

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

**Wednesday, September 28, 2022 – 1:00 p.m.**

*Ryan Crean, Board President  
Jay Kerr, Board Vice President  
Matthew Stamey, Director, Don Parker, Director, Michelle Lee, Director*

**~MISSION STATEMENT~**

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

**MEETING LOCATION: SRVFPD Administrative Offices – Boardroom  
1500 Bollinger Canyon Road, San Ramon, CA 94583**

**AGENDA**

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

Pursuant to the Ralph M. Brown Act (Government Code §54950 et. seq.), members of the public may comment on Agenda items and non-Agenda items related to any subject pertaining to District business during the Public Comment period. The time allotted for each speaker is determined by the Board President and may be limited to three (3) minutes.

**5. CONSENT CALENDAR**

Consent Calendar items are considered routine and are acted upon by the Board with a single action unless a Board member requests separate discussion and/or action.

- 5.1 Approve the demand register for the period August 15, 2022 through September 19, 2022 in the amount of \$4,047,788.67.
- 5.2 Approve the Board Minutes from the August 24, 2022 Regular Board Meeting.
- 5.3 Approve salary, payroll taxes and retirement contributions for the period of August in the amount of \$5,082,737.01.
- 5.4 Adopt Resolution 2022-12 Amending District Conflict of Interest Code.
- 5.5 Approve Purchase Contracts with Motorola Solutions, Inc. and Xybix Systems, Inc. for the Acquisition of Equipment and Services Related to the New Dispatch Center.
- 5.6 Approve Updates to District Investment Policy.

5.7 **Personnel Actions:**

**Step Increases:**

Approve staff recommendation to award the following step increase, effective October 1, 2022:

Captain Casey Rivers to Captain 12, step 5

Engineer Joshua Scott to Engineer 5, step 6

Engineer Casey Good to Engineer 4, step 6

**Academy 2018-1**

Firefighter Kenneth Day to Firefighter 6, step 6

**Academy 2019-1 (Group 2)**

Firefighter Maria Castellanos to Firefighter 5, step 5

Firefighter Colton Fredrickson to Firefighter 5, step 5

Firefighter Brock Haynie to Firefighter 5, step 5

Firefighter Cody Peebles to Firefighter 5, step 5

Firefighter Robert Smith to Firefighter 5, step 5

CERT Coordinator Danielle Bell to CERT Coordinator, step 6

**6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS**

6.1 Recognition of City of San Ramon Chief of Police Craig Stevens.

6.2 Public Safety Building/EOC Communications Center Presentation.

6.3 Fire Prevention Week (October 9-15, 2022) and Fire Prevention Month 2022 Proclamation.

**7. OLD BUSINESS**

None.

**8. NEW BUSINESS**

None.

**9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW**

Letters of appreciation and support from the community.

**10. MONTHLY ACTIVITY REPORTS**

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

10.2 EMS Division –EMS Deputy Chief Jim Selover  
EMS Report of monthly activities.

10.3 Community Risk Reduction Division – Deputy Chief Frank Drayton  
Fire and Life Safety Report of monthly activities.

10.4 Fleet and Facilities Division – Deputy Chief Frank Drayton  
Fleet and Facilities Report of monthly activities.

- 10.5 Communications and Technology Division – Director of Emergency Communications, Denise Pangelinan  
Communications and Technology Report of monthly activities.
- 10.6 Human Resources Division – Administrative Services Consultant, Ken Campo  
Human Resources Report of monthly activities.
- 10.7 Finance Division – Chief Financial Officer, Davina Hatfield  
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 Comments by Board of Directors.

**12. UPCOMING CALENDAR OF EVENTS**

- 12.1 Next Regular Board Meeting, October 26, 2022 at 1:00 p.m.

**13. CLOSED SESSION**

- 13.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to California Government Code Section 54956.9(d)(2): 2 potential cases. 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 TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY, OCTOBER 26, 2022 AT 1:00 P.M.**

Prepared by:

DocuSigned by:  
  
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Stephanie Brendlen, District Clerk

*Agenda posted on September 22, 2022 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](http://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 8/15/2022 Through 9/19/2022

Check Num...	Check Date	Payee	Check Amount	Transaction Description
228766	8/25/2022	24 HOUR FITNESS LLC	350.00	Temporary Gym Membership During Stn 34 Construction-07/22
	8/25/2022	24 HOUR FITNESS LLC	350.00	Temporary Gym Membership During Stn 34 Construction-08/22
228767	8/25/2022	ABACUS PRODUCTS INC	1,254.32	2022/23 Budget-Print & Bind
08/25/22-01	8/25/2022	ACE AUTO REPAIR AND TIRE CENTER	2,604.51	Replaced Leaking Fuel Pump Tank Seal-Unit 708
08/25/22-02	8/25/2022	ACE AUTO REPAIR AND TIRE CENTER	288.46	Replaced PCM Power Relay-Unit 302
09/08/21-01	9/8/2022	ACE AUTO REPAIR AND TIRE CENTER	88.50	Inspect AC-Unit 864
228870	9/8/2022	ACI OF SAN RAMON	679.90	Garbage Service 8/1/22-8/31/22-Stn 30
	9/8/2022	ACI OF SAN RAMON	162.39	Garbage Service 8/1/22-8/31/22-Stn 34
	9/8/2022	ACI OF SAN RAMON	975.51	Garbage Service 8/1/22-8/31/22-Stn 38
	9/8/2022	ACI OF SAN RAMON	401.82	Garbage Service 8/1/22-8/31/22-Stn 39
228802	9/1/2022	ADVANCED AUTOMATIC SPRINKLER	622.00	Plan Review Fee Refund-IN7809891
228731	8/18/2022	AETNA INC	1,612.13	Ambulance Refund
09/01/22-01	9/1/2022	AIR EXCHANGE INC	968.69	Plymovent Repairs/Replace Balancer-Stn 30
09/01/22-02	9/1/2022	AIR EXCHANGE INC	829.27	Plymovent Repairs/Replace Filter Regulator/6" Grabber-#31
09/01/22-03	9/1/2022	AIR EXCHANGE INC	1,286.91	Bay #2 Release Valve Repair/Replace Grabber Bay 1 & 2-Stn 39
09/01/22-04	9/1/2022	AIR EXCHANGE INC	166.25	Plymovent Repairs/Remove Filter Reg/Adjust Balancer-Stn 36
09/19/22-01	9/19/2022	AIR EXCHANGE INC	334.95	Repair Plymovent-Station 30
08/18/22-01	8/18/2022	AIRGAS USA LLC	700.54	Oxygen Tank Cylinders
08/18/22-02	8/18/2022	AIRGAS USA LLC	276.98	Oxygen Tank Cylinder Rental-Jul 2022
08/25/22-03	8/25/2022	AIRGAS USA LLC	942.89	Oxygen Tank Cylinders
228732	8/18/2022	ALAMO ACE HARDWARE	79.72	Exterior Gas Line Attachment-Stn 35
	8/18/2022	ALAMO ACE HARDWARE	68.56	Insecticide/Station Supplies-Stn 35
228845	9/8/2022	ALAMO ACE HARDWARE	11.67	Insecticide-Stn 32
	9/8/2022	ALAMO ACE HARDWARE	32.85	Repair Kitchen Sink-Stn 30
09/08/21-02	9/8/2022	ALL BRIGHT ELECTRIC	1,710.00	Repair AC-Stn 31/Balast-Stn 36/Lights-Stn 39
09/19/22-02	9/19/2022	ALL BRIGHT ELECTRIC	1,485.00	Install Wiring/LED Wall Packs-Training Site
08/18/22-03	8/18/2022	ALL STAR FIRE EQUIPMENT INC	836.29	Phenix Helmet-Westereen
09/01/22-05	9/1/2022	ALL STAR FIRE EQUIPMENT INC	324.08	Station Boots-Word
09/01/22-06	9/1/2022	ALL STAR FIRE EQUIPMENT INC	324.08	Station Boots-Griffin
09/01/22-07	9/1/2022	ALL STAR FIRE EQUIPMENT INC	324.08	Station Boots-Halsey
09/01/22-08	9/1/2022	ALL STAR FIRE EQUIPMENT INC	76.66	Wildland Helmet-Fire Investigation Team
228768	8/25/2022	AMAZON COM CREDIT SERVICES	310.10	Boots (5)-FF Reserves
	8/25/2022	AMAZON COM CREDIT SERVICES	116.30	EMS Gloves XXL (5 Boxes)
	8/25/2022	AMAZON COM CREDIT SERVICES	180.39	Household Supplies/N95 Masks-Stn 39
	8/25/2022	AMAZON COM CREDIT SERVICES	31.51	Office Supplies-Stn 36
	8/25/2022	AMAZON COM CREDIT SERVICES	56.38	Uniform Boots (1)-District Aide
	8/25/2022	AMAZON COM CREDIT SERVICES	169.14	Uniform Boots (3)-District Aide
	8/25/2022	AMAZON COM CREDIT SERVICES	70.68	Uniform Raincoat (1)-District Aide
228733	8/18/2022	AMERICAN CAPITAL ENT INC	827.00	Collection Fees-06/22

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228734	8/18/2022	AMERICAN MESSAGING	163.56	Paging Service-8/22
228846	9/8/2022	AMERICAN MESSAGING	147.87	Paging Service-9/22
228769	8/25/2022	AMERIGAS	155.25	Admin Tank Rental-7/1/22-6/30/23
	8/25/2022	AMERIGAS	124.33	Stn 35 Tank Rental-7/1/22-6/30/23
	8/25/2022	AMERIGAS	157.39	Stn 37 Tank Rental-7/1/22-6/30/23
	8/25/2022	AMERIGAS	155.25	Stn 38 Tank Rental-7/1/22-6/30/23
08/25/22-04	8/25/2022	AP TRITON LLC	5,000.00	EMS Advocate Consulting Services-Aug 2022
228770	8/25/2022	ARLENE HOLDEN	525.00	Reimb-Chairlift Damage During Emergency Response Call
09/01/22-09	9/1/2022	ARMOUR PETROLEUM SERVICE AND EQUIPMENT CORPORATION	1,711.31	Diesel Pump Repairs/Removed & Replaced Delivery Hose-Stn 36
09/08/21-03	9/8/2022	ARMOUR PETROLEUM SERVICE AND EQUIPMENT CORPORATION	719.89	Replaced Hose and Reset Breakaway-Stn 33
09/19/22-03	9/19/2022	ARMOUR PETROLEUM SERVICE AND EQUIPMENT CORPORATION	4,756.02	Repair/Install Spill Container-Stn 38
09/19/22-04	9/19/2022	ARMOUR PETROLEUM SERVICE AND EQUIPMENT CORPORATION	3,852.51	Gas Pump Repair Station 38
09/19/22-05	9/19/2022	ARMOUR PETROLEUM SERVICE AND EQUIPMENT CORPORATION	1,392.27	Pump Repair-Replace Pulser-Stn 30
09/19/22-06	9/19/2022	ARMOUR PETROLEUM SERVICE AND EQUIPMENT CORPORATION	450.50	Primed Pump-Station 31
228771	8/25/2022	ATT	26.06	Phone Service 7/19/22-8/18/22
228803	9/1/2022	ATT	2,024.23	Phones/Data/Radio Circuit/Long Distance 7/20/22-8/19/22
228804	9/1/2022	ATT	635.52	Phone Service 7/20/22-8/19/22-Comm Center
228735	8/18/2022	ATT MOBILITY	6,418.58	Cell Phones/Mobile Data 7/1/22-7/31/22
228805	9/1/2022	ATT MOBILITY	706.39	Cell Phones/Mobile Data/iPads 8/27/22-9/26/22
228871	9/19/2022	ATT MOBILITY	49.25	Cell Phone/Mobile Data-8/1/22-7/31/22
228872	9/19/2022	ATT MOBILITY	350.56	Cell Phones/Mobile Data-9/1/22-9/30/22
228772	8/25/2022	BAY AREA NEWS GROUP EAST BAY	65.70	Public Hearing Notice-FY 2022/23 Budget
09/08/21-04	9/8/2022	BAYSPORT PREVENTIVE MEDICAL GROUP	630.00	Annual Wellness Fitness Exam
08/18/22-04	8/18/2022	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 7/25/22-Stn 30
08/18/22-05	8/18/2022	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 7/25/22-Stn 31
08/18/22-06	8/18/2022	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 7/25/22-Stn 32
08/18/22-07	8/18/2022	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 7/25/22-Stn 33
08/18/22-08	8/18/2022	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 7/25/22-Stn 34
08/18/22-09	8/18/2022	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 7/25/22-Stn 35
08/18/22-10	8/18/2022	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 7/25/22-Stn 36
08/18/22-11	8/18/2022	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 7/25/22-Stn 38
08/18/22-12	8/18/2022	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 7/25/22-Stn 39
09/19/22-07	9/19/2022	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 8/29/22-Stn 30
09/19/22-08	9/19/2022	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 8/29/22-Stn 31
09/19/22-09	9/19/2022	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 8/29/22-Stn 32
09/19/22-10	9/19/2022	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 8/29/22-Stn 33
09/19/22-11	9/19/2022	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 8/29/22-Stn 34
09/19/22-12	9/19/2022	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 8/29/22-Stn 35
09/19/22-13	9/19/2022	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 8/29/22-Stn 36

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Check Num...	Check Date	Payee	Check Amount	Transaction Description
09/19/22-14	9/19/2022	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 8/29/22-Stn 38
09/19/22-15	9/19/2022	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 8/29/22-Stn 39
228736	8/18/2022	BLUE CROSS OF CA	2,292.65	Ambulance Refund
228737	8/18/2022	BLUE SHIELD OF CALIFORNIA	2,370.77	Ambulance Refund
08/18/22-13	8/18/2022	BOUNDTREE MEDICAL LLC	523.50	Medical Supplies
08/18/22-14	8/18/2022	BOUNDTREE MEDICAL LLC	589.70	Pharmaceutical Supplies
08/18/22-15	8/18/2022	BOUNDTREE MEDICAL LLC	59.94	Medical Supplies
08/18/22-16	8/18/2022	BOUNDTREE MEDICAL LLC	478.00	Medical Supplies
08/18/22-17	8/18/2022	BOUNDTREE MEDICAL LLC	107.61	Pharmaceutical Supplies
08/18/22-18	8/18/2022	BOUNDTREE MEDICAL LLC	1,680.96	Medical Supplies
08/18/22-19	8/18/2022	BOUNDTREE MEDICAL LLC	34.50	Pharmaceutical Supplies
08/18/22-20	8/18/2022	BOUNDTREE MEDICAL LLC	41.04	Pharmaceutical Supplies
08/18/22-21	8/18/2022	BOUNDTREE MEDICAL LLC	2,397.00	Pharmaceutical Supplies
08/25/22-05	8/25/2022	BOUNDTREE MEDICAL LLC	139.00	Medical Supplies
08/25/22-06	8/25/2022	BOUNDTREE MEDICAL LLC	677.80	Medical Supplies
08/25/22-07	8/25/2022	BOUNDTREE MEDICAL LLC	1,239.33	Medical Supplies
08/25/22-08	8/25/2022	BOUNDTREE MEDICAL LLC	83.92	Pharmaceutical Supplies
09/01/22-10	9/1/2022	BOUNDTREE MEDICAL LLC	3,614.13	Medical/Pharmaceutical Supplies
09/01/22-11	9/1/2022	BOUNDTREE MEDICAL LLC	7,591.08	Medical Supplies
09/01/22-12	9/1/2022	BOUNDTREE MEDICAL LLC	1,020.00	Medical Supplies
09/01/22-13	9/1/2022	BOUNDTREE MEDICAL LLC	989.00	Medical Supplies
09/01/22-14	9/1/2022	BOUNDTREE MEDICAL LLC	191.00	Medical Supplies
09/01/22-15	9/1/2022	BOUNDTREE MEDICAL LLC	95.50	Medical Supplies
09/01/22-16	9/1/2022	BOUNDTREE MEDICAL LLC	4,780.10	Medical Supplies
09/01/22-17	9/1/2022	BOUNDTREE MEDICAL LLC	185.25	Medical Supplies
09/01/22-18	9/1/2022	BOUNDTREE MEDICAL LLC	757.53	Medical Supplies
09/19/22-16	9/19/2022	BOUNDTREE MEDICAL LLC	101.28	Medical Supplies
09/19/22-17	9/19/2022	BOUNDTREE MEDICAL LLC	253.20	Medical Supplies
09/19/22-18	9/19/2022	BOUNDTREE MEDICAL LLC	257.90	Medical Supplies
09/19/22-19	9/19/2022	BOUNDTREE MEDICAL LLC	1,970.00	Pharmaceutical Supplies
09/19/22-20	9/19/2022	BOUNDTREE MEDICAL LLC	185.70	Pharmaceutical Supplies
228806	9/1/2022	BRIAN MEDLEY	178.03	FEMA CATF-4 Uniform BDU Shirts/Patches
228807	9/1/2022	BUCHANAN AUTO ELECTRIC INC	1,460.57	Batteries (3)
228847	9/8/2022	CALIFORNIA STATE UNIVERSITY, SACRAMENTO	5,000.00	EMS Paramedic Program/D Costamagna Tuition/Fall 2022
EFT 09/09/...	9/9/2022	CALPERS	363,615.61	CalPERS Health-09/22
	9/9/2022	CALPERS	2,098.70	CalPERS Health-Admin Fee 09/22
	9/9/2022	CALPERS	272,355.00	CalPERS Health-Retirees 09/22
Wire 08/31...	8/31/2022	CaPERS CERBT (OPEB)	1,000,000.00	FY 22/23 OPEB Contribution Prefunding-Jul-Aug 2022
228808	9/1/2022	CCC DEPT OF INFO TECH	1,215.00	Telecommunication Services/Radio Services-6/22

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Check Num...	Check Date	Payee	Check Amount	Transaction Description
228848	9/8/2022	CCC DEPT OF INFO TECH	42,210.00	Contra Costa County Microwave Radio Site Lease 7/22-6/23
Wire 08/29...	8/29/2022	CCC EMPLOYEES RETIREMENT ASSOCIATION	314,557.38	2021/22 Employer Pension Contribution Underpayment
Wire 09/14...	9/14/2022	CCC EMPLOYEES RETIREMENT ASSOCIATION	488,232.97	Employee Retirement Contributions-8/22
228809	9/1/2022	CENTRALSQUARE	23,010.00	NIBRS Migration Services-Police Records Mgmt System
228873	9/19/2022	CENTRALSQUARE	20,000.76	Station Alerting Interface & License Fee For G2 Software
09/01/22-19	9/1/2022	CHRISTOPHER C SUTER	3,290.74	415 Limit Replacement Benefits-9/1/22
228738	8/18/2022	CINTAS CORPORATION	70.74	Carpet Runners Cleaning Fee-Stn 30
228739	8/18/2022	CINTAS CORPORATION	84.92	Carpet Runners Cleaning Fee-Stn 32
228773	8/25/2022	CINTAS CORPORATION	35.00	Carpet Runners Cleaning Fee-Stn 30
228810	9/1/2022	CINTAS CORPORATION	70.74	Carpet Runners Cleaning Fee-Stn 30
228849	9/8/2022	CINTAS CORPORATION	84.92	Carpet Runners Cleaning Fee-Stn 32
228874	9/19/2022	CINTAS CORPORATION	35.00	Carpet Runners Cleaning Fee-Stn 30
08/25/22-09	8/25/2022	CLARK PEST CONTROL	130.00	Pest Control Service-Training Site
228850	9/8/2022	CLIA LABORATORY PROGRAM	180.00	Rebill Certificate Fee 12/16/2022-12/15/2024
228740	8/18/2022	COMCAST	1,976.23	Broadband Internet Service 7/1/22-7/31/22-All Stations
228741	8/18/2022	COMCAST	101.42	Cable Service 8/8/22-9/7/22 Admin
228774	8/25/2022	COMCAST	225.57	Cable Service 8/17/22-9/16/22 Admin
228811	9/1/2022	COMCAST	154.37	Cable Service 9/1/22-9/30/22 Stn 33
228812	9/1/2022	COMCAST	222.80	Cable Service 8/26/22-9/25/22 Stn 31
228813	9/1/2022	COMCAST	155.09	Cable Service 9/1/22-9/30/22 Stn 39
228814	9/1/2022	COMCAST	137.11	Cable Service 8/27/22-9/26/22 Stn 35
228815	9/1/2022	COMCAST	65.19	Cable Service 8/26/22-9/25/22 Training Site
228816	9/1/2022	COMCAST	233.62	Cable Service 8/26/22-9/25/22 Stn 36
228817	9/1/2022	COMCAST	129.88	Cable Service 8/27/22-9/26/22 Stn 34
228818	9/1/2022	COMCAST	163.84	Cable Service 9/1/22-9/30/22 Stn 38
228875	9/19/2022	COMCAST	188.83	Cable Service 9/13/22-10/12/22 Stn 30
228876	9/19/2022	COMCAST	182.30	Cable Service 9/4/22-10/3/22 Stn 32
228877	9/19/2022	COMCAST	101.42	Cable Service 9/8/22-10/7/22 Stn 38
228742	8/18/2022	CONCERN EAP	3,483.92	Employee Assistance Premium-8/22
228743	8/18/2022	CONTAINER SOLUTIONS INC	107.66	20' Storage Container Rental Fee-Stn 34 8/16/22-9/13/22
08/18/22-22	8/18/2022	COOKE AND ASSOCIATES INC	1,490.00	Pre-Employment Background-Stn 37 Volunteer
08/18/22-23	8/18/2022	COOKE AND ASSOCIATES INC	315.00	Pre-Employment Background-Stn 37 Volunteer
08/18/22-24	8/18/2022	COOKE AND ASSOCIATES INC	315.00	Pre-Employment Background-Stn 37 Volunteer
08/18/22-25	8/18/2022	COOKE AND ASSOCIATES INC	315.00	Pre-Employment Background-Single Role PM
228819	9/1/2022	CRAIG BOWEN	14,753.85	415 Limit Replacement Benefits-9/1/22
228744	8/18/2022	CSFEWBC-VFLSA	2,700.00	Volunteer FF Length of Service Award Program Annual Fees
08/18/22-26	8/18/2022	DA PAGE LLC	450.00	Paging Software-8/22
09/08/21-05	9/8/2022	DA PAGE LLC	450.00	Paging Software-9/22
228775	8/25/2022	DAMIEN A ALVAREZ	375.00	Educ Assist-Chief Fire Officer 3B Course Fee-Alvarez

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228851	9/8/2022	DAMIEN A ALVAREZ	248.79	Education Asst Reimb-Chief Fire Officer 3C
228745	8/18/2022	DANIELLE BELL	924.62	Art/Wind Festival Supplies-Promoting K9 Program
09/01/22-20	9/1/2022	DEFINITIVE NETWORKS INC	105,067.00	Admin/Suppression/CQI/ePCR Support/MDCs/Comm Center-8/22
228820	9/1/2022	DEL CONTES LANDSCAPING INC	3,918.00	Landscape Maint 8/22-Admin/Stn 30/31/33/35/36/38
08/18/22-27	8/18/2022	DELTA DENTAL OF CALIFORNIA	10,029.50	Dental Claims 8/5/22-8/11/22
08/25/22-10	8/25/2022	DELTA DENTAL OF CALIFORNIA	12,977.20	Dental Claims 8/12/22-8/18/22
09/01/22-21	9/1/2022	DELTA DENTAL OF CALIFORNIA	10,481.80	Dental Claims-8/19/22-8/25/22
09/08/21-06	9/8/2022	DELTA DENTAL OF CALIFORNIA	5,776.00	Dental Insurance Administrative Fees-8/22
09/08/21-07	9/8/2022	DELTA DENTAL OF CALIFORNIA	16,635.80	Dental Claims 8/26/22-9/1/22
09/19/22-21	9/19/2022	DELTA DENTAL OF CALIFORNIA	10,451.40	Dental Claims 9/2/22-9/8/22
228821	9/1/2022	DIABLO PRINTING AND COPYING	70.69	Business Cards-D.Garcia
228822	9/1/2022	DINA TAYLOR	152.24	Dispatch Kitchen Supplies
228776	8/25/2022	DIRECTV	79.99	Cable Service 8/12/22-9/11/22
228777	8/25/2022	DUBLIN SAN RAMON SERVICES DISTRICT	494.82	Water Service 6/15/22-8/14/22 Stn 30
228852	9/8/2022	DYLAN COSTAMAGNA	3,000.00	Reimb Paramedic Field Internship-Costamagna
228746	8/18/2022	EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY	95,040.00	EBRCSA Operating Payment-7/1/22-6/30/23
228747	8/18/2022	EBMUD	481.83	Water Service 6/7/22-8/8/22 Stn 33
228778	8/25/2022	EBMUD	412.96	Water Service 6/17/22-8/16/22 Stn 35
228823	9/1/2022	EBMUD	310.35	Water Service 6/17/22-8/16/22 Stn 35
	9/1/2022	EBMUD	2,015.38	Water Service 6/23/22-8/22/22 Stn 32
	9/1/2022	EBMUD	2,254.12	Water Service 6/27/22-8/24/22 Stn 39
09/08/21-08	9/8/2022	ENTERPRISE FM TRUST	6,651.06	Monthly Fleet Lease Payment (16) 9/1/22-9/30/22
228748	8/18/2022	ENTERPRISE RENT A CAR	60.81	Phoenix G2 Station Alerting Trg-Car Rental-Duncan 7/20/22
228779	8/25/2022	FIRE SMART PROMOTIONS	1,028.78	Station Tour Giveaways-Fire Helmets (1100)
228878	9/19/2022	FIRELINE SHIELDS LLC	1,570.00	Helmet Shields-Structure/Wildland
228780	8/25/2022	FIRST OUT RESCUE EQUIPMENT	2,726.22	FF Reserves-Bullard Helmets (10)
228853	9/8/2022	FULL TILT STRATEGIES LLC	14,583.33	BH Solution-Design & Implementation-08/22
	9/8/2022	FULL TILT STRATEGIES LLC	14,583.33	BH Solution-Design & Implementation-09/22
228749	8/18/2022	GALLS LLC	32.78	Uniform Belt-Battalion Chief
	8/18/2022	GALLS LLC	34.83	Uniform Belt-FF/PM
	8/18/2022	GALLS LLC	131.12	Uniform Belts (4)-FF/PM
	8/18/2022	GALLS LLC	730.07	Uniform Belts (4)/Pants (8)-District Aides
	8/18/2022	GALLS LLC	287.10	Uniform Pants (4)-Single Role PM
228854	9/8/2022	GALLS LLC	74.04	Uniform Belt-District Aide
228781	8/25/2022	GARY MARCIEL EXCAVATING	24,500.00	Annual Fire Trail Grading-July 2022
228855	9/8/2022	GEOCIVIX LLC	33,000.00	idtPlans Software Implementation/First Year Cost
228750	8/18/2022	GIGI TRAN	2,142.00	Ambulance Refund
228751	8/18/2022	GOLDEN STATE EMERGENCY VEHICLE SERVICES	8,595.72	Waterway Failed Pressure Test/Leak Repairs-Unit 524
228824	9/1/2022	GOLDEN STATE EMERGENCY VEHICLE SERVICES	89.90	Amdor Shutter Door/Top Gutter/End Caps

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	9/1/2022	GOLDEN STATE EMERGENCY VEHICLE SERVICES	6,041.65	Annual Inspection/Service-Replaced Engine Belts-Unit 500
	9/1/2022	GOLDEN STATE EMERGENCY VEHICLE SERVICES	242.73	Black Crosslay Replacement
	9/1/2022	GOLDEN STATE EMERGENCY VEHICLE SERVICES	157.79	Flange/Light/Whelen
	9/1/2022	GOLDEN STATE EMERGENCY VEHICLE SERVICES	3,507.39	Outrigger Pad Assembly/Plastic Rope Handle
	9/1/2022	GOLDEN STATE EMERGENCY VEHICLE SERVICES	151.07	Pump Panel Tags/T-Handle With Small Recess/Trunion Ext
	9/1/2022	GOLDEN STATE EMERGENCY VEHICLE SERVICES	89,357.95	Repairs on 6/17/21-Unit 528
	9/1/2022	GOLDEN STATE EMERGENCY VEHICLE SERVICES	214.37	Wire Harness Assembly/Switch
228856	9/8/2022	GOLDEN STATE EMERGENCY VEHICLE SERVICES	853.58	Officer's Seat Sensor/Governor/Brakes-Unit 529
228782	8/25/2022	GOLDEN STATE FLEET SERVICES INC	1,000.00	Art & Wind Festival-Auto Extrication Vehicles
228825	9/1/2022	GOLDEN STATE FLEET SERVICES INC	1,125.00	Towing Service-Unit 603
	9/1/2022	GOLDEN STATE FLEET SERVICES INC	300.00	Towing Service-Unit 706
228857	9/8/2022	GREAT AMERICA FINANCIAL SERVICES	211.66	Training Copier Maintenance Agreement-8/22
228752	8/18/2022	GUARANTEED PLUMBING	460.00	Rebuild Urinal/Installed New Vacuum Breaker/O-Rings-Stn 31
228783	8/25/2022	GUARANTEED PLUMBING	550.00	Cleared Clogged Sewer Line-Stn 35
	8/25/2022	GUARANTEED PLUMBING	125.00	Shower Drain Diagnosis-Stn 31
228826	9/1/2022	GUARANTEED PLUMBING	305.00	Cleared Clogged Sink-Stn 33
	9/1/2022	GUARANTEED PLUMBING	1,200.00	Kitchen Faucet Replacement-Stn 30
08/18/22-28	8/18/2022	HI TECH EMERGENCY VEHICLE SVC	771.76	Replaced Driver Side Door Handle-Unit 528
08/18/22-29	8/18/2022	HI TECH EMERGENCY VEHICLE SVC	3,259.04	Tow Service/Replaced ESM Fuse/Reinstalled Drive Shaft-#603
08/18/22-30	8/18/2022	HI TECH EMERGENCY VEHICLE SVC	1,905.91	Rebuild Relief Valve-Unit 603
228858	9/8/2022	HWW INC	3,615.00	Job Posting-Firefighter and Single Role Paramedic (Aug)
	9/8/2022	HWW INC	3,619.00	Job Posting-Firefighter Paramedic (Sept-Nov)
	9/8/2022	HWW INC	4,093.00	Job Posting-Single Role Paramedic (Sept-Nov)
08/18/22-31	8/18/2022	INDUSTRIAL SCIENTIFIC CORP	1,229.29	Monthly iNet Gas Monitoring Subscription-7/1/22-7/31/22
09/01/22-22	9/1/2022	INDUSTRIAL SCIENTIFIC CORP	1,229.29	Monthly iNet Gas Monitoring Subscription-8/1/22-8/31/22
228753	8/18/2022	INNOVATIVE CLAIM SOLUTIONS	10,066.58	Workers' Comp Claim Admin Fees 9/1/22-9/30/22
228859	9/8/2022	INTELLI-TECH	248.43	Fire Alarm System-Replaced Filter Cartridge Stn 31
09/01/22-23	9/1/2022	INTERWEST CONSULTING GROUP INC	373.76	Fire Protection Engineering Services-6/1/22-7/31/22
09/01/22-24	9/1/2022	iPRINT TECHNOLOGIES	933.12	Printer Toners (5)
228827	9/1/2022	ISINGS CULLIGAN	115.47	Water Service 8/22-Admin
	9/1/2022	ISINGS CULLIGAN	133.43	Water Service 8/22-Stn 30
	9/1/2022	ISINGS CULLIGAN	46.60	Water Service 8/22-Stn 31
228754	8/18/2022	JDS AIRFLOW	450.00	Air Compressor Maintenance-Stn 39
228828	9/1/2022	JENSEN MECHANICAL INC	723.75	Replaced Transformer-Stn 31
228829	9/1/2022	KATHLEEN BEQUETTE	162.89	Stn 37 50th Anniversary Celebration-Supplies/Flowers
228830	9/1/2022	KENETREK BOOTS	246.98	Wildland Boots-Haynie
09/01/22-25	9/1/2022	KENNETH R CAMPO CPA	18,826.50	Administrative Management Services-Aug 2022
08/18/22-32	8/18/2022	L N CURTIS AND SONS	114.19	Ear Plugs (300)
08/18/22-33	8/18/2022	L N CURTIS AND SONS	206.63	Station Boots-Dwyer

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08/18/22-34	8/18/2022	L N CURTIS AND SONS	701.44	Class B Uniform Pants (5)-Eberle/Rawitzer
08/18/22-35	8/18/2022	L N CURTIS AND SONS	1,218.00	Class B Uniform Shirts (10)-Toledo/Farmer/Moore/Garcia/Good
08/18/22-36	8/18/2022	L N CURTIS AND SONS	712.31	Class B Uniform Shirts (5)-Toledo/Rawitzer/Lee
08/18/22-37	8/18/2022	L N CURTIS AND SONS	841.73	Class B Uniform Pants (6)-Farmer/Garcia
08/25/22-11	8/25/2022	L N CURTIS AND SONS	433.91	2021 Academy-Wildland Coat
	8/25/2022	L N CURTIS AND SONS	(158.78)	Credit-Firefighting Supplies
	8/25/2022	L N CURTIS AND SONS	(185.96)	Credit-Station Boots
08/25/22-12	8/25/2022	L N CURTIS AND SONS	1,847.66	2021 Academy-Structure Coat
08/25/22-13	8/25/2022	L N CURTIS AND SONS	280.58	Class B Uniform Pants (2)
09/01/22-26	9/1/2022	L N CURTIS AND SONS	(206.63)	Credit-Station Boots
	9/1/2022	L N CURTIS AND SONS	571.62	Structure Boots-O'Dwyer
09/01/22-27	9/1/2022	L N CURTIS AND SONS	356.66	Wildland Boots-Lee
09/01/22-28	9/1/2022	L N CURTIS AND SONS	1,332.19	Firefighting Supplies-Stn 39
09/01/22-29	9/1/2022	L N CURTIS AND SONS	424.13	Firefighting Supplies-Stn 39
09/01/22-30	9/1/2022	L N CURTIS AND SONS	1,332.19	Firefighting Supplies-Stn 39
09/01/22-31	9/1/2022	L N CURTIS AND SONS	532.88	Firefighting Supplies-Stn 39
09/01/22-32	9/1/2022	L N CURTIS AND SONS	826.50	Station Boots-N. Smith/Perez/Vander-Hyde/R. Smith
09/01/22-33	9/1/2022	L N CURTIS AND SONS	42,496.24	Turnout Jackets (23)
09/01/22-34	9/1/2022	L N CURTIS AND SONS	363.23	Wildland Pants-Rossen
09/01/22-35	9/1/2022	L N CURTIS AND SONS	206.63	Station Boots-Wendel
09/01/22-36	9/1/2022	L N CURTIS AND SONS	854.51	Firefighting Supplies-Stn 39
09/01/22-37	9/1/2022	L N CURTIS AND SONS	1,631.25	TecaSafe Jackets-Rescue Team
09/01/22-38	9/1/2022	L N CURTIS AND SONS	92.44	Firefighting Supplies-Stn 39
09/08/21-09	9/8/2022	L N CURTIS AND SONS	27,714.94	Turnout Jackets (15)
09/08/21-10	9/8/2022	L N CURTIS AND SONS	280.58	Uniform Pants-Castellanos
09/08/21-11	9/8/2022	L N CURTIS AND SONS	920.96	Equipment for Water Tender-Stn 38
228784	8/25/2022	LAMPO INVESTIGATIONS POLYGRAPH	400.00	Single Role PM-Pre-Employment Polygraph
228860	9/8/2022	LETICIA NAJERA	128.93	Reimburse Uniform Pants/Shoes
228879	9/19/2022	LIFTOFF LLC	2,340.00	MS Office 365 License Monthly Fee (195 Licenses)-9/22
228861	9/8/2022	LIVERMORE PLEASANTON FIRE DEPARTMENT	640.00	Drill Ground/Drafting Pit-Enginner Assessment 9/23/22
228785	8/25/2022	LIVERMORE SAW AND MOWER LLC	80.00	Chainsaw Diagnosis Fee
	8/25/2022	LIVERMORE SAW AND MOWER LLC	152.71	Inspect & Repair Chainsaw/Fixed Plate Screw
	8/25/2022	LIVERMORE SAW AND MOWER LLC	211.80	Inspect & Repair Chainsaw/New Guard Plate/Cleaned Unit
	8/25/2022	LIVERMORE SAW AND MOWER LLC	475.98	Replaced Carburetor/Installed Fuel Line/Ignition Coil
228831	9/1/2022	LON M PHARES	6,975.00	Professional Services-Aug 2022
228786	8/25/2022	MARTIN ROSSEN	250.00	Paramedic Recertification
228832	9/1/2022	MAS SERVICE JB MECHANICAL INC	2,430.98	Removed/Replaced Ice Machine Main Board/Water Filters-Stn 31
228862	9/8/2022	MATHIS GROUP	1,150.00	Pre-employment Psychological Eval-Single Role Paramedic
228755	8/18/2022	MATTHEW HIATT	600.00	Ambulance Refund



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09/01/22-39	9/1/2022	MICHAEL A SYLVIA	2,878.50	415 Limit Replacement Benefits-9/1/22
228787	8/25/2022	NBS	17,502.50	GEMT Cost Report Preparation-FY 2019/2020/2021
228880	9/19/2022	NICHOLS CARPET CLEANING INC	1,250.00	Carpet Cleaning-Station 31
228756	8/18/2022	ODP BUSINESS SOLUTIONS LLC	13.92	Office Supplies-Admin
	8/18/2022	ODP BUSINESS SOLUTIONS LLC	397.26	Office Supplies-Admin/EMS/Fire Investigation Team
228788	8/25/2022	ODP BUSINESS SOLUTIONS LLC	178.86	Office Supplies-Admin
	8/25/2022	ODP BUSINESS SOLUTIONS LLC	38.05	Office Supplies-Fire Investigation Team
228833	9/1/2022	ODP BUSINESS SOLUTIONS LLC	441.44	Office Supplies-Admin
228881	9/19/2022	ODP BUSINESS SOLUTIONS LLC	713.12	Office Supplies-Admin
08/18/22-38	8/18/2022	OSBORN SPRAY SERVICE INC	70.00	Pest Control Service-Stn 35
08/18/22-39	8/18/2022	OSBORN SPRAY SERVICE INC	70.00	Pest Control Service-Stn 36
08/18/22-40	8/18/2022	OSBORN SPRAY SERVICE INC	70.00	Pest Control Service-Stn 33
08/18/22-41	8/18/2022	OSBORN SPRAY SERVICE INC	70.00	Pest Control Service-Stn 31
08/18/22-42	8/18/2022	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 32
08/18/22-43	8/18/2022	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 30
08/18/22-44	8/18/2022	OSBORN SPRAY SERVICE INC	75.00	Pest Control Service-Admin
08/18/22-45	8/18/2022	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 33
08/18/22-46	8/18/2022	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 35
08/18/22-47	8/18/2022	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 38
08/18/22-48	8/18/2022	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 36
08/18/22-49	8/18/2022	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 31
08/18/22-50	8/18/2022	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 39
08/18/22-51	8/18/2022	OSBORN SPRAY SERVICE INC	70.00	Pest Control Service-Admin
08/18/22-52	8/18/2022	OSBORN SPRAY SERVICE INC	70.00	Pest Control Service-Stn 30
08/18/22-53	8/18/2022	OSBORN SPRAY SERVICE INC	70.00	Pest Control Service-Stn 38
08/18/22-54	8/18/2022	OSBORN SPRAY SERVICE INC	70.00	Pest Control Service-Stn 39
09/08/21-12	9/8/2022	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 32
09/08/21-13	9/8/2022	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 33
09/08/21-14	9/8/2022	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 35
09/08/21-15	9/8/2022	OSBORN SPRAY SERVICE INC	75.00	Pest Control Service-Admin
09/08/21-16	9/8/2022	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 30
09/08/21-17	9/8/2022	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 38
09/08/21-18	9/8/2022	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 36
09/08/21-19	9/8/2022	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 31
09/08/21-20	9/8/2022	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 39
09/08/21-21	9/8/2022	OSBORN SPRAY SERVICE INC	70.00	Pest Control Service-Stn 32
08/18/22-55	8/18/2022	P AND A ADMINISTRATIVE SERVICES INC	72.00	COBRA Notices-06/22
09/08/21-22	9/8/2022	P AND A ADMINISTRATIVE SERVICES INC	12.00	COBRA Service Fees-8/1/22-8/31/22
228789	8/25/2022	PACIFIC MOBILE STRUCTURES INC	2,925.38	Temp Fire House Rental 9/1/22-9/30/22-Stn 34

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228834	9/1/2022	PERPETUAL HOMES ADU	373.00	Plan Review Refund-IN7806878
228757	8/18/2022	PG&E	1,632.92	Gas/Electric Service 7/6/22-8/4/22-Stn 32
228790	8/25/2022	PG&E	2,060.26	Gas/Electric Service 7/12/22-8/10/22-Stn 36
228791	8/25/2022	PG&E	827.85	Electric Service 7/11/22-8/9/22-Temporary Stn 34
228882	9/19/2022	PG&E	67.63	Signal Light 8/22-Stn 34
228758	8/18/2022	PHYLLIS LASCHE	47.50	Reimb-Community Wildfire Safety Mtg-Refreshments/Supplies
228835	9/1/2022	PHYLLIS LASCHE	384.84	Stn 37 50th Anniversary Celebration-Food/Beverages
228883	9/19/2022	PITNEY BOWES INC	169.65	Admin Postage Meter Rental 7/1/22-9/30/22
09/08/21-23	9/8/2022	PRIMARY PHARMACEUTICALS INC	3,685.71	Pharmaceutical Supplies
09/08/21-24	9/8/2022	PRIMARY PHARMACEUTICALS INC	403.07	Pharmaceutical Supplies
09/19/22-22	9/19/2022	PRIMARY PHARMACEUTICALS INC	3,685.71	Pharmaceutical Supplies
09/19/22-23	9/19/2022	PRIMARY PHARMACEUTICALS INC	403.07	Pharmaceutical Supplies
228836	9/1/2022	PRIORITY DISPATCH	15,570.26	System License Renewal/Service/Support-9/1/22-8/31/23
08/18/22-56	8/18/2022	PUBLIC AGENCY RETIREMENT SERVICES	300.00	PARS ARS Fees-06/22
228863	9/8/2022	RADIOSOFT INC	330.00	Repair UHF Frequency
09/08/21-25	9/8/2022	RAHUL MAHARAJ	1,250.00	CCC EMS Compliance Review-Aug 2022
09/08/21-26	9/8/2022	RAHUL MAHARAJ	3,100.00	EMD/EFD Quality Improvement Review-Aug 2022
08/18/22-57	8/18/2022	RAMOS OIL INC.	1,144.94	Diesel Fuel-Stn 30
08/18/22-58	8/18/2022	RAMOS OIL INC.	1,224.82	Diesel Fuel-Stn 31
08/18/22-59	8/18/2022	RAMOS OIL INC.	1,411.20	Diesel Fuel-Stn 33
08/18/22-60	8/18/2022	RAMOS OIL INC.	745.53	Diesel Fuel-Stn 35
08/18/22-61	8/18/2022	RAMOS OIL INC.	4,943.89	Unleaded Fuel-Stn 38
08/18/22-62	8/18/2022	RAMOS OIL INC.	1,441.41	Unleaded/Diesel Fuel-Stn 31
08/18/22-63	8/18/2022	RAMOS OIL INC.	669.05	Diesel Fuel-Stn 35
08/18/22-64	8/18/2022	RAMOS OIL INC.	7,748.28	Unleaded/Diesel Fuel-Stn 38
08/18/22-65	8/18/2022	RAMOS OIL INC.	1,520.85	Diesel Fuel-Stn 30
08/18/22-66	8/18/2022	RAMOS OIL INC.	1,353.72	Unleaded/Diesel Fuel-Stn 31
08/18/22-67	8/18/2022	RAMOS OIL INC.	5,534.79	Unleaded/Diesel Fuel-Stn 38
08/18/22-68	8/18/2022	RAMOS OIL INC.	2,102.20	Diesel Fuel-Stn 39
08/25/22-14	8/25/2022	RAMOS OIL INC.	1,310.32	Diesel Fuel-Stn 31
08/25/22-15	8/25/2022	RAMOS OIL INC.	1,774.40	Diesel Fuel-Stn 35
08/25/22-16	8/25/2022	RAMOS OIL INC.	1,064.65	Diesel Fuel-Stn 36
08/25/22-17	8/25/2022	RAMOS OIL INC.	8,139.77	Unleaded/Diesel Fuel-Stn 38
09/08/21-27	9/8/2022	RAMOS OIL INC.	1,467.56	Diesel Fuel-Stn 30
09/08/21-28	9/8/2022	RAMOS OIL INC.	2,280.59	Unleaded/Diesel Fuel-Stn 31
09/08/21-29	9/8/2022	RAMOS OIL INC.	6,075.59	Unleaded/Diesel Fuel-Stn 38
09/19/22-24	9/19/2022	RAMOS OIL INC.	1,769.82	Unleaded Fuel-Stn 31
09/19/22-25	9/19/2022	RAMOS OIL INC.	2,024.66	Diesel Fuel-Stn 33
09/19/22-26	9/19/2022	RAMOS OIL INC.	1,538.07	Diesel Fuel-Stn 35

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09/19/22-27	9/19/2022	RAMOS OIL INC.	1,915.45	Unleaded/Diesel Fuel-Stn 31
09/19/22-28	9/19/2022	RAMOS OIL INC.	3,485.26	Unleaded/Diesel Fuel-Stn 38
228837	9/1/2022	REEVE TRUCKING CO INC	4,833.28	Training Supplies-Concrete Vaults for Rescue Team
08/18/22-69	8/18/2022	REPUBLIC SERVICES 210	750.70	Garbage Service 8/22-Stn 36
08/18/22-70	8/18/2022	REPUBLIC SERVICES 210	375.33	Garbage Service 8/22-Stn 33
08/18/22-71	8/18/2022	REPUBLIC SERVICES 210	750.70	Garbage Service 8/22-Stn 31
08/18/22-72	8/18/2022	REPUBLIC SERVICES 210	371.33	Garbage Service 8/22-Stn 35
08/18/22-73	8/18/2022	REPUBLIC SERVICES 210	742.61	Garbage Service 8/22-Training Site
08/18/22-74	8/18/2022	REPUBLIC SERVICES 210	371.33	Garbage Service 8/22-Stn 32
09/08/21-30	9/8/2022	REPUBLIC SERVICES 210	750.70	Garbage Service 9/22-Stn 36
09/08/21-31	9/8/2022	REPUBLIC SERVICES 210	750.70	Garbage Service 9/22-Stn 31
09/08/21-32	9/8/2022	REPUBLIC SERVICES 210	371.33	Garbage Service 9/22-Stn 35
09/08/21-33	9/8/2022	REPUBLIC SERVICES 210	742.61	Garbage Service 9/22-Training Site
09/08/21-34	9/8/2022	REPUBLIC SERVICES 210	371.33	Garbage Service 9/22-Stn 32
09/08/21-35	9/8/2022	REPUBLIC SERVICES 210	375.33	Garbage Service 9/22-Stn 33
09/01/22-40	9/1/2022	RICHARD PROBERT	2,645.58	415 Limit Replacement Benefits-9/1/22
228838	9/1/2022	RIVER CITY BANK	21,574.10	SR Public Safety Building-PP15 Retention-Project #20-21-039
09/01/22-41	9/1/2022	ROEBBELEN CONTRACTING INC	409,907.90	San Ramon Public Safety Building Project-PP15
228792	8/25/2022	SAFETY-KLEEN SYSTEMS INC	277.80	Washer Solution Parts Sample-Stn 36
228759	8/18/2022	SAN MATEO REGIONAL NETWORK INC	400.00	FireDispatch.com CAD Interface/Radio Audio Streaming
228884	9/19/2022	SAN MATEO REGIONAL NETWORK INC	400.00	FireDispatch.com CAD Interface/Radio Audio Streaming
08/25/22-18	8/25/2022	SCOTTS PPE RECON INC	443.76	Detergent & Sanitizer-Stn 31 Extractor
08/18/22-75	8/18/2022	SHAMROCK OFFICE SOLUTIONS INC	126.06	Copier Charge 7/1/22-7/31/22 Admin
09/08/21-36	9/8/2022	SHAMROCK OFFICE SOLUTIONS INC	240.86	Copier Charge 8/1/22-8/31/22 Admin
09/19/22-29	9/19/2022	SHAMROCK OFFICE SOLUTIONS INC	12.50	Toner Cartridge Shipping Fee-Admin Copier
228864	9/8/2022	SHAW HR CONSULTING	120.00	Human Resources Consulting
228760	8/18/2022	SMILE BUSINESS PRODUCTS INC	135.69	Copier Service/Maintenance 8/22-Training Office
228885	9/19/2022	SMILE BUSINESS PRODUCTS INC	174.64	Copier Service/Maintenance 9/22-Training Office
228761	8/18/2022	SMOKIN AXE BBQ	1,350.00	Station 37 50th Anniversary Celebration-Catering
228886	9/19/2022	STALLARD PANEBIANCO P.C.	25,646.50	Investigation Services 4/22-8/22
228865	9/8/2022	STEVEN REED	475.00	Reimb Education Asst-Company Officer 2C Fire Inspection/Inve
228796	8/25/2022	STRYKER SALES CORP	6,537.00	Inspection/Preventative Maintenance-Labor
	8/25/2022	STRYKER SALES CORP	6,490.71	Inspection/Preventative Maintenance-Parts
228839	9/1/2022	SUZANNE LAKE	379.32	Stn 37 50th Anniversary Celebration-Supplies/Plaques (4)
09/08/21-37	9/8/2022	TELEFLEX LLC	3,850.00	EMS Supplies
228866	9/8/2022	THE HARTFORD	3,269.44	Life/AD&D Insurance-9/22
228797	8/25/2022	THE HOME DEPOT PRO	132.08	Cleaning Supplies-Stn 32
	8/25/2022	THE HOME DEPOT PRO	1,509.40	Household Supplies
228840	9/1/2022	THE HOME DEPOT PRO	1,434.14	Household Supplies-Stations

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register  
From 8/15/2022 Through 9/19/2022

Check Num...	Check Date	Payee	Check Amount	Transaction Description
228867	9/8/2022	THE HOME DEPOT PRO	1,880.82	Household Supplies-Stations
228887	9/19/2022	THE HOME DEPOT PRO	84.13	Household Supplies
228762	8/18/2022	THOMAS TERRAZAS	250.00	Paramedic Recertification
08/25/22-19	8/25/2022	TRI VALLEY TIRE INC	355.77	Flat Repairs-Unit 711
08/25/22-20	8/25/2022	TRI VALLEY TIRE INC	433.50	Flat Repairs-Unit 520
09/01/22-42	9/1/2022	TRI VALLEY TIRE INC	2,744.42	New Tires (2)/Valve Stems-Unit 536
09/08/21-38	9/8/2022	TRI VALLEY TIRE INC	1,987.06	Service Call/New Tires (2) Unit 555
09/08/21-39	9/8/2022	TRI VALLEY TIRE INC	1,772.76	Service Call/New Tires (2)-Unit 556
09/08/21-40	9/8/2022	TRI VALLEY TIRE INC	1,774.07	Service Call/New Tires (2)-Unit 536
09/08/21-41	9/8/2022	TRI VALLEY TIRE INC	1,774.07	Service Call/New Tires (2)-Unit 555
09/08/21-42	9/8/2022	TRI VALLEY TIRE INC	615.08	Service Call/Valve Stem-Unit 552
228763	8/18/2022	TRI-VALLEY POLYGRAPH	325.00	Pre-Employment Polygraph-Single Role PM
228798	8/25/2022	UNITED PARCEL SERVICE	15.50	Delivery Charges-8/13/21
	8/25/2022	UNITED PARCEL SERVICE	15.50	Delivery Charges-8/20/21
228868	9/8/2022	UNITED PARCEL SERVICE	31.55	Delivery Charges-8/27/22
	9/8/2022	UNITED PARCEL SERVICE	42.61	Delivery Charges-9/3/22
AP 07/22-01	8/19/2022	US BANK	29.99	Adobe Creative Cloud Monthly Subscription Fee-Jul 2022
AP 07/22-02	8/19/2022	US BANK	114.21	Behavioral Health Design Group Meeting 7/13/22-Breakfast
AP 07/22-03	8/19/2022	US BANK	139.52	Behavioral Health & LEMSA Meeting 7/14/22-Lunch/Refreshments
AS 07/22-01	8/19/2022	US BANK	281.67	Monthly Staff Luncheon
AS 07/22-02	8/19/2022	US BANK	245.25	6/23 Promotion Ceremony-Supplies
AS 07/22-03	8/19/2022	US BANK	522.29	Promotional Ceremony Venue Fee
AS 07/22-04	8/19/2022	US BANK	40.00	Leadership San Ramon Valley Meeting-Coffee
AS 07/22-05	8/19/2022	US BANK	13.00	Service Pin Holders
AS 07/22-06	8/19/2022	US BANK	131.51	Office Supplies
AS 07/22-07	8/19/2022	US BANK	135.00	State of the County Meeting Fee (2)-BOD
AS 07/22-08	8/19/2022	US BANK	279.92	Funeral Wreath/Stand-Sheppard Funeral Service
BO 07/22 S...	8/19/2022	US BANK	113.18	CalCard Stmt 07/22/22-B.Olson
BW 07/22-01	8/19/2022	US BANK	215.20	Station/Household Supplies-Stn 31/Stn 36
BW 07/22-02	8/19/2022	US BANK	179.93	Paint Supplies
CE 07/22-01	8/19/2022	US BANK	110.34	CO Monitor
CE 07/22-02	8/19/2022	US BANK	310.22	CalCard Stmt 07/22/22-C.Eberle
CE 07/22-03	8/19/2022	US BANK	18.45	iPad Charging Cable-Engine 38
CE 07/22-04	8/19/2022	US BANK	676.94	AHA Instructor Program Materials
CE 07/22-05	8/19/2022	US BANK	769.56	AHA Recert Program-Provider Materials
CE 07/22-06	8/19/2022	US BANK	559.24	AHA Online Materials-eLearning Courses
CE 07/22-07	8/19/2022	US BANK	58.99	Benzomatic Torch/Spray Paint-Stn 38
CE 07/22-08	8/19/2022	US BANK	121.93	CO Monitor
CE 07/22-09	8/19/2022	US BANK	474.95	AHA CPR Program-AHA BLS Provider Cards

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register  
From 8/15/2022 Through 9/19/2022

Check Num...	Check Date	Payee	Check Amount	Transaction Description
CJ 07/22-01	8/19/2022	US BANK	400.00	CalChiefs Annual Conf Reg Fee-Chief
CJ 07/22-02	8/19/2022	US BANK	21.08	Cleaning Supplies-Admin
CJ 07/22-03	8/19/2022	US BANK	400.00	CalChiefs Annual Conf Reg Fee-BOD
CJ 07/22-04	8/19/2022	US BANK	297.00	Bluebeam Standard Annual Maintenance Renewal-Wendel
CJ 07/22-05	8/19/2022	US BANK	634.88	ICC Code Books
CJ 07/22-06	8/19/2022	US BANK	100.00	CCAI Membership Renewal-Wendel
CJ 07/22-07	8/19/2022	US BANK	2,092.39	Washer & Dryer-Stn 30
CP 07/22	8/19/2022	US BANK	513.08	Academy 2021-Portable Toilet Rental
CR 07/22-01	8/19/2022	US BANK	1,578.18	Station Supplies
CR 07/22-02	8/19/2022	US BANK	130.45	Kitchen Supplies-Stn 33
CR 07/22-03	8/19/2022	US BANK	1,071.04	Station Supplies
CR 07/22-04	8/19/2022	US BANK	1,019.76	Hydration Packs
CR 07/22-05	8/19/2022	US BANK	24.88	Station Supplies-Stn 34
DA 07/22-01	8/19/2022	US BANK	140.00	Car Wash Prepaid Tickets
DA 07/22-02	8/19/2022	US BANK	80.20	Sharps Disposal PPE/Tools/Cardboard Boxes
DA 07/22-03	8/19/2022	US BANK	217.45	Office Supplies-EMS
DA 07/22-04	8/19/2022	US BANK	68.54	Fire Investigation-Wire Lockpin/Propane/Paint Thinner
DA 07/22-05	8/19/2022	US BANK	45.65	Fire Investigation-Batteries
DBA 07/22	8/19/2022	US BANK	17.44	Station Supplies-Stn 39
DBE 07/22-...	8/19/2022	US BANK	55.00	Constant Contact-CERT Database 06/22
DBE 07/22-...	8/19/2022	US BANK	120.67	Uniform Pants-Caughey
DBE 07/22-...	8/19/2022	US BANK	55.00	Constant Contact-CERT Database 07/22
DBE 07/22-...	8/19/2022	US BANK	14.99	Zoom Meeting Monthly Fee
DG 07/22	8/19/2022	US BANK	73.43	Meals-A-Shift Auto Extrication Training
DH 07/22-01	8/19/2022	US BANK	38.55	Postage-Excess Workers Comp Payment
DH 07/22-02	8/19/2022	US BANK	25.50	Credit Card Fees-Real Estate Defensible Space Inspection
DH 07/22-03	8/19/2022	US BANK	95.00	CA Municipal Treasurers Assoc Membership-Hatfield
DMC 07/22	8/19/2022	US BANK	91.51	Unleaded Fuel-Unit 350
DP 07/22-01	8/19/2022	US BANK	33.50	Coffee/Refreshments-Meeting
DP 07/22-02	8/19/2022	US BANK	310.80	Tactical Dispatcher Course Fee-Tarte 8/15-8/17/22
EF 07/22-01	8/19/2022	US BANK	82.46	Lunch-Wildland Training Instructors
EF 07/22-02	8/19/2022	US BANK	699.00	IAFC Conference Registration Fee-Falkenstrom
ESA 07/22-...	8/19/2022	US BANK	1,386.37	Meals-Out of County Fire Crew
ESA 07/22-...	8/19/2022	US BANK	117.80	Meals-Fire Crew at Car Show
EST 07/22	8/19/2022	US BANK	18.48	Station Supplies
FD 07/22	8/19/2022	US BANK	400.00	CalChiefs Annual Conf Reg Fee-Drayton 9/13-9/15/22
KB 07/22	8/19/2022	US BANK	146.76	Kitchen Supplies-Stn 32
LN 07/22	8/19/2022	US BANK	38.12	FMLA Pamphlets
RBW 07/22...	8/19/2022	US BANK	6,819.51	CalCard Stmt 07/22/22-R.Bock-Willmes

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register  
From 8/15/2022 Through 9/19/2022

Check Num...	Check Date	Payee	Check Amount	Transaction Description
RG 07/22-01	8/19/2022	US BANK	22.35	Keys-Training Site
RG 07/22-02	8/19/2022	US BANK	84.00	Bullard Helmet-Extra Velcro For Shields
RM 07/22-01	8/19/2022	US BANK	405.43	Fire Investigation-Supplies
RM 07/22-02	8/19/2022	US BANK	84.77	Emergency Preparedness-Compass
RM 07/22-03	8/19/2022	US BANK	260.16	Fire Investigation-Office Supplies
RM 07/22-04	8/19/2022	US BANK	495.00	CCAI Conference Fee-Marley
SB 07/22-01	8/19/2022	US BANK	380.00	CALPELRA Annual Membership Fee-Brendlen
	8/19/2022	US BANK	745.00	CALPELRA Conference Fee-Brendlen
SB 07/22-02	8/19/2022	US BANK	679.08	CalCard Stmt 07/22/22-S.Brendlen
SS 07/22	8/19/2022	US BANK	31.58	Buckets For Absorball
ST 07/22	8/19/2022	US BANK	210.00	Harrasment Prevention Online Training Vouchers
TD 07/22-01	8/19/2022	US BANK	114.91	Plotter Paper
TD 07/22-02	8/19/2022	US BANK	460.96	G2 Station Alerting Training-Airfare-Duncan 7/20-7/21/22
TD 07/22-03	8/19/2022	US BANK	142.44	Keyboard/HDD Adapter/GoPro Camera Mount
TD 07/22-04	8/19/2022	US BANK	142.00	NENA Membership Dues-Duncan
TD 07/22-05	8/19/2022	US BANK	62.50	APCO Membership Dues-Duncan
TD 07/22-06	8/19/2022	US BANK	287.82	Wireless Earphones
TD 07/22-07	8/19/2022	US BANK	1,697.00	ESRI Conference-Lodging-Pedreno 7/10-7/15/22
Trvl-1 07/2...	8/19/2022	US BANK	60.08	ESRI Conference-Ground Transportation-Pedreno 7/10,7/15
Trvl-1 07/2...	8/19/2022	US BANK	260.30	ESRI Conference-Meals-Pedreno 7/10-7/15/22
228764	8/18/2022	US BANK EQUIPMENT FINANCE	1,448.41	Ricoh Copiers Lease (2) 8/1/22-9/1/22 Admin
228888	9/19/2022	US BANK EQUIPMENT FINANCE	1,448.41	Ricoh Copiers Lease (2) 9/1/22-10/1/22 Admin
08/25/22-21	8/25/2022	VALLEJO FIRE EXTINGUISHER SERVICE INC	17.00	Fire Extinguisher Annual Service-Training Site
228799	8/25/2022	VALLEY PLUMBING HOME CENTER INC	480.00	Backflow Testing-Stn 30
228889	9/19/2022	VALLEY PLUMBING HOME CENTER INC	95.00	Backflow Testing-Station35
228800	8/25/2022	VANDER HAMM TIRE CENTER	35.00	Flat Repairs-Unit 350
228765	8/18/2022	VICKIE CALLAHAN	1,236.88	Job Shirts (11)
	8/18/2022	VICKIE CALLAHAN	903.25	Recognition Supplies-SRVFPD Logo Decals
	8/18/2022	VICKIE CALLAHAN	4,274.96	Short Sleeve T-Shirts-Stock
228801	8/25/2022	WALNUT CREEK FORD	155.98	Oil/Filter Change/Rotate Tires-Unit 345
	8/25/2022	WALNUT CREEK FORD	156.10	Oil/Filter Change/Rotate Tires-Unit 361
	8/25/2022	WALNUT CREEK FORD	4,367.02	Replaced Front & Rear Brakes/Rear Axle/Wheel Hub Seals-#705
228841	9/1/2022	WALNUT CREEK FORD	172.42	Oil/Lube/Filter Change-Unit 348
	9/1/2022	WALNUT CREEK FORD	156.02	Oil/Lube/Filter Change-Unit 358
228869	9/8/2022	WALNUT CREEK FORD	1,837.02	Brakes/Rotors/Turn Signal/Taillights-Unit 345
	9/8/2022	WALNUT CREEK FORD	1,687.92	Turn Signal/Taillights/Brakes/Roters-Unit 360
228890	9/19/2022	WALNUT CREEK FORD	383.61	Oil/Lube/Filter Change-Unit PM35
08/25/22-22	8/25/2022	WATTCO EQUIPMENT INC.	352.94	Spare Motorola Antennas (6)-Stn 36
08/18/22-76	8/18/2022	WESTERN MACHINERY ELECTRIC INC	623.00	Battery Charger Power Off/Needs Blockheater Outlet-Stn 30

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register  
From 8/15/2022 Through 9/19/2022

<u>Check Num...</u>	<u>Check Date</u>	<u>Payee</u>	<u>Check Amount</u>	<u>Transaction Description</u>
08/18/22-77	8/18/2022	WESTERN MACHINERY ELECTRIC INC	656.10	Installed Weather Proof GFI Electric Receptical-Stn 30
08/18/22-78	8/18/2022	WESTERN MACHINERY ELECTRIC INC	793.39	Low Temp Alarm/Needs Blockheater Replaced-Stn 36
09/19/22-30	9/19/2022	WESTERN MACHINERY ELECTRIC INC	1,273.10	Generator Repair-Replace Oil/Filter-Stn 33
09/19/22-31	9/19/2022	WESTERN MACHINERY ELECTRIC INC	1,254.69	Generator Repair-Replace Oil/Filter-Stn 35
228891	9/19/2022	WITMER PUBLIC SAFETY GROUP INC	573.95	Structure Boots-Scamporrino
08/18/22-79	8/18/2022	WITTMAN ENTERPRISES LLC	22,814.64	Ambulance Collection Fees-6/22
08/25/22-23	8/25/2022	WITTMAN ENTERPRISES LLC	21,857.28	Ambulance Collection Fees-7/22
228843	9/1/2022	YADIRA MAGALI MARTINEZ DE LA CRUZ	<u>2,600.00</u>	Cleaning Service-Admin 8/22
Report Total			<u>4,047,788.67</u>	

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
AUGUST 24, 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:** SRVFPD Administrative Offices – Boardroom  
1500 Bollinger Canyon Road, San Ramon, CA 94583

**Board Members Present:** President Crean, Vice President Kerr, Directors Stamey, Parker and Lee

**Board Member(s) Absent:** None

**1. CALL TO ORDER**

President Crean called the meeting to order at 1:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

District Staff led the Pledge of Allegiance.

**3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA**

President Crean declared a quorum of the Board was present, and there were two changes to the Agenda. Chief Meyer announced that Agenda Item No. 6.1 will be moved to the September Board meeting. Chief Meyer also requested if the Board could move Agenda Item No. 13, Closed Session, to the next Agenda item. The Board agreed on the Agenda changes.

President Crean announced the Board would enter Closed Session on Agenda Items No. 13.1 and 13.2. The Board entered Closed Session at 1:01 p.m. and returned to Open Session at 1:27 p.m. President Crean announced there was no reportable Board action from Closed Session.

**4. PUBLIC COMMENT**

There was public comment by Roger Lake about the invitation to attend a celebration recognizing 50 years of service volunteer firefighter service to the Morgan Territory.

**5. CONSENT CALENDAR**

Motion by Director Lee to approve Consent Calendar Items 5.1 through 5.7; seconded by Vice President Kerr. Motion carried unanimously.



**6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS**

6.1 Recognition of City of San Ramon Chief of Police Craig Stevens.

Agenda Item No. 6.1 moved to the September Board meeting.

6.2 Public Safety Building/EOC Communications Center.

Chief Meyer presented the update on the Public Safety Building/EOC Communications Center.

6.3 Presentation on the history of the Tassajara Fire Department's merger to the SRVFPD.

Former Director Steve Morgan presented the history of the Tassajara Fire Department's merger to the SRVFPD.

**7. OLD BUSINESS**

There was no Old Business.

**8. NEW BUSINESS**

There was no New Business.

**9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW**

Letters of appreciation and support from the community were received and acknowledged.

Chief Meyer recognized this month's letters, including City of San Ramon Chief of Police Craig Stevens' letter of appreciation.

**10. MONTHLY ACTIVITY REPORTS**

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

Chief Meyer provided the monthly activities report for June and July 2022.

10.2 EMS Division - Acting EMS Battalion Chief Jonas Aguiar  
EMS Report of monthly activities.

Battalion Chief Jonas Aguiar provided the monthly activities report for June and July 2022.

10.3 Community Risk Reduction – Deputy Chief Frank Drayton  
Community Risk Reduction of monthly activities.

Chief Meyer provided the monthly activities report for June and July 2022.

- 10.4 Fleet and Facilities Division – Deputy Chief Frank Drayton  
Fleet and Facilities Report of monthly activities.

Chief Meyer provided the monthly activities report for June and July 2022.

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

Chief Meyer provided the monthly activities report for June and July 2022.

- 10.6 Human Resources Division – Administrative Services Consultant, Ken Campo  
Human Resources Report of monthly activities.

Administrative Services Consultant Campo provided the monthly activities report for June and July 2022.

- 10.7 Finance Division – Chief Financial Officer, Davina Hatfield  
Finance Report of monthly activities.

Chief Finance Officer Hatfield provided the monthly activities report for June and July 2022.

- 10.8 Fire Chief – Fire Chief, Paige Meyer

Chief Meyer provided the monthly activities report for June and July 2022.

## **11. GOOD OF THE ORDER**

- 11.1 Comments by Board of Directors.

Director Parker is pleased to be back to in-person meetings. Vice President Kerr acknowledged a good District turnout at the City Council meeting. Director Lee complimented the District's email IT security measures. President Crean thanked Ryan Mahoney for his participation in the Oak Fire, welcomed back Chief Selover, and congratulated Acting Battalion Chief Sabye. Director Parker further announced no Board election in November. Chief Meyer mentioned the passing of retired Engineer Jack Sheppard and acknowledged engines and guards attending his service in Redding and asked for adjournment in honor of Jack Sheppard. President Crean and Director Stamey appreciated the District's presence at the Car Show.

## **12. UPCOMING CALENDAR OF EVENTS**

- 12.1 Next Regular Board Meeting, September 28, 2022 at 1:00 p.m.

President Crean announced the above event on the upcoming calendar. Director Parker announced the 911 Remembrance Ceremony from 5:30 p.m. to 6:35 p.m. at Oak Hill Park in Danville. Director Lee announced the Street Smarts Bike Rodeo & Festival on September 10, 2022 from 10 a.m. to 1 p.m. at the Iron Horse Middle School (reservations required).

**13. CLOSED SESSION**

- 13.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to California Government Code Section 54956.9(d)(2): 3 potential cases. Facts and circumstances that might result in litigation need not be disclosed.
- 13.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
California Government Code Section 54956.9(d)(1):  
Karan Ravi Panjabi v. SRVFPD, et al., Case No.: CIVMSC21-00077

**14. RETURN TO OPEN SESSION**

The Board entered Closed Session at 1:01 p.m. and returned to Open Session at 1:27 p.m.

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

President Crean announced there was no reportable Board action from Closed Session.

**16. ADJOURNMENT**

The regular Board meeting adjourned at 3:05 p.m. in memory of retired Engineer Jack Sheppard.

Prepared by: \_\_\_\_\_  
Stephanie Brendlen  
District Clerk

Approved by: \_\_\_\_\_  
Ryan Crean  
Board President

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

For the Month of: **August-22**

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	590.00	8.54	-	598.54	0.01%
Fire Chief	1	31,274.34	446.10	28,018.66	59,739.10	1.18%
District Counsel	1	18,644.66	264.46	3,252.89	22,162.01	0.44%
Human Resources	2	19,337.19	268.02	6,399.49	26,004.70	0.51%
Finance	3	37,755.26	530.99	12,494.80	50,781.05	1.00%
Community Risk Reduction	4	51,228.12	743.31	13,608.22	65,579.65	1.29%
Technology	2	17,708.21	251.98	5,665.02	23,625.21	0.46%
Communication Center	14	228,300.40	3,271.79	59,637.58	291,209.77	5.73%
Emergency Preparedness	1	9,523.81	137.28	3,222.86	12,883.95	0.25%
Facilities	0	17,835.14	258.61	-	18,093.75	0.36%
Fire Suppression	134	2,807,094.26	39,847.02	1,337,905.91	4,184,847.19	82.33%
Fleet	0	4,438.86	0.00	3,267.11	7,705.97	0.15%
Training	2	30,683.42	457.70	19,197.42	50,338.54	0.99%
EMS	8	127,341.95	1,559.21	35,952.69	164,853.85	3.24%
Rescue		34,047.41	-	23,278.16	57,325.57	1.13%
Fire Investigation Team		6,536.79	-	4,811.23	11,348.02	0.22%
Hazmat		20,529.75	-	15,110.39	35,640.14	0.70%
<b>TOTALS</b>	<b>177</b>	<b>3,462,869.57</b>	<b>48,045.01</b>	<b>1,571,822.43</b>	<b>5,082,737.01</b>	<b>100.00%</b>



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

**Date:** September 28, 2022  
**To:** Board of Directors  
**From:** Stephanie Brendlen, District Counsel/District Clerk  
**Subject:** Adopt Resolution No. 2022-12 Amending District Conflict of Interest Code

---

## **Background:**

The California Political Reform Act requires that every local agency maintain a conflict of interest code. To ensure conflict of interest codes remain current and accurate, each agency is required to review its conflict of interest code at least every other year to determine if any updates are needed.

The attached Resolution 2022-12 contains an updated list of the District's designated positions required to disclose certain economic interests and the detailed disclosure categories.

## **Financial Impact**

None.

## **Board Recommended Action**

Staff recommends that the Board adopt Resolution No. 2022-12 Amending the District's Conflict of Interest Code.

## **Attachments**

Resolution No. 2022-12  
Updated Conflict of Interest Code

**RESOLUTION NO. 2022-12**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
AMENDING DISTRICT CONFLICT OF INTEREST CODE**

**WHEREAS**, consistent with the Political Reform Act of 1974 (Government Code Section 87100 *et seq.*), the San Ramon Valley Fire Protection District (“District”) is required to maintain a Conflict of Interest Code that; and,

**WHEREAS**, the purpose of a conflict of interest code is to ensure that public officials and employees are independent, impartial and responsible to the public when making government decisions, and to ensure that the public has confidence in the integrity of its government; and

**WHEREAS**, the District’s Conflict of Interest Code requires specified personnel to disclose certain economic interests; and,

**WHEREAS**, the District’s Conflict of Interest Code, which must be reviewed at least every two years, was last updated in 2020; and,

**WHEREAS**, since that time, the District has added, deleted, and amended certain staff positions, and the Conflict of Interest Code must be updated to reflect these current positions, as set forth in **Exhibit A**.

**NOW, THEREFORE, BE IT RESOLVED** by the District Board of Directors that the District’s Conflict of Interest Code be amended with the designated positions and disclosure categories set forth in **Exhibit A and Exhibit B**.

**PASSED, APPROVED and ADOPTED** on September 28, 2022 at a regular meeting of the District Board of Directors at San Ramon, California, on a motion made by Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, and duly carried with the following roll call votes:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

**{{SIGNATURES TO FOLLOW ON NEXT PAGE}}**

**DATED: September 28, 2022**

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

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Ryan Crean  
President, Board of Directors

**ATTEST:**

---

Stephanie Brendlen, District Clerk

**APPROVED AS TO CONTENT:**

---

Paige Meyer, District Fire Chief

**APPROVED AS TO FORM:**

---

Stephanie Brendlen, District Counsel

**APPROVED AS TO BUDGET AUTHORITY:**

---

Davina Hatfield, CFO

**EXHIBIT A**  
**DESIGNATED POSITIONS AND DISCLOSURE CATEGORIES**

<b><u>Designated Position</u></b>	<b><u>Disclosure Category</u></b>
Member of the Board of Fire Directors	1 & 2
Chief Administrator, Fire Chief	1 & 2
Deputy Fire Chief	1 & 2
Chief Financial Officer	1 & 2
Administrative Services Director	1 & 2
Human Resource Generalist	1 & 2
Director of Emergency Communications	1 & 2
Communications Center Manager	1 & 2
Battalion Chief	1 & 2
Fire Marshal	1 & 2
Community Risk Reduction Inspector	1 & 2
EMS Battalion Chief	1 & 2
Medical Director	1 & 2
District Counsel	1 & 2
Consultants and New Positions	3



**EXHIBIT B**  
**DISCLOSURE CATEGORIES FOR DESIGNATED POSITIONS**

<b>General Rule</b>	An investment, interest in real property, or income is reportable if the business entity in which the investment is held, the interest in real property, or the income or source of income may foreseeably be affected materially by any decision made or participated in by the designated employee by virtue of the employee's position.
<b>CATEGORY 1</b>	All investments, interests in real property, income, and any business entity in which the person is a director, officer, partner, trustee, employee, or holds any position of management. Financial interests are reportable if located within San Ramon Valley Fire Protection District, including interests in any real property located within a two-mile radius of any property owned by the District or that the District has an interest in, or if the business entity is doing business or planning to do business in the District (and such plans are known by the individual) or has done business within the District at any time during the two years prior to the filing of the statement.
<b>CATEGORY 2</b>	Investments in any business entity and income from any source and status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity, which has within the last two years contracted, or foreseeably may contract, with the San Ramon Valley Fire Protection District to provide services, supplies, materials, machinery, or equipment to the District.
<b>CATEGORY 3</b>	New positions and Consultants that make governmental decisions or serve in a staff capacity and participate in the making governmental decisions must file under the broadest disclosure category in the District's Conflict Interest Code the consultant or new position works for. If the new position or consultant performs limited duties, the District may tailor the disclosure requirements to the duties performed. If the District provides tailored disclosure, the District must provide a written description of the position's duties and, based upon that description, a statement of the extent of disclosure requirements.



# 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:** September 28, 2022

**To:** Board of Directors

**From:** Paige Meyer, Fire Chief  
Denise Pangelinan, Director of Emergency Communications

**Subject:** Consideration of Approval of Purchase Contracts with Motorola Solutions, Inc. and Xybix Systems, Inc. for the Acquisition of Equipment and Services Related to the New Dispatch Center

---

## **Background**

The agreement with Motorola Solutions would provide the District with two new MCC7500 dispatch consoles to support two additional operator positions. In addition, it would provide for a protected Aviat microwave link between the new dispatch center and the EBRCSA Wiedemann Hill site. This will connect the new dispatch center into the East Bat Regional Communications System Authority (EBRCSA) P25 public safety radio network. The proposed cost for design, equipment, installation, and related services is \$664,924.

The agreement with Xybix Systems would provide the furniture and related equipment/fixtures for eight workstations in the new dispatch center. The proposed cost for design, equipment, installation, and related services is \$187,340.

## **Financial Impact**

The cost of design, acquisition and installation of equipment and workstations for the new dispatch center was included in the overall cost estimate for construction of the new dispatch/emergency operations center, and funding for the costs was included in the 2020 Certificates of Participation (Bond) financing for the project and no additional funding is required for these projects.

## **Recommendation Board Action**

Staff recommends the Board authorize the Fire Chief to finalize and execute the purchase contracts with Motorola Solutions and Xybix Systems for the design, acquisition and installation of equipment and workstations for the new dispatch center.

## **Attachments**

Motorola Pricing Summary

Xybix Price Quote

SECTION 7

# PRICING SUMMARY

Motorola’s pricing is based on the equipment list and services defined for the system designed for San Ramon Valley Fire Protection District, including a New Dispatch Center and microwave. The Statement of Work (SOW) describes the work to be performed for the optimization and testing of the system and the equipment list provides the equipment necessary for this project.

Description	Price (USD)
<b>Equipment:</b>	
- Two MCC7500 Consoles - Four Consolettes - Master System Licenses	\$421,829
<b>Contra Costa County Contract Equipment Discount</b>	<b>-\$57,571</b>
<b>Equipment Subtotal</b>	<b>\$364,258</b>
<b>Additional Equipment Discount if purchased by 05/27/2022</b>	<b>-\$43,711</b>
<b>Equipment Total</b>	<b>\$320,547</b>
<b>Project Services:</b>	
- Project Management - Engineering Support - Detailed Design Review - Equipment Ordering and Manufacturing - Equipment Staging and Shipment - Equipment Installation - Programming and Configuration - Functional Acceptance Testing	\$363,289
<b>Additional Service Discount if purchased by 05/27/2022</b>	<b>-\$43,595</b>
Estimated Tax on Equipment (8.75%)	\$24,682
<b>Project Total</b>	<b>\$664,924</b>

## 7.1 PAYMENT TERMS

### 7.1.1 System Invoicing Milestones

50% of the Contract Price due upon contract execution.

50% of the Contract Price upon Final Project Acceptance.

**For Lifecycle Support Plan**

New Dispatch Site

Xybix Systems, Inc.  
 8207 SouthPark Circle  
 Littleton CO 80120  
 Phone: 303-683-5656  
 Fax: 303-683-5454  
 EmilyH



Quote Number: 29732

Quote Date: 3/15/2022  
 Revision: E  
 Orig Create Date: 3/1/2022  
 Expires: 5/30/2022  
 Opp #: 0021344

Quote

Terms: 1.5% 20 Days, NET 30 Days

Page: 1 of 5

<p><b>QUOTE TO:</b>          Acct: SANRAMSACA           San Ramon Valley Fire Protection District          1500 Bollinger Canyon Road          San Ramon CA 94583</p> <p>Phone:          Email:</p>	<p><b>SHIP TO:</b>          San Ramon Valley Fire Protection District          1500 Bollinger Canyon Road          San Ramon, CA 94583          USA</p> <p>Salesperson: ELLIE CAPPY          Phone: (720) 366-0043          Email: ellieb@xybix.com</p>
---	---

CMAS Contract#: 4-22-03-1035  
 \* Eagle Line  
 \* Prevailing Wage  
 \* 8.75% Tax on Product

03/01/2022: Going back to (8) workstations. -esh  
 02/9/2022 Drawing R5 remove one ws [ej]  
 12/7/2021: Drawing R4. -esh  
 11/16/2021: Update to show Prevailing Wage. -esh  
 11/15/2021: Drawing R0. -esh

**Pandemic Freight Surcharge:**  
 This fee is the temporary upcharge we are experiencing for shipping related costs and delays.

Line	Part Num	Desc	Qty	U/M	List Ea.	Disc. %	Disc. Price	Net Price
1.00	12343.	Panel System Priced by the Linear Foot: Grade 3 Fabric 12343-1-DS - 29-48ln - 109.0 LF @ \$251.00/LF  Upper Tiles Fabric Color: TBD Grade 3 G2 Lower Tiles Fabric Color: TBD Grade 3 G2 Panel Trim Color: Black	1.00	EA	\$27,359.00	51.00 %	\$13,405.91	\$13,405.91
1.01	14533.	Panel Tile Acoustical Premium .75 NRC Tile 18x18 Upgrade	8.00	EA	\$65.00	51.00 %	\$31.85	\$254.80
1.02	14535.	Panel Tile Acoustical Premium .75 NRC Tile 18x30 Upgrade	16.00	EA	\$97.00	51.00 %	\$47.53	\$760.48
1.03	14536.	Panel Tile Acoustical Premium .75 NRC Tile 18x36 Upgrade	24.00	EA	\$97.00	51.00 %	\$47.53	\$1,140.72
1.04	14537.	Panel Tile Acoustical Premium .75 NRC Tile 18x42 Upgrade	24.00	EA	\$97.00	51.00 %	\$47.53	\$1,140.72
2.00	14487-3D.	Adj. Table Worksurface - Corner Dual Surface - 78L x 78R - Cable Management Included	8.00	EA	\$2,780.00	51.00 %	\$1,362.20	\$10,897.60

OPEN MARKET



Xybix Systems, Inc.  
 8207 SouthPark Circle  
 Littleton CO 80120  
 Phone: 303-683-5656  
 Fax: 303-683-5454  
 EmilyH



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Page: 2 of 5

Line	Part Num	Desc	Qty	U/M	List Ea.	Disc. %	Disc. Price	Net Price
3.00	15702	L5 Table Base	8.00	EA	\$6,570.00	51.00 %	\$3,219.30	\$25,754.40
4.00	16744.	Monitor Mount 3 - Rollervision - Corner Dual Surface - 78L x 78R	8.00	EA	\$4,776.00	51.00 %	\$2,340.24	\$18,721.92
		16674 - Std VESA Mount Qty = 2 Total: \$700.00 - OPEN MARKET 16676 - Std VESA Mount 2 HI 2 Knuckle Qty = 1 Total: \$860.00 - OPEN MARKET 16677 - Heavy Duty VESA Mount Qty = 1 Total: \$853.00 - OPEN MARKET <b>OPEN MARKET</b>						
5.00	14349	Display Port Cable 25 FT Male/Male	48.00	EA	\$75.00	51.00 %	\$36.75	\$1,764.00
5.01	16130-8	Datadock2 - Keyboard Snap-In Cable Organizer Includes: 8 - USB Ports 1 - RJ45 Port	8.00	EA	\$709.00	51.00 %	\$347.41	\$2,779.28
		<b>OPEN MARKET</b>						
5.02	13192	Ext. Cable - DB9 25' Serial Male/Female	16.00	EA	\$64.00	51.00 %	\$31.36	\$501.76
		<b>OPEN MARKET</b>						
5.03	11996	Ext. Cable USB Type A to Type A Extension & Booster 5M (16' 4")	64.00	EA	\$91.00	51.00 %	\$44.59	\$2,853.76
5.04	11132	Ext Audio Cable 3.5mm Jack Male/Female 25'	24.00	EA	\$34.00	51.00 %	\$16.66	\$399.84
5.05	15071	CAT6 Patch Cable 25' Black	32.00	EA	\$47.00	51.00 %	\$23.03	\$736.96
		<b>OPEN MARKET</b>						
6.00	15848	Grounding Kit Full Station R56 Compliant	8.00	EA	\$1,539.00	51.00 %	\$754.11	\$6,032.88
		<b>OPEN MARKET</b>						
6.01	11792.	Power Bar - 10 Outlet	16.00	EA	\$135.00	51.00 %	\$66.15	\$1,058.40
6.02	15508	Power Data Station Grommet, Power 3/Data 1/USB 2, 10 FT Power Cord	2.00	EA	\$263.00	51.00 %	\$128.87	\$257.74
6.03	14976	6 Outlet Power Strip 25'	2.00	EA	\$144.00	51.00 %	\$70.56	\$141.12

Xybix Systems, Inc.  
 8207 SouthPark Circle  
 Littleton CO 80120  
 Phone: 303-683-5656  
 Fax: 303-683-5454  
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Page: 3 of 5

Line	Part Num	Desc	Qty	U/M	List Ea.	Disc. %	Disc. Price	Net Price
7.00	16708.	Axys Control System with Fan Base Price: \$2,079.00 16707AXS - Heat - \$582.00 - OPEN MARKET 16709AXS - Task Lights - \$519.00 - OPEN MARKET 16711AXS - Footwell Lighting - \$155.00 - OPEN MARKET 16712AXS - Down Bias Lighting - \$155.00 - OPEN MARKET OPEN MARKET	8.00	EA	\$3,490.00	51.00 %	\$1,710.10	\$13,680.80
7.01	16771AXS	Light - LED Status Indicator Tower W/ Black Housing 70MM 3 HI Red-Green-Blue 12-30Vdc or 27Vac For Axys OPEN MARKET	8.00	EA	\$1,507.00	51.00 %	\$738.43	\$5,907.44
8.00	15463	Shelf Under Surface 19W x 9D - Metal OPEN MARKET	8.00	EA	\$127.00	51.00 %	\$62.23	\$497.84
8.01	15476	Shelf Under Surface USB Charging Upgrade Assembly OPEN MARKET	8.00	EA	\$105.00	51.00 %	\$51.45	\$411.60
10.00	12030-3D.	Return Worksurface - 42Wx15D Left OPEN MARKET	1.00	EA	\$491.00	51.00 %	\$240.59	\$240.59
10.01	12030-3D.	Return Worksurface - 42Wx15D Right OPEN MARKET	1.00	EA	\$491.00	51.00 %	\$240.59	\$240.59
10.02	12030-3D.	Return Worksurface - 42Wx20D Left OPEN MARKET	1.00	EA	\$491.00	51.00 %	\$240.59	\$240.59
10.03	12030-3D.	Return Worksurface - 42Wx20D Right OPEN MARKET	1.00	EA	\$491.00	51.00 %	\$240.59	\$240.59
10.04	12031-3D.	Return Worksurface - 75.25Wx20D Left OPEN MARKET	1.00	EA	\$822.00	51.00 %	\$402.78	\$402.78
10.05	12031-3D.	Return Worksurface - 75.25Wx20D Right OPEN MARKET	1.00	EA	\$822.00	51.00 %	\$402.78	\$402.78
10.06	12033-3D.	Return Worksurface - 18Wx36D around Column OPEN MARKET	1.00	EA	\$656.00	51.00 %	\$321.44	\$321.44
10.07	12033-3D.	Return Worksurface - 18Wx36D OPEN MARKET	7.00	EA	\$656.00	51.00 %	\$321.44	\$2,250.08



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Line	Part Num	Desc	Qty	U/M	List Ea.	Disc. %	Disc. Price	Net Price
		OPEN MARKET						
11.00	16209	Cable Bridge Corner Angled Left Side	8.00	EA	\$261.00	51.00 %	\$127.89	\$1,023.12
		OPEN MARKET						
11.01	16210	Cable Bridge Corner Angled Right Side	8.00	EA	\$261.00	51.00 %	\$127.89	\$1,023.12
		OPEN MARKET						
12.00	11147-3D.	Drawer Pedestal - Mobile - Single - 16W - 12-12 Drawers 16W 18D	2.00	EA	\$1,257.00	51.00 %	\$615.93	\$1,231.86
		OPEN MARKET						
12.01	11093-3D.	Drawer Pedestal - Mobile - Single - 16W - 6-6-12 Drawers 16W 18D	14.00	EA	\$1,330.00	51.00 %	\$651.70	\$9,123.80
		OPEN MARKET						
15.00	C-11765-3D.	WS6 - CPU Shelf/Bookcase - UnderWS W/Toekick - 18W, 28H, 13D	1.00	EA	\$1,282.00	51.00 %	\$628.18	\$628.18
		OPEN MARKET						
15.01	C-11765-3D.	WS1-5, 7-8 - CPU Shelf/Bookcase - UnderWS W/Toekick - 18W, 28H, 17D	7.00	EA	\$1,282.00	51.00 %	\$628.18	\$4,397.26
		OPEN MARKET						
15.02	13615-3D-MS12.	Above WorkSurface - 42W, 12H, 13D with 12 Mailslots.	2.00	EA	\$989.00	51.00 %	\$484.61	\$969.22
		OPEN MARKET						
15.03	11765-3D.	Bookcase - Above WorkSurface - 18W, 18H, 12D	7.00	EA	\$782.00	51.00 %	\$383.18	\$2,682.26
		OPEN MARKET						
16.00	13675-3D.	Storage Cabinet - UnderWS W/Toekick - 30W, 28H, 13D	2.00	EA	\$1,266.00	51.00 %	\$620.34	\$1,240.68
		OPEN MARKET						
16.01	13678-3D.	Storage Cabinet - UnderWS W/Toekick - 48W, 28H, 13D	2.00	EA	\$1,582.00	51.00 %	\$775.18	\$1,550.36
		OPEN MARKET						
18.00	11099-3D.	Under Return End Support	4.00	EA	\$295.00	51.00 %	\$144.55	\$578.20
		OPEN MARKET						
18.01	12750	Support - "L" Bracket 9"	4.00	EA	\$34.00	51.00 %	\$16.66	\$66.64

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Line	Part Num	Desc	Qty	U/M	List Ea.	Disc. %	Disc. Price	Net Price
18.02	12081	Seismic Anchoring	8.00	EA	\$452.00	51.00 %	\$221.48	\$1,771.84
19.00	10176EXT	Cup Holder - Extended for Eagle	8.00	EA	\$114.00	51.00 %	\$55.86	\$446.88
		OPEN MARKET						
30.00	15313	Treadmill Desk Base Super Duty TR5000 -DT3	1.00	EA	\$1,499.00	0.00 %	\$1,499.00	\$1,499.00
90.00	16139	Installers Kit Eagle Line	8.00	EA	\$0.00	0.00 %	\$0.00	\$0.00
99.00	Other	Other Charges & Services	1.00	EA	\$0.00	0.00 %	\$0.00	\$0.00
		<b>Line (42) - Miscellaneous Charge -</b>						
		Description					Ext. Price	
		1.) Freight - Full Truck					4,405.00	
		2.) Install Prevailing Wage					26,033.00	
		3.) Pandemic Freight Surcharge					2,833.44	
<b>List Price Total:</b>					<b>\$287,566.00</b>	<b>Lines Total:</b>		<b>\$141,671.83</b>
<b>Line Miscellaneous Charges Total:</b>								<b>\$33,271.44</b>
<b>Taxes Total:</b>								<b>\$12,396.36</b>
<b>Quote Total:</b>								<b>\$187,339.63</b>

Note 1:  
 All quoted taxes are estimated. Any applicable taxes, fees, permits, etc. must be added to this quote.

Note 2:  
 Where installation is listed on quote it is based in non-union labor and on one trip for installation only. Client is responsible for coordination of Technicians and other Vendors/Contractors. Waiting time will be charged at the rate of \$75 per man hour straight time and \$115 per man hour for OT plus subsistence expenses.  
 Additionally, this quote is based upon a remodel in an existing space and/or new building - completely finished with a Certificate of Occupancy. Any project where the General Contractor is still on the job is subject to additional charges.

We appreciate this opportunity to provide this quote. Our goal is to substantially improve working conditions for your valuable staff. We look forward to meeting with you to review this proposal in detail. In the meantime please don't hesitate to call us with any questions.





# 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: September 28, 2022

To: Board of Directors

From: Paige Meyer, Fire Chief  
Davina Hatfield, Chief Financial Officer

Subject: Updates to District Investment Policy

---

## **Background**

The District has an investment portfolio of approximately \$95 million, which consists of reserves and fund balances held for general operations and capital projects. The return on the investments in the form of interest income varies annually depending on the interest rates in the market.

Investments are governed by State law (referenced as “Code” in this report) and the District’s investment policy (Policy) to achieve the District’s investment objectives of safety, liquidity, and return. The current Policy was initially adopted in 2012 and has been updated several times, primarily to adopt changing Code requirements and to incorporate best practices as informed by the California Municipal Treasurers Association (CMTA).

The District Board’s primary responsibilities over the investment function include approving the Policy, annually reviewing such policy, reviewing investment reports issued by staff, authorizing bond documents and other unique financing transactions, and authorizing any deviations from the District’s investment policies.

The District has engaged the services of Chandler Asset Management (Chandler), an external investment manager/advisor, to assist in the management of the District’s investment portfolio in a manner consistent with the District’s objectives. Chandler has reviewed the Policy and provided their feedback as to recommended changes.

## **Analysis**

The Board and Finance Sub-Committee provides oversight to the investment function through the periodic review of the investment report and policy. Staff is proposing changes to the Policy to address recent Code changes that went into effect on January 1, 2021, and to reflect the hiring of Chandler to manage a portion of the District’s investment assets in a disciplined, active manner that complies with the District’s primary objectives of safety, liquidity and return on investment, as stated in the District’s investment policy. Also included are recommended changes to expand authorized investments consistent with a strategy for District reserve funds that invests in a diversified portfolio of US dollar-denominated fixed income securities managed in compliance

with the District's investment policy. These proposed modifications are described in more detail in the attached redlined copy of the Policy.

**Financial Impact**

There is no direct fiscal impact to adopting the policy updates.

**Recommended Board Action**

Staff recommends approval of the revised Investment Policy.

**Attachment**

Investment Policy with changes in strike-text format.



# DISTRICT – POLICY AND PROCEDURE

TOPIC:	<b>Investment Policy</b>		
EFFECTIVE DATE:	<del>05/28/14</del> <u>09/28/2022</u>	DOC NO:	
CROSS REF:			

## INTRODUCTION

Responsible financial practices necessitate adoption of specific procedures for investments in conformance with the Government Code of the State of California.

## PURPOSE

The purpose of this policy is to establish a prudent and systematic investment policy and to organize and formalize investment-related activities.

## POLICY

### Section One: Scope and Authority

1.1 The San Ramon Valley Fire Protection District's (District) Investment Policy is authorized under the California Government Code, section 53600, et seq. as it applies to the investment of public funds.

It is intended that this policy cover all funds and investment activities under the direct authority of the District excluding pension funds, other post-employment benefit funds held in a trust, and the proceeds of debt issues. Investments authorized by Fiscal Agents pursuant to bonded debt are controlled by the terms and conditions of the specific bond and may not necessarily coincide with the Investment Policy outlined herein. Investments must conform to Government Code section 53600.5 concerning custody of all securities. Investments made by a Fiscal Agent on behalf of the District will be consistent with this Policy.

### 1.2 Pooling of Funds -

Except for cash in certain restricted and special funds, the District will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

1.3 The District’s Board hereby delegates management authority for the investment program to the Treasurer. The Treasurer may delegate investment decision making and execution authority to an investment adviser. The adviser shall follow the policy and such other written instructions as are provided. The District may engage the services of one or more external investment advisers, who are registered under the Investment Advisers Act of 1940, to assist in the management of the District investment portfolio

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in a manner consistent with the District’s objectives. External investment advisers may be granted discretion to purchase and sell investment securities in accordance with this investment policy.

## Section Two: Investment Objectives

- 2.1 Safety - It is the primary duty and responsibility of the Treasurer, Chief Financial Officer, Controller and Finance Committee to protect, preserve and maintain cash and investments placed in trust on behalf of the citizens of the District. Safety of principal is the foremost objective of the investment program. Investments will be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, the District will diversify its investments by investing funds among a variety of securities with independent returns.
- 2.2 Liquidity - ~~An adequate percentage of the District's investment portfolio should be maintained in liquid short term securities which can be converted to cash if necessary to meet disbursement requirements. Since all cash requirements cannot be anticipated, investments in securities with active secondary or resale markets is highly recommended. Emphasis should be on marketable securities with low sensitivity to market risk. The investment portfolio will remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.~~
- 2.3 Yield-Return - ~~Yield-Return~~ should become a consideration only after the basic requirements of safety and liquidity have been met.
  - a) The overall yield-return should be designed to attain a market-average rate of return throughout budgetary and economic cycles, taking into account the District's risk constraints, the cash flow characteristics of the portfolio, and State and local laws, ordinances or resolutions that restrict investments.
- 2.4 Public Trust - All participants in the investment process shall act as custodians of the public trust. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. The overall investment program shall be designed and managed with a degree of professionalism that is worthy of the public trust.
- 2.5 Diversification - The investment portfolio will be diversified to avoid incurring unreasonable and avoidable risks regarding specific security types or individual financial institutions.

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

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2.6 Prudence - The District adheres to the "prudent investor standard" [as stated in California Government Code 53600.3:](#)

*"When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the District, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the District."*

The Treasurer and authorized investment personnel acting in accordance with established procedures and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided that deviations from expectations are reported in a timely fashion to the District Board and appropriate action is taken to control adverse developments.

2.7 Mitigating Credit Risk in The Portfolio

Credit risk is the risk that a security or a portfolio will lose some or all its value due to a real or perceived change in the ability of the issuer to repay its debt. The District will mitigate credit risk by adopting the following strategies:

- No more than 5% of the total portfolio may be deposited with or invested in securities issued by any single issuer unless otherwise specified in this policy.
- The District may elect to sell a security prior to its maturity and record a capital gain or loss in order to manage the quality, liquidity or yield of the portfolio in response to market conditions or the District's risk preferences.
- If a security owned by the District is downgraded to a level below the requirements of this policy, making the security ineligible for additional purchases, the following steps will be taken:
  - (i) Any actions taken related to the downgrade by the investment manager will be communicated to the Treasurer in a timely manner.
  - (ii) If a decision is made to retain the security, the credit situation will be monitored and reported to the District Board.

2.8 Mitigating Market Risk in The Portfolio

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Market risk is the risk that the portfolio value will fluctuate due to changes in the general level of interest rates. The District recognizes that, over time, longer-term portfolios have the potential to achieve higher returns. Yet, longer-term portfolios have higher volatility of return. The District will mitigate market risk by providing adequate liquidity for short-term cash needs, and by making longer-term investments only with funds that are not needed for current cash flow purposes.

The District further recognizes that certain types of securities, including variable rate securities, securities with principal paydowns prior to maturity, and securities with embedded options, will affect the market risk profile of the portfolio differently in different interest rate environments. The District, therefore, adopts the following strategies to control and mitigate its exposure to market risk:

- Since all possible cash demands cannot be anticipated, the portfolio will maintain a liquidity “buffer” equivalent at least equal to six months of expenses and invest in short-term, highly liquid vehicles such as LAIF and/or money market funds.
- Maturities shall be matched against projected liabilities to avoid an over-concentration in a specific series of maturities.
- Maturities selected shall provide for stability and liquidity.
- Expenditures and revenues will be carefully monitored and forecast to allow as much money to be invested as possible.
- In general, securities will be bought with the intent to hold to maturity but may be sold in order to rebalance the District’s investments, generate liquidity, or to modify duration.
- The Local Agency Investment Fund should be used to provide daily liquidity to the portfolio. The portfolio will be diversified to balance yield with other objectives.
- The duration of the portfolio will generally be approximately equal to the duration (typically, plus or minus 20%) of a Market Benchmark, an index selected by the District based on the District's investment objectives, constraints and risk tolerances

## Section Three: District's Investment Strategy

- 3.1 The most effective method of increasing investment yields without sacrificing safety is to extend the investment horizon commensurate with the District's cash requirements.

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To that end, improved cash forecasting and management is the preferred investment strategy for the District.

- a) Cash management activities include accurate cash projections, the expeditious collection of revenue, the control of disbursements, cost-effective banking relations, and a short-term borrowing program, if/when needed, that coordinates working capital requirements and investment opportunity.

## Section Four: Allowable Investment Instruments

~~4.1 The Government Code, sections 53601 and 53601.1 shall govern the District's allowable investments and the length of those investments, unless specifically limited by this policy. Although the maximum maturity for any deposit or investment is five years, most investments should be for no longer than 2-3 years.~~

~~4.2 The specific investments allowed are listed below:~~

- ~~a) The State's Local Agency Investment Fund (LAIF)~~
- ~~b) Any Public Agency's Pooled Investment Fund, provided such involvement is approved in advance by resolution of the Board~~
- ~~c) United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest~~
- ~~d) Federal agency or United States government sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government sponsored enterprises~~
- ~~e) Insured Certificates of Deposits (CD's) or CD's adequately collateralized by the institution issuing the certificate~~
- ~~f) Passbook Savings and Money Market Accounts~~
- ~~g) Money market funds~~

~~4.3 Any investment not specifically approved by this policy is prohibited.~~

~~4.1 The District's investments are governed by California Government Code, Sections 53600 et seq. Within the investments permitted by the Code, the District seeks to further restrict eligible investments to the guidelines listed below. In the event a discrepancy is found between this policy and the Code, the more restrictive parameters will take precedence. Percentage holding limits listed in this section apply at the time the security is purchased.~~

Any investment currently held at the time the policy is adopted which does not meet the new policy guidelines can be held until maturity and shall be exempt from the current policy. At the time of the investment's maturity or liquidation, such funds

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shall be reinvested only as provided in the current policy.

An appropriate risk level shall be maintained by primarily purchasing securities that are of high quality, liquid, and marketable. The portfolio shall be diversified by security type and institution to avoid incurring unreasonable and avoidable risks regarding specific security types or individual issuers.

a) **Municipal Securities** including obligations of the District, the State of California and any local District within the State of California, provided that:

- The securities are rated in a rating category of “A” or its equivalent or better by at least one nationally recognized statistical rating organization (“NRSRO”).
- No more than 5% of the portfolio may be invested in any single issuer.
- No more than 30% of the portfolio may be in Municipal Securities.
- The maximum maturity does not exceed five (5) years.

b) **Municipal Securities** (Registered Treasury Notes or Bonds) of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, District, or authority of any of the other 49 states, in addition to California.

- The securities are rated in a rating category of “A” or its equivalent or better by at least one nationally recognized statistical rating organization (“NRSRO”).
- No more than 5% of the portfolio may be invested in any single issuer.
- No more than 30% of the portfolio may be in Municipal Securities.
- The maximum maturity does not exceed five (5) years.

c) **U.S. Treasuries** and other government obligations for which the full faith and credit of the United States are pledged for the payment of principal and interest. There are no limits on the dollar amount or percentage that the District may invest in U.S. Treasuries, provided that:

- The maximum maturity is five (5) years.

d) **Federal Agencies** or United States Government-Sponsored Enterprise (GSE) obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. There are no limits on the dollar amount or

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percentage that the District may invest in Federal District or Government-Sponsored Enterprises (GSEs), provided that:

- No more than 30% of the portfolio may be invested in any single Agency/GSE issuer.
- The maximum maturity does not exceed five (5) years.
- The maximum percent of District callable securities in the portfolio will be 20%.

**e) Banker’s Acceptances, provided that:**

- They are issued by institutions which have short-term debt obligations rated “A-1” or its equivalent or better by at least one NRSRO; or long-term debt obligations which are rated in a rating category of “A” or its equivalent or better by at least one NRSRO.
- No more than 40% of the portfolio may be invested in Banker’s Acceptances.
- No more than 5% of the portfolio may be invested in any single issuer.
- The maximum maturity does not exceed 180 days.

**f) Commercial Paper, provided that the securities are issued by an entity that meets all of the following conditions in either (a) or (b) and other requirements specified below:**

**1. Securities issued by corporations:**

- (i) A corporation organized and operating in the United States with assets more than \$500 million.
- (ii) The securities are rated “A-1” or its equivalent or better by at least one NRSRO.
- (iii) If the issuer has other debt obligations, they must be rated in a rating category of “A” or its equivalent or better by at least one NRSRO.

**2. Securities issued by other entities:**

- (i) The issuer is organized within the United States as a special purpose corporation, trust, or limited liability company.
- (ii) The securities must have program-wide credit enhancements including, but not limited to, overcollateralization, letters of credit, or a surety bond.
- (iii) The securities are rated “A-1” or its equivalent or better by at least one NRSRO.

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- No more than 10% of the outstanding commercial paper of any single issuer.
- No more than 25% of the District’s investment assets under management may be invested in Commercial Paper. Under a provision sunseting on January 1, 2026, no more than 40% of the portfolio may be invested in Commercial Paper if the District’s investment assets under management are greater than \$100,000,000.
- No more than 5% of the portfolio may be invested in any single issuer.
- The maximum maturity does not exceed 270 days.

g) **Negotiable Certificates of Deposit (NCDs)** issued by a nationally or state-chartered bank, a savings association or a federal association, a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank, provided that:

- The amount of the NCD insured up to the FDIC limit does not require any credit ratings.
- Any amount above the FDIC insured limit must be issued by institutions which have short-term debt obligations rated “A-1” or its equivalent or better by at least one NRSRO; or long-term obligations rated in a rating category of “A” or its equivalent or better by at least one NRSRO.
- No more than 30% of the total portfolio may be invested in NCDs (combined with CDARS).
- No more than 5% of the portfolio may be invested in any single issuer.
- The maximum maturity does not exceed five (5) years.

h) **Federally Insured Time Deposits (Non-Negotiable Certificates of Deposit)** in state or federally chartered banks, savings and loans, or credit unions, provided that:

- The amount per institution is limited to the maximum covered under federal insurance.
- No more than 20% of the portfolio will be invested in a combination of federally insured and collateralized time deposits.
- The maximum maturity does not exceed five (5) years.

i) **Collateralized Time Deposits (Non-Negotiable Certificates of Deposit)** in state or federally chartered banks, savings and loans, or credit unions in excess of insured amounts which are fully collateralized with securities in accordance with California law, provided that:

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- No more than 20% of the portfolio will be invested in a combination of federally insured and collateralized time deposits.
- The maximum maturity does not exceed five (5) years.

**j) Certificate of Deposit Placement Services (CDARS) provided that:**

- No more than 30% of the total portfolio may be invested in a combination of Certificates of Deposit, including CDARS.
- The maximum maturity does not exceed five (5) years.

**k) Collateralized Bank Deposits.** District’s deposits with financial institutions will be collateralized with pledged securities per California Government Code, Section 53651. There are no limits on the dollar amount or percentage that the District may invest in collateralized bank deposits.

**l) Repurchase Agreements** collateralized with securities authorized under California Government Code, maintained at a level of at least 102% of the market value of the Repurchase Agreement. There are no limits on the dollar amount or percentage that the District may invest, provided that:

- Securities used as collateral for Repurchase Agreements will be delivered to an acceptable third-party custodian.
- Repurchase Agreements are subject to a Master Repurchase Agreement between the District and the provider of the repurchase agreement. The Master Repurchase Agreement will be substantially in the form developed by the Securities Industry and Financial Markets Association (SIFMA).
- The maximum maturity does not exceed one (1) year.

**m) State of California Local District Investment Fund (LAIF), provided that:**

- The District may invest up to the maximum amount permitted by LAIF.
- LAIF’s investments in instruments prohibited by or not specified in the District’s policy do not exclude the investment in LAIF itself from the District’s list of allowable investments, provided LAIF’s reports allow the Treasurer to adequately judge the risk inherent in LAIF’s portfolio.

**n) Local Government Investment Pools**

- Other LGIPs permitted by client.
- There is no issuer limitation for Local Government Investment Pools

**o) Corporate Medium Term Notes (MTNs), provided that:**

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- The issuer is a corporation organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States.
- The securities are rated in a rating category of “A” or its equivalent or better by at least one NRSRO.
- No more than 30% of the total portfolio may be invested in MTNs.
- No more than 5% of the portfolio may be invested in any single issuer.
- The maximum maturity does not exceed five (5) years.

p) Asset-Backed, Mortgage-Backed, Mortgage Pass-Through Securities, and Collateralized Mortgage Obligations From Issuers Not defined in Sections 4c) and 4d) of the Authorized Investments Allowable Investment Instruments Section of this Policy, provided that:

- The securities are rated in a rating category of “AA” or its equivalent or better by a NRSRO.
- No more than 20% of the total portfolio may be invested in these securities.
- No more than 5% of the portfolio may be invested in any single Asset-Backed or Commercial Mortgage security issuer.
- The maximum legal final maturity does not exceed five (5) years.

q) Mutual Funds and Money Market Mutual Funds that are registered with the Securities and Exchange Commission under the Investment Company Act of 1940, provided that:

1. Mutual Funds that invest in the securities and obligations as authorized under California Government Code, Section 53601 (a) to (k) and (m) to (q) inclusive and that meet either of the following criteria:

- (i) Attained the highest ranking or the highest letter and numerical rating provided by not less than two (2) NRSROs; or
- (ii) Have retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years’ experience investing in the securities and obligations authorized by California Government Code, Section 53601 and with assets under management in excess of \$500 million.

- No more than 10% of the total portfolio may be invested in shares of any one mutual fund.

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2. Money Market Mutual Funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 and issued by diversified management companies and meet either of the following criteria:

- (i) Have attained the highest ranking or the highest letter and numerical rating provided by not less than two (2) NRSROs; or
- (ii) Have retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds with assets under management in excess of \$500 million.

- No more than 20% of the total portfolio may be invested in the shares of any one Money Market Mutual Fund.

b. No more than 20% of the total portfolio may be invested in these securities.

r) **Supranationals**, provided that:

- Issues are US dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank.
- The securities are rated in a rating category of "AA" or its equivalent or better by a NRSRO.
- No more than 30% of the total portfolio may be invested in these securities.
- No more than 10% of the portfolio may be invested in any single issuer.

## 4.2 Maximum Maturity

To the extent possible, investments shall be matched with anticipated cash flow requirements and known future liabilities.

The District will not invest in securities maturing more than five (5) years from the date of trade settlement, unless the Governing Body has by resolution granted authority to make such an investment.

## 4.3 Prohibited Investment Vehicles and Practices

- State law notwithstanding, any investments not specifically described herein are prohibited, including, but not limited to futures and options.
- In accordance with Government Code, Section 53601.6, investment in inverse floaters, range notes, or mortgage derived interest-only strips is prohibited.

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- Investment in any security that could result in a zero-interest accrual if held to maturity is prohibited.
- Trading securities for the sole purpose of speculating on the future direction of interest rates is prohibited.
- Purchasing or selling securities on margin is prohibited.
- The use of reverse repurchase agreements, securities lending or any other form of borrowing or leverage is prohibited.
- The purchase of foreign currency denominated securities is prohibited.
- Agencies that are not Qualified Institutional Buyers (QIB) as defined by the Securities and Exchange Commission are prohibited from purchasing Private Placement Securities. The SEC defines a QIB as having at least \$100,000,000 in securities owned and invested.

## 4.4 Delivery, Safekeeping and Custody

Delivery-Versus-Payment (DVP) - All investment transactions shall be conducted on a delivery-versus-payment basis.

Safekeeping and Custody - To protect against potential losses due to failure of individual securities dealers, and to enhance access to securities, interest payments and maturity proceeds, all cash and securities in the District’s portfolio shall be held in safekeeping in the District’s name by a third party custodian, acting as agent for the District under the terms of a custody agreement executed by the bank and the District. All investment transactions will require a safekeeping receipt or acknowledgment generated from the trade. A monthly report will be received by the District from the custodian listing all securities held in safekeeping with current market data and other information.

The only exceptions to the foregoing shall be depository accounts and securities purchases made with: (i) local government investment pools; (ii) time certificates of deposit, and, (iii) mutual funds and money market mutual funds, since these securities are not deliverable.

## Section Five: Reporting Requirements

- 5.1 The Treasurer or designee shall submit to the Board a report of monthly investment security transactions.
- 5.2 The Treasurer or designee shall annually submit a written investment policy to the Board. The Board shall consider the investment policy at a public meeting.

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5.3 The Treasurer or designee shall submit a quarterly investment report to the Board. The report must be submitted within 30 days following the end of the month covered by the report. Such report shall include at least the following information:

- a) Types of investments;
- b) Names of the institution in which funds are invested or deposited;
- c) Date of maturity, if applicable;
- d) Par and original investment amount on all securities;
- e) Percent distribution of each type of investment;
- f) Current market value as of the date of the report, including sources of the valuation except those under LAIF;
- g) Coupon, if applicable;
- h) Average weighted yield of portfolio;
- i) Investment income for the fiscal year to date and total return
- j) A statement relating the report to the District's Investment Policy; and
- k) A statement that there are sufficient funds to meet the District's next six months' financial obligations.

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

5.5 The District will report the investment portfolio at market value at the end of each fiscal year in accordance with Governmental Accounting Standards Board Statement No. 31.

## Section Six: Internal Controls and General Guidelines

6.1 A system of internal control shall be established and documented in writing. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation of third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the District.

6.2 Controls deemed most important include:

- a) The control of collusion and separation of duties;
- b) Custodial safekeeping of funds invested or on deposit;
- c) Minimizing the number of authorized Investment Officers; and
- d) Written documentation of procedures and transactions.

6.3 In selecting financial institutions for the deposit or investment of District funds, the Treasurer or designee shall consider the credit-worthiness of the institution. Such credit-worthiness shall be monitored on a regular basis throughout the period in which

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District funds are deposited or invested.

- a) If the District has an investment advisor, the investment advisor may use its own list of authorized broker/dealers to conduct transactions on behalf of the District. The investment advisor’s list of approved broker/dealers will be made available to the District upon request.
- b) Any deposit or investment of funds shall be in writing, signed by the Treasurer or designee and the authorized representative of the institution.
- c) All transactions will be executed on a Delivery Versus Payment (DVP) basis.
- d) All investment securities shall be held in the District’s name by a third-party custodian that is the trust or custody division of a bank.

- 6.4 The District will require the auditors to perform cash and investment testing as part of the audit of the District’s financial statements.
- 6.5 An annual Cash Flow Forecast may be prepared by the Treasurer or designee and would be used to assist in the development of the annual operating budget for the District.
- 6.6 This Investment Policy shall be reviewed by the Board on an annual basis.
- 6.7 Ethics and Conflict of Interest - Board members and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or which could impair their ability to make impartial investment decisions. Board members and employees shall disclose any material financial interests that could be related to the performance of the District’s investment portfolio.

AUTHOR:	<del>Ken Campo, Financial Consultant</del> Davina Hatfield, Chief Financial Officer	Page 14 of 16
REVIEWED:	<del>Ken Campo, Administrative Services Consultant</del>	
APPROVED:	Paige Meyer, Fire Chief	
ORIGIN DATE:	06/11	REVISED DATE: 2012, 2013, 2014, <u>2022</u>





# DISTRICT – POLICY AND PROCEDURE

TOPIC:	<b>Investment Policy</b>		
EFFECTIVE DATE:	<del>05/28/14</del> <u>09/28/2022</u>	DOC NO:	
CROSS REF:			

## DEFINITIONS

Certificate of Deposit (CD) – A time deposit with a specific maturity evidenced by a Certificate. Large-denomination CDs are typically negotiable.

Collateral – Securities, evidence of deposit or other property, which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

Custody – Safekeeping services offered by a bank, financial institution or trust company, referred to as the “custodian.” Service normally includes the holding and reporting of the customer's securities, the collection and disbursement of income, securities settlement and market values.

Delivery Versus Payment – A type of securities transaction in which the purchaser pays for the securities when they are delivered either to the purchaser or custodian. It ensures that securities are deposited in an eligible financial institution prior to the release of funds. Securities should be held by a third-party custodian as evidenced by safekeeping receipts.

Diversification – Dividing investment funds among a variety of securities offering independent returns.

Federal Agency Obligation – A debt instrument issued by one of the federal agencies. Federal agencies are considered second in credit quality and liquidity only to U.S. Treasuries.

Liquidity – An investment that can be converted easily and rapidly into cash without a substantial loss of value.

Local Agency Investment Fund (LAIF) – The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

Market Value – The price at which a security is trading and could presumably be purchased or sold on a specific date.

Maturity – The date upon which the principal or stated value of an investment becomes due and payable.

Portfolio – Collection of securities held by an investor.

Prudent Investor Standard – An investment standard that all investments should be made

AUTHOR:	<del>Ken Campo, Financial Consultant</del> <u>Davina Hatfield, Chief Financial Officer</u>	Page 15 of 16
REVIEWED:	<del>Ken Campo, Administrative Services Consultant</del>	
APPROVED:	Paige Meyer, Fire Chief	
ORIGIN DATE:	06/11	REVISED DATE: 2012, 2013, 2014, <u>2022</u>



# DISTRICT – POLICY AND PROCEDURE

TOPIC:	<b>Investment Policy</b>		
EFFECTIVE DATE:	<del>05/28/14</del> <u>09/28/2022</u>	DOC NO:	
CROSS REF:			

with care, skill, prudence and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the District, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the District.

**Total Return** – Investment performance measured over a period of time that includes coupon interest, interest on interest, and both realized and unrealized gains or losses. Total return includes, therefore, any market value appreciation/depreciation on investments held at period end.

**Secondary Market** – A market made for the purchase and sale of outstanding issues following the initial distribution.

**U.S. Treasury** – Government debt issued by the United States Department of the Treasury through the Bureau of the Public Debt. Treasury securities are the debt financing instruments of the United States federal government, and they are often referred to simply as Treasuries. There are four types of marketable treasury securities: Treasury bills, Treasury notes, Treasury bonds, and Treasury Inflation Protected Securities (TIPS). All of the marketable Treasury securities are very liquid and are heavily traded on the secondary market.

**Yield at Market** – The percentage rate of return paid if the security is held to its maturity date using the market price of the security. The calculation is based on the coupon rate, length of time to maturity, and market price. It assumes that coupon interest paid over the life of the security is reinvested at the same rate. The Yield at Market will vary over time.

**Yield at Cost** – The percentage rate of return paid if the security is held to its maturity date at the original time of purchase. The calculation is based on the coupon rate, length of time to maturity, and original price. It assumes that coupon interest paid over the life of the security is reinvested at the same rate. The Yield at Cost on a security remains the same while held as an investment.

AUTHOR:	<del>Ken Campo, Financial Consultant</del> Davina Hatfield, Chief Financial Officer	Page 16 of 16
REVIEWED:	Ken Campo, Administrative Services Consultant	
APPROVED:	Paige Meyer, Fire Chief	
ORIGIN DATE:	06/11	REVISED DATE: 2012, 2013, 2014, 2022



**SPECIAL ANNOUNCEMENTS/  
PRESENTATIONS/  
GENERAL BUSINESS**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: September 28, 2022

To: Board of Directors

From: Frank Drayton, Deputy Chief/Fire Marshal

Re: Fire Prevention Week, October 9 - 15, 2022 and  
Fire Prevention Month 2022 Proclamation

---

## **Background:**

Fire Prevention Week will be held October 9 – 15, 2022. This year’s theme is “Fire Won’t Wait. Plan Your Escape.” This year’s theme reinforces the critical importance of developing a home escape plan with all members of the household and practicing it regularly. Additionally, 2022 represents the 100<sup>th</sup> anniversary of Fire Prevention Week, the nation’s longest-running public health observance on record.

According to data from the National Fire Protection Association (NFPA), the place people feel safest from fire is where they are at greatest risk, with three-quarters (74 percent) of all U.S. fire deaths occurring in homes. When a home fire does occur, it’s more likely to be serious; people are more likely to die in a home fire today than they were in 1980. Today’s homes burn faster and hotter than they used to, minimizing the amount of time they have to escape safely. In a typical home fire, you may have as little as two minutes to get out from the time the smoke alarm sounds.

The 2022 theme promotes potentially life-saving messages that can mean the difference between life and death in a fire. Developing a home escape plan with all members of the household and practicing it regularly ensures that everyone will know what to do when the smoke alarm sounds and uses that time wisely.

In addition to Fire Prevention Week, the District would like to declare the entire month of October “Fire Prevention Month.” We are looking forward to another great Fire Prevention Month.

## **Attachment**

San Ramon Valley Fire Protection District Fire Prevention Month 2022 Proclamation

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
FIRE PREVENTION MONTH 2022 PROCLAMATION**

- WHEREAS** *The San Ramon Valley Fire Protection District is committed to ensuring the safety and security of all those living and visiting our District; and*
- WHEREAS** *Fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and*
- WHEREAS** *Home fires killed 2,580 people in the United States in 2020 according to the National Fire Protection Association (NFPA) and fire departments in the United States responded to 356,500 home fires; and*
- WHEREAS** *The majority of U.S fire deaths (74 percent) occurred at home in 2020; and*
- WHEREAS** *The fire death rate per 1,000 home fires reported to U.S. fire departments is almost identical to the rate in 1980; and*
- WHEREAS** *Residents should identify places in their home where fires can start and eliminate those hazards; and*
- WHEREAS** *Working smoke alarms cut the risk of dying in reported home fires by half; and*
- WHEREAS** *Residents should install smoke alarms in every sleeping room, outside each separate sleeping area, and on every level of the home; and*
- WHEREAS** *Residents should develop a home escape plan with all members of the household and practice it regularly; and*
- WHEREAS** *Residents should respond when a smoke alarm sounds by going outside immediately to a designated meeting place; and*
- WHEREAS** *San Ramon Valley Fire Protection District is dedicated to reducing the occurrence of home fires and home fire injuries through prevention and education; and*
- WHEREAS** *The 2022 Fire Prevention Month theme “Fire Won’t Wait. Plan Your Escape” effectively serves to remind us that we need to take personal steps to increase our safety from fire.*
- THEREFORE** *We, as Board of Directors of San Ramon Valley Fire Protection District, do hereby proclaim October as Fire Prevention Month throughout this District, and we urge all the people of this District to be aware of their surroundings, plan and practice home escape plans, check home smoke alarms, respond when the smoke alarm sounds by exiting the home immediately, and to support the many public safety activities and efforts of the fire and emergency services during Fire Prevention Month 2022.*

*In witness, hereof, I hereunto set my hand this Twenty-Eighth day of September, the year of Two Thousand and Twenty-Two.*

---

*Ryan Crean  
President, San Ramon Valley Fire Protection District Board of Directors*



**OLD BUSINESS**



**NEW BUSINESS**

The logo of the Ramon Valley Fire Department is a Maltese cross. The top arm contains the word "RAMON" and the right arm contains "VALLEY". The bottom arm contains the word "FIRE". In the center of the cross is a yellow fire bell, a fire hose nozzle, and a fire axe. A banner at the bottom of the cross reads "Est. 1912".

**CORRESPONDENCE FOR  
POSSIBLE BOARD ACTION  
AND/OR REVIEW**



From: Mike [REDACTED]  
Sent: Friday, August 26, 2022 5:00 PM  
To: Paige Meyer <[pmeyer@srvfire.ca.gov](mailto:pmeyer@srvfire.ca.gov)>  
Cc: Damien Alvarez <[dalvarez@srvfire.ca.gov](mailto:dalvarez@srvfire.ca.gov)>  
Subject: Excellent job by Engine 31

Dear Chief Meyer,

First of all, I apologize for my delay in sending you this message.

I want to recognize several members of your San Ramon Valley fire team for the excellent job that they did in response to a medical emergency last July 9th when they responded to my home after my wife called 911 when I collapsed in my kitchen. Without going into detail about my medical situation, they worked together as a team to assess my situation and take appropriate action to initially stabilize me and then transport me to the ER at John Muir Hospital.

Please extend my heartfelt gratitude to the following first responders:

Emmett Theodore  
Justin McCabe  
Damien Alvarez  
Garrett McIntyre  
Jared Lomker

Sincerely,

Mike [REDACTED]  
[REDACTED]  
[REDACTED] Danville 94526

**From:** JM [REDACTED]  
**Sent:** Monday, August 22, 2022 2:19 PM  
**To:** Paige Meyer <[pmeyer@srvfire.ca.gov](mailto:pmeyer@srvfire.ca.gov)>  
**Subject:** First Responders

Hello Chief Meyer,

I just wanted to let you know that the emergency assistance I received on July 29<sup>th</sup> from the Blackhawk fire department was excellent.

I could not have asked for anything better. Your first responders are the best around. Please keep up the outstanding work.

Best regards,

Jim [REDACTED]



**OPERATIONS AND TRAINING**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: September 28, 2022  
To: Board of Directors  
From: Frank Drayton, Deputy Chief  
Re: Monthly Operations and Training Report for August 2022

---

## Activities

- ❖ Facilitated District's participation in an Active Shooter Exercise with Town of Danville
- ❖ Administered the completion of probationary periods for eight Recruit Firefighters
- ❖ Initiated FireGuage Employee Performance Evaluation Program (EPER) deployment
- ❖ Administered Probationary Examination #1 for eight 2021-I Academy personnel
- ❖ Initiated training for Captain Alvarez, who will serve as the 2022-I Academy Coordinator
- ❖ Administered planning and preparation for the 2022 Engineer Promotional Test
- ❖ Finalized probationary periods for two promoted Captains and two promoted Engineers
- ❖ Updated the Acting Engineer Task Book
- ❖ Managed Annual Wellness Fitness Program

## Meetings

- ❖ Participated in several Active Shooter Exercise Planning Meetings
- ❖ Attended Academy Coordinator Meeting
- ❖ Participated in Station 37 Emergency Medical Services (EMS) Training Meeting
- ❖ Participated in Lexipol Workgroup Meeting
- ❖ Participated in Local Emergency Medical Services Authority (LEMSA) Meeting

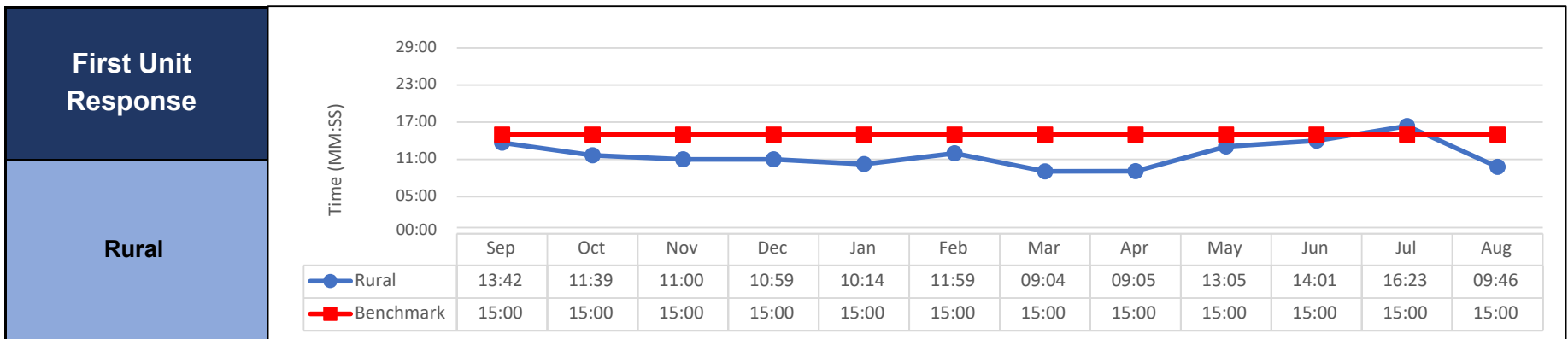
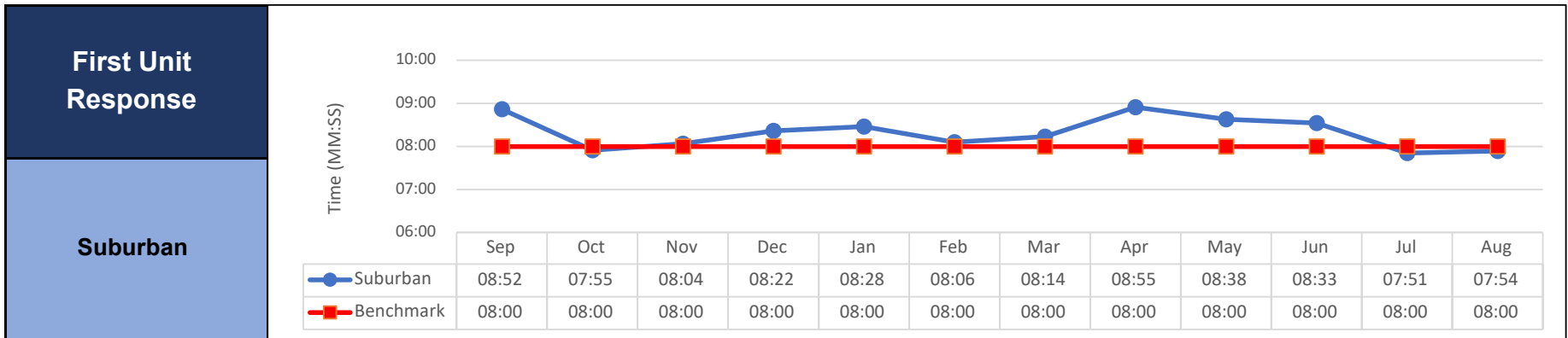
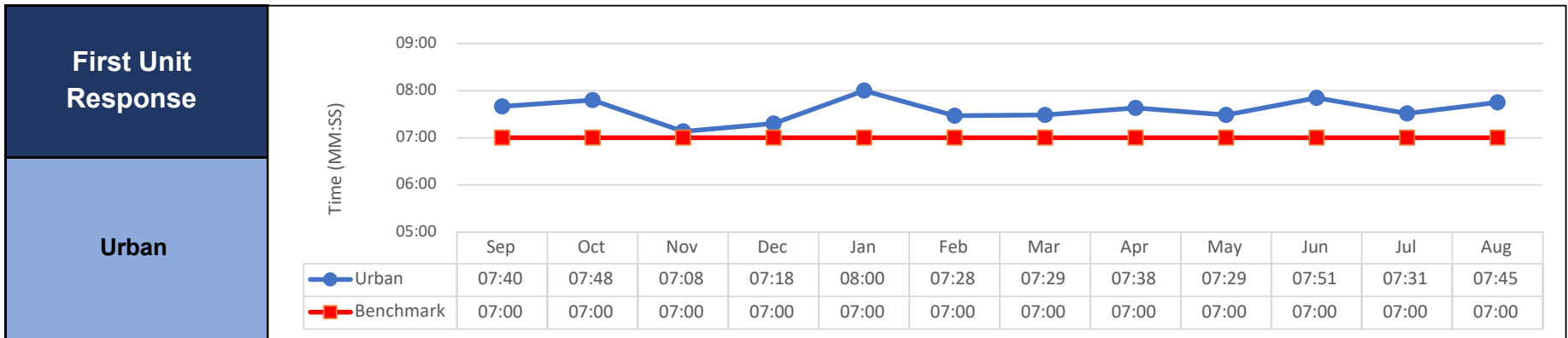
## Standards of Cover Policy Compliance Report August 1, 2022 - August 31, 2022

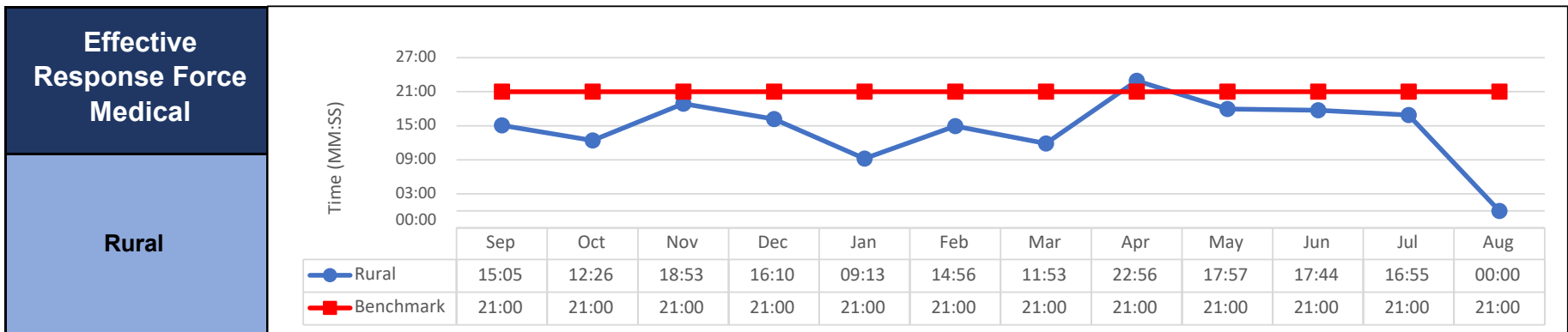
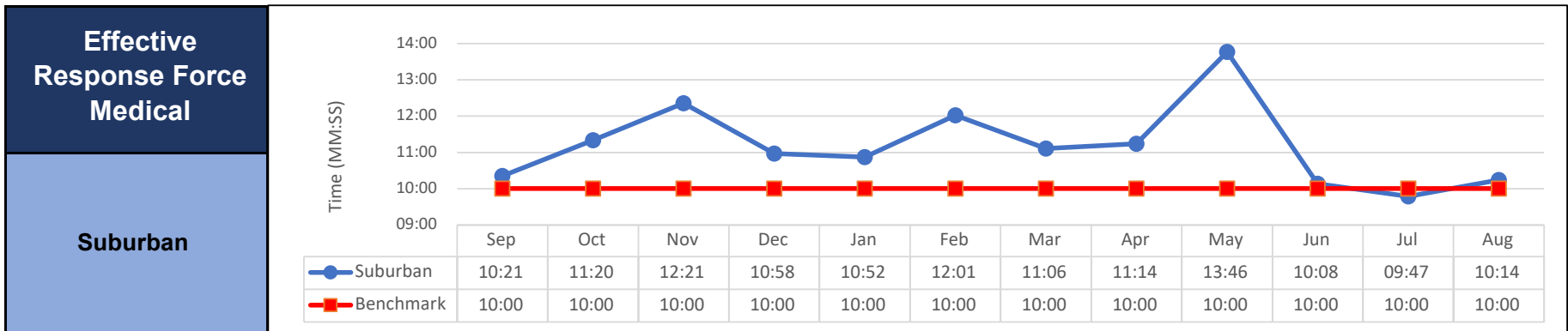
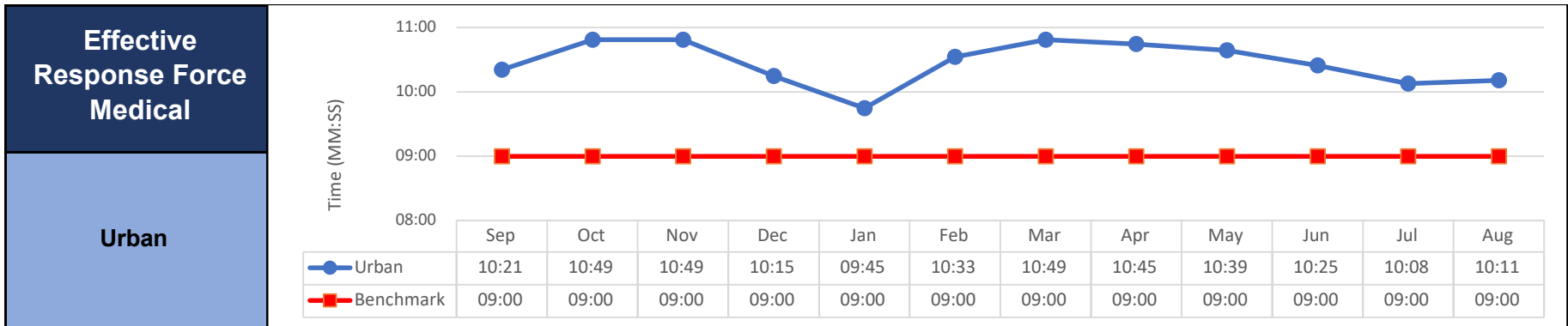
	SOC Goal 1, 5, 6			SOC Goal 2, 5, 6			SOC Goal 3, 5, 6			SOC Goal 5, 6		
	Urban (Count = 338)			Suburban (Count = 155)			Rural (Count = 4)			Wilderness (Count = 5)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
First Unit Response	7:00	7:45	7:37	8:00	7:54	8:24	15:00	9:46	11:39	45:00	21:50	27:10
		91%	95%		100%	97%		100%	100%		100%	100%

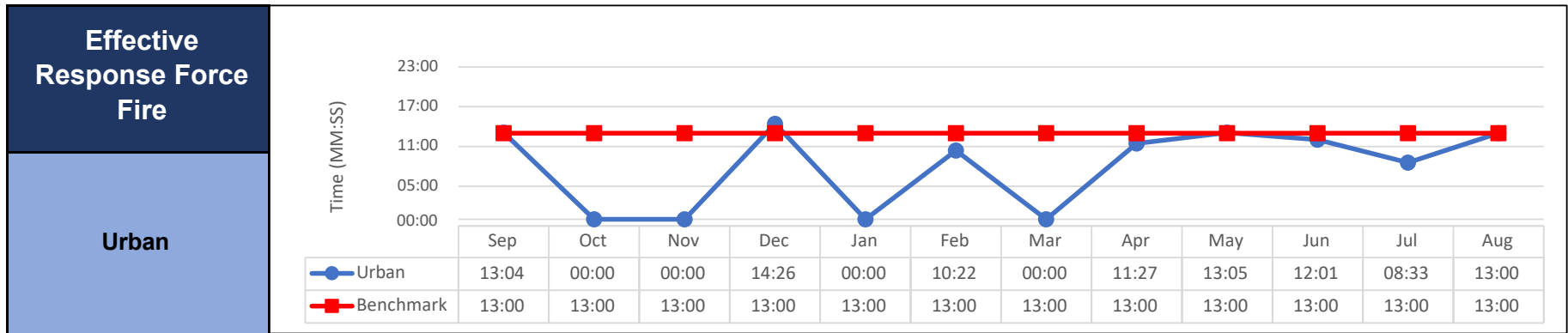
	SOC Goal 4											
	Urban (Count = 1)			Suburban (Count = 1)			Rural (Count = 0)			Wilderness (Count = 0)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
ERF Fire Response	13:00	13:00	13:05	14:00	9:59	14:52	21:00	0:00	0:00	45:00	0:00	0:00
		100%	77%		100%	84%		0%	0%		0%	0%

	SOC Goal 8											
	Urban (Count = 151)			Suburban (Count = 79)			Rural (Count = 0)			Wilderness (Count = 2)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
ERF Medical Response	9:00	10:11	10:31	10:00	10:14	11:00	21:00	0:00	17:44	45:00	23:22	23:22
		92%	86%		97%	94%		0%	100%		100%	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	1:03	1:04	1:00	1:42	1:38	2:00	1:42	1:41
		98%	98%		84%	87%		100%	100%







**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.

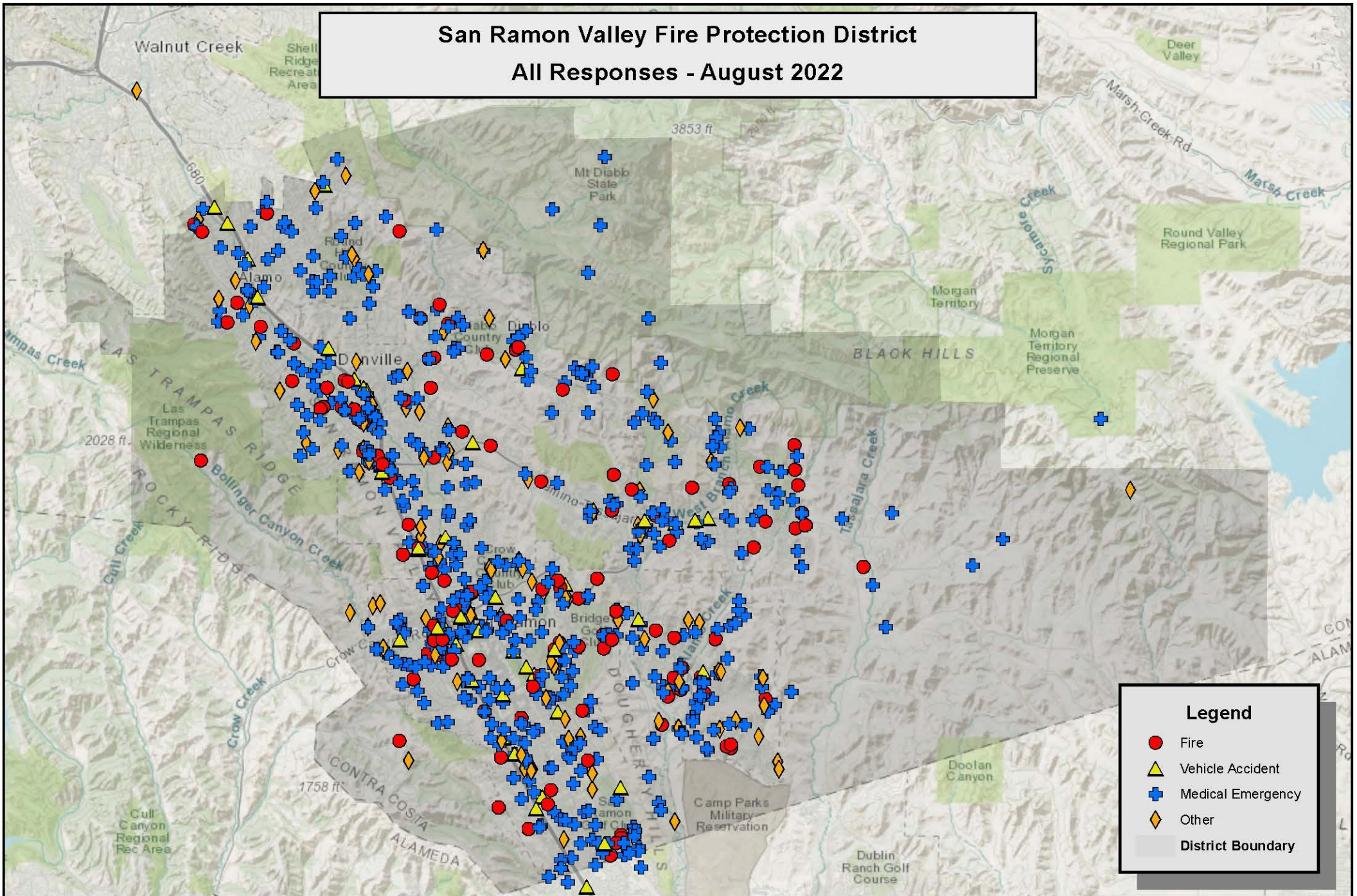
#### **Goal 8**

##### *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

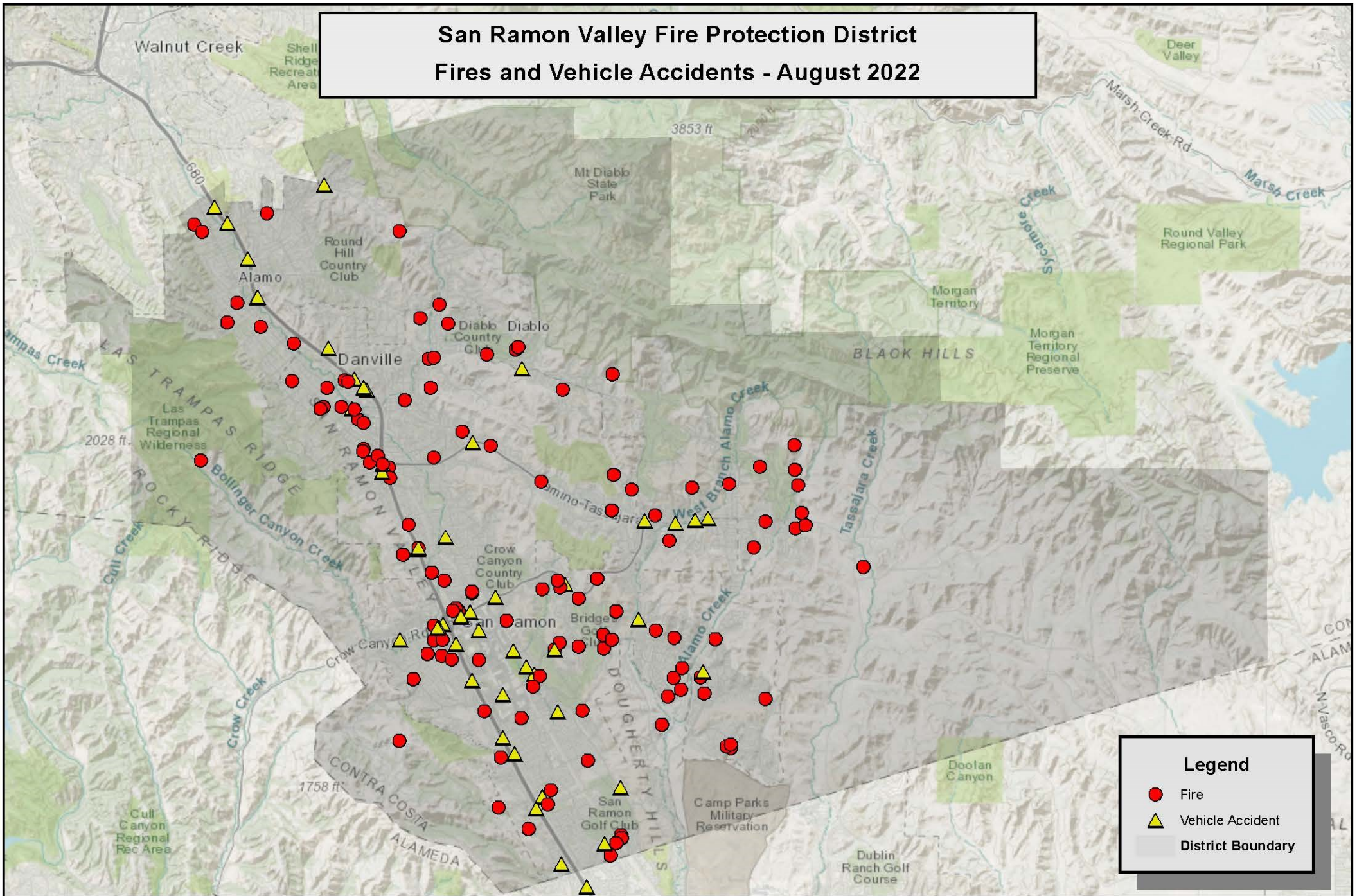
## All Responses - August 2022



	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>All Responses</b>	830	769	883	841	949	927	897	945	0	0	0	0
<b>Fires &amp; Vehicle Accidents</b>	108	141	155	147	160	156	145	196	0	0	0	0
<b>Med Emergencies &amp; Other</b>	722	628	728	693	789	770	751	749	0	0	0	0



# San Ramon Valley Fire Protection District Fires and Vehicle Accidents - August 2022

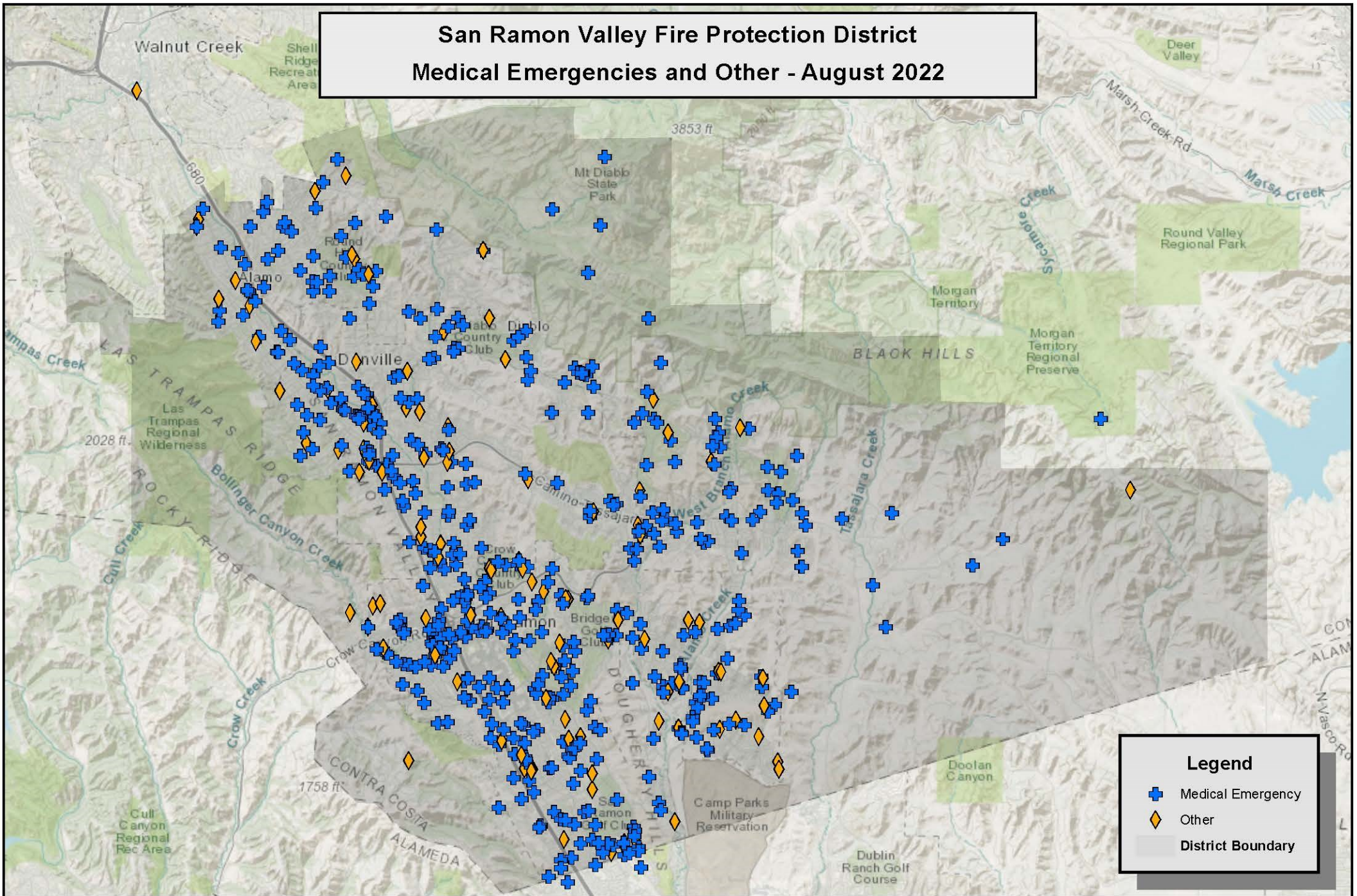


	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>Fires &amp; Vehicle Accidents</b>	108	141	155	147	160	156	145	196	0	0	0	0



# San Ramon Valley Fire Protection District

## Medical Emergencies and Other - August 2022



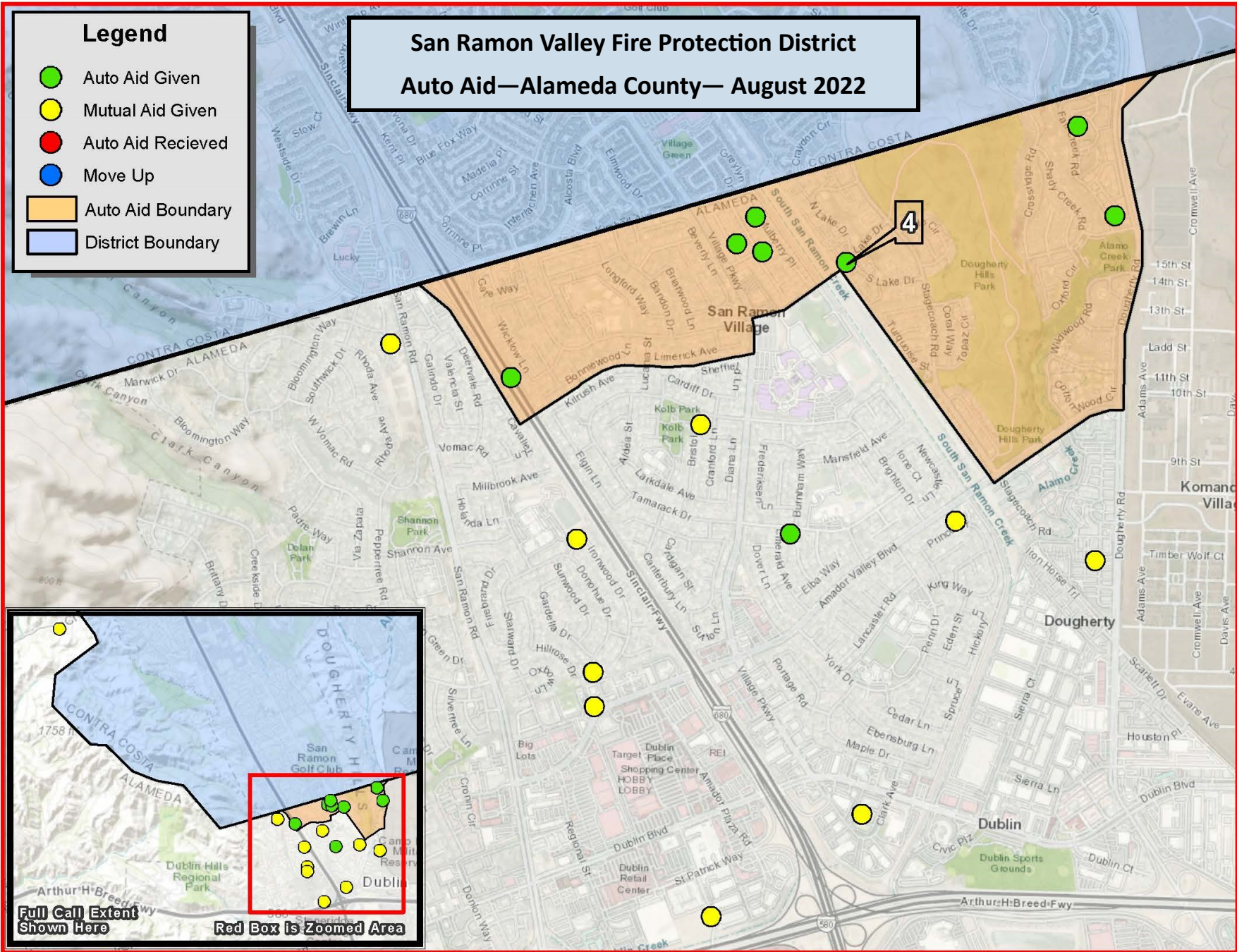
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>Med Emergencies &amp; Other</b>	722	628	728	693	789	770	751	749	0	0	0	0



## San Ramon Valley Fire Protection District Auto Aid—Alameda County— August 2022

**Legend**

- Auto Aid Given
- Mutual Aid Given
- Auto Aid Received
- Move Up
- Auto Aid Boundary
- District Boundary



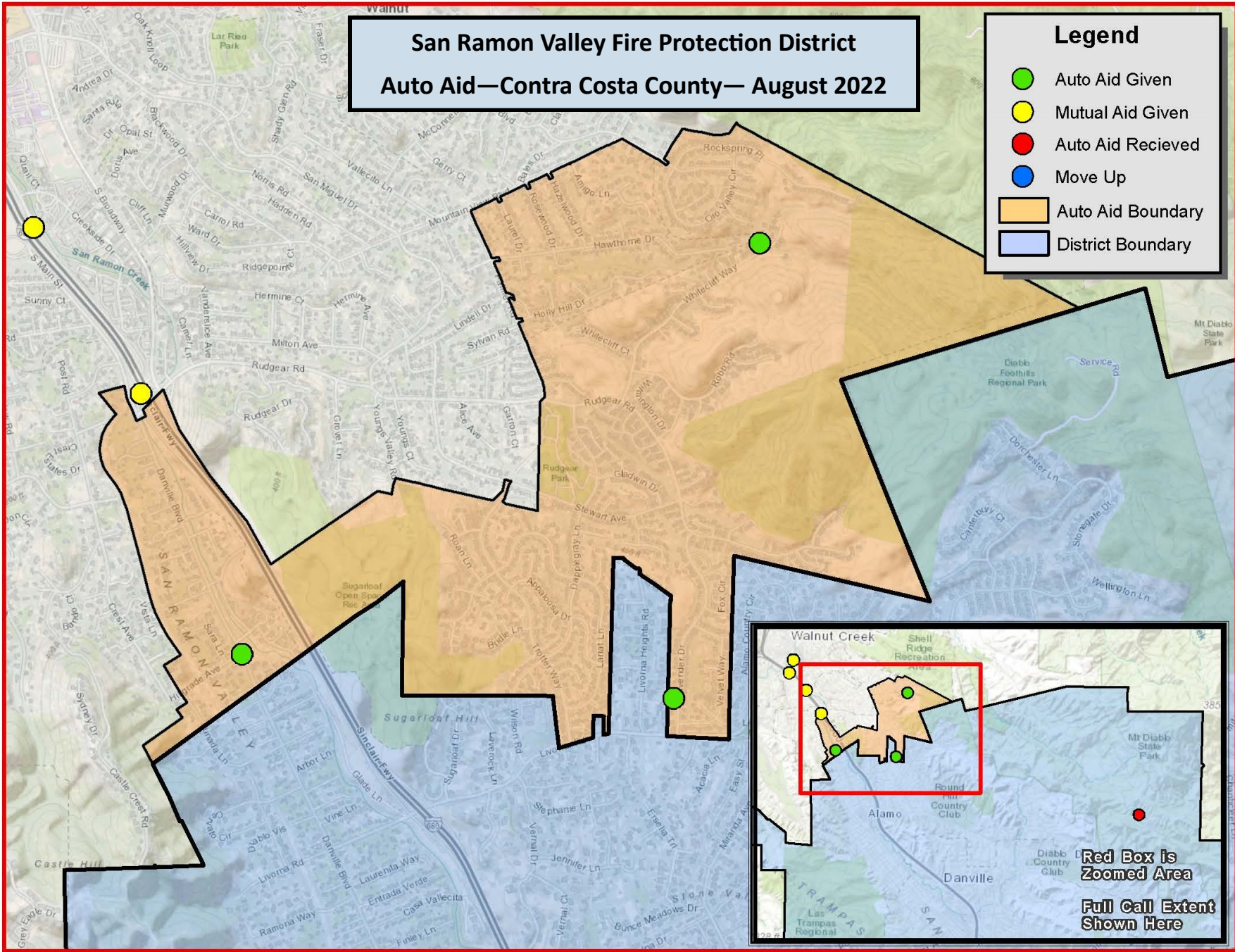
	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG
Auto Aid Given	11	15	24	22	16	17	12	17	18	11	14	11
Mutual Aid Given	8	5	3	6	6	4	7	8	10	17	11	10
Auto Aid Received	0	0	0	1	0	0	0	0	1	2	0	0
Move-up	0	0	0	0	0	0	0	0	0	0	0	0



# San Ramon Valley Fire Protection District Auto Aid—Contra Costa County— August 2022

**Legend**

- Auto Aid Given
- Mutual Aid Given
- Auto Aid Received
- Move Up
- Auto Aid Boundary
- District Boundary



	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG
Auto Aid Given	7	6	3	7	3	1	3	6	0	2	1	3
Mutual Aid Given	3	3	0	2	4	2	2	0	4	0	1	4
Auto Aid Received	0	0	0	0	0	0	0	0	1	3	0	1
Move-up	0	0	0	0	0	0	0	0	0	0	0	0



**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: September 28, 2022  
To: Board of Directors  
From: James Selover, Deputy Chief  
Re: Monthly EMS Division Report for August 2022

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## **EMS - Incidents**

The District responded to 547 emergency medical incidents during the month of August. Nine (9) of those incidents were in response to a patient who experienced a sudden cardiac arrest. Four (4) of the cardiac arrest victims had a return of spontaneous circulation prior to arriving at the emergency department.

## **Activities**

- ❖ Continued review of Lexipol EMS policies
- ❖ Continued EMS Shift Coordinator CQI training and support
- ❖ Held internal BLS, ACLS, and PALS Instructor courses for certification renewals
- ❖ Commenced the bi-annual, District-wide recertification renewal courses for BLS, ACLS and PALS, ten (10) classes held in August
- ❖ Renewed Training Site Agreement with National Institute for Healthcare Education (NIHE)
- ❖ Continued Single-Role Paramedic application review
- ❖ Continued to evaluate and assess the Single-Role Paramedic Program
- ❖ Held EMS Specialist interviews
- ❖ Released ten (10) requests for public records
- ❖ Processed three (3) subpoenas for records
- ❖ Continued with monthly billable PCR reconciliation
- ❖ Participated in Vector Solutions – Guardian Tracking Demo
- ❖ Completed review and replacement of glucometers (EMS Committee Project)
- ❖ Completed Contra Costa Medical Waste Program Applications for all stations
- ❖ Received County Health Services approval on internal CE certificate template



## **Meetings**

- ❖ Lead EMS Division Meetings - weekly goal review
- ❖ Continued LEMSA / EMS Division monthly collaborative discussions to maintain strong partnerships
- ❖ Participated in Contra Cost County Health Services Monkeypox Update meeting
- ❖ Participated in meeting with Moraga Orinda Fire regarding Single-Role Paramedic Program
- ❖ Held monthly EMS Committee meeting

## **Behavioral Health Activities Update**

- ❖ Hosted site visit with Behavioral Health Justice Intervention Services Grant, Project Directors
- ❖ Participated in site visit to Contra Costa Regional Medical Center - Psychiatric Emergency Services, Martinez, with Social Services Supervisor
- ❖ Presented Behavioral Health project at San Ramon Valley Discovery Council meeting
- ❖ Participated in Behavioral Health collaboration meetings including:
  - Behavioral Health Response Design Group meetings (2)
  - Peer Support Group meeting
  - Contra Costa Crisis Center meeting
  - Legal Regulatory Discover with Stephanie Brendlen and proposing law firms
  - Well-being Solution Mapping with Ken Campo
  - Continued Behavioral Health Justice Intervention Services Grant learning collaborative and coaching meetings
  - Continued weekly internal Behavioral Health Justice Intervention Services Grant project meetings

## **COVID-19 Activities Update**

- ❖ Monitored Covid-19 positive personnel per daily check-in policy requirements (11 positive cases in August)
- ❖ Continued Covid-19-related policy review to remain current with changing CCHS, CDPH and CDC recommendations
  - Note: August 25, Contra Costa County Health Services announced rescission order on the local health orders requiring emergency first responders and non-emergency medical transport workers show proof of vaccination
- ❖ Tested of District personnel, immediate family members and personnel from local government when needed for symptomatic or post / potential exposure.
- ❖ Completed inventory and placed orders for miscellaneous Covid-19 supplies
- ❖ Continued to partner with Contra Costa County Health Services to acquire COVID-19 rapid tests and OTC rapid tests at no cost for the EMS Division



**COMMUNITY RISK  
REDUCTION**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: September 28, 2022  
To: Board of Directors  
From: Frank Drayton, Deputy Chief/Fire Marshal  
Re: Monthly Community Risk Reduction Report for August 2022

---

## **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 District completed 53 Construction Inspections in August and 94 Plan Reviews with a turnaround time averaging 6 days.

## **Compliance Inspections**

Inspection work will be prioritized as follows:

- ❖ Complete all State Mandated Inspections to ensure compliance
- ❖ Annual Inspection occupancies (High Risk) will be the next focus
- ❖ Bi-annual (Moderate Risk) and Tri-annual (Low Risk)
- ❖ Re-inspections of occupancies attempting to achieve full compliance will continue as required
- ❖ Exterior Hazard Abatement Inspections
- ❖ Real Estate Defensible Space Inspections

## **Meetings/Activity**

- ❖ Attended meeting with County Fire Marshals to discuss a regional recommended model ordinance for the upcoming code adoption and exterior hazard abatement
- ❖ Participated in GeoCivix testing for new Plan Review System
- ❖ Met with Town of Danville for District Involvement in Special Events
- ❖ Soft Launch of new GeoCivix Plan Review Portal

### **Community Emergency Response Team (CERT)**

- ❖ HeartSafe Hands Only Program with Windemere Middle School
- ❖ Contra Costa CERT Coalition Meeting and Bay Area CERT Coalition Meeting
- ❖ Fire Extinguisher Demo for Tresanti Surgical Center San Ramon
- ❖ CERT Communication Meeting Crow Canyon Country Club
- ❖ Personal Emergency Preparedness Class for Blackhawk HOA



**FLEET AND FACILITIES**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

**Date:** September 28, 2022  
**To:** Board of Directors  
**From:** Frank Drayton, Deputy Chief  
**Subject:** Monthly Fleet and Facilities Report for August 2022

## Facilities

- ❖ Ongoing progress meetings for the Public Safety Complex
- ❖ Ongoing progress meetings for Station 34
- ❖ Attended Bid walk for Exterior Paint Job at Station 36
- ❖ Attended site walk for the new Burn Prop at the Camino Tassajara Training site
- ❖ Participated in discussions regarding new training facility
- ❖ Public Safety Building Project

		Roebbelen		
				Revised
		Contract		Contract
	Cost Estimate <sup>(1)</sup>	Amount	Change Orders	Amount
Fire Administration	\$ 7,300,000	\$ 6,056,467	\$ 18,280	\$ 6,074,747
Police Administration	7,200,000	9,350,047	1,450,841	10,800,888
Dispatch/EOC	6,900,000	6,734,486	92,785	6,827,271
Contingency	5,400,000	-	(1,561,906)	-
	\$ 26,800,000	\$22,141,000	\$ -	\$ 23,702,906

		Additional Scope		
			Revised Cost	
	FF&E	Roof <sup>(2)</sup>	Estimate	Billed to Date
Fire Administration	\$ 1,111,412	\$ 622,128	\$ 7,808,287	\$ 4,199,835
Police Administration	1,355,530	622,128	12,778,546	10,278,922
Dispatch/EOC	-	-	6,827,271	4,451,998
Contingency	(2,466,942)	-	1,371,152	-
	\$ -	\$ 1,244,255	\$ 28,785,255	\$ 18,930,755

*Percentage Complete* 65.77%

<sup>1</sup> Initial cost estimate excluding FF&E and Roof Replacement.

<sup>2</sup> Paid from District | City CIP Funds.

## **Fleet**

- ❖ Working on proposal for remodifications of existing Reserve Ambulances

## **Meetings**

- ❖ Participated in Alamo MAC Meeting
- ❖ Attended Command Staff Meeting
- ❖ Attended Several Management Meetings
- ❖ Participated in Wiedemann site discussion
- ❖ Participated in Firefighter/Paramedic Interviews
- ❖ Participate in Single Role Paramedic Interviews
- ❖ Attended PG&E Pre-Construction Meeting at Station 34
- ❖ Attended Fire Investigator Team Interviews



**COMMUNICATIONS  
AND  
TECHNOLOGY**





# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: September 28, 2022  
To: Board of Directors  
From: Denise Pangelinan, Director of Emergency Communications  
Re: Monthly Communications and Technology Report for August 2022

---

## **Communications & Technology**

- ❖ Reviewed G2 Station Alerting interface with Central Square and upgraded test CAD
- ❖ Tested and completed technical requirements of new Community Risk Reduction Plan Examiner Software
- ❖ Uploaded 2022 Quarter 3 NFIRS Fire reporting data
- ❖ Prepared and distributed 2022-2023 cycle of preplan inspections
- ❖ Reconfigured police beat maps and layers incorporating new sections of San Ramon

## **Media**

- ❖ Attended National Night Out
- ❖ Attended Active Shooter Exercise with the Town of Danville

## **Training**

- ❖ Tactical Dispatch Training

## **Meetings**

- ❖ East Bay Regional Communications System
- ❖ Contra Costa County Radio Committee
- ❖ Project Meetings for New Communications Center and Emergency Operations Center

## **Communications Reserves**

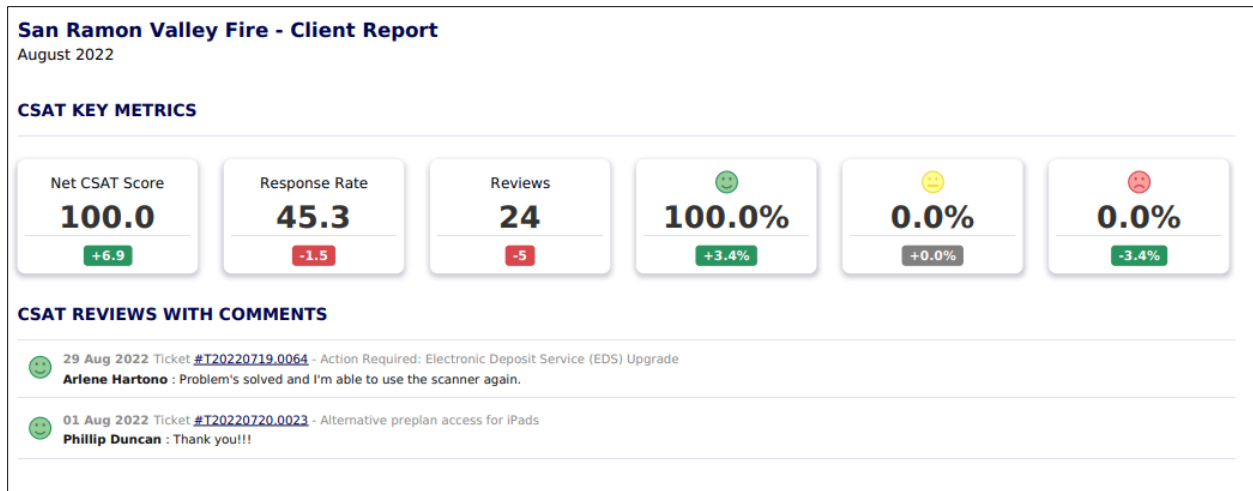
- ❖ Staffed Breathing Support for structure fire
- ❖ Provided radio support for the Patterson Bike Race
- ❖ Set-up CS131 for Central County SWAT Crisis Negotiation Team Training
- ❖ Trained on mapping and portable repeater deployment

# San Ramon Valley Fire Protection District DNI Technology Monthly Focus August 2022

## End User Support

- 146 Service Tickets Processed
- 16 Priority-One Ticket Responses Processed
- 6 Pending Tickets Waiting on Staff

## End-User Feedback



## After Hours / Emergency Support

- Received 36 After-Hours / Emergency Support Calls
- Average Triage Time Was 2.1 Minutes

## System Alerts

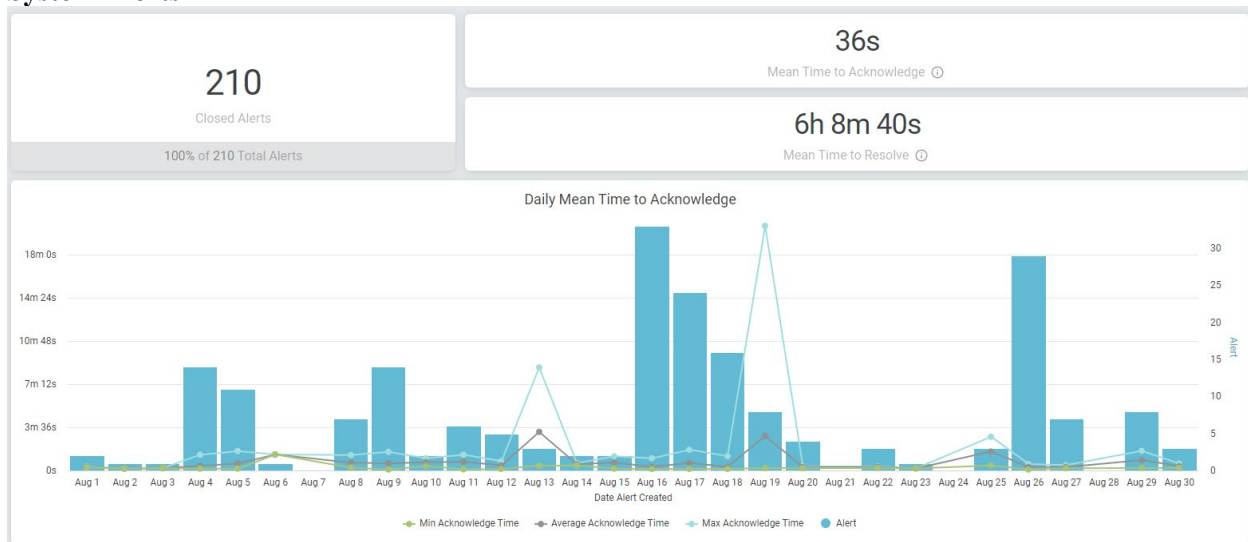


Figure 1: System Alert Response



## Disaster Recovery

- 19 Terabytes of Data Backed Up Daily (Police, Fire, Communications Center, & Data Centers)
- All Backups Jobs Are Checked Daily
- All Backups Are Tested Weekly
- All Incremental Backups Occur Hourly

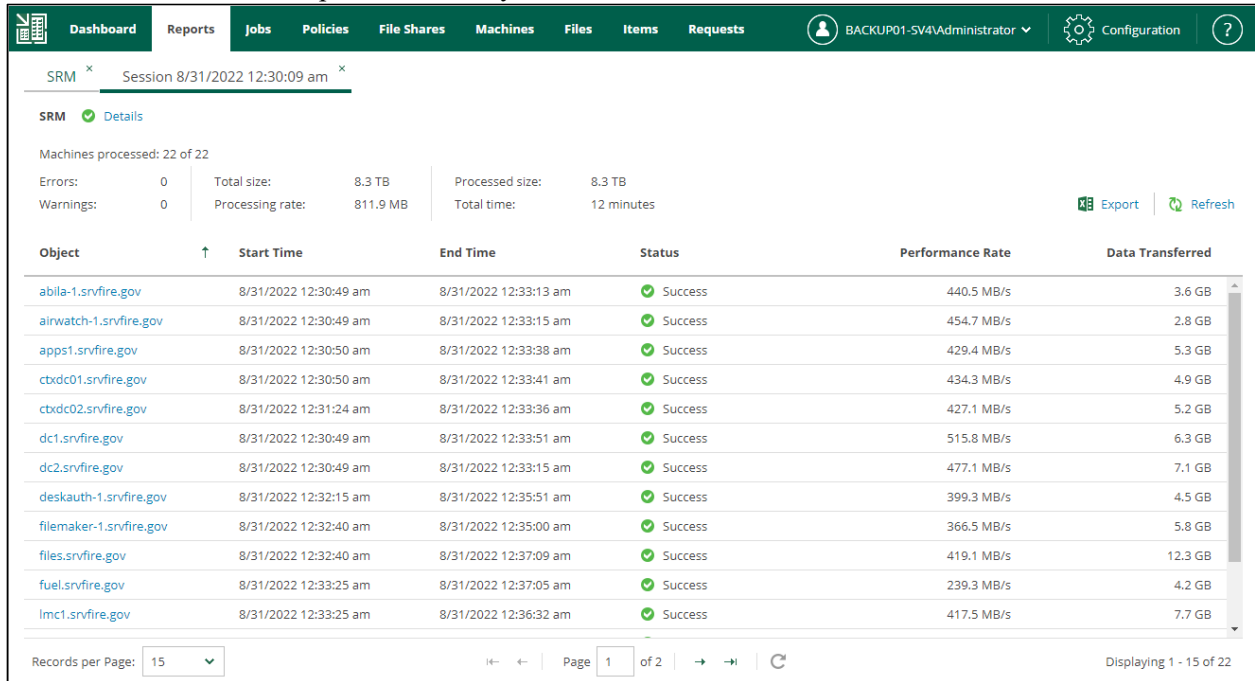


Figure 2: San Ramon Backup Dashboard

## Cybersecurity Patch Management Status

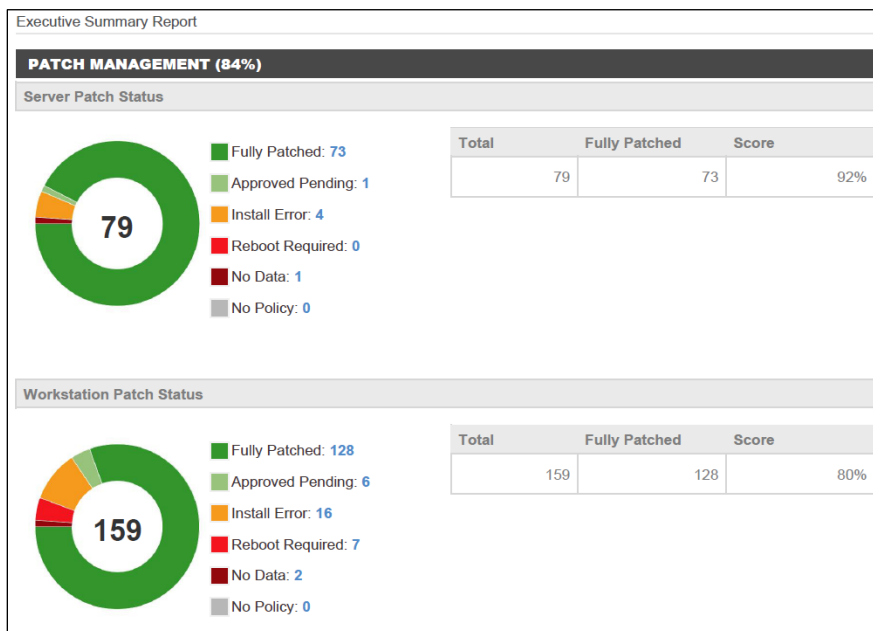


Figure 3: Patch Status Dashboard



## Apparatus MDC Uptime

- 65 In-Motion Gateways (Active and Spares)
- 57 In-Service in- Aug 2022
- Achieved 99+% Uptime on Average

Dashboard Events Map Tracker Stats Total Reach Config Reports Admin

Availability Trend for Group: San Ramon (65 Gateways) from Aug 1 to Aug 31 (30 days), availability as uptime over gateway run time, 57 reporting, 1 below average of 99%, 2,526,879 events

Save Results

Results by vehicle (active WAN link only)

Vehicle	Run Time	Average	Aug 1	Aug 2	Aug 3	Aug 4	Aug 5	Aug 6
SPARE ND83010016011034	19 days 7 hours	90%	74%	100%	77%	0%	57%	100%
528 E30 ND83060350011034	29 days 24 hours	99%	100%	100%	100%	99%	100%	100%
606 E331 ND83020007011034	29 days 23 hours	99%	100%	100%	100%	100%	100%	100%
356 ND75110133011033	9 days 8 hours	99%				100%	100%	100%
350 B3110 (replacement) ND83010146011034	14 days 21 hours	99%	99%	100%	100%	100%	99%	
354 3171 ND83060412011034	15 days 0 hour	99%	100%	100%	100%	100%		100%
352 3173 ND83020077011034	13 days 8 hours	99%	100%	100%				100%
603 E338 ND83060631011034	29 days 23 hours	99%	100%	100%	100%	100%	100%	100%

Figure 4: Apparatus Connectivity Report

## Station Alerting

- Achieved 100% Uptime for Zetron Station Alerting
- Setup Virtual Servers for G2 Prototype Deployment

Zetron FSA Console

View Filter

No Filter

Station 30	E30 Available In	E330 Available In	WT130 Available In			
Station 31	E31 Available In	T31 Available In	PM31 Available In	E331 Available In	HM31 Available In	BS31 Unknown
Station 32	E32 Available In	PM32 Available In	E332 Available In			
Station 33	E33 Available In	E333 Available In				
Station 34	E34 Responding	T34 Available In	E334 Available In	USR134 Available In		
Station 35	E35 Available In	T35 Available In	PM35 Available In	E335 Available In	WT135 Available In	
Station 36	E36 Available In	E336 Available In				
Station 38	E38 Available In	E338 Available In	PM38 Responding			
Station 39	E39 Available In	PM39 Available In	E339 Available In			

Stations All Select Station All Units Select Unselect All

Figure 5: Station Alerting Status Dashboard

## Patient-Care Reporting (ImageTrend)

- Reviewed 566 Patient Care Records for Compliance
- 139 Reports in Progress



## iPad Deployment for Suppression

- Deployed 12 New iPads for Use by Suppression Staff in Apparatus
- Setup Tracking and Monitoring via MDM Portal

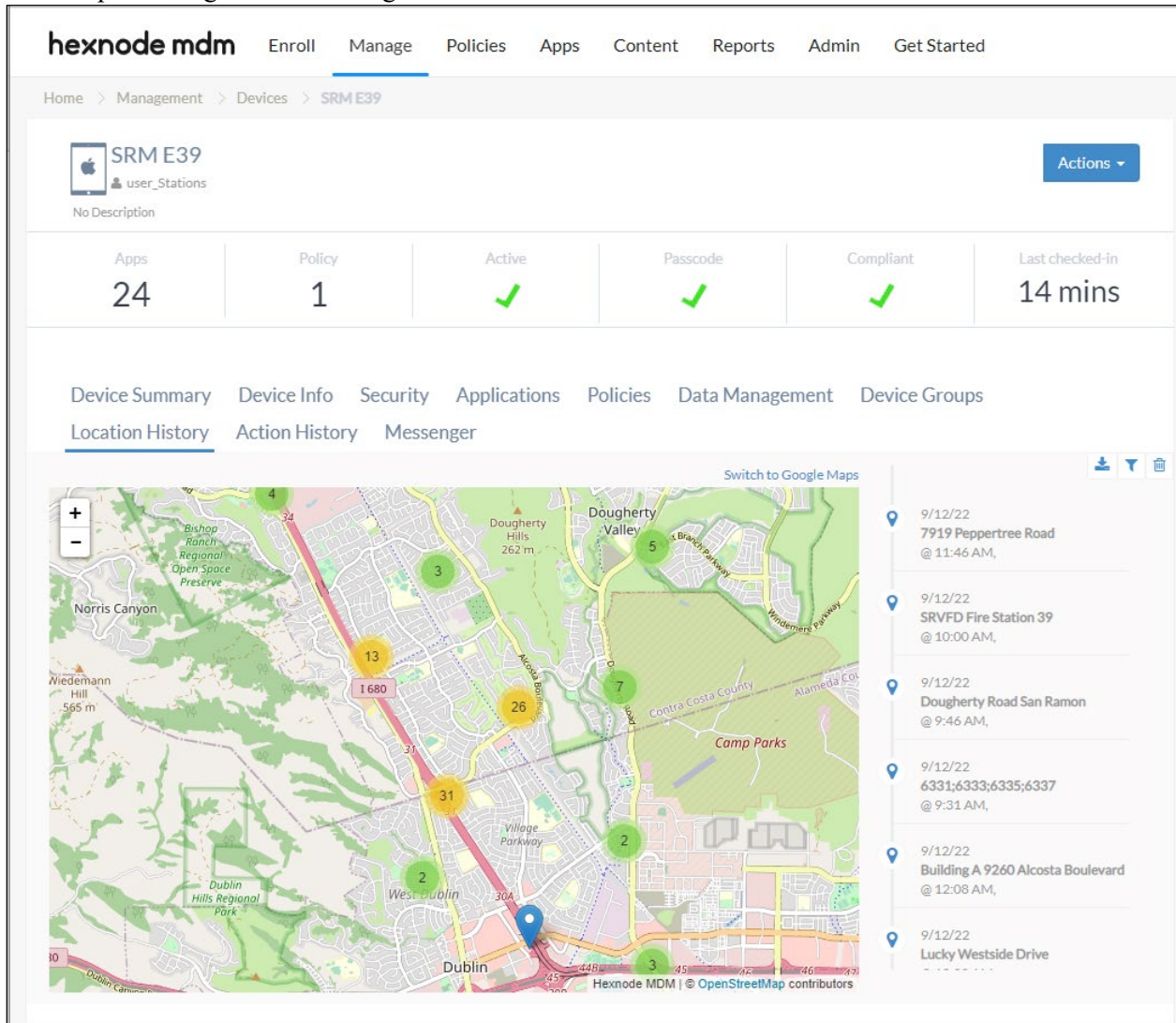


Figure 6: SRM E39 Tracking Report

## General Project Support

- Participated in Review Meetings with Contractor and Architect for New Complex
- Assisted with Ongoing Inventory Reconciliation Process for Inventory
- Assisted with CAD Upgrade Test
- Provided General Support for Mental Health Initiative





**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: September 28, 2022  
To: Board of Directors  
From: Ken Campo, Administrative Services Consultant  
Re: Monthly Human Resources Report for August 2022

---

## **Recruitment:**

- ❖ Coordinated and held oral interview and Chief's interview for EMS Specialist position
- ❖ Coordinated and held interviews for Firefighter Paramedics position
- ❖ Coordinated and held interviews for Single Role Paramedic position
- ❖ Coordinated and held interviews for Fire Investigator Team
- ❖ Coordinated and tracked pre-employment backgrounds for one (1) Single Role Paramedic
- ❖ Coordinated and tracked pre-employment backgrounds for two (2) Station 37 Volunteer Firefighter applicants
- ❖ Participated in Promotional Engineer Exam Planning and Review meeting
- ❖ Coordinated and held Promotional Engineer Written Examination

## **Additional Accomplishments:**

- ❖ Coordinated all Human Resources personnel files for pick up by ECS Imaging Company
- ❖ Organized, prepared and completed for destruction of Human Resources files pursuant to the Retention Policy
- ❖ Start planning for upcoming Open Enrollment
- ❖ Coordinated and set up processes with BaySport and a local physician to complete Wellness Fitness exams
- ❖ Assisted five (5) outside agencies with salary and compensation information request

Report: Employee Illness/Injury Report – August 2022



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: September 28, 2022  
To: Board of Directors  
From: Ken Campo, Administrative Services Consultant  
Re: August 2022 Employee Illness/Injury Report

---

## **August 2022** **Indemnity (Lost Time)**

August 26, 2022      DOI- 08/16/2022 - An employee sought treatment for right shoulder and right hand.

*Status:* Remains off Work

## **Medical Only (No Lost Time)**

August 19, 2022      DOI- 06/13/2022 - An employee sought treatment for right knee pain. No loss time.

Total lost time due to injuries for the month of August:

- 81 shifts for shift employees
- 11 calendar days for 40-hour employees





**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: September 28, 2022  
To: Board of Directors  
From: Davina Hatfield, Chief Financial Officer  
Re: Monthly Financial Report for August 2022

---

## Meetings/Activities:

- ❖ Audit fieldwork for fiscal year 2021|22 with external auditors
- ❖ Chandler Asset Management
  - Kick-off meeting
  - Contract administration
  - Policy update
  - Account set-up
- ❖ Provided support and assistance to other Divisions with the following projects:
  - Lexipol policy implementation
  - ECS/Kaizen Document Management

## Financial Statements:

- ❖ Balance Sheets
- ❖ Revenues | All Funds, Budget vs. Actual
- ❖ Expenditures | General Fund Budget vs. Actual
- ❖ Expenditures | Capital and Debt Service Funds Budget vs. Actual
- ❖ Revenue and Expense History by Month | General Fund
- ❖ Overtime Analysis

# San Ramon Valley Fire Protection District

## Combined Balance Sheet

August 31, 2022

	GOVERNMENTAL FUNDS					AGENCY	ACCOUNT GROUPS		Total
	General Fund	Budget Stabilization	Debt Service	Capital Projects	Special Revenue	CERT	Fixed Asset	Long-Term Debt	
<b>ASSETS</b>									
Cash - Checking	\$ 432,202	\$ 125,705	\$ -	\$ -	\$ 2,235	\$ 138,558	\$ -	\$ -	\$ 698,700
Cash - Money Market	501,285	-	-	-	-	-	-	-	501,285
Cash - Workers' Compensation	(40,172)	-	-	-	-	-	-	-	(40,172)
Cash - Flexible Spending	25,741	-	-	-	-	-	-	-	25,741
Petty Cash	1,250	-	-	-	-	-	-	-	1,250
Investments - LAIF @ 0.29%	12,313,362	11,807,214	-	42,634	-	-	-	-	24,163,210
Investments - Market Value Adjustment	23,220	6,600	-	795	-	-	-	-	30,615
Investments - Bank of the West @ .93% avg	25,672,512	9,329,313	-	-	-	-	-	-	35,001,825
Escrow Account - CA Bank of Commerce (St.34 ret)	-	-	-	100,557	-	-	-	-	100,557
Escrow Account - River City Bank (PSB retention)	-	-	-	922,248	-	-	-	-	922,248
Cash with Fiscal Agent	-	-	133	23,968,929	-	-	-	-	23,969,062
Cash with Fiscal Agent	-	-	-	9,954,000	-	-	-	-	9,954,000
Accounts Receivable	457,292	-	-	-	-	-	-	-	457,292
Interest Receivable	105,282	30,783	-	7,693	-	-	-	-	143,758
YE Accrued Ambulance Billing	1,001,185	-	-	-	-	-	-	-	1,001,185
Prepaid Expenses and Deposits	14,887,111	-	-	11,573,300	-	-	-	-	26,460,411
Land	-	-	-	-	-	-	6,000,878	-	6,000,878
Buildings and Improvements	-	-	-	-	-	-	34,354,445	-	34,354,445
Construction in Progress	-	-	-	-	-	-	2,783,433	-	2,783,433
Equipment	-	-	-	-	-	-	8,462,987	-	8,462,987
Vehicles	-	-	-	-	-	-	24,381,148	-	24,381,148
Accumulated Depreciation	-	-	-	-	-	-	(38,727,479)	-	(38,727,479)
Amount to be Provided - Long Term Debt	-	-	-	-	-	-	-	67,830,638	67,830,638
<b>TOTAL ASSETS</b>	<b>\$ 55,380,270</b>	<b>\$ 21,299,615</b>	<b>\$ 133</b>	<b>\$ 46,570,156</b>	<b>\$ 2,235</b>	<b>\$ 138,558</b>	<b>\$ 37,255,412</b>	<b>\$ 67,830,638</b>	<b>\$ 228,477,017</b>
<b>LIABILITIES</b>									
Accounts Payable	\$ 368,262	\$ -	\$ -	\$ 18,648	\$ -	\$ -	\$ -	\$ -	\$ 386,910
Accrued Expenses	3,456,080	-	-	-	-	-	-	-	3,456,080
Deposits Payable	32,084	-	-	-	-	-	-	-	32,084
Deferred Ambulance Billing Revenue	1,458,943	-	-	-	-	-	-	-	1,458,943
Long Term Debt - Certificates of Participation	-	-	-	-	-	-	-	43,355,000	43,355,000
Long Term Debt - Vehicle Lease	-	-	-	-	-	-	-	12,183,000	12,183,000
Workers' Compensation	-	-	-	-	-	-	-	8,793,000	8,793,000
Accumulated Leave	-	-	-	-	-	-	-	3,499,638	3,499,638
<b>TOTAL LIABILITIES</b>	<b>5,315,369</b>	<b>-</b>	<b>-</b>	<b>18,648</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>67,830,638</b>	<b>73,164,655</b>

# San Ramon Valley Fire Protection District

## Combined Balance Sheet

August 31, 2022

	GOVERNMENTAL FUNDS					AGENCY	ACCOUNT GROUPS		Total
	General Fund	Budget Stabilization	Debt Service	Capital Projects	Special Revenue	CERT	Fixed Asset	Long-Term Debt	
<b>FUND BALANCE</b>									
Investment in General Fixed Assets	-	-	-	-	-	-	37,255,412	-	37,255,412
Non-Spendable Fund Balance	561,745	-	-	11,573,300	-	-	-	-	12,135,045
Restricted Fund Balance	-	-	133	25,279,419	2,235	-	-	-	25,281,787
Committed Fund Balance:									
Dry Period Funding	49,370,803	-	-	-	-	-	-	-	49,370,803
Budget Stabilization	-	17,249,615	-	-	-	-	-	-	17,249,615
Workers' Compensation Claims	-	4,050,000	-	-	-	-	-	-	4,050,000
Capital Projects	-	-	-	4,082,286	-	-	-	-	4,082,286
Assigned Fund Balance:									
Other Assigned Fund Balance	132,353	-	-	5,616,503	-	-	-	-	5,748,856
Unassigned Fund Balance	-	-	-	-	-	138,558	-	-	138,558
<b>TOTAL FUND BALANCE</b>	<u>50,064,901</u>	<u>21,299,615</u>	<u>133</u>	<u>46,551,508</u>	<u>2,235</u>	<u>138,558</u>	<u>37,255,412</u>	<u>-</u>	<u>155,312,362</u>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<u>\$ 55,380,270</u>	<u>\$ 21,299,615</u>	<u>\$ 133</u>	<u>\$ 46,570,156</u>	<u>\$ 2,235</u>	<u>\$ 138,558</u>	<u>\$ 37,255,412</u>	<u>\$ 67,830,638</u>	<u>\$ 228,477,017</u>

# San Ramon Valley Fire Protection District

## Revenue - All Funds

For the Period Ended August 31, 2022

FISCAL YEAR COMPLETED - 16.67%

	2021/22	2022/23			
	Actual (unaudited)	Budgeted	Realized	Remaining Budget	% Received
<b>TAXES</b>					
Property Taxes - Current Secured	\$ 77,477,853	\$ 83,056,711	\$ -	\$ 83,056,711	0.0%
Property Taxes - Supplemental	2,593,979	-	-	-	
Property Taxes - Utilities (Unitary)	1,221,283	1,221,283	-	1,221,283	0.0%
Property Taxes - Current Unsecured	2,035,368	2,278,449	-	2,278,449	0.0%
Homeowners Property Tax Relief	442,512	453,404	-	453,404	0.0%
RDA Property Tax	1,674,185	1,553,858	-	1,553,858	0.0%
County Tax Administration	(585,320)	(622,658)	-	622,658	0.0%
Property Taxes - Prior Secured	(222,344)	(222,344)	-	222,344	0.0%
Property Taxes - Prior Supplemental	(91,212)	(91,212)	-	91,212	0.0%
Property Taxes - Prior Unsecured	25,980	-	-	-	
Total Taxes	<u>84,572,284</u>	<u>87,627,491</u>	<u>-</u>	<u>89,499,919</u>	<u>0.0%</u>
<b>INTERGOVERNMENTAL</b>					
Measure H	33,000	33,000	-	33,000	0.0%
Measure X	-	-	-	-	
State Aid/Grants	655,747	390,000	54,027	335,973	13.9%
Federal Grant Revenue	951	365,194	-	365,194	0.0%
Other Intergovernmental Revenue	485,610	476,411	69,668	406,743	14.6%
GEMT	(26,081)	160,000	-	160,000	0.0%
Consolidated Dispatch	1,953,926	2,221,608	-	2,221,608	0.0%
Total Intergovernmental	<u>3,103,153</u>	<u>3,646,213</u>	<u>123,695</u>	<u>3,522,518</u>	<u>3.4%</u>
<b>CHARGES FOR SERVICE</b>					
Inspection Fees	2,764	29,475	3,516	25,959	11.9%
Plan Review	373,639	325,000	100,478	224,522	30.9%
Weed Abatement Charges	3,010	3,382	-	3,382	
Administrative Citation Charges	-	-	-	-	#DIV/0!
Ambulance Services	5,574,080	5,403,500	1,117,245	4,286,255	20.7%
CPR Classes	-	-	-	-	#DIV/0!
Reports and Photocopies	5,840	3,821	145	3,676	3.8%
Total Charges For Service	<u>5,959,333</u>	<u>5,765,178</u>	<u>1,221,384</u>	<u>4,543,794</u>	<u>21.2%</u>
<b>USE OF MONEY AND PROPERTY</b>					
Investment Earnings	553,960	606,000	226,827	379,173	37.4%
Total Use Of Money and Property	<u>553,960</u>	<u>606,000</u>	<u>226,827</u>	<u>379,173</u>	<u>37.4%</u>
<b>RENTAL INCOME</b>					
Rent On Real Estate	66,568	78,334	11,767	66,567	15.0%
Total Rental Income	<u>66,568</u>	<u>78,334</u>	<u>11,767</u>	<u>66,567</u>	<u>15.0%</u>
<b>OTHER REVENUE</b>					
Donations	975	-	-	-	
Indemnifying Proceeds	-	-	-	-	
Miscellaneous Revenue	260,703	10,000	1,512	8,488	15.1%
Developer Contributions	1,975,000	-	-	-	#DIV/0!
Total Other Revenue	<u>2,236,678</u>	<u>10,000</u>	<u>1,512</u>	<u>8,488</u>	<u>15.1%</u>
<b>OTHER FINANCING SOURCES</b>					
Debt/Lease Proceeds	10,015,820	-	-	-	
Total Other Financing Sources	<u>10,015,820</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Revenue	<u>\$ 106,507,796</u>	<u>\$ 97,733,216</u>	<u>\$ 1,585,185</u>	<u>\$ 98,020,459</u>	<u>1.6%</u>

# San Ramon Valley Fire Protection District

## Expenditures - General Fund

For the Period Ended August 31, 2022

FISCAL YEAR COMPLETED - 16.67%

	2021/22		2022/23		
	Actual (unaudited)	Budget	Actual to Date	Remaining Budget	% Expended
<b>SALARIES AND BENEFITS</b>					
Permanent Salaries	\$ 30,071,509	\$ 32,088,619	\$ 5,092,611	\$ 26,996,008	15.9%
Temporary Salaries	487,832	815,590	89,381	726,209	11.0%
Overtime	11,773,612	8,599,100	2,000,891	6,598,209	23.3%
Overtime - Temp Employees	919	-	-	-	#DIV/0!
FICA/Medicare	586,181	578,479	99,754	478,725	17.2%
Retirement Contributions	18,841,804	19,907,205	3,478,038	16,429,167	17.5%
Retirement Contributions - UAAL	263,000	279,000	279,000	-	100.0%
401A Contributions - Employer Paid	22,425	60,000	10,000	50,000	16.7%
Employee Group Insurance	4,528,755	4,704,685	714,643	3,990,042	15.2%
Retiree Health Insurance	3,632,662	3,783,591	587,705	3,195,886	15.5%
OPEB Contribution	5,800,925	5,801,464	1,000,000	4,801,464	17.2%
Unemployment Insurance	951	5,000	-	5,000	0.0%
Workers' Compensation	1,353,923	1,400,000	214,096	1,185,904	15.3%
Total Salaries and Benefits	77,364,498	78,022,733	13,566,119	64,456,614	17.4%
<b>SERVICES AND SUPPLIES</b>					
Office Supplies	24,900	41,234	3,217	38,017	7.8%
Postage	9,273	30,212	1,171	29,041	3.9%
Telecommunications	221,380	225,544	21,099	204,445	9.4%
Utilities	485,621	479,200	56,510	422,690	11.8%
Small Tools and Equipment	88,383	136,880	3,379	133,501	2.5%
Miscellaneous Supplies	69,583	145,348	9,315	136,033	6.4%
Medical Supplies	239,539	252,400	42,106	210,294	16.7%
Firefighting Supplies	80,173	87,800	6,465	81,335	7.4%
Pharmaceutical Supplies	61,675	60,000	8,530	51,470	14.2%
Computer Supplies	11,510	16,120	430	15,690	2.7%
Radio Equipment and Supplies	821	21,320	-	21,320	0.0%
Food Supplies	26,073	42,360	3,929	38,431	9.3%
PPE Inspection and Repairs	13,091	20,280	6,396	13,884	31.5%
Safety Clothing	185,487	313,144	69,210	243,934	22.1%
Class A Uniforms	8,804	10,920	-	10,920	0.0%
Non-Safety Clothing	23,654	26,233	2,637	23,596	10.1%
Class B Uniforms	73,214	102,336	9,160	93,176	9.0%
Household Supplies	70,367	48,120	8,710	39,410	18.1%
Central Garage - Repairs	765,268	500,000	(21,232)	521,232	-4.2%
Central Garage - Maintenance	119,407	104,000	9,774	94,226	9.4%
Central Garage - Gas, Diesel and Oil	576,100	523,920	102,977	420,943	19.7%
Central Garage - Tires	76,307	60,000	6,298	53,702	10.5%
Central Garage - Mandated Inspections	8,416	129,480	-	129,480	0.0%
Maintenance and Repairs - Equipment	211,686	203,522	38,503	165,019	18.9%
Maintenance and Repairs - Radio and Electronic	20,476	96,175	-	96,175	0.0%

# San Ramon Valley Fire Protection District

## Expenditures - General Fund

For the Period Ended August 31, 2022

FISCAL YEAR COMPLETED - 16.67%

	2021/22	2022/23			
	Actual (unaudited)	Budget	Actual to Date	Remaining Budget	% Expended
Maintenance and Repairs - Buildings	139,989	208,000	27,849	180,151	13.4%
Maintenance and Repairs - Grounds	63,799	79,400	3,918	75,482	4.9%
Rents and Leases	181,757	96,451	21,608	74,843	22.4%
Software and Licensing	590,315	545,748	88,871	456,877	16.3%
Professional Services	2,442,924	3,224,567	361,097	2,863,470	11.2%
Recruiting Costs	158,148	200,170	9,218	190,952	4.6%
Legal Services	99,537	160,000	-	160,000	0.0%
Medical Services	111,655	159,120	-	159,120	0.0%
Communications Services	93,915	99,174	95,040	4,134	95.8%
Election Services	-	210,000	-	210,000	0.0%
Insurance Services	430,549	680,238	402,721	277,517	59.2%
Publication Of Legal Notices	144	3,640	-	3,640	0.0%
Specialized Printing	10,115	27,092	1,608	25,484	5.9%
Memberships	79,025	49,687	38,719	10,968	77.9%
Educational Courses and Supplies	326,825	395,975	21,489	374,486	5.4%
Educational Assistance	21,534	52,000	1,195	50,805	2.3%
Public Educational Supplies	2,203	11,440	-	11,440	0.0%
Books and Periodicals	16,623	29,691	701	28,990	2.4%
Recognition Supplies	4,854	5,100	3,883	1,217	76.1%
Meetings and Travel	76,170	69,855	4,407	65,448	6.3%
Other Expense	25,641	-	7,458	(7,458)	#DIV/0!
Taxes and Assessments	162,923	143,500	-	143,500	0.0%
Total Services and Supplies	<u>8,509,853</u>	<u>10,127,396</u>	<u>1,478,366</u>	<u>8,649,030</u>	<u>14.6%</u>
Total Operating Expenditures	<u>\$ 85,874,351</u>	<u>\$ 88,150,129</u>	<u>\$ 15,044,485</u>	<u>\$ 73,105,644</u>	<u>17.1%</u>

# San Ramon Valley Fire Protection District

## Expenditures - All Other Funds

For the Period Ended August 31, 2022

FISCAL YEAR COMPLETED - 16.67%

	2021/22	2022/23			
	Actual (unaudited)	Budget	Actual to Date	Remaining Budget	% Expended
<b>CAPITAL PROJECTS</b>					
Professional Services	\$ 34,715	\$ -	\$ -	\$ -	
Legal Services	30,000	-	-	-	
Technology Improvements	83,230	-	5,000	(5,000)	#DIV/0!
Specialized Printing	-	-	-	-	
Various Improvements	19,955,965	31,081,693	599,047	30,482,646	1.9%
Radio and Electronic Equipment	219,931	2,127,257	23,010	2,104,247	1.1%
Major Equipment	-	562,914	-	562,914	0.0%
Autos and Trucks	<u>10,593,478</u>	<u>279,500</u>	<u>-</u>	<u>279,500</u>	<u>0.0%</u>
Total Capital Projects	<u>\$ 30,917,319</u>	<u>\$ 34,051,364</u>	<u>\$ 627,057</u>	<u>\$ 33,424,307</u>	<u>1.8%</u>
<b>DEBT SERVICE</b>					
2022 Equipment Lease	\$ -	\$ 2,066,373	\$ 1,036,142	\$ 1,030,231	50.1%
2015 Certificates Of Participation	927,250	924,625	751,875	172,750	81.3%
2020 Certificates of Participation	1,994,563	1,993,663	1,333,431	660,232	66.9%
2018 Equipment Lease	<u>613,155</u>	<u>595,999</u>	<u>298,860</u>	<u>297,139</u>	50.1%
Total Debt Service	<u>\$ 3,534,968</u>	<u>\$ 5,580,660</u>	<u>\$ 3,420,308</u>	<u>\$ 2,160,352</u>	<u>61.3%</u>
Total Capital, Equipment and Debt Service	<u>\$ 34,452,287</u>	<u>\$ 39,632,024</u>	<u>\$ 4,047,365</u>	<u>\$ 35,584,659</u>	10.2%



# San Ramon Valley Fire Protection District

## General Fund

### Revenue and Expenditures

Month	2018/19		2019/20		2020/21		2021/22		2022/23	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
July	\$ 550,530	\$ 5,622,648	\$ 749,436	\$ 5,451,614	\$ 748,807	\$ 7,063,529	\$ 615,957	\$ 7,595,516	\$ 683,878	\$ 7,137,702
August	499,377	5,905,072	610,284	6,468,445	436,936	5,415,373	614,807	6,716,218	794,827	7,906,784
September	579,731	5,563,173	388,535	5,580,182	481,504	6,749,996	575,880	7,181,678		
October	2,375,797	6,005,201	2,931,282	6,169,069	633,361	6,409,267	2,286,870	6,771,836		
November	656,486	6,191,849	516,137	6,368,317	3,069,984	7,404,339	701,139	6,726,630		
December	39,332,475	5,629,084	40,716,284	6,133,552	42,109,519	6,465,330	43,887,931	7,471,404		
January	1,334,430	5,722,401	1,818,008	5,781,707	1,919,622	6,769,534	1,929,139	6,681,116		
February	632,213	5,524,960	856,640	5,675,617	915,885	6,680,845	691,516	7,195,480		
March	972,913	5,624,000	742,260	5,932,483	1,696,361	6,936,490	759,860	7,318,574		
April	28,219,039	5,320,835	29,646,763	5,904,545	31,336,141	7,254,141	31,841,248	7,199,179		
May	507,822	6,529,026	507,535	5,565,403	579,440	7,178,714	2,558,038	7,313,714		
June	6,282,536	6,135,504	6,469,451	6,475,129	7,280,114	7,465,440	7,935,470	7,703,006		

# Total Overtime Hours by Month January 2020 - August 2022

