

XXV. *Time Limits.* Any time limits set forth in this Agreement may be extended by mutual consent of the Parties in accordance with the respective procedures for adoption by the Parties of an agreement.

XXVI. *Compliance with Laws.* Each Party shall, at its own cost and expense, comply with all laws and governmental rules and regulations applicable to the transaction contemplated in this Agreement, including, but not limited to, any required filings with governmental authorities.

XXVII. *Venue and Governing Law.* This Agreement shall be construed in accordance with California law. Any arbitration, mediation, litigation or other proceeding arising out of, or connected with, this Agreement shall be conducted only in Contra Costa County.

XXVIII. *Resolution of Disputes.* If a dispute arises relating to this Agreement, the Parties shall first attempt to resolve it through informal discussions. Any Party may convene such discussions by written notice, and each Party shall reasonably accommodate the other Parties with respect to scheduling. If the dispute is not resolved in this manner within thirty (30) days from the date one Party provides notice to the other to commence informal discussions hereunder, any Party may submit the matter to mediation by providing written notice to the other Party. The cost of such mediation shall be borne equally by the Parties. If mediation is unsuccessful, either Party may thereafter initiate binding arbitration.

XXIX. *Equitable Relief.* Nothing in this Agreement shall be construed as limiting a Party's right to seek, or as requiring that a Party comply with the dispute resolution provisions as set forth in Section XXVIII prior to seeking, any injunctive or other equitable relief from the Superior Court of the County of Contra Costa.

XXX. *Comparative Fault.* Notwithstanding anything in this Agreement to the contrary, in the event any settlement, court judgment, or mediation or arbitration award allocates or determines the comparative fault of the Parties, either Party, consistent with such allocation or determination, may seek reimbursement from the other Party with respect to defense costs, settlement payments, judgments and awards.

XXXI. *Representation by Independent Counsel.* The Parties agree and acknowledge that they have been represented by independent legal counsel of their own choice throughout all negotiations preceding the execution of this Agreement, and that they have executed this Agreement with the consent of, and upon the advice of, their own legal counsel.

XXXII. *Interpretation of Agreement.* In interpreting this Agreement, it shall be deemed to have been prepared by the Parties jointly, and no ambiguity shall be resolved against either Party on the premise that it was, or its attorneys were, responsible for drafting this Agreement or any provision hereof. The captions or headings set forth in this Agreement are for purposes of reference only and shall not limit or define the meaning of the provisions contained herein. Where necessary or useful in the context of this Agreement, use of the singular shall be deemed to include the plural, and use of the plural shall be deemed to include the singular. For all purposes of this Agreement, "shall" shall be interpreted as mandatory and "may" shall be interpreted as permissive.

XXXIII. *Counterparts.* This Agreement may be executed in any number of counterparts, each of which shall be an original but all of which shall constitute one and the same instrument.

XXXIV. *Due Authority of Signatories.* Each individual signing this Agreement warrants and represents that he or she has been authorized by appropriate action of the Party which he or she represents to enter into this Agreement on behalf of that Party.

Exhibit A

Parties Primary Areas & Common Areas



Exhibit B

Creekside Drive Maintenance Agreement

[Inserted on the following page]

Exhibit C

Parties Respective Contribution

Primary Terms

The Fire District agrees to finance all improvements and construct in its entirety the Emergency Operations Center in return for a 50% ownership interest in the full property at 2401 Crow Canyon Road.

Estimated Cost of Project

Fire Administration Portion of Building	\$7,300,000
Police Department Portion of Building	\$7,200,000
Emergency Operations/Dispatch Center	\$6,900,000
<u>Design & Construction Contingency</u>	<u>\$5,400,000</u>
TOTAL	\$26,800,000

Value of 50% ownership interest in project for the District

District Portion of Main Building	\$7,300,000
One half of Emergency Operations/Dispatch Center	\$3,450,000
<u>Contingency*</u>	<u>\$2,700,000</u>
TOTAL VALUE for District	\$13,450,000

Value of 50% ownership interest in project for the City

Police Department Portion of the Main Building	\$7,200,000
One half of Emergency Operations/Dispatch Center	\$3,450,000
<u>Contingency*</u>	<u>\$2,700,000</u>
TOTAL VALUE for City	\$13,350,000

To offset the District's full financing of the project the City agrees to:

Provide District w/ 50% Ownership in the property	\$7,500,000
Terminate tax sharing agreement between City and District	\$5,000,000
Cover City Planning & Development Fees*	\$263,000
<u>Routine & Janitorial Maintenance @50% (10 Years)</u>	<u>\$400,000</u>
TOTAL	\$13,163,000

*Reflects Full Fire District portion of building and 50% of the EOC

Exhibit E

Maintenance Description & Priority List ROUTINE VS. NON-ROUTINE MAINTENANCE

Routine/Minor Maintenance generally includes the following:

Janitorial –

- Daily cleaning of facility – vacuuming, emptying trash, recycle and green waste
- Daily, weekly, monthly cleaning of restrooms/locker rooms – cleaning, sanitizing, wiping mirrors, restocking supplies, wiping vertical surfaces of partitions/walls
- Daily, quarterly and annual floor work (depending on floor type -VCT, LVT, Tile)
- Dusting of open/clear horizontal surfaces
- Weekly cleaning interior entry glass (excluding bullet proof glass)

Carpets/Upholstery –

- Monthly, quarterly, and annual carpet cleaning program
- As-needed upholstery cleaning

Lighting –

- Replace lamps/ballasts as required
- Small installations

Painting –

- Wall repair and paint as needed

HVAC –

- Quarterly preventative maintenance including filter change

Fire Systems –

- Quarterly, semi-annual, annual and 5 year inspections

Plumbing –

- Dripping/leaking faucets, minor clogs (including Roto Rooter), small component repair (flap, handle, etc.)

Doors/Entry/Security –

- Keys/fobs
- Access
- Hand set repair
- Openers/emergency push bars

Window Cleaning –

- Annual cleaning (interior and exterior)

Landscape –

- Routine cleanup of all landscape; prune, trim, and shape shrubs and ground cover
- Hand-trim all sucker growth for all trees within landscape areas; remove and dispose any dead trees
- Maintain a minimum two inch cover of bark/mulch over the entire exposed landscape soil surface
- Fertilize all turf and landscape areas
- Repair and maintain the irrigation system from lateral tees to sprinkler heads including the replacement of damaged or malfunctioning heads, broken risers and nozzles or other related parts of the irrigation system above the connection to the lateral.

Hardscape –

- Sidewalk trip hazards
- Parking lot sweeping
- curb painting

Storm drain –

- Storm drain maintenance (flushing and inspecting)

Lighting –

- Lighting (bulb and lens replacement)

Major Maintenance/Repair generally includes the following:

Roof repair/replacement -

- Work performed by contractor

TI work –

- New walls, new doors, new or repair electrical

HVAC –

- Equipment replacement
- Equipment installation

Painting –

- Full facility painting every 5 years

Carpet/flooring replacement –

- Every 7 – 15 years (based upon wear of surface)

Fire System –

- Repair/Replacement

Plumbing –

- Fixture replacement
- Drain cleaning/clearing

Landscaping –

- Mainline repairs, valve replacement, controller replacement, electrical trouble shooting and repair, etc.

Drainage –

- Storm Drain Improvements (C3 and green infrastructure requirements)

Hardscape –

- Pavement - restriping, cracksealing, slurry seal every 5 to 7 years, repave every 20 to 25 years
- Sidewalks (if remove and replace was needed)

Lighting –

- Replace, repair, or upgrade lighting system



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: May 27, 2020

To: Board of Directors

From: Paige Meyer, Fire Chief
Kenneth Campo, Interim CFO

Subject: Approval of Reimbursement Resolution – Joint Public Safety Building and Training Center Projects

Background:

The District has been working with the City of San Ramon on renovating the City's existing Police and Building Services facility located at 2401 Crow Canyon Road into a joint public safety complex housing the Police Department, Fire Administration and newly constructed 911-Emergency Dispatch and Emergency Operations Center. The District is also considering the development of a new training facility at 1500 Bollinger Canyon Road when the current administration site is vacated after completion of the move to the joint public safety complex. Very preliminary cost estimates for the two projects are \$27 million for the renovation and new construction at 2401 Crow Canyon Road and \$13 million for the training facility at 1500 Bollinger Canyon Road.

Current conditions in the municipal tax-exempt bond market and favorable bidding environment for public works projects make this an ideal time to move these projects forward. Funding for the design phase of the joint public safety facility was included in the Capital Outlay Fund budget, and the Board has provided direction to staff to begin the design work. By adopting a "Reimbursement Resolution" the District reserves the ability to reimburse the Capital Outlay Fund for expenditures related to the projects from the proceeds of a tax-exempt debt financing to occur at a later date, when cost estimates are more refined. The Reimbursement Resolution contains a not to exceed amount of \$40 million, consistent with the very preliminary cost estimates for the projects.

Recommended Board Action:

Approve the attached Reimbursement Resolution.

Attachment: Reimbursement Resolution

RESOLUTION NO. 2020-04

**A RESOLUTION OF THE SAN RAMON VALLEY FIRE PROTECTION DISTRICT,
DECLARING ITS OFFICIAL INTENT TO REIMBURSE ITSELF WITH THE
PROCEEDS OF A TAX-EXEMPT FINANCING FOR CERTAIN EXPENDITURES
UNDERTAKEN OR TO BE UNDERTAKEN BY THE DISTRICT; IDENTIFYING SUCH
EXPENDITURES; AND PROVIDING CERTAIN OTHER MATTERS IN
CONNECTION THEREWITH**

WHEREAS, the San Ramon Valley Fire Protection District (the “District”), in the State of California (the “State”), is a fire district duly organized and existing pursuant to the constitution and laws of the State; and

WHEREAS, the Board of Directors of the District (the “Board”) is the governing body of the District; and

WHEREAS, the Board has determined that it is in the best interest of the District to make certain expenditures relating to the development a joint public safety complex with the City of San Ramon at 2401 Crow Canyon Road in San Ramon, CA and development of a training center at 1500 Bollinger Canyon Road in San Ramon, CA (the “Project”); and

WHEREAS, the Board currently intends and reasonably expects to participate in a tax-exempt financing that will include an amount which is currently estimated not to exceed a combined \$40,000,000 to reimburse the District for all or a portion of such Project expenditures paid or to be paid from legally available funds subsequent to a period commencing 60 days prior to the date hereof and ending prior to the later of 18 months of the date such expenditures are paid or the placing in service of the Project (but in no event more than three years after the date of the original expenditure of such moneys); and

WHEREAS, the Board hereby desires to declare its official intent, pursuant to 26 C.F.R. § 1.150-2, to reimburse the District for such expenditures with the proceeds of a tax-exempt financing.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SAN RAMON VALLEY FIRE PROTECTION DISTRICT:

Section 1. Declaration of Official Intent. The District shall, presently intends, and reasonably expects to finance a portion of the Project with legally available funds.

Section 2. Dates of Expenditures. All of the expenditures covered by this Resolution were or will be paid on and after the date which is 60 days prior to the effective date of this Resolution.

Section 3. Tax-Exempt Financing. The District presently intends and reasonably expects to participate in a tax-exempt financing within 18 months of the date of the expenditure of

moneys on the Project or the date upon which the Project is placed in service, whichever is later (but in no event more than three years after the date of the original expenditure of such moneys), and to allocate from such financing an amount not to exceed amounts advanced for the Project from legally available funds to reimburse the District.

Section 4. Effective Date of Resolution. This Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED at a regular meeting this 27th of May 2020.

By: _____
Board President, Don Parker

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

William D. Ross, District Counsel

Paige Meyer, Fire Chief

ATTEST:

By: _____
Shelley Martin, District Clerk



San Ramon Valley Fire Protection District

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www.firedepartment.org | info@firedepartment.org

Date: May 27, 2020

To: Board of Directors

From: Davina Hatfield, Controller

Subject: Authorization of Fire Chief to act as Agent with the Federal Emergency Management Agency (FEMA) and the Governor's Office of Emergency Services (Cal OES)

Background:

On March 22, 2020 the President of the United States approved Major Declaration FEMA-4482-DR-CA (DR-4482) making Federal emergency aid available for the Coronavirus pandemic. The Coronavirus emergency declaration applies to all states, tribes, territories and the District of Columbia pursuant to section 501 (b) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act.

A Designation of Applicant's Agent Resolution for Non-State Agencies (Cal OES Form 130) is required for the District to be eligible to receive State and/or Federal funding. The resolution is universal and effective for all open and future emergencies/disasters up to three years following the date of approval by the Board.

The attached Designation of Applicant's Agent Resolution for Non-State Agencies, (Cal OES Form 130) authorizes the Fire Chief as the authorized agent for the District.

Financial Impacts:

To be eligible for reimbursement of expenditures related to the Coronavirus pandemic, the District is required to submit this resolution to Cal OES.

Recommended Board Action:

Adopt Resolution 2020-05, approving the State of California Governor's Designation of Applicant's Agent Resolution allowing the Fire Chief to apply for and obtain disaster relief and emergency financial assistance on behalf of the District.

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE Board of Directors OF THE San Ramon Valley Fire Protection District
(Governing Body) (Name of Applicant)

THAT Fire Chief, OR
(Title of Authorized Agent)

_____, OR
(Title of Authorized Agent)

(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the San Ramon Valley Fire Protection District, a public entity
(Name of Applicant)

established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the San Ramon Valley Fire Protection District, a public entity established under the laws of the State of California,
(Name of Applicant)

hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.

This is a disaster specific resolution and is effective for only disaster number(s) _____

Passed and approved this 27 day of May, 2020

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

CERTIFICATION

I, Shelley Martin, duly appointed and District Clerk of
(Name) (Title)

San Ramon Valley Fire Protection District, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the Board of Directors of the San Ramon Valley Fire Protection District
(Governing Body) (Name of Applicant)

on the 27 day of May, 2020.

(Signature)

District Clerk
(Title)

Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted Resolution is older than three (3) years from the last date of approval, is invalid or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on page 1. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.
Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California. Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the Governor's Office of Emergency Services regarding grants applied for by the Applicant. There are two ways of completing this section:

1. **Titles Only:** If the Governing Body so chooses, the titles of the Authorized Agents would be entered here, not their names. This allows the document to remain valid (for 3 years) if an Authorized Agent leaves the position and is replaced by another individual in the same title. If "Titles Only" is the chosen method, this document must be accompanied by a cover letter naming the Authorized Agents by name and title. This cover letter can be completed by any authorized person within the agency and does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document or their title changes.

Governing Body Representative: These are the names and titles of the approving Board Members.
Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents, and a minimum of two or more approving board members need to be listed.

Certification Section:

Name and Title: This is the individual that was in attendance and recorded the Resolution creation and approval.
Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member (if a person holds two positions such as City Manager and Secretary to the Board and the City Manager is to be listed as an Authorized Agent, then the same person holding the Secretary position would sign the document as Secretary to the Board (not City Manager) to eliminate "Self Certification.")



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Date: May 27, 2020

To: Board of Directors

From: Paige Meyer, Fire Chief
Stacy Tamori-Ward, Interim HR Manager

Subject: Consideration of New Dental Benefits Provider Contract – Delta Dental

Background:

In 2016, the District changed dental benefit providers from Lincoln Financial to Sun Life. The District had been with Lincoln Financial for several decades, but had been experiencing unreasonable premium increases in recent years. With the help of the District's benefits broker, UBF, the District sought proposals from several major dental benefit providers in an effort to duplicate (or enhance) the existing level of dental benefits at the same (or even lower) cost of the Lincoln plan. The District received what was perceived at the time as a very favorable proposal from Sun Life, which provided benefits similar to the Lincoln plan, but with a higher maximum benefit, included dental implants and extended coverage for dependents to age 26; all at an 18% reduction in cost from the Lincoln plan and carried a two year rate guarantee. The change to Sun Life was effective January 1, 2017.

Unfortunately, the transition from Lincoln to Sun Life proved to be difficult and very disruptive to our employees and their families. Sun Life has not been able to achieve the level of customer service our employees enjoyed with Lincoln, and while the Districts' cost for dental benefits dropped considerably with Sun Life, the co-pays and out-of-pocket costs for District employees has increased proportionately; and staff has received complaints that certain services covered under the Lincoln plan are not available under the Sun Life plan. As a result, in late 2019 the District directed UBF to again search for an alternative dental benefit provider. Working with UBF, the District identified a self-insured plan offered by Delta Dental as best meeting the needs and expectations of our employees, while also providing the District with greater opportunity to control costs. (Note that Lincoln Financial declined to submit a proposal.) Enhancements under Delta Dental include:

- TMJ (currently not covered and wasn't covered with Lincoln)
- Porcelain fillings for all plans
- 100%/90% plan on a self-funded basis
- Mouthguards for sports and teeth grinding
- 2nd Retainer after braces (if initial is lost)
- Removal of 'missing tooth clause'

- Rates guaranteed to January 1, 2023

Delta Dental is the leading provider of dental benefits for public agencies in California and across the country. For our employees, a change to Delta Dental would mean less out-of-pocket, access to more dentists and a simpler process when dealing with the dental offices. Delta is highly regarded for their customer service (to both employees and dental offices) and their ability to make the transition from one dental benefit provider to another as smooth as possible.

The District historically has provided dental benefits through a traditional premium-based plan whereby a flat premium per covered person is paid to the provider no matter the utilization rate: the higher the utilization the less the provider makes, and vice versa. Higher or lower than expected utilization would lead to higher or lower premiums the next cycle. Under this model, the flat rate premium has to cover administration, the cost of dental procedures and an amount to compensate for the risk of higher than expected utilization. UBF has reviewed the District's rate of utilization over the past several years, and combined with the number of covered individuals under the plan, has recommended the District change to a self-funded model. As the term suggests, under the self-funded approach the District pays for the actual cost of covered dental services and would essentially pay Delta plan administration.

Financial Impacts:

The initial projected annual cost of the Delta Dental self-funded plan is \$845,000, which represents an increase of \$197,000 over the current Sun Life plan. For comparison purposes, if the District were still with Lincoln Financial, UBF projected the cost of that plan today would be around \$812,000.

The projected \$845,000 annual cost of the Delta Dental self-funded plan is a conservative estimate that anticipates a higher utilization rate, and includes \$782,600 cost of benefits and \$62,400 cost of plan administration (which equates to \$192 per subscriber, per year). Utilization is expected to increase as a result of the enhancements to benefits and service delivery discussed earlier. If utilization does not increase, benefit costs could be lower; however, if actual experience results in higher costs, benefits and co-pays can be adjusted to bring costs back in line with expectations.

Recommended Board Action:

Authorize the Fire Chief to enter into an agreement with Delta Dental for the provision of employee dental benefits under the Self-Funded Delta Dental Plan L, effective July 1, 2020.



San Ramon Valley Fire Protection District

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www.firedepartment.org | info@firedepartment.org

Date: May 27, 2020
To: Board of Directors
From: Shelley Martin, District Clerk
Subject: Resolution No. 2020-06/November 2020 General Election

Background:

In preparation for the upcoming November 3, 2020 General Election, the attached Resolution must be submitted to the County Elections Department by July 1, 2020. The content of Resolution No. 2020-06 is based on the following requirements by the Contra Costa County Elections Department:

1. Includes a request for incumbent information.
2. States that the candidate will pay for the Candidate Statement and accepts the Election Division's cost estimate of \$1,759.80 for a maximum of 250 words.
3. Consolidation of election with other elections which may be held in whole or part of the territory of the District.
4. The District will reimburse the County for the actual cost incurred by the County Elections Official in conducting the General District Election.
5. The Clerk of the Board deliver copies of Resolution No. 2020-06 to the Registrar of Voters, and to the Board of Supervisors.

Recommended Board Action:

It is recommended that the Board of Directors adopt Resolution No. 2020-06.

Financial Impacts:

Funding in the amount of \$172,000 is included in the District's 2020/2021 Budget.

RESOLUTION NO. 2020-06
RESOLUTION OF THE SAN RAMON VALLEY FIRE PROTECTION DISTRICT
SPECIFYING THE REQUIREMENTS FOR THE ELECTING
MEMBERS TO THE BOARD OF DIRECTORS

WHEREAS, California Elections Code requires a general District election be held in each district to choose a successor for each elective officer whose term will expire on the first Friday in December following the election to be held on the first Tuesday after the first Monday in November in each even-numbered year; and

WHEREAS, other elections may be held in whole or in part of the territory of the district and it is to the advantage of the district to consolidate pursuant to Elections Code Section 10400; and

WHEREAS, Elections Code Section 10520 requires each District involved in a general election to reimburse the County for the actual costs incurred by the County Elections Official in conducting the election for that District; and

WHEREAS, Elections Code Section 13307 requires that before the nominating period opens the District Board must determine whether a charge shall be levied against each candidate submitting a candidate's statement to be sent to the voters; may establish the cost; and determine whether the costs be paid in advance; and

WHEREAS, Elections Code Section 12112 requires the Election Official of the principal county to publish a notice of the election once in a newspaper of general circulation in the District;

NOW, THEREFORE, IT IS ORDERED that an election be held within the territory included in this District on the **3rd day of November 2020** for the purpose of electing members to the Board of Directors of said District in accordance with the following specifications:

1. The Election shall be held on Tuesday, the 3rd day of November 2020. The purpose of the election is to choose members of the Board of Directors for the following seats:

Board Director	Current Term Expires November 2020
Board Director	Current Term Expires November 2020
Board Director	Current Term Expires November 2020

2. The District has determined that the Candidate will pay for the Candidate's Statement. As a condition of having the Candidate's Statement published, the candidate shall pay the costs at the time of filing. The District hereby establishes the cost for a Candidate Statement as the following: \$1,759.80.

3. The District directs that the County Registrar of Voters of the principal county publish the Notice of Election in a newspaper of general circulation that is regularly circulated in the territory.
4. This Board hereby requests and consents to the consolidation of this election with other elections which may be held in whole or in part of the territory of the District, pursuant to Elections Code 10400.
5. The District will reimburse the County for the actual cost incurred by the County Elections Official in conducting the general district election upon receipt of a bill stating the amount due as determined by the Elections Official.
6. The Clerk of this Board is ordered to deliver copies of this Resolution, to the Registrar of Voters, and if applicable, to the Registrar of Voters of any other county in which the election is to be held, **and to the Board of Supervisors.**
7. **THE FOREGOING RESOLUTION WAS ADOPTED** upon motion of Director _____, seconded by Director _____, at a regular meeting on this day of _____, 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

DATED: _____

Shelley Martin, District Clerk

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: May 27, 2020
To: Board of Directors
From: Frank Drayton, Deputy Chief/Fire Marshal
Subject: Monthly Operations Report for April 2020

Operations/Training

- RMS Evaluation Group
- Finalize Floor Plan for Public Safety Building
- Review FLSD Annual Permit Fees
- Finalize Weed Abatement Notices & Post Cards

Meetings:

- Command Staff
- Apparatus Committee Meeting
- Enterprise Zoom Meeting
- Fire Season Annual Coordination-Webex

Standards of Cover Policy Compliance Report April 1, 2020 - April 30, 2020

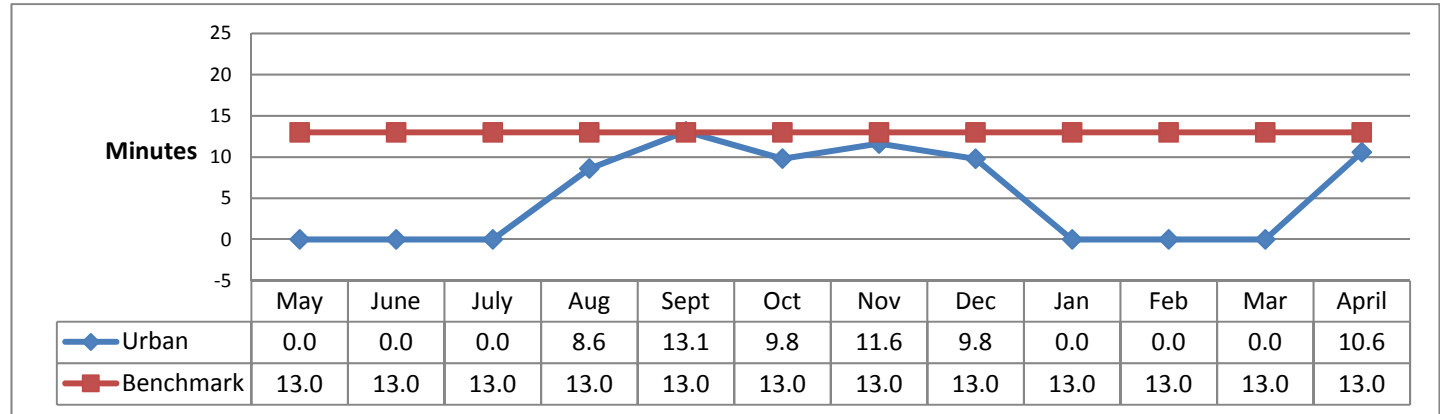
	SOC Goal 1, 5, 6			SOC Goal 2, 5, 6			SOC Goal 3, 5, 6			SOC Goal 5, 6		
	Urban (Count = 193)			Suburban (Count = 86)			Rural (Count = 6)			Wilderness (Count = 7)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
First Unit Response	7:00	7:50	7:17	8:00	7:49	7:58	15:00	14:11	13:08	45:00	34:27	34:09
		91%	98%		100%	100%		100%	100%		100%	100%

	SOC Goal 4											
	Urban (Count = 1)			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
ERF Fire Response	13:00	10:35	13:06	14:00	0:00	11:24	21:00	0:00	18:20	45:00	0:00	23:35
		100%	86%		0%	100%		0%	100%		0%	100%

	SOC Goal 8											
	Urban (Count = 104)			Suburban (Count = 44)			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
ERF Medical Response	9:00	9:29	9:40	10:00	10:08	9:59	21:00	20:11	16:45	45:00	0:00	31:31
		93%	95%		98%	100%		100%	100%		0%	100%

	SOC Goal 7								
	Call Processing EMS			Call Processing Time			Turnout Time		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
	1:00	1:06	1:00	1:00	1:42	1:47	2:00	1:46	1:50
		98%	100%		83%	86%		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 and to treat up to 5 medical patients at once, a multiple-unit response of at least 15 personnel should arrive within 13 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 10 minutes travel time spacing for multiple units. Suburban areas should receive the full first alarm within 14 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 and to care for medical patients.

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

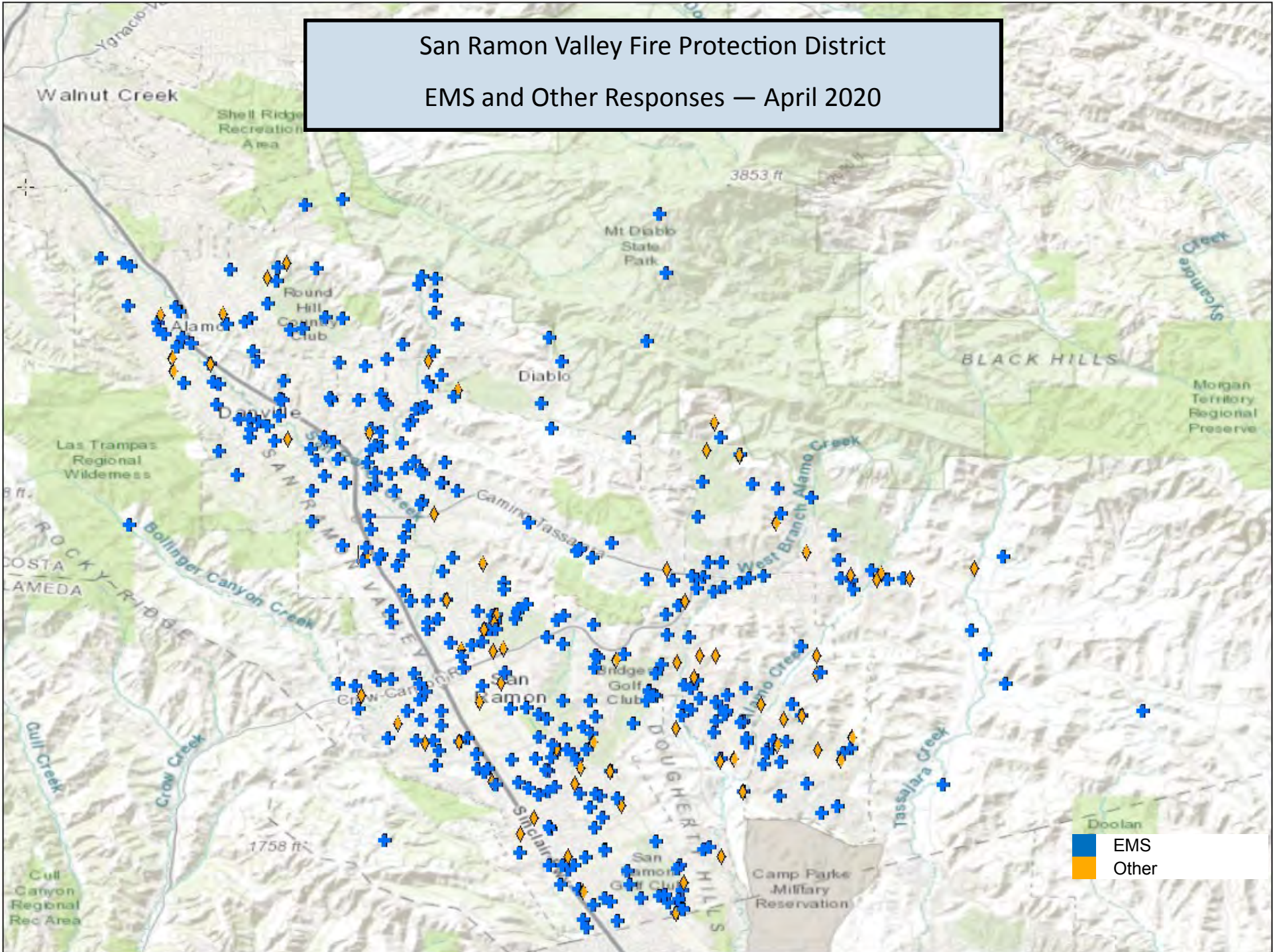
A concentrated focus will be placed on systems, training and feedback measures to crews to lower dispatch and turnout time reflex measures to national best practices of 1 minute for dispatch and 2 minutes for fire crew turnout, 90 percent of the time.

Goal 8

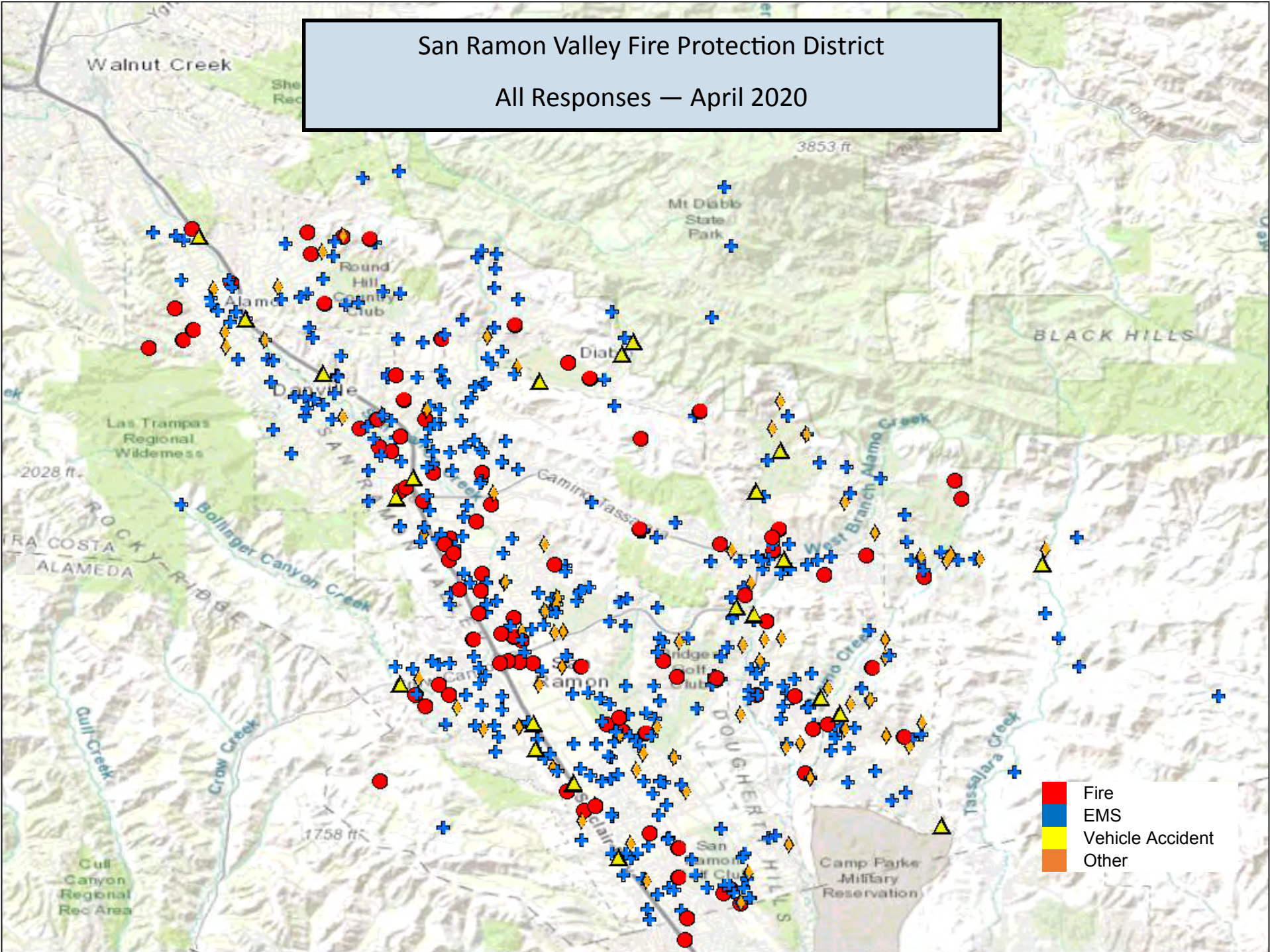
Effective Response Force for Advanced Life Support (ALS) Medical Emergencies

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.

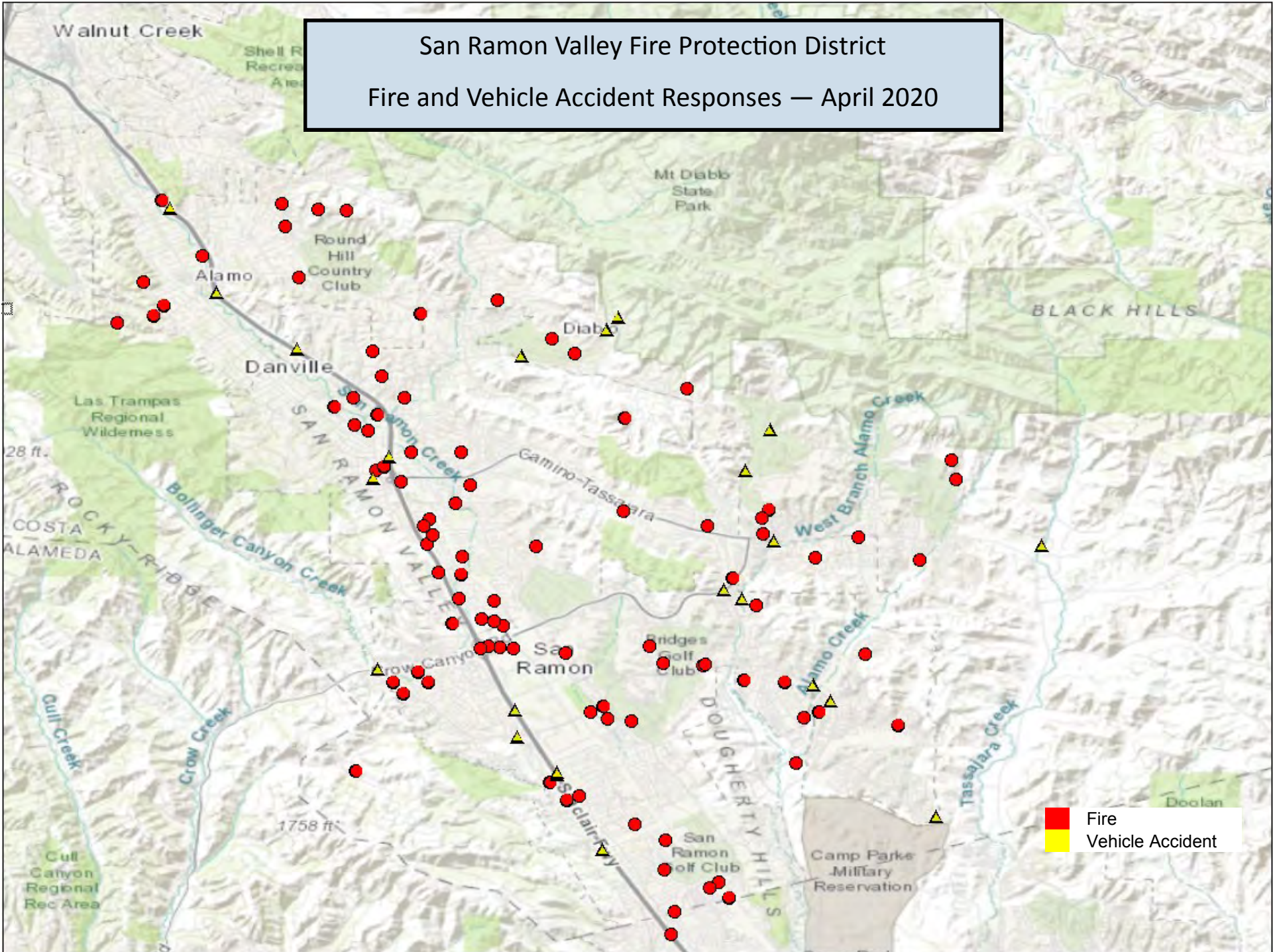
San Ramon Valley Fire Protection District
EMS and Other Responses — April 2020



San Ramon Valley Fire Protection District
All Responses — April 2020



San Ramon Valley Fire Protection District
Fire and Vehicle Accident Responses — April 2020



EMS



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: May 27, 2020
To: Board of Directors
From: Jim Selover, Battalion Chief
Subject: Monthly EMS Division Communications

EMS

The District responded to approximately 413 emergency medical incidents during the month of April. Three of those incidents were in response to patients who had experienced a cardiac arrest. All three of those incidents were in response to witnessed cardiac arrest, one of them with bystander CPR having been initiated prior to the arrival of District resources. Unfortunately, none of the cardiac arrest victims survived.

Projects / Activities

COVID-19 Activities

- Volunteer & Reserve Program Policy
- EMS Pandemic Response Update Submitted
- COVID-19 Safety Briefing provided to San Ramon & Danville PD
- District Facility Health Screening Policy
- Residential Care Facilities Outreach
- COVID-19 Antibody Testing Packet resubmitted
- Residential Care Facility- Handoff Report Created & Distributed
- STAT Analysis of Call Response for process improvement

Training

- Electronic Billing Module assigned through Target Solutions
- Toughbook PCR Documentation Review

LOGISTICS



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: May 27, 2020
To: Board of Directors
From: John Duggan, Interim Deputy Chief
Subject: Monthly Logistics Report for April 2020

Facilities

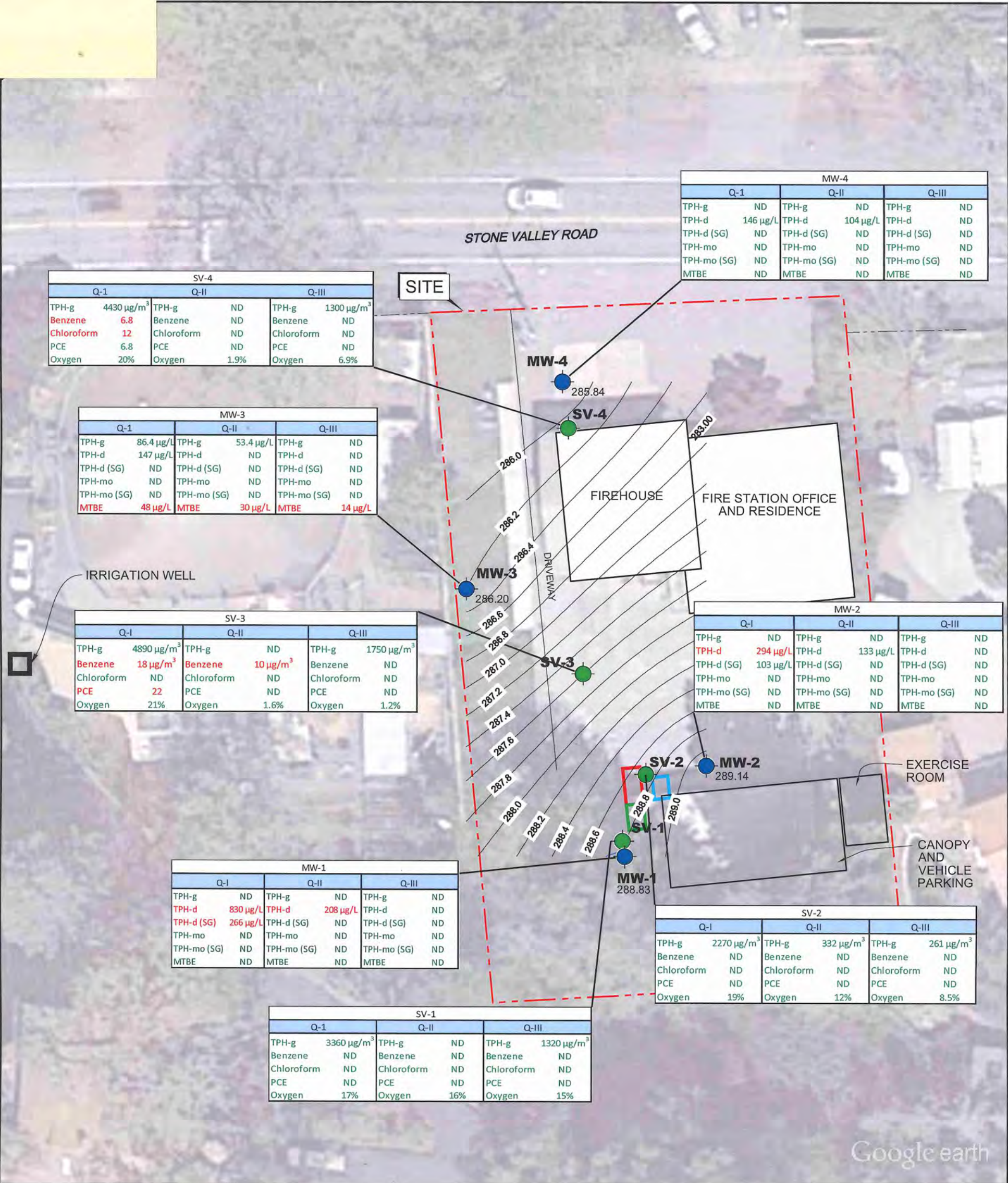
Reviewed and Submitted Third Quarter Groundwater and Soils Report for Old Station 32
Completed annual performance inspections of irrigation systems at District facilities
Inspected the interior and exterior of all District fuel vaults and updated placarding
Conducted districtwide preventative maintenance to manage costs and maintain service

Fleet

Completed installation of electronic fuel monitoring equipment at all nine Fire Stations
Outfitting of four (4) Type V fire engines in progress
Completed transfer of surplus Engine 547 to the Coffee Creek Volunteer Fire District
Completed upfitting of new Battalion Chief Vehicle (#362) to SRM Unit 3111
Completed inventory and evaluations of all District general service motor vehicles
Completed Annual Apparatus Inspections of all Type III fire engines
Completed Annual Pump Testing of all Type III fire engines and water tenders
Conducted preventative maintenance to effectively manage costs and maintain safety

Meetings and Training

Alamo Municipal Advisory Committee (MAC) Meeting
East Contra Costa County Fire Protection District General Board Meeting
City of San Ramon Memorial Day Planning Committee Meeting
Records Management Vendor Evaluation Meetings
Fuel Management System meetings and training



SV-4		
Q-I	Q-II	Q-III
TPH-g 4430 µg/m ³	TPH-g ND	TPH-g 1300 µg/m ³
Benzene 6.8	Benzene ND	Benzene ND
Chloroform 12	Chloroform ND	Chloroform ND
PCE 6.8	PCE ND	PCE ND
Oxygen 20%	Oxygen 1.9%	Oxygen 6.9%

MW-4		
Q-I	Q-II	Q-III
TPH-g ND	TPH-g ND	TPH-g ND
TPH-d 146 µg/L	TPH-d 104 µg/L	TPH-d ND
TPH-d (SG) ND	TPH-d (SG) ND	TPH-d (SG) ND
TPH-mo ND	TPH-mo ND	TPH-mo ND
TPH-mo (SG) ND	TPH-mo (SG) ND	TPH-mo (SG) ND
MTBE ND	MTBE ND	MTBE ND

MW-3		
Q-I	Q-II	Q-III
TPH-g 86.4 µg/L	TPH-g 53.4 µg/L	TPH-g ND
TPH-d 147 µg/L	TPH-d ND	TPH-d ND
TPH-d (SG) ND	TPH-d (SG) ND	TPH-d (SG) ND
TPH-mo ND	TPH-mo ND	TPH-mo ND
TPH-mo (SG) ND	TPH-mo (SG) ND	TPH-mo (SG) ND
MTBE 48 µg/L	MTBE 30 µg/L	MTBE 14 µg/L

SV-3		
Q-I	Q-II	Q-III
TPH-g 4890 µg/m ³	TPH-g ND	TPH-g 1750 µg/m ³
Benzene 18 µg/m³	Benzene 10 µg/m³	Benzene ND
Chloroform ND	Chloroform ND	Chloroform ND
PCE 22	PCE ND	PCE ND
Oxygen 21%	Oxygen 1.6%	Oxygen 1.2%

MW-2		
Q-I	Q-II	Q-III
TPH-g ND	TPH-g ND	TPH-g ND
TPH-d 294 µg/L	TPH-d 133 µg/L	TPH-d ND
TPH-d (SG) 103 µg/L	TPH-d (SG) ND	TPH-d (SG) ND
TPH-mo ND	TPH-mo ND	TPH-mo ND
TPH-mo (SG) ND	TPH-mo (SG) ND	TPH-mo (SG) ND
MTBE ND	MTBE ND	MTBE ND

MW-1		
Q-I	Q-II	Q-III
TPH-g ND	TPH-g ND	TPH-g ND
TPH-d 830 µg/L	TPH-d 208 µg/L	TPH-d ND
TPH-d (SG) 266 µg/L	TPH-d (SG) ND	TPH-d (SG) ND
TPH-mo ND	TPH-mo ND	TPH-mo ND
TPH-mo (SG) ND	TPH-mo (SG) ND	TPH-mo (SG) ND
MTBE ND	MTBE ND	MTBE ND

SV-2		
Q-I	Q-II	Q-III
TPH-g 2270 µg/m ³	TPH-g 332 µg/m ³	TPH-g 261 µg/m ³
Benzene ND	Benzene ND	Benzene ND
Chloroform ND	Chloroform ND	Chloroform ND
PCE ND	PCE ND	PCE ND
Oxygen 19%	Oxygen 12%	Oxygen 8.5%

SV-1		
Q-I	Q-II	Q-III
TPH-g 3360 µg/m ³	TPH-g ND	TPH-g 1320 µg/m ³
Benzene ND	Benzene ND	Benzene ND
Chloroform ND	Chloroform ND	Chloroform ND
PCE ND	PCE ND	PCE ND
Oxygen 17%	Oxygen 16%	Oxygen 15%

EXPLANATION

ALL LOCATIONS ARE APPROXIMATE



- MW-4** 285.84 GROUNDWATER MONITORING WELLS (µg/L), SHOWN IN FEET ABOVE MEAN SEA LEVEL (ENGEO, 2019)
- SV-4** SOIL GAS MONITORING WELL (µg/m³) (ENGEO, 2019)
- 284.0 — GROUND WATER ELEVATION, SHOWN IN FEET
- FORMER 1000 GALLON DIESEL UST
- FORMER DISPENSER
- FORMER 500 GALLON UNLEADED GASOLINE UST

BASE MAP SOURCE: GOOGLE EARTH MAPPING SERVICE, 2018



GROUNDWATER AND SOIL GAS MONITORING WELLS
SRVFPD FORMER FIRE STATION NO. 32
ALAMO, CALIFORNIA

PROJECT NO.: 8575.000.005
SCALE: AS SHOWN
DRAWN BY: CJK CHECKED BY: SPM

FIGURE NO.
2

ORIGINAL FIGURE PRINTED IN COLOR

FIRE & LIFE SAFETY



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: May 27, 2020
To: Board of Directors
From: John Duggan, Interim Deputy Chief
Subject: Monthly Fire and Life Safety Division Report for April 2020

Plan Review and Inspections

Plan reviews and construction inspections continue to be a priority in support of all active construction projects in the District. The following plan reviews and inspection activities are presented as monthly totals for April 2020.

PLAN REVIEW / CONSTRUCTION	
NEW PROJECTS	27
PLAN REVIEWS SUBMITTED	44
PLAN REVIEWS COMPLETED	48
INSPECTIONS	17
PLAN REVIEW FEES	\$17,987

FLSD Inspectors have an established goal of completing the inspections of all state mandated and permitted buildings in calendar year 2020, with a 100% completion rating. Re-inspections of occupancies attempting to achieve full compliance will continue as required.

The following inspection data is presented as year-to-date totals, as of April 30, 2020.

Inspection Type	<u>% Inspected</u>	<u>% Complete</u>
Annual Compliance Inspections	24.39%	18.51%

Residential Care Facility Work Group:

FLSD personnel are participating in a focused survey of the fifty-four (54) Licensed Residential Care Facilities (RCF) that operate in the District. The purpose of this weekly survey is to identify any location(s) where either a resident and/or a caregiver has received a confirmed COVID-19 diagnosis. Thus far, none of these facilities has reported the occurrence of a person having received a positive COVID-19 diagnosis.

Public Volunteerism:

FLSD personnel provided logistical support to the County Ombudsman for District Residential Care Facilities. Personnel assembled hand-made face coverings that were donated by local social and service groups, and made them available to the Ombudsman. The face coverings were in turn distributed to various Residential Care Facilities that had experienced a critical shortage of these items. To date, District personnel have been able to provide more than two thousand seven hundred (2,700) hand-made face coverings where they were greatly needed.

FLSD personnel continued participation in the Food Bank of Contra Costa County's Emergency Boxing Project, where boxes of donated food supplies are prepared for delivery to residents.

Heart Safe Committee:

Activities suspended

Public Education:

Activities suspended

Community Emergency Response Team (CERT):

Presented Virtual Communication Drills for Station 34, 38, and 39 Service Areas

Youth Firesetter Prevention and Intervention Program:

Activities suspended

Training:

Activities suspended

COMMUNICATIONS



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: May 27, 2020
To: Board of Directors
From: Denise Pangelinan, Director of Emergency Communications
Subject: Monthly Communications Division Report April 2020

Communications Center

- CA 9-1-1 NextGen Phone System Implementation Project
- CA Text to 9-1-1 Mandatory Implementation and Changes

GIS and Media Technology

- Applied software patches to Administration phone system
- Emergency Fire Dispatch (EFD) software updated with COVID 19 protocols
- Research and set-up of Video Conferencing software application
- Exterior Hazard Abatement (EHA) postcard created for 2020 distribution
- Instagram Live Tours

Training

- Conference Call Software Training and Implementation

Meetings

- DNI Daily Activity Calls

Reserves

- Monthly drill meetings are suspended temporarily

San Ramon Valley Fire IT Monthly Focus Apr 2019

End User Help Desk Activity

- Resolved 147 End-User Helpdesk Requests
- Met SLA Performance Standards

Cyber Security

- 206 Servers, Laptops, Tablets, and MDCs were updated in April
- Updates are validated first, scheduled, and then deployed throughout the week
- Daily monitoring occurs and corrective actions are scheduled as required

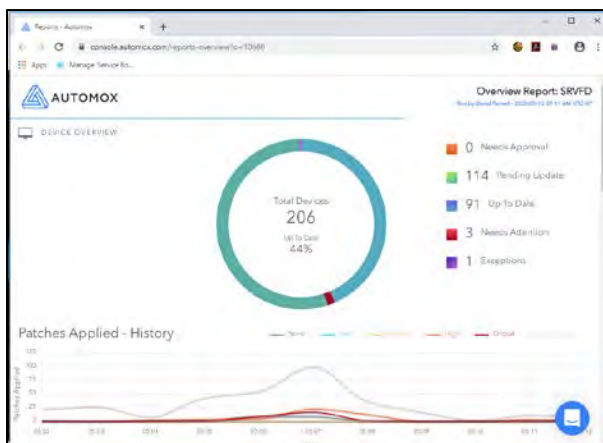


Figure 1: Cyber security dashboard

System Uptime

- Dispatch Center: 100%
- Email: 100%
- Citrix: 100%
- Patient Care Record System: 100%
- Records Management System for Suppression Incidents: 100%
- Apparatus Connectivity: 99%

Electronic Billing for Emergency Medical Services

- Configured Patient Care Record System for automated electronic billing
- Working with Finance, EMS, and Billing Company to review billing practices

Performance Evaluation System

- Completed HR Performance Evaluation Prototype
- Scheduling First Review with Stakeholders

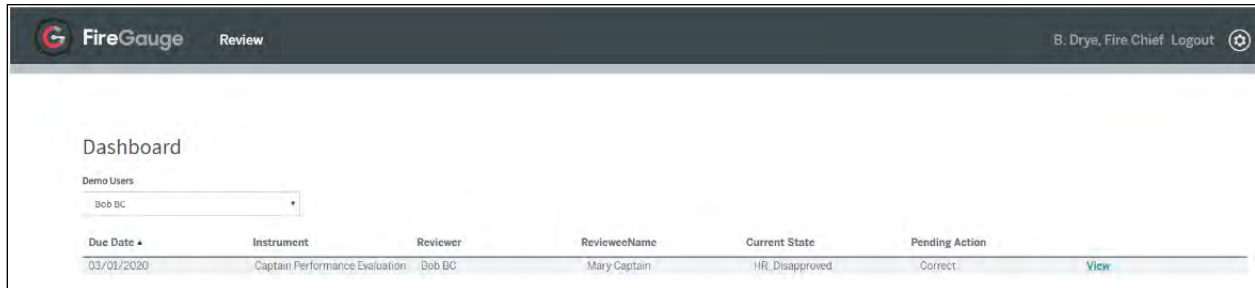


Figure 2: Landing Page

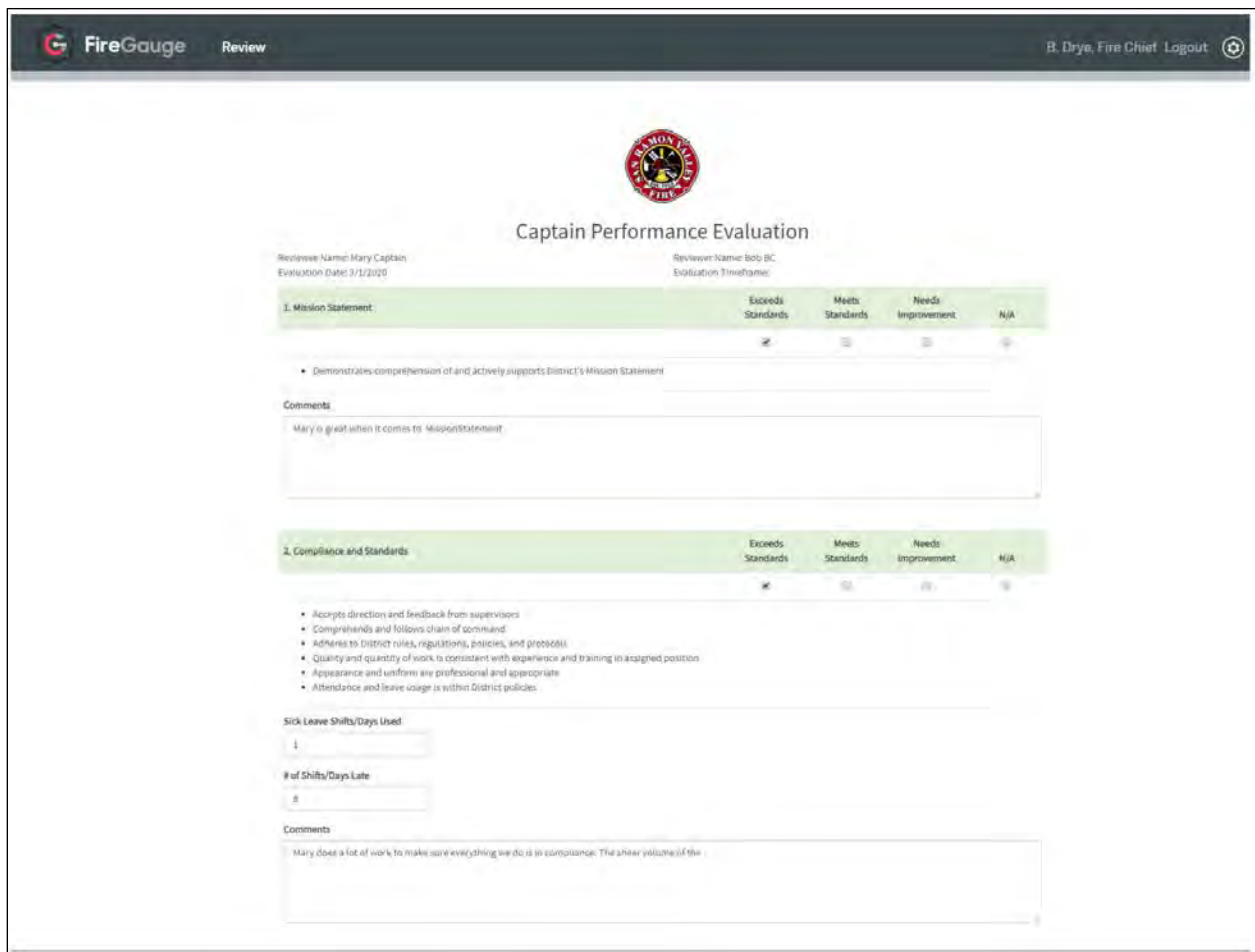


Figure 3: Sample Evaluation

Performance Evaluation System

- Develop Workflows for Performance Evaluation System
- Began Development of Prototype
- Set Review Date of April 30

HUMAN RESOURCES



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: May 27, 2020
To: Board of Directors
From: Stacy Tamori-Ward, Human Resources Generalist
Subject: Monthly Human Resources Report for April 2020

Recruitment:

- ❖ Announced Battalion Chief Promotional Recruitment
- ❖ Re-scheduled Captain and Training Captain Promotional Recruitment dates
- ❖ Schedule an EMS Liaison Recruitment Interview

Additional Accomplishments:

- ❖ Participate in a conference call with the District's Concern EAP Provider to review the District's annual utilization report.
- ❖ Participated in a virtual meeting with a background investigation company to review their services.



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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www.firedepartment.org | info@firedepartment.org

Date: May 27, 2020
To: Board of Directors
From: Stacy Tamori-Ward, Human Resources Generalist
Subject: April 2020 Employee Illness/Injury Report

Reportable Injuries

Indemnity (Lost Time)

April 30, 2020 DOI-4/30/20 – A Captain injured his neck and back when lifting during a call.

Status: Remained out at month end.

Medical Only (No Lost Time)

No reportable injuries.

As of April 30, 2020, there were three (3) employees absent from their regular work assignment. Total lost time due to injuries for the month of April equaled 61 calendar days/20 shifts.

FINANCE



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: May 27, 2020
To: Board of Directors
From: Ken Campo, Financial Consultant
Davina Hatfield, Controller
Re: Monthly Financial Report for April 2020

Financials:

- Balance Sheet
- Revenues – All Funds, Budget vs. Actual
- Expenditures – General Fund Budget vs. Actual
- Expenditures – Capital, Debt Service and Community Funds Budget vs. Actual
- Revenue/Expense History – Monthly, General Fund
- Overtime Analysis

Meetings/Activities:

- Compiled and prepared expenditures related to COVID-19 for tracking and reimbursement purposes
- Prepared and submitted the State Controller's 2019 Government Compensation Report
- Provided support and assistance to other Divisions with the following projects:
 - COVID-19
 - Development of PG&E Safety Ordinance
 - Ongoing development of agreement with City of San Ramon for a joint Public Safety Building.

San Ramon Valley Fire Protection District

Combined Balance Sheet

April 30, 2020

	GOVERNMENTAL FUND TYPES					AGENCY	ACCOUNT GROUPS		Totals (Memo Only)
	General Fund - 100	Budget Stabilization - 110	Debt Service Fund - 200	Capital Projects Fund - 300	Special Revenue Fund - 400	CERT Program Fund - 700	General Fixed Assets Fund - 800	General Long-Term Debt Fund - 900	
ASSETS									
Cash - Checking	\$ 1,343,493	\$ 673,813	\$ -	\$ -	\$ 60	\$ 56,033	\$ -	\$ -	\$ 2,073,399
Cash - Money Market	508,226	-	-	-	-	-	-	-	508,226
Cash - Workers' Compensation	(64,157)	-	-	-	-	-	-	-	(64,157)
Cash - Flexible Spending	21,057	-	-	-	-	-	-	-	21,057
Petty Cash	1,250	-	-	-	-	-	-	-	1,250
Investments - LAIF @ 1.89%	54,344,659	-	-	8,242,309	-	-	-	-	62,586,968
Investments - Mrkt Value Adj/Premium/Discount	78,101	26,014	-	13,718	-	-	-	-	117,833
Investments - Bank of the West @ 1.91% avg	9,008,369	18,517,892	-	-	-	-	-	-	27,526,261
Cash with Fiscal Agent	-	-	126	9,467	-	-	-	-	9,593
Accounts Receivable	30,768	-	-	-	-	-	-	-	30,768
Interest Receivable	227,692	68,902	-	57,392	-	-	-	-	353,986
YE Accrued Ambulance Billing	1,448,329	-	-	-	-	-	-	-	1,448,329
Prepaid Expenses/Deposits	2,295,092	-	-	3,527,308	-	-	-	-	5,822,400
Land	-	-	-	-	-	-	6,000,878	-	6,000,878
Buildings & Improvements	-	-	-	-	-	-	33,930,690	-	33,930,690
Construction in Progress	-	-	-	-	-	-	154,735	-	154,735
Equipment	-	-	-	-	-	-	8,625,444	-	8,625,444
Vehicles	-	-	-	-	-	-	22,672,502	-	22,672,502
Accumulated Depreciation	-	-	-	-	-	-	(34,788,457)	-	(34,788,457)
Amount to be Provided for General Long Term Debt	-	-	-	-	-	-	-	25,252,622	25,252,622
Total Assets	\$ 69,242,879	\$ 19,286,621	\$ 126	\$ 11,850,194	\$ 60	\$ 56,033	\$ 36,595,792	\$ 25,252,622	\$ 162,284,327
LIABILITIES									
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accrued Expenses	2,495,046	-	-	8,220	-	-	-	-	2,503,266
Deposits Payable	15,177	-	-	-	-	-	-	-	15,177
Deferred Ambulance Billing Revenue	759,129	-	-	-	-	-	-	-	759,129
Long Term Debt (1) Certificates of Participation	-	-	-	-	-	-	-	11,405,000	11,405,000
Long Term Debt (2) Vehicle Lease	-	-	-	-	-	-	-	4,952,475	4,952,475
Liability Assc. with Open Workers' Comp Claims	-	-	-	-	-	-	-	6,962,000	6,962,000
Liability for Accumulated Leave	-	-	-	-	-	-	-	1,933,147	1,933,147
Total Liabilities	3,269,352	-	-	8,220	-	-	-	25,252,622	28,530,194
FUND EQUITY									
Investment in General Fixed Assets	-	-	-	-	-	-	36,595,792	-	36,595,792
Non-Spendable Fund Balance	-	-	-	3,527,308	-	-	-	-	3,527,308
Restricted Fund Balance	-	-	126	97,861	60	-	-	-	98,047
Committed Fund Balance:									
Dry Period Funding	65,916,734	-	-	-	-	-	-	-	65,916,734
Budget Stabilization	-	15,286,621	-	-	-	-	-	-	15,286,621
Workers' Compensation Claims	-	4,000,000	-	-	-	-	-	-	4,000,000
Capital Projects	-	-	-	7,815,151	-	-	-	-	7,815,151
Assigned Fund Balance:									
Other Assigned Fund Balance	56,793	-	-	401,654	-	975	-	-	459,422
Unassigned Fund Balance	-	-	-	-	-	55,058	-	-	55,058
Total Fund Balance	65,973,527	19,286,621	126	11,841,974	60	56,033	36,595,792	-	133,754,133
Total Liabilities and Fund Equity	\$ 69,242,879	\$ 19,286,621	\$ 126	\$ 11,850,194	\$ 60	\$ 56,033	\$ 36,595,792	\$ 25,252,622	\$ 162,284,327

San Ramon Valley Fire Protection District

Revenue - All Funds

For the Period Ended April 30, 2020

<i>FISCAL YEAR COMPLETED - 83.33%</i>	<u>2018/19</u>	<u>2019/20</u>	<u>2019/20</u>	<u>2019/20</u>	
	<i>Actual</i>			<i>Remaining</i>	
	<i>(unaudited)</i>	<i>Budgeted</i>	<i>Realized</i>	<i>Budget</i>	<i>% Received</i>
TAXES					
PROPERTY TAXES - CURRENT SECURED	\$ 68,105,244	\$ 71,176,035	\$ 68,006,200	\$ 3,169,835	95.5%
PROPERTY TAXES - SUPPLEMENTAL	1,741,546	-	299,157	(299,157)	
PROPERTY TAXES - UTILITIES (Unitary)	1,154,161	1,153,948	1,050,014	103,934	91.0%
PROPERTY TAXES - CURRENT UNSECURED	1,966,018	1,958,810	1,925,120	33,690	98.3%
HOMEOWNERS PROPERTY TAX RELIEF	457,938	475,000	223,406	251,594	47.0%
RDA PROPERTY TAX	1,037,049	1,057,740	879,883	177,857	83.2%
LESS COUNTY TAX ADMINISTRATION	(578,027)	(589,588)	(566,046)	(23,542)	96.0%
PROPERTY TAXES - PRIOR SECURED	(90,250)	-	(111,002)	111,002	
PROPERTY TAXES - PRIOR SUPPLEMENTAL	(69,301)	-	(68,206)	68,206	
PROPERTY TAXES - PRIOR UNSECURED	49,536	-	1,042	(1,042)	
TOTAL TAXES	<u>73,773,914</u>	<u>75,231,945</u>	<u>71,639,568</u>	<u>3,592,377</u>	<u>95.2%</u>
INTERGOVERNMENTAL REVENUE					
MEASURE "H"	33,000	33,000	33,000	-	100.0%
SB-90 MANDATED COSTS	-	-	56,345	(56,345)	
STATE AID/GRANTS (OES REIMB.)	686,032	-	216,710	(216,710)	
OTHER INTERGOVERNMENTAL REVENUE	226,080	260,000	274,207	(14,207)	105.5%
GEMT	120,085	80,000	(11,961)	91,961	-15.0%
CONSOLIDATED DISPATCH	675,000	1,400,000	700,000	700,000	50.0%
TOTAL INTERGOVERNMENTAL REVENUE	<u>1,740,197</u>	<u>1,773,000</u>	<u>1,268,301</u>	<u>504,699</u>	<u>71.5%</u>
CHARGES FOR SERVICE					
INSPECTION FEES	60,799	63,823	54,265	9,558	85.0%
PLAN REVIEW	817,598	636,540	500,334	136,206	78.6%
INFO TECHNOLOGY SURCHARGE	-	35,018	-	35,018	0.0%
WEED ABATEMENT CHARGES	-	1,709	-	1,709	0.0%
ADMINISTRATIVE CITATION CHARGES	23,600	5,563	1,000	4,563	18.0%
AMBULANCE SERVICES	4,717,074	4,719,750	4,326,901	392,849	91.7%
CPR CLASSES	922	595	480	115	80.7%
REPORTS/PHOTOCOPIES	7,140	6,712	1,830	4,882	27.3%
TOTAL CHARGES FOR SERVICE	<u>5,627,133</u>	<u>5,469,710</u>	<u>4,884,810</u>	<u>584,900</u>	<u>89.3%</u>
USE OF MONEY & PROPERTY					
INVESTMENT EARNINGS	1,191,646	1,100,000	1,325,809	(225,809)	120.5%
TOTAL USE OF MONEY & PROPERTY	<u>1,191,646</u>	<u>1,100,000</u>	<u>1,325,809</u>	<u>(225,809)</u>	<u>120.5%</u>
RENTAL INCOME					
RENT ON REAL ESTATE	66,308	66,461	56,583	9,878	85.1%
TOTAL RENTAL INCOME	<u>66,308</u>	<u>66,461</u>	<u>56,583</u>	<u>9,878</u>	<u>85.1%</u>
OTHER REVENUE					
SALE OF PROPERTY	-	-	6,440	(6,440)	
INSURANCE PROCEEDS	39,408	-	-	-	
MISCELLANEOUS REVENUE	5,102	10,000	4,706	5,294	47.1%
TOTAL OTHER REVENUE	<u>44,510</u>	<u>10,000</u>	<u>11,146</u>	<u>(1,146)</u>	
TOTAL REVENUE	<u>\$ 82,443,708</u>	<u>\$ 83,651,116</u>	<u>\$ 79,186,217</u>	<u>\$ 4,464,899</u>	<u>94.7%</u>

San Ramon Valley Fire Protection District
Expenditures - General Fund
For the Period Ended April 30, 2020

FISCAL YEAR COMPLETED - 83.33%

		2018/19	2019/20	2019/20	2019/20	%
		<i>Actual (unaudited)</i>	<i>Budget</i>	<i>Actual to Date</i>	<i>Remaining Budget</i>	<i>Expended</i>
SALARIES & BENEFITS						
PERMANENT SALARIES	5110	\$ 25,259,418	\$ 26,507,220	\$ 22,006,924	\$ 4,500,296	83.0%
TEMPORARY SALARIES	5115	341,855	374,144	340,013	34,131	90.9%
PERMANENT OVERTIME	5120	8,762,929	8,422,700	7,052,799	1,369,901	83.7%
PERMANENT OVERTIME-TEMP EEs	5121	15,541	-	757	(757)	#DIV/0!
FICA/MEDICARE	5140	494,148	497,470	414,073	83,397	83.2%
RETIREMENT CONTRIBUTIONS	5150	16,775,746	16,587,841	13,777,212	2,810,629	83.1%
RETIREMENT CONTRIB. UAAL	5150	294,000	236,000	236,000	-	100.0%
401a CONTRIBUTIONS-ER PAID	5151	8,040	8,040	6,940	1,100	86.3%
EMPLOYEE GROUP INSURANCE	5160	3,746,138	4,001,462	3,365,511	635,951	84.1%
RETIREE HEALTH INSURANCE	5170	2,776,817	3,008,520	2,536,490	472,030	84.3%
OPEB CONTRIBUTION	5175	4,048,930	3,939,193	3,282,700	656,493	83.3%
UNEMPLOYMENT INSURANCE	5180	-	20,000	-	20,000	0.0%
WORKERS' COMPENSATION	5190	1,442,697	1,250,000	1,088,283	161,717	87.1%
TOTAL SALARIES & BENEFITS		<u>63,966,259</u>	<u>64,852,590</u>	<u>54,107,702</u>	<u>10,744,888</u>	<u>83.4%</u>
SERVICES & SUPPLIES						
OFFICE SUPPLIES	5202	25,569	31,436	24,060	7,376	76.5%
POSTAGE	5204	15,177	29,034	4,151	24,883	14.3%
TELECOMMUNICATIONS	5206	242,190	213,064	184,785	28,279	86.7%
UTILITIES	5208	397,013	381,800	313,361	68,439	82.1%
SMALL TOOLS/EQUIPMENT	5210	123,819	156,700	96,967	59,733	61.9%
MISCELLANEOUS SUPPLIES	5212	78,300	124,400	56,807	67,593	45.7%
MEDICAL SUPPLIES	5213	187,606	193,000	185,062	7,938	95.9%
FIREFIGHTING SUPPLIES	5214	46,775	55,000	68,112	(13,112)	123.8%
PHARMACEUTICAL SUPPLIES	5216	33,955	35,000	52,657	(17,657)	150.4%
COMPUTER SUPPLIES	5218	12,832	15,500	8,585	6,915	55.4%
RADIO EQUIPMENT & SUPPLIES	5219	18,359	20,500	31,181	(10,681)	152.1%
FOOD SUPPLIES	5222	38,577	35,350	20,556	14,794	58.1%
PPE INSPECTION & REPAIRS	5223	14,362	19,500	9,258	10,242	47.5%
SAFETY CLOTHING/SUPPLIES	5224	140,233	182,100	115,906	66,194	63.6%
CLASS A UNIFORMS & SUPPLIES	5225	2,803	10,500	5,432	5,068	51.7%
NON-SAFETY CLOTHING/SUPPLIES	5226	18,187	33,924	6,537	27,387	19.3%
CLASS B UNIFORMS & SUPPLIES	5227	61,810	86,000	55,634	30,366	64.7%
HOUSEHOLD SUPPLIES	5228	44,067	38,000	47,219	(9,219)	124.3%
CENTRAL GARAGE - REPAIRS	5230	526,949	300,000	431,920	(131,920)	144.0%
CENTRAL GARAGE - MAINTENANCE	5231	63,207	36,500	39,477	(2,977)	108.2%
CENTRAL GARAGE - GAS, DIESEL & OIL	5232	228,159	168,800	196,056	(27,256)	116.1%
CENTRAL GARAGE - TIRES	5234	41,578	54,000	43,993	10,007	81.5%
CENTRAL GARAGE - MANDATED INSP.	5235	27,453	24,500	9,851	14,649	40.2%
MAINT./REPAIRS - EQUIPMENT	5236	135,821	209,977	125,104	84,873	59.6%
MAINT./REPAIRS - RADIO & ELECTRONIC	5238	216,369	109,876	83,312	26,564	75.8%

San Ramon Valley Fire Protection District
Expenditures - General Fund
For the Period Ended April 30, 2020

FISCAL YEAR COMPLETED - 83.33%

		2018/19	2019/20	2019/20	2019/20	%
		<i>Actual</i> <i>(unaudited)</i>	<i>Budget</i>	<i>Actual to Date</i>	<i>Remaining</i> <i>Budget</i>	<i>Expended</i>
MAINT./REPAIRS - BUILDINGS	5240	187,219	246,180	165,521	80,659	67.2%
MAINT./REPAIRS - GROUNDS	5242	42,916	53,000	52,589	411	99.2%
RENTS & LEASES-EQUIP./PROPERTY	5246	57,656	68,148	61,186	6,962	89.8%
SOFTWARE & LICENSING	5248	-	378,601	234,188	144,413	61.9%
PROFESSIONAL/SPECIALIZED SERVICES	5250	1,448,300	2,069,247	1,558,095	511,152	75.3%
RECRUITING COSTS	5251	84,804	114,300	111,759	2,541	97.8%
LEGAL SERVICES	5252	177,206	605,000	149,316	455,684	24.7%
MEDICAL SERVICES	5254	96,489	123,500	78,900	44,600	63.9%
COMMUNICATIONS SERVICES	5258	87,360	93,600	93,600	-	100.0%
DOCUMENT MANAGEMENT SERVICES	5260	2,492	-	-	-	#DIV/0!
ELECTION SERVICES	5262	10,300	-	-	-	#DIV/0!
INSURANCE SERVICES	5264	488,036	529,236	265,991	263,245	50.3%
PUBLICATION OF LEGAL NOTICES	5270	1,865	3,500	-	3,500	0.0%
SPECIALIZED PRINTING	5272	23,215	28,913	10,863	18,050	37.6%
MEMBERSHIPS	5274	76,727	84,748	84,919	(171)	100.2%
EDUCATIONAL COURSES/SUPPLIES	5276	63,633	111,200	84,480	26,720	76.0%
EDUCATIONAL ASSISTANCE	5277	16,848	25,000	21,394	3,606	85.6%
PUBLIC EDUCATIONAL SUPPLIES	5278	3,846	9,500	9,368	132	98.6%
BOOKS & PERIODICALS	5280	18,158	27,813	12,126	15,687	43.6%
RECOGNITION SUPPLIES	5282	3,407	3,500	2,007	1,493	57.3%
MEETINGS/TRAVEL EXPENSES	5284	58,485	44,800	53,064	(8,264)	118.4%
OTHER EXPENSE	5286	20,270	-	28,570	(28,570)	#DIV/0!
PROPERTY TAX SHARE AGREEMENT	5290	97,094	125,000	-	125,000	0.0%
TAXES & ASSESSMENTS	5320	-	120,000	63,910	56,090	53.3%
TOTAL SERVICES & SUPPLIES		<u>5,807,496</u>	<u>7,429,247</u>	<u>5,357,829</u>	<u>2,071,418</u>	<u>72.1%</u>
TOTAL OPERATING EXPENDITURES		<u>\$ 69,773,755</u>	<u>\$ 72,281,837</u>	<u>\$ 59,465,531</u>	<u>\$ 12,816,306</u>	<u>82.3%</u>

San Ramon Valley Fire Protection District
Expenditures - All Other Funds
For the Period Ended April 30, 2020

FISCAL YEAR COMPLETED - 83.33%

		2018/19	2019/20	2019/20	2019/20	
		<i>Actual</i> <i>(unaudited)</i>	<i>Budget</i>	<i>Actual to Date</i>	<i>Remaining</i> <i>Budget</i>	<i>% Expended</i>
CAPITAL PROJECTS - 300						
LEGAL & PROFESSIONAL SERVICES	5250/5252	\$ -	\$ -	\$ -	\$ -	
CRR TECH IMPROVEMENTS	5253	842	60,350	6,824	53,526	11.3%
VARIOUS IMPROVEMENTS	6120	524,583	1,428,446	820,668	607,778	57.5%
RADIO/ELECTRONIC EQUIPMENT	6230	249,932	345,423	32,870	312,553	9.5%
MAJOR EQUIPMENT	6240	141,553	178,291	58,241	120,050	32.7%
AUTOS & TRUCKS	6250	3,146,104	2,464,678	206,936	2,257,742	8.4%
TOTAL CAPITAL PROJECTS		<u>\$ 4,063,014</u>	<u>\$ 4,477,188</u>	<u>\$ 1,125,539</u>	<u>\$ 3,351,649</u>	<u>25.1%</u>
DEBT SERVICE - 200						
PROFESSIONAL/SPECIALIZED SERVICES	5250	\$ 2,915	\$ -	\$ 3,190	\$ (3,190)	
BOND REDEMPTION - 2013 & 2015 COP	5310	1,268,098	931,350	931,350	-	100.0%
EQUIPMENT LEASE	5310	613,156	613,155	613,155	-	100.0%
TOTAL DEBT SERVICE		<u>\$ 1,884,169</u>	<u>\$ 1,544,505</u>	<u>\$ 1,547,695</u>	<u>\$ (3,190)</u>	<u>100.2%</u>
TOTAL - CAPITAL, EQUIPMENT, AND DEBT SERVICE		<u>\$ 5,947,183</u>	<u>\$ 6,021,693</u>	<u>\$ 2,673,234</u>	<u>\$ 3,348,459</u>	44.9%

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

Month	2015/16		2016/17		2017/18		2018/19		2019/20	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
July	\$ 354,684	\$ 4,771,243	\$ 282,790	\$ 5,316,616	\$ 354,888	\$ 6,122,636	\$ 550,530	\$ 5,622,648	\$ 749,436	\$ 5,451,614
August	426,922	5,260,304	363,912	5,109,224	695,817	5,671,451	499,377	5,905,072	610,284	6,468,445
September	354,095	4,581,188	377,209	5,047,543	480,964	5,593,302	579,731	5,563,173	388,535	5,580,182
October	2,040,889	4,262,203	2,158,269	5,282,085	2,593,632	5,999,337	2,375,797	6,005,201	2,931,282	6,169,069
November	335,053	4,727,586	720,990	5,554,302	362,621	5,888,575	656,486	6,191,849	516,137	6,368,317
December	32,619,418	5,464,991	34,893,289	5,043,510	34,930,693	5,966,196	39,332,475	5,629,084	40,716,284	6,133,552
January	576,093	4,743,692	1,242,334	5,401,913	8,491,817	5,387,036	1,334,430	5,722,401	1,818,008	5,781,707
February	472,114	4,837,271	690,047	5,326,068	446,775	5,326,521	632,213	5,524,960	856,640	5,675,617
March	620,681	5,229,614	433,245	5,849,120	883,105	6,063,429	972,913	5,624,000	742,260	5,932,483
April	23,795,929	4,901,844	25,663,196	5,297,542	22,339,121	5,257,800	28,219,039	5,320,835	29,646,763	5,904,545
May	840,611	4,935,586	394,206	5,452,583	639,163	5,506,219	507,822	6,529,026	-	-
June	5,365,634	5,219,984	5,664,005	5,832,652	5,266,780	5,952,983	6,282,536	6,135,504	-	-



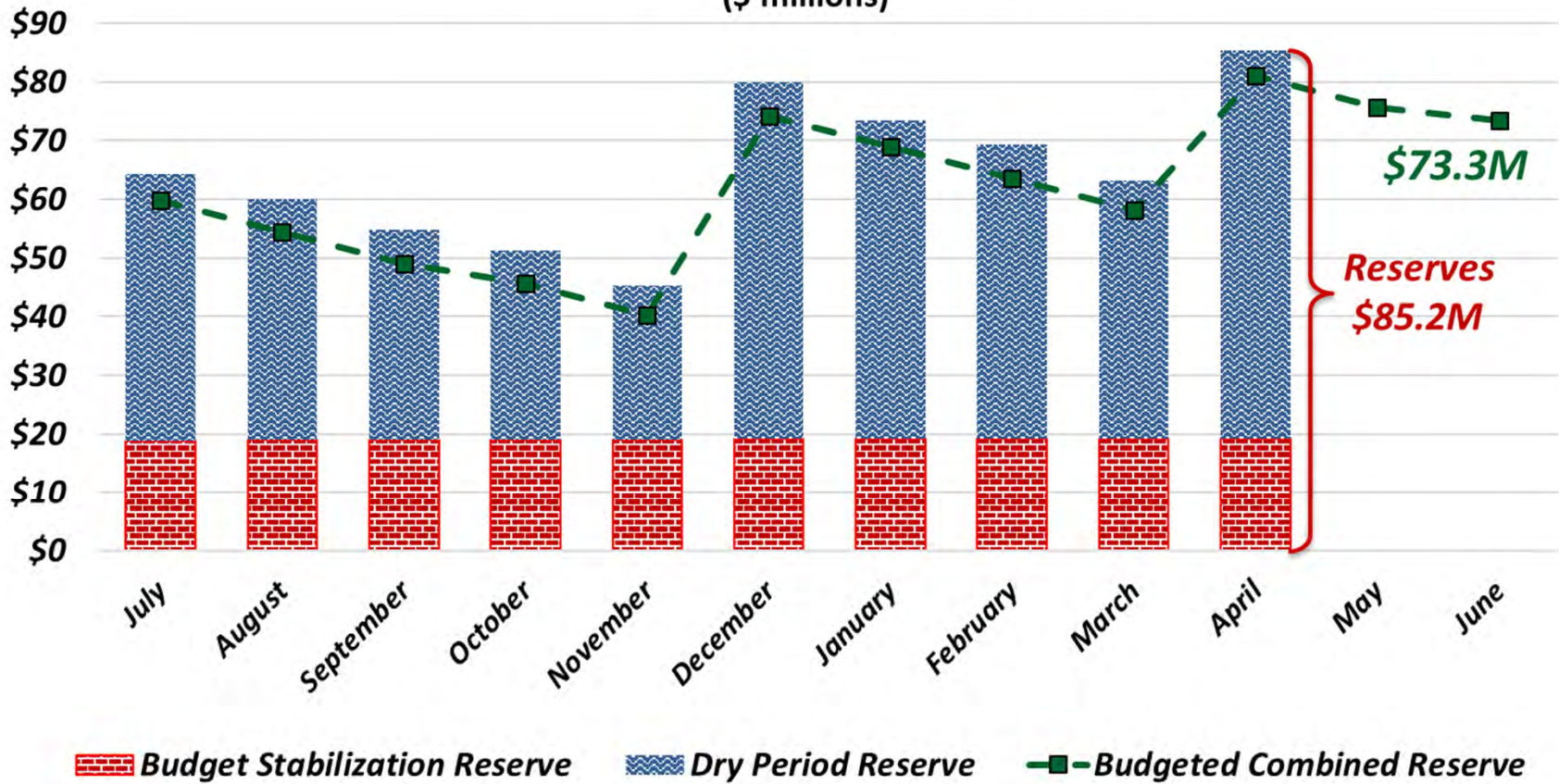
Finance Division

Monthly Financial
Report

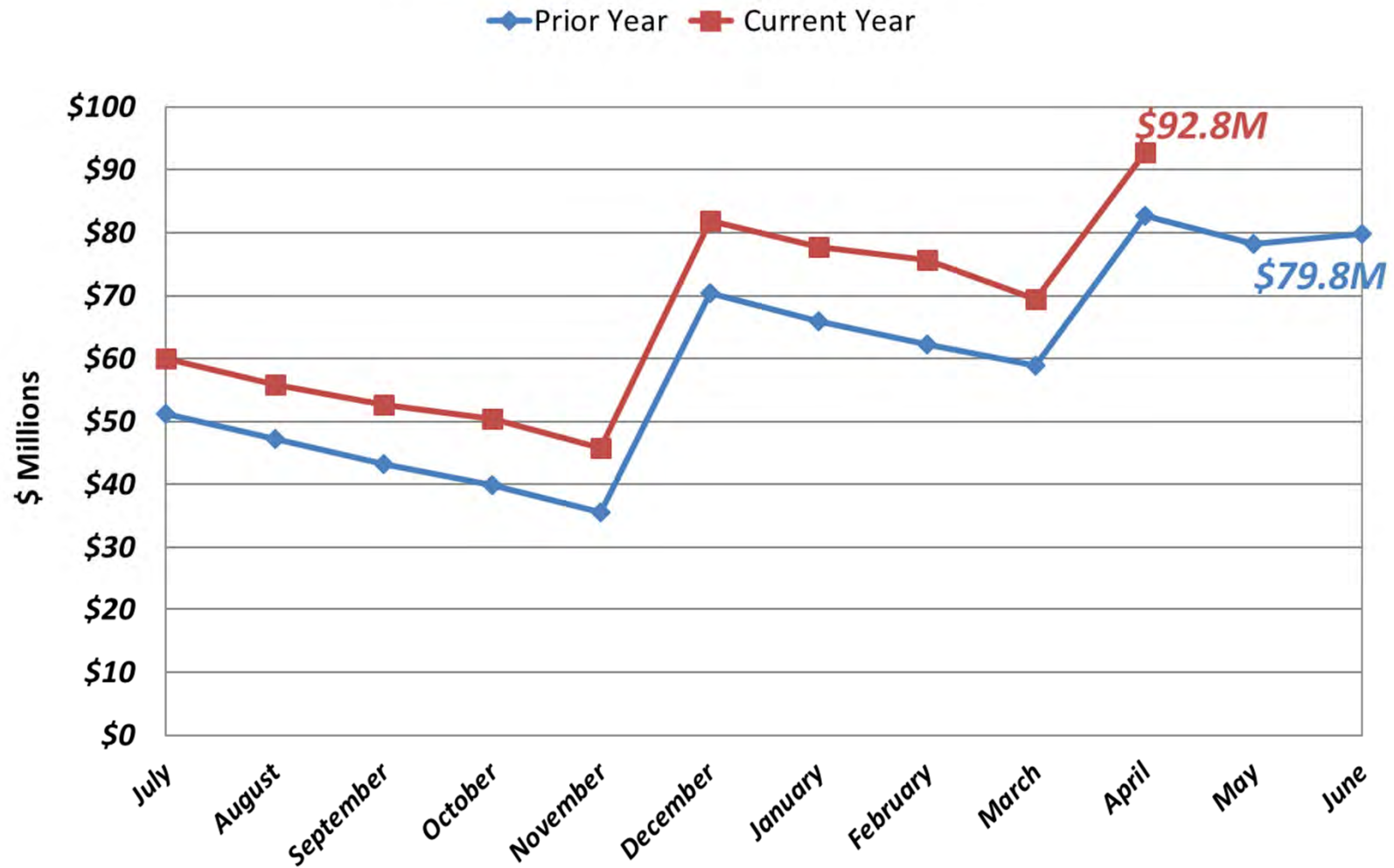
April 30, 2020

2019/20 Combined General Fund Reserves

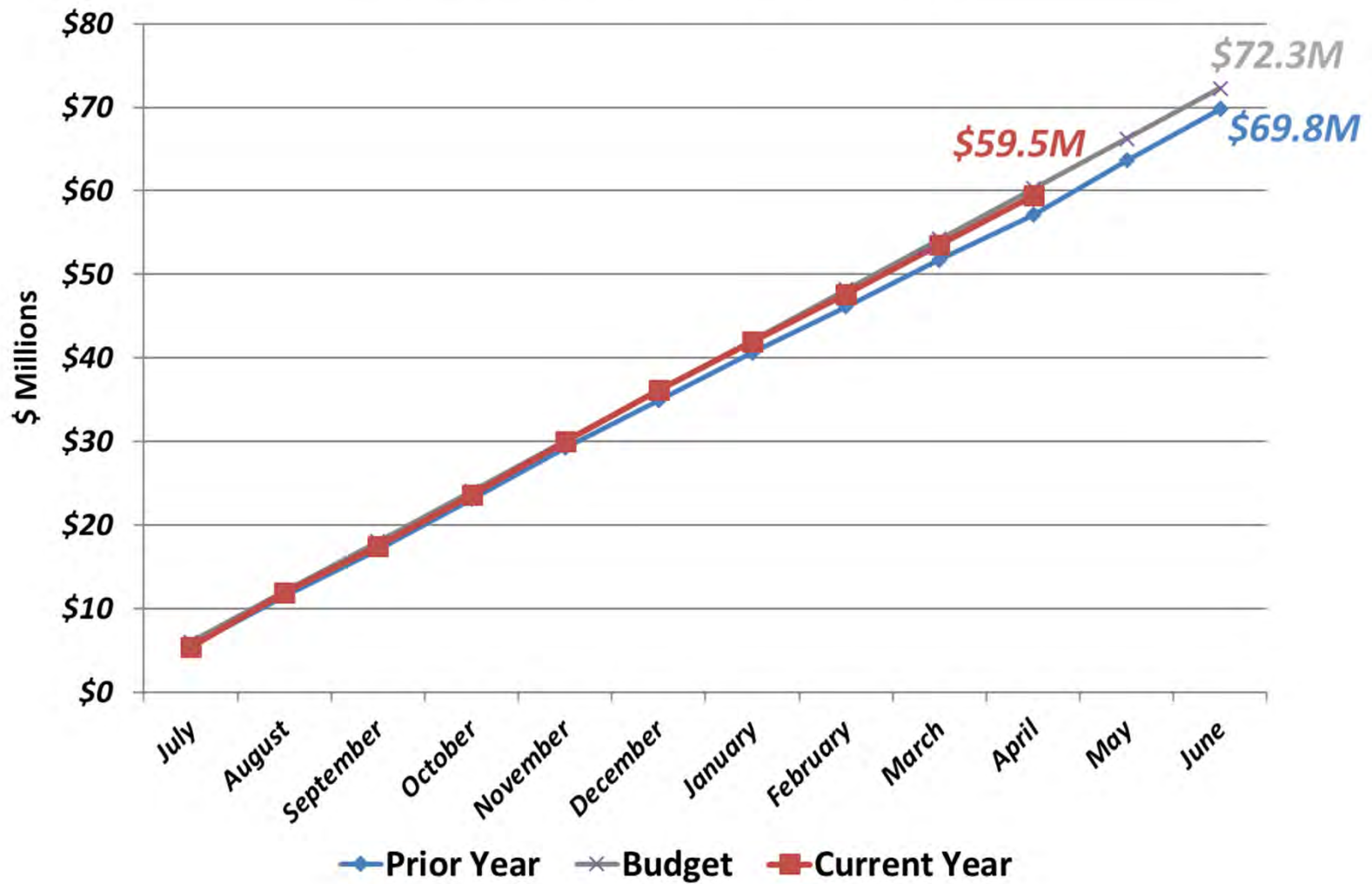
(\$ millions)



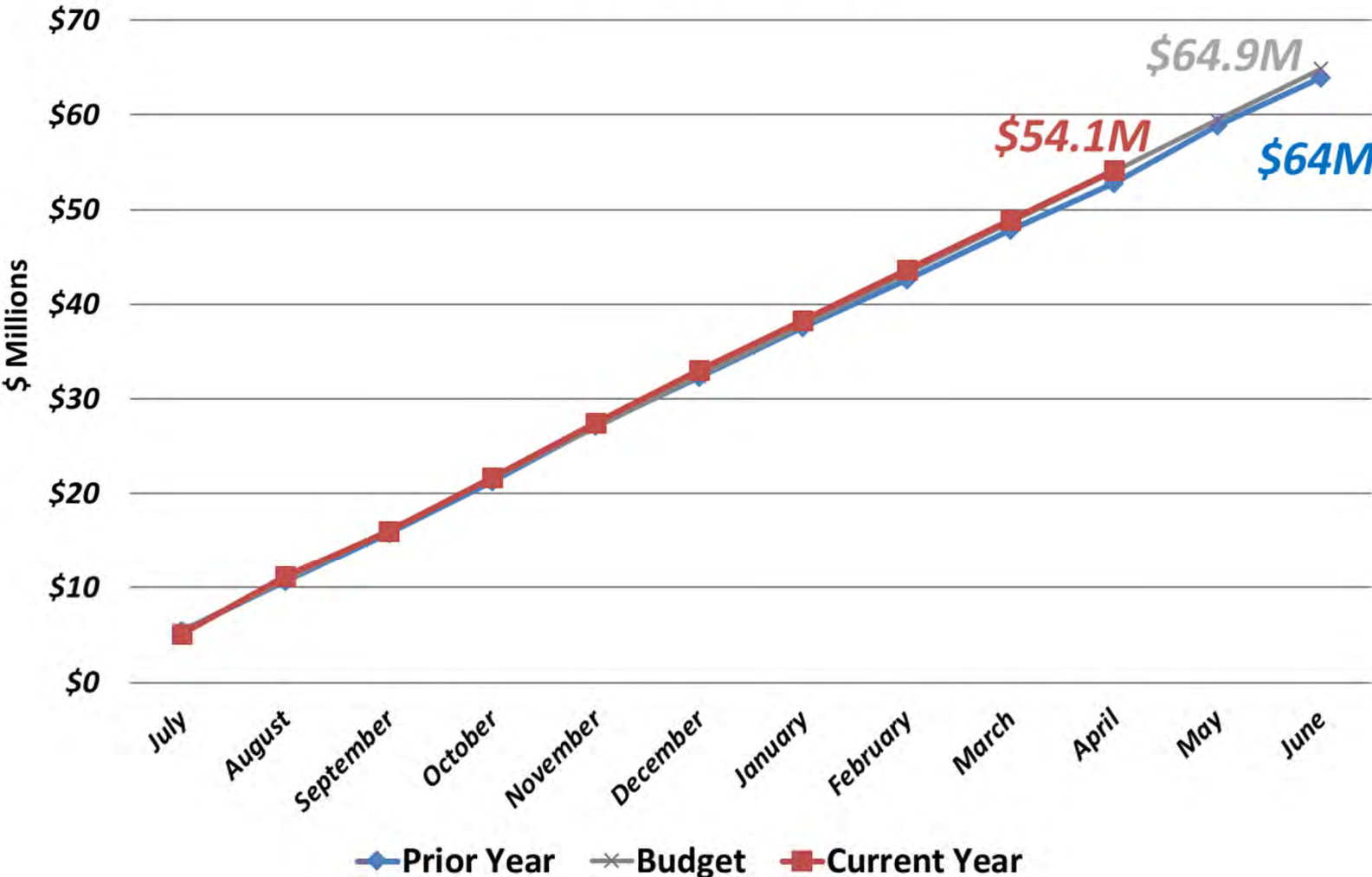
Cash & Investments - All Funds



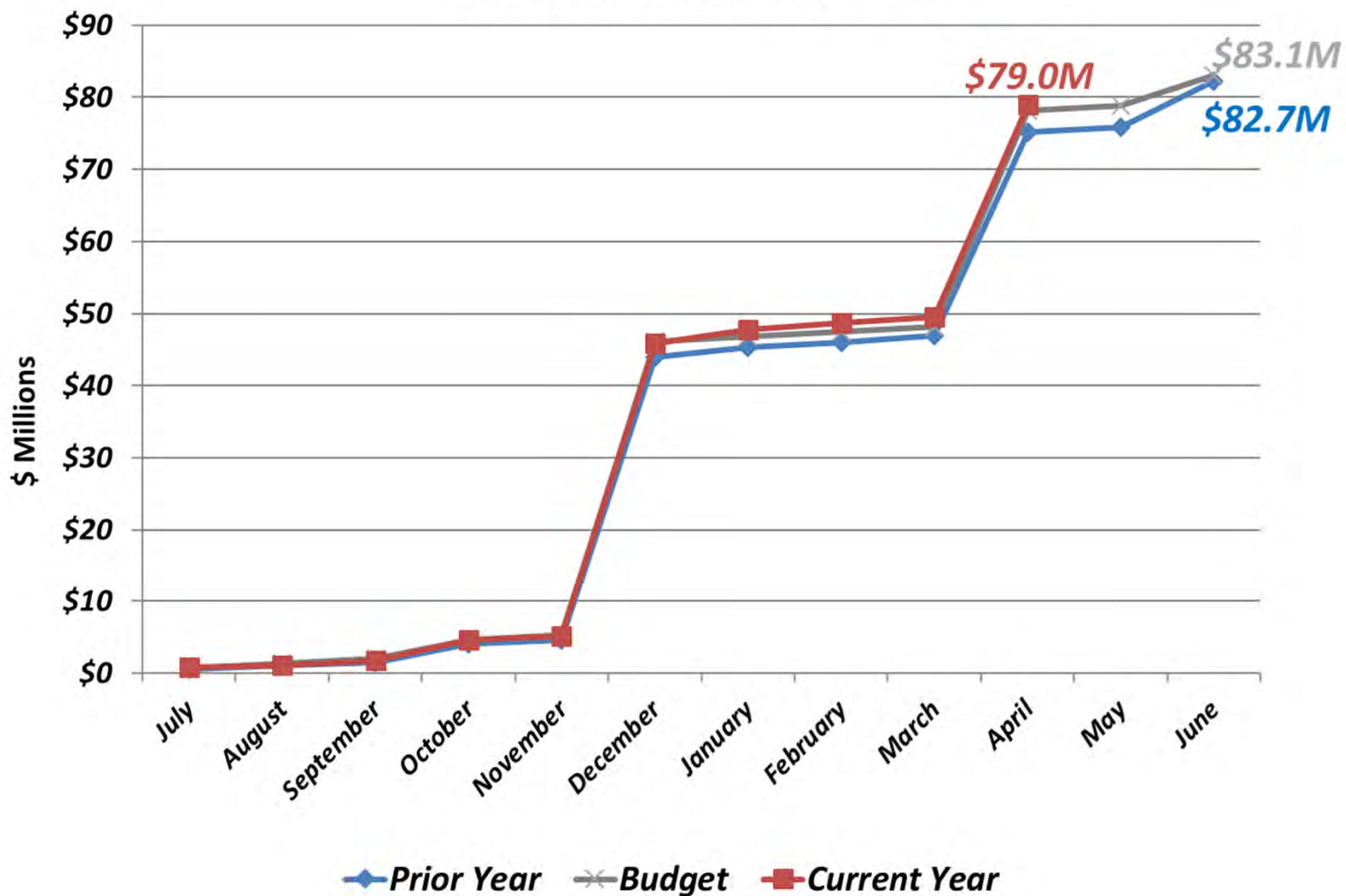
General Fund Expenditures



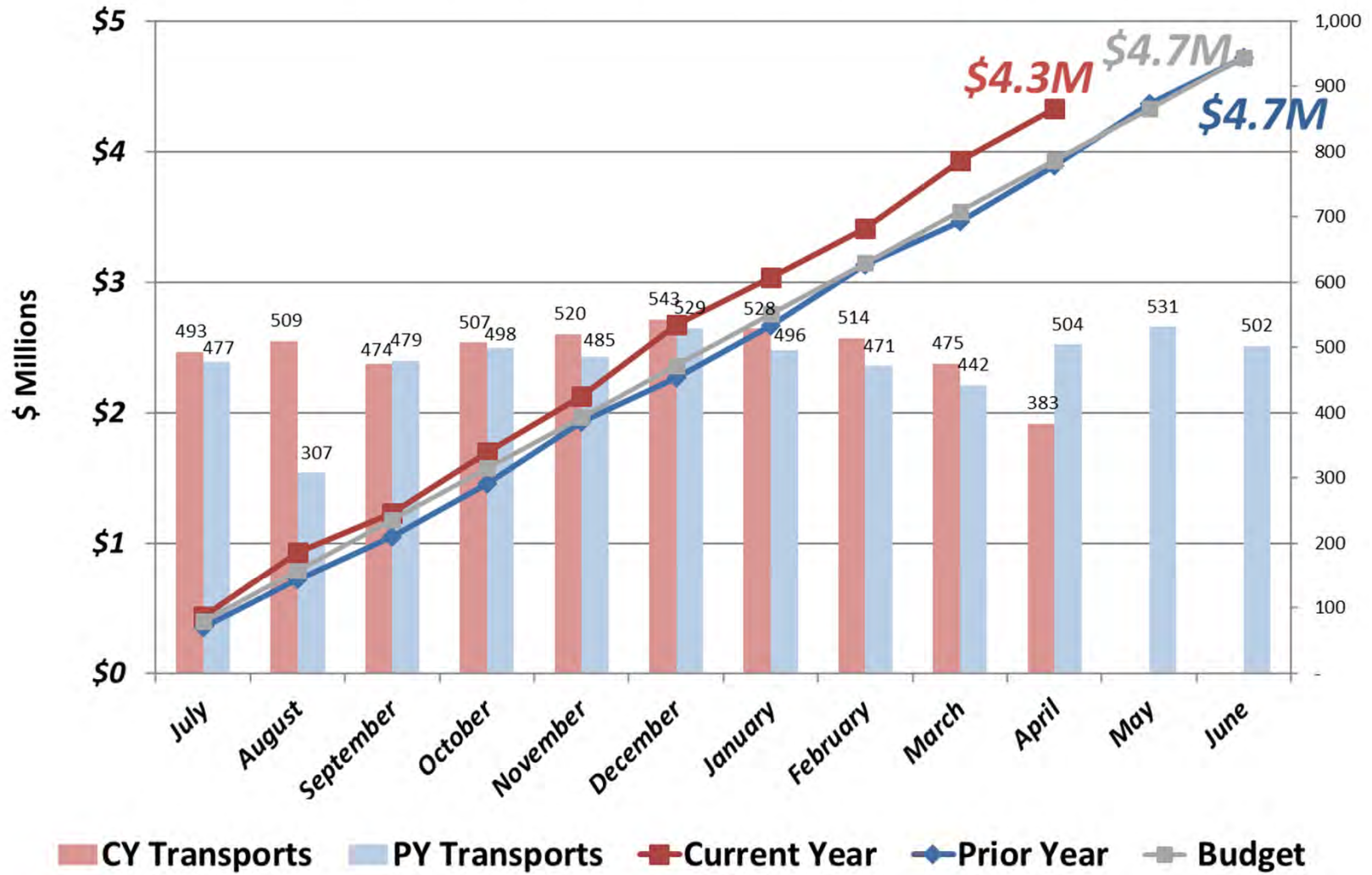
Salaries & Benefits



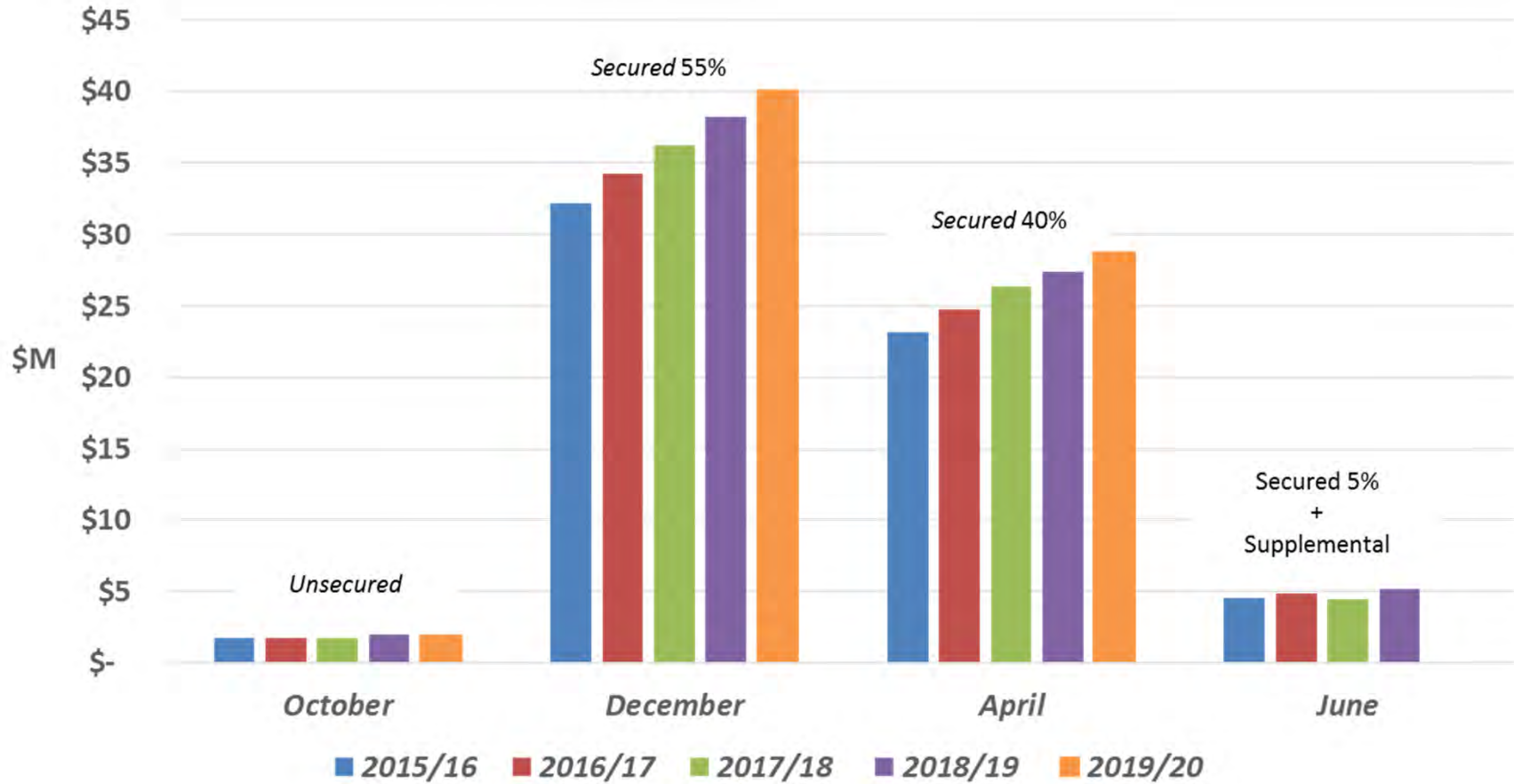
General Fund Revenues



Ambulance Revenue & Transports



Property Tax Revenue by Installment



COVID-19

Expenditures to Date

Facilities	\$ 33,044
Personal Protective Equipment	36,251
Supplies	24,801
Cleaning	3,352
Overtime Backfill	<u>62,546</u>
Total	<u>\$ 159,994</u>



Questions?

Total Overtime Hours by Month
January 2018-April 2020

