

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

**Members of the San Ramon Valley Fire Protection District Board of Directors who cannot attend this meeting in person will participate in the regular board meeting through teleconferencing pursuant to Government Code Section 54953**

**Wednesday, May 23, 2018 – 3:00 p.m. \*Note time change\***

*Matthew Stamey ~ Board President  
H. Jay Kerr, Board Vice-President ~ Chris Campbell, Director  
Don Parker, Director ~ Dominique Yancey, Director*

**~MISSION STATEMENT~**

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

**Meeting location: S.R.V.F.P.D. Administrative Offices - Boardroom  
1500 Bollinger Canyon Road, San Ramon, CA 94583**

**AGENDA**

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

Any person may address the District Board on any subject pertaining to District business, which is not listed on the agenda. This comment is provided by the Ralph M. Brown Open Meeting Act (Government Code § 54950 *et seq.*) and may be limited to three (3) minutes for any person addressing the Board. Please complete a “Request to Speak” form and submit it to the District Clerk.

**5. CONSENT CALENDAR**

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

- 5.1 Approve the demand register for the period April 19, 2018, through May 11, 2018 in the amount of \$914,462.14.
- 5.2 Approve the Board minutes from the April 30, 2018 Regular Board Meeting; and District Counsel’s Report Upon Return from Closed Session from April 30, 2018.
- 5.3 Approval of salary, payroll taxes and retirement contributions for the month of April 2018 in the amount of \$4,021,254.00.
- 5.4 Approval of new classification for limited term for District Clerk/Executive Assistant.

5.5 **Personnel Actions:**

**Merit Increases**

1. Approve staff recommendation to award a merit salary increase to Fire and Life Safety Permit Technician, Cynthia Jackson, to Step 2; effective May 1, 2018.

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

- 6.1 Special recognition for outstanding District constituent.

7. **OLD BUSINESS**

8. **NEW BUSINESS**

- 8.1 Adopt Resolution No. 2018-06 rescinding Resolution No. 2009-09 and Resolution No. 2009-10 and direct staff to continue providing the full cost associated with any changes to employee compensation.
- 8.2 Approval of Resolution No. 2018-07 specifying requirements for electing members to the Board of Directors.
- 8.3 Discussion and possible action regarding LAFCO Call for nominations to appoint an Independent Special District Representative to the Countywide Redevelopment Agency Oversight Board.
- 8.4 Consideration of Interim Fire Marshal position.

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

10. **MONTHLY ACTIVITY REPORTS:**

- 10.1 Operations Division-Deputy Chief, Lon Phares  
Operations Report of monthly activities.
- 10.2 EMS – Battalion Chief, John Duggan  
EMS Report of monthly activities.
- 10.3 Logistics – Deputy Chief, Frank Drayton  
Logistics Report of monthly activities.
- 10.4 Fire and Life Safety Division – Deputy Chief, Frank Drayton  
Fire and Life Safety Report of monthly activities.
- 10.5 Communications Division – Director of Emergency Communications, Denise Pangelinan  
Communication Report of monthly activities.
- 10.6 Human Resources Division – Human Resources Director, Natalie Korthamar Wong  
Human Resources Report of monthly activities.
- 10.7 Finance Division – Financial Consultant, Ken Campo  
Finance Report of monthly activities.

10.8 Fire Chief – Fire Chief, Paige Meyer

Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

**11. GOOD OF THE ORDER**

**12. UPCOMING CALENDAR OF EVENTS:**

May 24, 2018 EBMUD briefing by John Coleman 7:30-9:00 am Lafayette Library  
Memorial weekend San Ramon Art and Wind Festival  
May 28, 2018 - Memorial Day Holiday  
May 30, 2018 - Finance Committee Meeting – 10 a.m.  
June 5, 2018 - Board Budget Workshop – 10 a.m.  
June 7, 2018 - Leadership San Ramon Valley Graduation – 4:30 p.m. Village Theater, Danville  
June 10, 2018 - Hook and Ladder Run Livermore  
June 11, 2018 - 9<sup>th</sup> Annual Fallen Heroes Tribute Event  
June 13, 2018 - Battle of the Badges Blood Drive  
June 15, 2018 - CERT PAC Meeting – 10 a.m.  
June 21, 2018 - Fire Commissioners Dinner Concord Hilton  
June 26, 2018 - SF Giants Fire Fighter Appreciation Night. Giants vs. Rockies

**13. CLOSED SESSION**

- 13.1 Possible exposure to litigation (2 matters) pursuant to Government Code Section 54956.9(d)(2).  
Facts and circumstances that might result in litigation need not be disclosed.
- 13.2 Annual Fire Chief Evaluation and Discussion of mutual goals, pursuant to Government Code Section 54957.
- 13.3 Conference with Labor Negotiators pursuant to Government Code Section 54957.6  
Agency Representative: Financial Consultant Ken Campo  
Employee Organization: IAFF Local 3546

**14. RETURN TO OPEN SESSION**

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

**16. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR  
WEDNESDAY JUNE 27, 2018 AT 1:00 P.M.**

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on May 18, 2018 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 4/19/2018 Through 5/11/2018

<u>Check Number</u>	<u>Check Date</u>	<u>Payee</u>	<u>Check Amount</u>	<u>Transaction Description</u>
220212	4/25/2018	AARON DRAKE	245.00	Reimb PHTLS Recertification
220213	4/25/2018	ABACUS PRODUCTS INC	6,635.27	Legal Notice Mailing for Weed Abatement Properties
220214	4/25/2018	ACC BUSINESS	1,185.00	Ethernet Access Cost 3/11/18-4/10/18
04/20/18-01	4/20/2018	ACE AUTO REPAIR AND TIRE CENTER	79.47	Service-Unit 344
05/03/18-01	5/3/2018	ACE AUTO REPAIR AND TIRE CENTER	911.13	Service/AC Repairs/Replace Coolant Tank-#701
05/10/18-01	5/10/2018	ACE AUTO REPAIR AND TIRE CENTER	2,413.34	Service/Rear Brakes/Coolant Leak-Unit 810
220247	5/3/2018	ACME SECURITY SYSTEMS INC	167.50	Reset Combo Lock at Chem Pack Room-Stn 38
220295	5/10/2018	AIR EXCHANGE INC	726.25	Plymovent Repair Air Leaks/Installed Grabber/Batteries #30
	5/10/2018	AIR EXCHANGE INC	983.06	Plymovent Repair Broken Safey Disconnect-Stn 36
220215	4/25/2018	AIRGAS USA LLC	394.20	Oxygen Tank Cylinders 4/3/18
	4/25/2018	AIRGAS USA LLC	249.92	Oxygen Tank Cylinders 4/9/18
220296	5/10/2018	AIRGAS USA LLC	(431.50)	Credit-Due to Overpayment
	5/10/2018	AIRGAS USA LLC	54.64	Oxygen Tank Cylinders 3/22/18
	5/10/2018	AIRGAS USA LLC	488.55	Oxygen Tank Cylinders 4/12/18
	5/10/2018	AIRGAS USA LLC	441.50	Oxygen Tank Cylinders 4/17/18
	5/10/2018	AIRGAS USA LLC	111.15	Oxygen Tank Cylinders 4/19/18
	5/10/2018	AIRGAS USA LLC	249.92	Oxygen Tank Cylinders 4/23/18
	5/10/2018	AIRGAS USA LLC	236.95	Oxygen Tank Cylinders 4/26/18
	5/10/2018	AIRGAS USA LLC	779.13	Oxygen Tank Cylinders 4/30/18
220216	4/25/2018	ALAMO ACE HARDWARE	16.63	Ace Hardware 3/31/18 Statement
	4/25/2018	ALAMO ACE HARDWARE	32.45	Battery for SCBA Flow Testing
	4/25/2018	ALAMO ACE HARDWARE	22.05	Misc Supplies
	4/25/2018	ALAMO ACE HARDWARE	42.80	Misc. Supplies-Stn 35
	4/25/2018	ALAMO ACE HARDWARE	12.63	Supplies for Counter Top Resurfacing
	4/25/2018	ALAMO ACE HARDWARE	30.17	Wire Brush Wheel for Grinder/Grill Brush-Stn 35
220297	5/10/2018	ALL PRO PROPERTY MAINTENANCE	300.00	Replaced Screen Door-Stn 35
04/20/18-02	4/20/2018	ALL STAR FIRE EQUIPMENT INC	972.09	P100 Masks (20 Packs)
04/25/18-01	4/25/2018	ALL STAR FIRE EQUIPMENT INC	750.00	SCBA Mask/P100 Fit Tests (15)
04/25/18-02	4/25/2018	ALL STAR FIRE EQUIPMENT INC	1,000.00	SCBA Mask/P100 Fit Tests (20)
04/25/18-03	4/25/2018	ALL STAR FIRE EQUIPMENT INC	1,200.00	SCBA Mask/P100 Fit Tests (24)
05/03/18-02	5/3/2018	ALL STAR FIRE EQUIPMENT INC	450.00	SCBA Mask/P100 Fit Tests (9)
05/03/18-03	5/3/2018	ALL STAR FIRE EQUIPMENT INC	350.00	SCBA Mask/P100 Fit Tests (7)
05/10/18-02	5/10/2018	ALL STAR FIRE EQUIPMENT INC	362.64	Station Boots-Hubbard
220166	4/20/2018	AMERICAN MESSAGING	273.98	Paging Service-4/18
220167	4/20/2018	AMERICAN SLIDING DOOR	350.00	Replaced Rollers/Install Steel Cap-#35 Workout Room Door
220298	5/10/2018	AMERIGAS SAN JOSE	148.30	Stn 30 Annual Tank Rental Fee 4/1/18-3/31/19
220299	5/10/2018	AP TRITON LLC	4,166.66	EMS Advocate Consulting Services-April 2018
05/10/18-03	5/10/2018	ARROW INTERNATIONAL INC	2,549.00	EZ-IO Needles/Stabilizier & Power Driver-Stn 33
220300	5/10/2018	ARTURO PEREZ	200.00	Reimb PALS Recertification
220168	4/20/2018	ATT	20.37	Phone Service 2/19/18-3/18/18

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220169	4/20/2018	ATT	5,145.51	Phones/Data/Radio Circuit/Long Distance 2/20/18-3/19/18
220248	5/3/2018	ATT	20.26	Phone Service 3/19/18-4/18/18
220249	5/3/2018	ATT	5,239.99	Phones/Data/Radio Circuit/Long Distance 3/20/18-4/19/18
220250	5/3/2018	ATT MOBILITY	2,949.24	Cell Phones/Mobile Data 2/27/18-3/26/18
220170	4/20/2018	B AND C TRUCK PARTS INC	354.89	Filters-Shop
220301	5/10/2018	BAY AREA NEWS GROUP EAST BAY	151.20	Legal Notice-Ord 28 FLSD Fees
	5/10/2018	BAY AREA NEWS GROUP EAST BAY	154.80	Legal Notice-Ord 30 EMS Fees
	5/10/2018	BAY AREA NEWS GROUP EAST BAY	237.60	Legal Notice-Reso 2018-02 Hazard Abatement
04/20/18-03	4/20/2018	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 30 Bio-Hazard Waste Collection Service 4/9/18
04/20/18-04	4/20/2018	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 31 Bio-Hazard Waste Collection Service 4/9/18
04/20/18-05	4/20/2018	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 32 Bio-Hazard Waste Collection Service 4/9/18
04/20/18-06	4/20/2018	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 33 Bio-Hazard Waste Collection Service 4/9/18
04/20/18-07	4/20/2018	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 34 Bio-Hazard Waste Collection Service 4/9/18
04/20/18-08	4/20/2018	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 35 Bio-Hazard Waste Collection Service 4/9/18
04/20/18-09	4/20/2018	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 36 Bio-Hazard Waste Collection Service 4/9/18
04/20/18-10	4/20/2018	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 38 Bio-Hazard Waste Collection Service 4/9/18
04/20/18-11	4/20/2018	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 39 Bio-Hazard Waste Collection Service 4/9/18
04/25/18-04	4/25/2018	BOUNDTREE MEDICAL LLC	3,079.98	Medical Supplies
05/10/18-04	5/10/2018	BOUNDTREE MEDICAL LLC	1,149.71	Medical Supplies
05/10/18-05	5/10/2018	BOUNDTREE MEDICAL LLC	299.93	Medical Supplies
05/10/18-06	5/10/2018	BOUNDTREE MEDICAL LLC	348.75	Pharmaceutical Supplies
05/10/18-07	5/10/2018	BOUNDTREE MEDICAL LLC	18.60	Pharmaceutical Supplies
220302	5/10/2018	BRANDON J EYNCK	175.00	Reimb PALS Recertification
220303	5/10/2018	BRIAN MORALES	250.00	Reimb Heart Scan
220304	5/10/2018	BRIAN OLSON	418.87	Reimb PALS/ACLS Recertification
220305	5/10/2018	BURNS TRUCK AND TRAILER	1,723.51	Clean DPF/Replaced EGR Valve/Boost Sensor-Unit 529
220306	5/10/2018	CA STATE DEPARTMENT OF JUSTICE	49.00	Fingerprinting Services
	5/10/2018	CA STATE DEPARTMENT OF JUSTICE	196.00	Fingerprinting Services-Comm Reserves
220251	5/3/2018	CA TECHNOLOGY AGENCY PSCO	4,798.00	Radio Site Lease Agreement
Wire 4/23/18	4/23/2018	CalPERS CERBT (OPEB)	257,949.00	FY 17/18 OPEB Contribution Prefunding-April 2018
220307	5/10/2018	CARPET ONE SAN RAMON	2,940.00	Replaced Carpet-Stn 31 South Annex Office Area
220171	4/20/2018	CCC DEPT OF INFO TECH	1,088.00	Telecommunication Services/Radio Services-2/18
220252	5/3/2018	CCC DEPT OF INFO TECH	384.00	Telecommunication Services/Radio Services-3/18
220217	4/25/2018	CCC PUBLIC WORKS DEPARTMENT	1,050.05	Stormwater Compliance-New Stn 32 Permit LP0902026
220218	4/25/2018	CINTAS CORPORATION	82.07	Stn 30 Carpet Runners/Mechanics Coverall Clean Fee-1/10/18
	4/25/2018	CINTAS CORPORATION	37.15	Stn 30 Carpet Runners/Mechanics Coverall Clean Fee-1/17/18
	4/25/2018	CINTAS CORPORATION	37.15	Stn 30 Carpet Runners/Mechanics Coverall Clean Fee-2/14/18
	4/25/2018	CINTAS CORPORATION	37.15	Stn 30 Carpet Runners/Mechanics Coverall Clean Fee-3/28/18
	4/25/2018	CINTAS CORPORATION	37.15	Stn 30 Carpet Runners/Mechanics Coverall Clean Fee-4/11/18
	4/25/2018	CINTAS CORPORATION	82.19	Stn 30 Carpet Runners/Mechanics Coverall Clean Fee-4/4/18

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	4/25/2018	CINTAS CORPORATION	54.56	Stn 32 Carpet Runners Clean Fee-1/11/18
	4/25/2018	CINTAS CORPORATION	54.56	Stn 32 Carpet Runners Clean Fee-1/25/18
	4/25/2018	CINTAS CORPORATION	54.56	Stn 32 Carpet Runners Clean Fee-12/28/17
	4/25/2018	CINTAS CORPORATION	54.56	Stn 32 Carpet Runners Clean Fee-2/22/18
	4/25/2018	CINTAS CORPORATION	54.56	Stn 32 Carpet Runners Clean Fee-3/22/18
	4/25/2018	CINTAS CORPORATION	54.56	Stn 32 Carpet Runners Clean Fee-4/19/18
	4/25/2018	CINTAS CORPORATION	54.56	Stn 32 Carpet Runners Clean Fee-4/5/18
220308	5/10/2018	CINTAS CORPORATION	82.19	Stn 30 Carpet Runners/Mechanics Coverall Clean Fee-4/18/18
	5/10/2018	CINTAS CORPORATION	54.56	Stn 32 Carpet Runners Clean Fee-5/3/18
220172	4/20/2018	CLARK PEST CONTROL	348.00	Stn 31 Pest Control Service-4/6/18
220219	4/25/2018	CLARK PEST CONTROL	118.00	Training Site Pest Control Service-2/26/18
	4/25/2018	CLARK PEST CONTROL	118.00	Training Site Pest Control Service-3/30/18
220309	5/10/2018	CLARK PEST CONTROL	118.00	Training Site Pest Control Service-4/26/18
220253	5/3/2018	CLIFFORD SCOTT BUXTON	780.00	CERT Instructor (26.0 hours) 4/2/18-4/29/18
220220	4/25/2018	CLINTON D PRUETT	6.70	Reimb Station to Station Mileage 4/17/18
220310	5/10/2018	CLUB CARE INC	880.00	4-Mth Work Out Equipment Maintenance May-Aug 2018
220173	4/20/2018	COMCAST	50.82	Old Stn 32 Internet for Security Camera 3/27/18-4/26/18
220174	4/20/2018	COMCAST	300.39	Admin Cable Service/High-Speed Internet 4/17/18-5/16/18
220175	4/20/2018	COMCAST	146.08	Stn 34 High Speed Internet 4/15/18-5/14/18
220221	4/25/2018	COMCAST	151.08	Stn 31 High Speed Internet 4/23/18-5/22/18
220254	5/3/2018	COMCAST	176.04	Stn 33 Cable Service 5/1/18-5/31/18
220255	5/3/2018	COMCAST	50.82	Old Stn 32 Internet for Security Camera 4/27/18-5/26/18
220256	5/3/2018	COMCAST	240.47	Stn 31 Cable Service 4/26/18-5/25/18
	5/3/2018	COMCAST	183.72	Stn 35 Cable Service 4/27/18-5/26/18
	5/3/2018	COMCAST	190.29	Stn 39 Cable Service 5/1/18-5/31/18
220257	5/3/2018	COMCAST	171.51	Training Site High Speed Internet/Cable Svc 4/26-5/25/18
220258	5/3/2018	COMCAST	241.17	Stn 36 Cable Service 4/26/18-5/25/18
220259	5/3/2018	COMCAST	146.08	Stn 30 High-Speed Internet 4/30/18-5/29/18
	5/3/2018	COMCAST	146.08	Stn 33 High-Speed Internet 5/1/18-5/30/18
	5/3/2018	COMCAST	146.08	Stn 36 High-Speed Internet 5/1/18-5/31/18
220260	5/3/2018	COMCAST	175.24	Stn 34 Cable Service 4/27/18-5/26/18
	5/3/2018	COMCAST	221.79	Stn 38 Cable Service 4/27/18-5/26/18
220311	5/10/2018	COMCAST	236.08	Stn 32 High Speed Internet 5/6/18-6/5/18
220312	5/10/2018	COMCAST	145.87	Stn 32 Cable Service 5/4/18-6/3/18
220176	4/20/2018	CONCERN EAP	2,642.55	Employee Assistance Premium-3/18
220313	5/10/2018	CONCERN EAP	2,642.55	Employee Assistance Premium-4/18
220177	4/20/2018	CONCORD UNIFORMS	65.20	Class A Shoes-R Camera
220261	5/3/2018	CONCORD UNIFORMS	116.85	Sew On Emblems/Braid on Uniform Sleeve-Drayton
220314	5/10/2018	CRESCO EQUIPMENT RENTALS LLC	70.86	Rent Rotary Pressure Cleaner-Stn 34
220262	5/3/2018	CUSHING PAINTING AND DRYWALL	1,300.00	Drywall Repair-Stn 30



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	5/3/2018	CUSHING PAINTING AND DRYWALL	475.00	Install Plywood for ATT Fiber Optic Upgrade-Stn 33/34/39
	5/3/2018	CUSHING PAINTING AND DRYWALL	400.00	Paint App Bay Door #6-Stn 31
	5/3/2018	CUSHING PAINTING AND DRYWALL	1,400.00	Repairs Due Hydrant Damage to Home-Ins Claim 2018008014
220222	4/25/2018	CYNTHIA DEMARTINI	498.00	Ambulance Refund
04/20/18-12	4/20/2018	DA PAGE LLC	425.00	Paging Software-3/18
220315	5/10/2018	DANIEL GRIFFIN	175.00	Reimbs PALS Recertification
220316	5/10/2018	DAVID GERY	350.00	Reimb PALS/ACLS Recertification
220317	5/10/2018	DEFINITIVE NETWORKS INC	4,800.00	ePCR Data Review Service-May 2018
	5/10/2018	DEFINITIVE NETWORKS INC	8,200.00	ePCR Hosting/Support Services-May 2018
220223	4/25/2018	DEL CONTES LANDSCAPING INC	2,131.00	Admin/Stn 38/Stn 30/Stn 35/Stn 31 Landscape Maint-4/18
220178	4/20/2018	DENTONIS WELDING WORKS INC	2,334.91	Rebuild Suspension-Unit 704
220263	5/3/2018	DEPT OF FORESTRY AND FIRE PROT...	488.00	Fire Control 3A 12/19-12/20/17
220224	4/25/2018	DIABLO GLASS INC	681.48	Mirrors (2)/Installation for Work Out Room-Stn 32
220179	4/20/2018	DIABLO PRINTING AND COPYING	92.02	Business Cards-D Hatfield
220264	5/3/2018	DIABLO PRINTING AND COPYING	92.02	Business Cards-Megan O'Connor
220180	4/20/2018	DIRECTV	70.99	Cable Service 4/12/18-5/11/18
05/03/18-04	5/3/2018	DON HOMAN	25.00	Water Tank Lease-5/1/18
05/10/18-08	5/10/2018	DR ASSOCIATES INTERNATIONAL	1,500.00	Pre-Employment Backgroun Investigation-Comm Reserves
220265	5/3/2018	DUBLIN CHEVROLET INC	1,174.10	Repair Turbo Tube-Unit 706
220225	4/25/2018	DUBLIN SAN RAMON SERVICES DIST...	60.95	Stn 30 Fireline Water Service 2/15-4/14/18
	4/25/2018	DUBLIN SAN RAMON SERVICES DIST...	203.39	Stn 30 Water Service (Meter 1.0) 2/15-4/14/18
220181	4/20/2018	EBMUD	234.58	Stn 33 Water Service (Meter 4.0) 2/5/18-4/10/18
	4/20/2018	EBMUD	145.10	Stn 33 Water Service (Meter 5/8) 2/5/18-4/10/18
220266	5/3/2018	EBMUD	395.86	Stn 35 Water Service (Meter 1.0) 2/19/18-4/20/18
	5/3/2018	EBMUD	240.88	Stn 35 Water Service (Meter 4.0) 2/20/18-4/19/18
220318	5/10/2018	EBMUD	190.36	Stn 32 Water Service (Meter 1.0) 2/23/17-4/24/18
	5/10/2018	EBMUD	234.58	Stn 32 Water Service (Meter 4.0) 2/23/17-4/24/18
	5/10/2018	EBMUD	139.55	Stn 32 Water Service (Meter 5/8) 2/23/17-4/24/18
	5/10/2018	EBMUD	1,081.55	Stn 39 Water Service (Meter 1.0) 2/27/17-4/27/18
	5/10/2018	EBMUD	234.58	Stn 39 Water Service (Meter 4.0) 2/27/17-4/27/18
220267	5/3/2018	EBRCSA	78,000.00	EBRCSA Operating Payment 7/1/17-6/30/18
220319	5/10/2018	ED JONES COMPANY INC	135.05	Engineer Badge-C Conley
220226	4/25/2018	EDITH FARRELL	130.00	HeartSafe Instructor-Iron Horse Middle School 4/16/18
05/03/18-05	5/3/2018	EFAX CORPORATE	119.80	eFax Usage-3/18
220227	4/25/2018	ELECTRONIC INNOVATIONS INC	195.00	Diagnostic Evaluation-Gate Stn 30
220320	5/10/2018	EMPLOYMENT DEVELOPMENT DEPT	3,568.00	Unemployment Insurance Benefit Charge
220268	5/3/2018	ENGEO INCORPORATED	25,270.67	Additional Samples Required by SF Bay Regional Water-Old #32
220182	4/20/2018	ENTERPRISE FM TRUST	6,476.95	Monthly Fleet Lease Payment (12) 4/1/18-4/30/18
220269	5/3/2018	ETHER WEB NETWORK LLC	75.00	Wireless Internet Service 2/1/18-5/1/18
220097	5/2/2018	FARIA AJF PARTNERSHIP LP	(5,800.00)	Refund Plan Review Overpayment

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220321	5/10/2018	FEDERAL EXPRESS	94.81	Delivery Charge-Vehicle Title to Buyer/New Hire Packet
220270	5/3/2018	FRANCHISE TAX BOARD	10.00	FY16/17 Filing Fee-SRVFPD Financing Corp
220322	5/10/2018	FUTURE FORD LINCOLN OF CONCORD	1,085.00	Repair TPMS/Replaced Radiator Hose-Unit 322
220228	4/25/2018	G RO SOLUTIONS LLC	172.50	CERT Instructor (5.75 hours) 3/16/18-3/17/18
220183	4/20/2018	GALLS LLC	431.53	Class A Coat-Rawitzer
	4/20/2018	GALLS LLC	34.10	Uniform Belt-Stevenson
220323	5/10/2018	GALLS LLC	34.63	Uniform Belt-Drayton
220324	5/10/2018	GARRETT McINTYRE	210.00	Reimb ITLS Recertification
220184	4/20/2018	GLOBALSTAR USA	523.02	Satellite Phone Service (6)-3/18
	4/20/2018	GLOBALSTAR USA	87.15	Satellite Phone Service-Dispatch 3/18
	4/20/2018	GLOBALSTAR USA	87.15	Satellite Phone Service-EOC 3/18
220271	5/3/2018	GLOBALSTAR USA	521.12	Satellite Phone Service (6)-4/18
	5/3/2018	GLOBALSTAR USA	86.84	Satellite Phone Service-Dispatch 4/18
	5/3/2018	GLOBALSTAR USA	86.84	Satellite Phone Service-EOC 4/18
220325	5/10/2018	GOLDEN STATE FLEET SVCS INC	250.00	Tow Service-Unit 521
220185	4/20/2018	GOOGLE INC	220.24	Google Apps Usage-March 2018
220229	4/25/2018	GOT E WASTE	291.00	Removal/Recycle Lamps/Tube/Compact Lights
05/03/18-06	5/3/2018	GRANICUS INC	6,096.00	firedepartment.org/inet.firedepartment.org Hosting Fee
220186	4/20/2018	HAVE AIR WILL TRAVEL INC	105.00	Service Call for Flat Repair-Unit 708
220326	5/10/2018	HAVE AIR WILL TRAVEL INC	95.00	Service Call To Remove Screw From Tire-Unit 508
220327	5/10/2018	HDL COREN AND CONE	5,196.75	Property Tax Consulting Apr-Jun 2018
05/03/18-07	5/3/2018	HI TECH EMERGENCY VEHICLE SVC	3,974.69	Repair Body Damage-Unit 658
05/03/18-08	5/3/2018	HI TECH EMERGENCY VEHICLE SVC	2,856.37	Replaced Front Bumper Due to Damage-Unit 658
05/03/18-09	5/3/2018	HI TECH EMERGENCY VEHICLE SVC	8,414.42	Repairs After 90-Day Inspection/Replace Rear Axle Brake #658
05/03/18-10	5/3/2018	HI TECH EMERGENCY VEHICLE SVC	69.07	Roller Parts For Hose Bed Cross Lays-Unit 546
220188	4/20/2018	HOME DEPOT CREDIT SERVICES	43.52	Burial Sprinkler Wire-Unit 856
	4/20/2018	HOME DEPOT CREDIT SERVICES	42.66	DeWalt Reel Long Tape/Scotchblue Tape-Admin
	4/20/2018	HOME DEPOT CREDIT SERVICES	177.30	DeWalt Torx Bit Kit/Extension Cord-Stn 36
	4/20/2018	HOME DEPOT CREDIT SERVICES	16.77	Electrical Connector-Admin
	4/20/2018	HOME DEPOT CREDIT SERVICES	43.83	Hardware to Install Ergo Desktop-L Phares
	4/20/2018	HOME DEPOT CREDIT SERVICES	7.55	Light Bulbs-Admin
	4/20/2018	HOME DEPOT CREDIT SERVICES	7.55	Light Bulbs-Office Chief Meyer
	4/20/2018	HOME DEPOT CREDIT SERVICES	128.74	Measuring Wheels-T30/E30
	4/20/2018	HOME DEPOT CREDIT SERVICES	125.22	Restock Lumber USAR 34
	4/20/2018	HOME DEPOT CREDIT SERVICES	(43.52)	Returned Burial Sprinkler Wire-Unit 856
	4/20/2018	HOME DEPOT CREDIT SERVICES	(16.77)	Returned Light Bulbs-Admin
	4/20/2018	HOME DEPOT CREDIT SERVICES	43.12	RIC Supplies-T31
	4/20/2018	HOME DEPOT CREDIT SERVICES	24.19	Silicone Dry Spray/Catalyst Lube-Unit 856
04/20/18-13	4/20/2018	HUNT AND SONS INC	833.07	Stn 34 Unleaded/Diesel Fuel-4/10/18
04/20/18-14	4/20/2018	HUNT AND SONS INC	909.16	Stn 30 Unleaded/Diesel Fuel-4/10/18

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04/20/18-15	4/20/2018	HUNT AND SONS INC	1,583.88	Stn 31 Unleaded/Diesel Fuel-4/10/18
04/20/18-16	4/20/2018	HUNT AND SONS INC	593.80	Stn 35 Diesel Fuel-4/10/18
04/20/18-17	4/20/2018	HUNT AND SONS INC	1,380.07	Stn 38 Unleaded Fuel-4/10/18
04/20/18-18	4/20/2018	HUNT AND SONS INC	437.31	Stn 39 Diesel Fuel-4/10/18
04/20/18-19	4/20/2018	HUNT AND SONS INC	1,503.28	Stn 38 Unleaded Fuel-4/13/18
04/25/18-05	4/25/2018	HUNT AND SONS INC	1,503.61	Stn 38 Unleaded Fuel-4/17/18
04/25/18-06	4/25/2018	HUNT AND SONS INC	1,801.04	Stn 38 Unleaded Fuel-4/20/18
05/03/18-11	5/3/2018	HUNT AND SONS INC	2,136.59	Stn 34 Unleaded/Diesel Fuel-4/24/18
05/03/18-12	5/3/2018	HUNT AND SONS INC	1,253.17	Stn 30 Unleaded/Diesel Fuel-4/25/18
05/03/18-13	5/3/2018	HUNT AND SONS INC	1,508.59	Stn 31 Unleaded/Diesel Fuel-4/25/18
05/03/18-14	5/3/2018	HUNT AND SONS INC	728.24	Stn 35 Diesel Fuel-4/25/18
05/03/18-15	5/3/2018	HUNT AND SONS INC	1,534.26	Stn 38 Unleaded Fuel-4/24/18
05/03/18-16	5/3/2018	HUNT AND SONS INC	785.62	Stn 39 Diesel Fuel-4/25/18
05/03/18-17	5/3/2018	HUNT AND SONS INC	2,417.63	Stn 38 Unleaded/Diesel Fuel-4/27/18
05/10/18-09	5/10/2018	HUNT AND SONS INC	1,031.87	Stn 34 Unleaded/Diesel Fuel-5/1/18
05/10/18-10	5/10/2018	HUNT AND SONS INC	1,488.74	Stn 38 Unleaded/Diesel Fuel-5/1/18
05/10/18-11	5/10/2018	HUNT AND SONS INC	416.19	Stn 33 Diesel Fuel-5/1/18
05/10/18-12	5/10/2018	HUNT AND SONS INC	546.33	Stn 34 Unleaded/Diesel Fuel-5/4/18
05/10/18-13	5/10/2018	HUNT AND SONS INC	1,317.24	Stn 38 Unleaded/Diesel Fuel-5/4/18
04/20/18-20	4/20/2018	INDUSTRIAL ELECTRICAL COMPANY	2,516.67	Repair Generator-Unit 525
05/10/18-14	5/10/2018	INDUSTRIAL ELECTRICAL COMPANY	525.00	Repair Generator-Unit 524
220230	4/25/2018	INNOVATIVE CLAIM SOLUTIONS	8,348.92	Workers' Comp Claim Admin Fees 5/1-5/31/18
220272	5/3/2018	INTELLI-TECH	870.00	Inspect/Replaced Filter For Vesda Alarm-Comm Ctr/Stn 31
220189	4/20/2018	INTERWEST CONSULTING GROUP INC	427.50	Fire Protection Engineer Services City Center AFES
220190	4/20/2018	IRON MOUNTAIN	420.67	Off-Site Backup Media Storage Fee-3/18
220273	5/3/2018	ISINGS CULLIGAN	85.37	Stn 30 Drinking Water Service-4/18
	5/3/2018	ISINGS CULLIGAN	90.64	Stn 31 Drinking Water Service-4/18
220191	4/20/2018	JEAN GAUTHIER	196.32	Repair Dishwasher/Broken Float Sensor-Stn 35
	4/20/2018	JEAN GAUTHIER	145.00	Repair Dishwasher/New Wheel Attachment-Stn 34
	4/20/2018	JEAN GAUTHIER	215.00	Repair Oven/Range/Corroded Gas Jet-Stn 34
220274	5/3/2018	JEAN GAUTHIER	75.00	Cleared Washing Machine Error Code-Stn 36
	5/3/2018	JEAN GAUTHIER	120.00	Replaced Broken Vacuum Cord Plug-Stn 35
220328	5/10/2018	JEAN GAUTHIER	137.02	Replaced Lower Dishwasher Rack/Basket-Stn 34
220329	5/10/2018	JEFFREY BREASHER	1,800.00	2018 Medical Plan Opt Out 1/18-6/18
220231	4/25/2018	JOSEPH P FARRELL	130.00	HeartSafe Instructor-Iron Horse Middle School 4/16/18
05/03/18-18	5/3/2018	KENNETH R CAMPO CPA	20,452.50	Finance Consulting Services (151.5 Hrs)-April 2018
04/20/18-21	4/20/2018	KJ HART ELECTRIC AND SON INC	373.39	Replaced Breaker For AC Unit-Comm Ctr
04/20/18-22	4/20/2018	KJ HART ELECTRIC AND SON INC	694.36	Replaced App Bay Power Drop Cord-Stn 34
05/03/18-19	5/3/2018	KJ HART ELECTRIC AND SON INC	1,161.25	Retrofit (5) Lights To LED-Hallway/Chief Office/DC Ofc-Admin
05/03/18-20	5/3/2018	KJ HART ELECTRIC AND SON INC	220.00	Service Call-Electrical Outlets in Dayroom-Stn 35

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05/10/18-15	5/10/2018	KJ HART ELECTRIC AND SON INC	455.70	Replaced Spot Light With LED at Flag-Stn 35
220232	4/25/2018	KRISTINE M FUHRIMAN	130.00	HeartSafe Instructor-Iron Horse Middle School 4/16/18
04/20/18-23	4/20/2018	L N CURTIS AND SONS	(781.56)	Returned Uniform Boots
	4/20/2018	L N CURTIS AND SONS	6,248.19	Wildland Coats/Pants-Academy
04/20/18-24	4/20/2018	L N CURTIS AND SONS	269.54	Wildland Boots-Rivers
04/25/18-07	4/25/2018	L N CURTIS AND SONS	278.20	Station Boots-Alvarez
04/25/18-08	4/25/2018	L N CURTIS AND SONS	1,391.23	Fast Link Anchor Straps (14)-MPD Implementation
05/03/18-21	5/3/2018	L N CURTIS AND SONS	1,357.47	Wildland Hose 25' and 75'
05/10/18-16	5/10/2018	L N CURTIS AND SONS	313.94	Uniform Shirt/Pants
05/10/18-17	5/10/2018	L N CURTIS AND SONS	214.35	Uniform Pants
220233	4/25/2018	LARRY FONG	130.00	HeartSafe Instructor-Iron Horse Middle School 4/16/18
220234	4/25/2018	LAURA CARSON	130.00	HeartSafe Instructor-Iron Horse Middle School 4/16/18
220192	4/20/2018	LCA ARCHITECTS INC	3,890.00	Prof Services: Kitchen Remodel Stn 31
220275	5/3/2018	LEADER EMERGENCY VEHICLES	258.70	O2 Valve-Unit 707
220276	5/3/2018	LEADER EMERGENCY VEHICLES	198.58	Flasher-Unit 701
220330	5/10/2018	LEADER EMERGENCY VEHICLES	125.35	Expansioin Valves-Unit 706/Shop
220235	4/25/2018	LIEBERT CASSIDY WHITMORE	10,075.00	Professional Services-3/31/18
220236	4/25/2018	LIVERMORE DUBLIN DISPOSAL	255.22	Stn 30 Garbage Service-4/18
	4/25/2018	LIVERMORE DUBLIN DISPOSAL	460.78	Stn 34 Garbage Service-4/18
	4/25/2018	LIVERMORE DUBLIN DISPOSAL	630.08	Stn 38 Garbage Service-4/18
	4/25/2018	LIVERMORE DUBLIN DISPOSAL	255.22	Stn 39 Garbage Service-4/18
220331	5/10/2018	LOGOBOSS LLC	51.59	Name Plates for Lockers-Dorm Stn 32
220332	5/10/2018	M AND L OVERHEAD DOORS	1,044.52	Replace Broken Torsion Springs-App Bay Door #6 Stn 35
	5/10/2018	M AND L OVERHEAD DOORS	1,394.70	Replaced Panels-App Bay Door #6 Stn 31
220277	5/3/2018	MATT STAMEY	328.11	Reimb Registration/Uber/Mileage-Navigator Conf 4/23-4/26/18
04/25/18-09	4/25/2018	MAXIM SERVICES	2,116.65	Admin Cleaning Service-4/18
220333	5/10/2018	MICHAEL ARMARIO-LYONS	245.00	Reimb PHTLS Recertification
	5/10/2018	MICHAEL ARMARIO-LYONS	77.00	Reimb Pumping/Aerial Book-Engineers Test
220237	4/25/2018	MICHAEL ROSEFIELD	22.62	Ambulance Refund
220193	4/20/2018	MICKEY BENKO	633.80	Installed New Key Cylinder/Lever/Keys-Radio Shop Stn 31
	4/20/2018	MICKEY BENKO	30.31	Master Keys (2)-Admin
220278	5/3/2018	MICKEY BENKO	85.00	Adjust Upper Door Closures-Stn 32
	5/3/2018	MICKEY BENKO	30.31	New Master Keys (2)-Admin
220194	4/20/2018	NICHOLS CARPET CLEANING INC	2,500.00	Clean/Remove Stains on Carpets-Admin
220195	4/20/2018	OFFICE DEPOT	160.43	Office/Kitchen Supplies-Admin
220238	4/25/2018	OFFICE DEPOT	319.70	Office Supplies
	4/25/2018	OFFICE DEPOT	33.60	Water-FLSD Counter Service
220279	5/3/2018	OFFICE DEPOT	206.76	Office Supplies
04/25/18-10	4/25/2018	ORKIN	170.00	Stn 36 Pest Control Service-4/20/18
05/03/18-22	5/3/2018	OSBORN SPRAY SERVICE INC	75.00	Admin Pest Control Service-4/26/18

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05/10/18-18	5/10/2018	OSBORN SPRAY SERVICE INC	55.00	Stn 30 Pest Control Service-4/27/18
05/10/18-19	5/10/2018	OSBORN SPRAY SERVICE INC	55.00	Stn 36 Pest Control Service-4/27/18
05/10/18-20	5/10/2018	OSBORN SPRAY SERVICE INC	55.00	Stn 33 Pest Control Service-4/27/18
05/10/18-21	5/10/2018	OSBORN SPRAY SERVICE INC	55.00	Stn 39 Pest Control Service-4/30/18
05/10/18-22	5/10/2018	OSBORN SPRAY SERVICE INC	55.00	Stn 35 Pest Control Service-4/27/18
220196	4/20/2018	PACIFIC STATES PETROLEUM	612.86	Small Engine Fuel-Shop
04/25/18-11	4/25/2018	PETER C BENSON	10,560.00	EMS Medical Director-Consulting Services 3/18
220197	4/20/2018	PGE	888.96	Stn 36 Gas/Electric Service 3/12/18-4/9/18
220280	5/3/2018	PGE	13,451.66	Gas/Electric Service-4/18
220334	5/10/2018	PGE	48.19	Stn 34 Signal Light-4/18
220335	5/10/2018	PHILLIP DUNCAN	22.43	Reimb Meals TriCon 2018 Conf 3/18-3/21/18
220281	5/3/2018	PLATINUM ROOFING INC	4,540.00	Install Easy Lock Gutter Covers-Stn 31
220336	5/10/2018	PLATINUM ROOFING INC	4,475.00	Installed New Downspouts-Stn 31 and South Annex
220239	4/25/2018	POLICE AND FIRE FALLEN HEROES	1,435.00	2018 Tribute Event
220198	4/20/2018	PRIMO ESPRESSO COMPANY	98.66	Admin Coffee Supplies
220337	5/10/2018	PSOMAS	10,625.00	SitStat Configuration-CAD Integration
220282	5/3/2018	QUESTYS SOLUTIONS	7,950.30	Annual Software Maintenance 7/18-6/19
05/10/18-23	5/10/2018	RAHUL MAHARAJ	2,655.00	EMD/EFD-Q Assurance Review Services (59.0 Hours)-4/18
05/10/18-24	5/10/2018	RAHUL MAHARAJ	990.00	CCC EMS Compliance Review Services (22.0 Hours)-4/18
04/20/18-25	4/20/2018	RED WING BUSINESS ADVANTAGE A...	553.29	Station Boots-Parsons/Miracle
05/10/18-25	5/10/2018	REPUBLIC SERVICES 210	633.13	Stn 36 Garbage Service-5/18
05/10/18-26	5/10/2018	REPUBLIC SERVICES 210	316.54	Stn 33 Garbage Service-5/18
05/10/18-27	5/10/2018	REPUBLIC SERVICES 210	633.13	Stn 31 Garbage Service-5/18
05/10/18-28	5/10/2018	REPUBLIC SERVICES 210	301.31	Stn 35 Garbage Service-5/18
05/10/18-29	5/10/2018	REPUBLIC SERVICES 210	602.59	Training Site Garbage Service-5/18
05/10/18-30	5/10/2018	REPUBLIC SERVICES 210	301.31	Stn 32 Garbage Service-5/18
05/03/18-23	5/3/2018	RESPONSIVE COMMUNICATION SER...	2,421.67	CS131-Preventative Maintenance/Switch Installations
220338	5/10/2018	RESTORATION MANAGEMENT COMP...	7,195.89	Repairs From Water Damage-Laundry Room/Work Out Room Stn 30
220199	4/20/2018	RICKY LANIOHAN	160.00	Reimb ACLS Recertification
	4/20/2018	RICKY LANIOHAN	120.00	Reimb PALS Recertification
220339	5/10/2018	RIVERS PLUMBING HEAT AIR INC	598.00	Repair Kitchen Sink/Replaced Coupling-Stn 30
220340	5/10/2018	RYAN BOCK-WILLMES	175.00	Reimb ACLS Recertification
220200	4/20/2018	SAN MATEO REGIONAL NETWORK L...	415.00	FireDispatch.com CAD Interface/Radio Audio Streaming
220341	5/10/2018	SAN RAMON CA POSTMASTER	4,501.51	Bulk Mail Account #243-Wildfire Postcard Mailing
220283	5/3/2018	SCOTT SAUVE	108.43	Lunch For Members of the Public
220342	5/10/2018	SCOTT SAUVE	500.00	Reimb PALS/Paramedic Recertification
04/25/18-12	4/25/2018	SCOTTS PPE RECON INC	706.19	Inspection/Repair of Turnout Gear-Janauary/February 2018
220343	5/10/2018	SEAN CARRILLO	297.50	Reimb ACLS/PALS Recertification
220344	5/10/2018	SEAN ODWYER	175.00	Reimb PALS Recertification
220284	5/3/2018	SERTA SIMMONS BEDDING LLC	1,069.28	Royal Suite Supreme II PS xi 2-Sided Mattress (5)-Stn 36

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220201	4/20/2018	SHAMROCK OFFICE SOLUTIONS INC	11.37	Print Cartridge Shipping Fee-Admin Copier
220240	4/25/2018	SHAMROCK OFFICE SOLUTIONS INC	368.15	Admin Copier Overage Charge 4/1/18-4/30/18
220345	5/10/2018	SHAMROCK OFFICE SOLUTIONS INC	11.37	Print Cartridge Shipping Fee-Admin Copier
220346	5/10/2018	SHANE SMITH	347.50	Reimb ACLS/PALS Recertification
220285	5/3/2018	SHAW HR CONSULTING	1,500.00	HR ADA Compliance Consultation
220241	4/25/2018	SHAWN RICHARDSON	130.00	HeartSafe Instructor-Iron Horse Middle School 4/16/18
220286	5/3/2018	SMILE BUSINESS PRODUCTS INC	289.71	FY 17/18 Copier Maintenance Agreement
220287	5/3/2018	SPARTAN INVESTMENT SERVICES	1,808.52	Large Pouch for Ballistic Vests
220202	4/20/2018	SPRINT	1,483.03	Mobile Data Wireless Access Fee 2/26/18-3/25/18
220288	5/3/2018	SPRINT	763.74	T1 Port Access Bundle-4/18/18
220347	5/10/2018	STATE ROOFING SYSTEMS INC	190.00	Diagnostic Fee-Water Leak Stn 30
220289	5/3/2018	STEVE CALL	823.30	Reimb Ground Transport/Lodging/Meals-TriCon 3/18-3/21/18
220203	4/20/2018	SUN LIFE FINANCIAL	26,193.68	Dental Insurance-4/18
	4/20/2018	SUN LIFE FINANCIAL	18,174.13	Dental Insurance-Retirees 4/18
220348	5/10/2018	SUN LIFE FINANCIAL	28,139.90	Dental Insurance-5/18
	5/10/2018	SUN LIFE FINANCIAL	16,743.44	Dental Insurance-Retirees 5/18
220242	4/25/2018	SUPPLYWORKS	768.66	Office/Bathroom/Kitchen Supplies
220349	5/10/2018	SUPPLYWORKS	276.08	Garbage Cans/Chemicals/Misc. Household Supplies-New Stn 32
220243	4/25/2018	SUSAN SUTTER	130.00	HeartSafe Instructor-Iron Horse Middle School 4/16/18
220290	5/3/2018	TELECOMMUNICATIONS ENG. ASSOC.	8,033.22	PA Speaker Installation-Stn 34
220204	4/20/2018	THE HARTFORD PRIORITY ACCOUNTS	1,825.20	Life/AD&D Insurance-4/18
220350	5/10/2018	THE HARTFORD PRIORITY ACCOUNTS	1,840.80	Life/AD&D Insurance-5/18
04/20/18-26	4/20/2018	TIFCO INDUSTRIES INC	479.95	Hose Reel for Air Station-Stn 34
220291	5/3/2018	TRITECH SOFTWARE SYSTEMS	2,394.00	GISLink Training Course
220292	5/3/2018	UNITED PARCEL SERVICE	122.34	Delivery Charges-4/21/18
220351	5/10/2018	UNITED PARCEL SERVICE	40.33	Delivery Charges-5/5/18
AP 3/18-1	4/23/2018	US BANK	450.00	CCC Training/Safety Officers Assoc-Annual Dues 2018
AP 3/18-2	4/23/2018	US BANK	161.35	Urban Search/Rescue Field Operation Guides
AP 3/18-3	4/23/2018	US BANK	18.58	Bag Tags
AP 3/18-4	4/23/2018	US BANK	148.63	Uniform Delivery Bags
BCS 3/18	4/23/2018	US BANK	131.07	Lunch-Crews During Hose Testing
DB 3/18	4/23/2018	US BANK	379.20	CalCard Statement-D Bell
DF 3/18-1	4/23/2018	US BANK	50.00	Hazardous Waste Disposal
DF 3/18-2	4/23/2018	US BANK	4,328.92	Bluestar Gas Range/Stove-Stn 36
DF 3/18-3	4/23/2018	US BANK	122.75	Postage-Return Unused Radio Gear (Krause)
DK 3/18-1	4/23/2018	US BANK	702.00	Airtight/Watertight Carrying Case
DK 3/18-10	4/23/2018	US BANK	15.33	Maltese Cross/Sew On Emblems On Uniform-D Krause
DK 3/18-11	4/23/2018	US BANK	99.00	Drop Box Annual Renewal Fee-D Faria
DK 3/18-2	4/23/2018	US BANK	1.95	Coffee-Meeting With CFO Candidate
DK 3/18-3	4/23/2018	US BANK	960.00	Diablo Glass 50% Deposit-Workout Room Mirrors Stn 32

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DK 3/18-4	4/23/2018	US BANK	2,060.00	Inspect Aerials-Units 512/524/525/526
DK 3/18-5	4/23/2018	US BANK	12.97	Packaging for Kenwood Equipment
DK 3/18-6	4/23/2018	US BANK	27.32	Boxes/Postage For Kenwood Equipment
DK 3/18-7	4/23/2018	US BANK	960.24	Diablo Glass 50% Balance Due-Workout Room Mirrors Stn 32
DK 3/18-8	4/23/2018	US BANK	243.94	Shredding Services
DK 3/18-9	4/23/2018	US BANK	1,074.19	Roller Shade Blinds-Stn 31 South Annex
DM 3/18-1	4/23/2018	US BANK	33.90	Coffee-EB IMT Meeting Host
DM 3/18-2	4/23/2018	US BANK	174.92	Food-Crews On Prolonged Call
DM 3/18-3	4/23/2018	US BANK	16.21	Supplies for Vehicle Fast Track
DM 3/18-4	4/23/2018	US BANK	213.55	Brake Change-Unit #350
DM 3/18-5	4/23/2018	US BANK	58.94	Fuel-Unit 350
DM 3/18-6	4/23/2018	US BANK	200.00	Paramedic/EMT Recertification-D. McNamara
DP 3/18-1	4/23/2018	US BANK	200.88	Lodging-EFD Training 2/21-2/23/18 (N. Reid)
DP 3/18-2	4/23/2018	US BANK	200.88	Lodging-EFD Training 2/21-2/23/18 (D. Taylor)
DP 3/18-3	4/23/2018	US BANK	50.00	EMD Recertification-M Nelson
DV 3/18-1	4/23/2018	US BANK	195.00	Registration-CFPI Conference 3/14-3/16/18 (Vanek)
DV 3/18-2	4/23/2018	US BANK	33.09	Meals-CFPI Conference 3/14-3/16/18 (Vanek)
DV 3/18-3	4/23/2018	US BANK	3.25	Meal-CFPI Conference 3/14-3/16/18 (Vanek)
DV 3/18-4	4/23/2018	US BANK	10.50	Meal-CFPI Conference 3/14-3/16/18 (Vanek)
DV 3/18-5	4/23/2018	US BANK	7.11	Meal-CFPI Conference 3/14-3/16/18 (Vanek)
DV 3/18-6	4/23/2018	US BANK	206.96	Lodging-CFPI Conference 3/14-3/16/18 (Vanek)
ES 3/18	4/23/2018	US BANK	40.76	CalCard Statement-E Stiner
FD 3/18-1	4/23/2018	US BANK	270.62	Uniform Shirts-F Drayton
FD 3/18-2	4/23/2018	US BANK	71.06	Lunch-Ambulance Sub Committee
FD 3/18-3	4/23/2018	US BANK	158.00	Registration-Fred Pryor Excel (Permit Tech)
FD 3/18-4	4/23/2018	US BANK	(308.55)	Refund-CA Fire Prevention Training
JC 3/18-1	4/23/2018	US BANK	325.00	Registration-IEC Fire Insp 2B Class (Castro)
JC 3/18-2	4/23/2018	US BANK	222.95	Video-Fire Safety Classes
JC 3/18-3	4/23/2018	US BANK	(325.00)	Refund Registration-IEC Fire Insp 2B Class (Castro)
JL 3/18-1	4/23/2018	US BANK	152.98	Food-Lunches for Hose Testing
JL 3/18-2	4/23/2018	US BANK	26.85	Lunches-Tiller Training
JL 3/18-3	4/23/2018	US BANK	75.67	Road Flares-Unit 352
JL 3/18-4	4/23/2018	US BANK	72.06	Safety Signs for Training Captains
JL 3/18-5	4/23/2018	US BANK	1,276.61	Lumber for Rescue Training
JL 3/18-6	4/23/2018	US BANK	107.69	Lumber for Rescue Training
JL 3/18-7	4/23/2018	US BANK	497.45	Lumber for Rescue Training
KS 3/22/18	4/23/2018	US BANK	1,459.63	CalCard Statement-K Schwartz
LP 3/18	4/23/2018	US BANK	2,800.00	HM Technician Class-Terrazas/Hubbard
NKW 3/18-1	4/23/2018	US BANK	13.08	Refreshment-Training Captain Assessment
NKW 3/18-10	4/23/2018	US BANK	33.25	Lunches-FLSI Interviews

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register  
From 4/19/2018 Through 5/11/2018

<u>Check Number</u>	<u>Check Date</u>	<u>Payee</u>	<u>Check Amount</u>	<u>Transaction Description</u>
NKW 3/18-11	4/23/2018	US BANK	49.76	Lunch-HR Training With Wendy Wylie
NKW 3/18-12	4/23/2018	US BANK	119.26	Lunch-City of San Ramon Gov't Presentation Meeting
NKW 3/18-13	4/23/2018	US BANK	194.28	Lunch-Admin Meeting with Chief
NKW 3/18-14	4/23/2018	US BANK	110.00	CSMFO-Membership Dues
NKW 3/18-15	4/23/2018	US BANK	119.60	Admin Coffee Supplies
NKW 3/18-16	4/23/2018	US BANK	47.24	Delux Seat/Back Cushion-L Phares
NKW 3/18-17	4/23/2018	US BANK	62.83	Lunch Meeting-Chief/HR
NKW 3/18-18	4/23/2018	US BANK	10.00	Parking-Council of Self Insured Public Agency Training
NKW 3/18-2	4/23/2018	US BANK	119.60	Admin Coffee Supply
NKW 3/18-3	4/23/2018	US BANK	54.48	Lunches-Training Captain Assessment
NKW 3/18-4	4/23/2018	US BANK	323.26	Lodging-Training Captain Assessment
NKW 3/18-5	4/23/2018	US BANK	323.26	Lodging-Training Captain Assessment
NKW 3/18-6	4/23/2018	US BANK	160.00	Meal-Training Captain Assessment
NKW 3/18-7	4/23/2018	US BANK	16.95	Coffee-Training Captain Assessment
NKW 3/18-8	4/23/2018	US BANK	25.82	Lunches-FLSI Interviews
NKW 3/18-9	4/23/2018	US BANK	22.81	Lunches-FLSI Interviews
PDT 3/18-1	4/23/2018	US BANK	13.85	Liquid Drano for Sink-Stn 30
PDT 3/18-2	4/23/2018	US BANK	76.51	Batteries for SCBA Fit Test
PDT 3/18-3	4/23/2018	US BANK	1,500.00	HazMat Tech Class Hubbard/Terrazas 3/19-3/23/18
RCW 3/18	4/23/2018	US BANK	1,386.26	Hydrant Testing Kit
RE 3/18-1	4/23/2018	US BANK	30.00	NORCAL FPO February Meeting
RE 3/18-2	4/23/2018	US BANK	315.98	Airfare-NORCAL FPO Code Hearing 4/19-4/24/18
RE 3/18-3	4/23/2018	US BANK	7.77	Meal-CFPI Conference 3/14-3/16/18
RE 3/18-4	4/23/2018	US BANK	11.26	Meal-CFPI Conference 3/14-3/16/18
RE 3/18-5	4/23/2018	US BANK	45.00	Fuel-CFPI Conference 3/14-3/16/18
RE 3/18-6	4/23/2018	US BANK	206.96	Lodging-CFPI Conference 3/14-3/16/18
RN 3/18	4/23/2018	US BANK	42.80	Plumbing Parts-Unit 658
SB 3/18-1	4/23/2018	US BANK	18.97	Refreshments-Board Meeting
SB 3/18-10	4/23/2018	US BANK	275.00	CSDA Legislative Days-Director Yancey
SB 3/18-11	4/23/2018	US BANK	40.00	Danville Chamber Luncheon-F Drayton
SB 3/18-12	4/23/2018	US BANK	799.00	SAM 3 Year Renewal
SB 3/18-13	4/23/2018	US BANK	52.85	Notary Supplies-S. Brooks
SB 3/18-2	4/23/2018	US BANK	3.95	Coffee-CFO Interview Meeting
SB 3/18-3	4/23/2018	US BANK	18.54	District Gift Basket Supplies
SB 3/18-4	4/23/2018	US BANK	21.18	Refreshments-Board Meeting/Supplies for Gift Basket
SB 3/18-5	4/23/2018	US BANK	21.00	Lunch Meeting-Board Review Chief/Director Yancey
SB 3/18-6	4/23/2018	US BANK	3.95	Coffee-CFO Interview Meeting
SB 3/18-7	4/23/2018	US BANK	31.50	Notary Fees-S. Brooks
SB 3/18-8	4/23/2018	US BANK	40.00	Danville Chamber Luncheon-L Phares
SB 3/18-9	4/23/2018	US BANK	38.93	Supplies-District Gift Basket



**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register  
From 4/19/2018 Through 5/11/2018

<u>Check Number</u>	<u>Check Date</u>	<u>Payee</u>	<u>Check Amount</u>	<u>Transaction Description</u>
SC 3/18-1	4/23/2018	US BANK	89.99	Hard Drive-Backup Server
SC 3/18-10	4/23/2018	US BANK	87.67	HP Maintenance Cartridge-GIS Plotter
SC 3/18-11	4/23/2018	US BANK	129.98	CS131-Miscellaneous Items
SC 3/18-12	4/23/2018	US BANK	186.11	CS131 - Miscellaneous Items
SC 3/18-13	4/23/2018	US BANK	269.00	MacBook Pro, Apple Care/Accessories-Bell
SC 3/18-14	4/23/2018	US BANK	74.69	MacBook Pro, Apple Care/Accessories-Bell
SC 3/18-15	4/23/2018	US BANK	20.57	MacBook Pro, Apple Care/Accessories-Bell
SC 3/18-16	4/23/2018	US BANK	1,627.67	MacBook Pro, Apple Care/Accessories-Bell
SC 3/18-17	4/23/2018	US BANK	74.69	MacBook Pro, Apple Care/Accessories-Bell
SC 3/18-18	4/23/2018	US BANK	259.00	Wufoo Annual Subscription
SC 3/18-19	4/23/2018	US BANK	200.85	Paper-GIS Plotter
SC 3/18-2	4/23/2018	US BANK	7.57	Mouse Pad-Call
SC 3/18-20	4/23/2018	US BANK	75.76	Hard Drive-Tamori
SC 3/18-21	4/23/2018	US BANK	344.24	iPad Pro Keyboard (2)-Pangelinan/Call
SC 3/18-22	4/23/2018	US BANK	161.29	iPad Keyboard (1)-FLSD
SC 3/18-23	4/23/2018	US BANK	469.39	iPad (1)-FLSD
SC 3/18-24	4/23/2018	US BANK	1,739.84	iPad Pro (2)-Pangelinan/Call
SC 3/18-25	4/23/2018	US BANK	168.75	Toner-Stn 39
SC 3/18-26	4/23/2018	US BANK	322.59	iPad Keyboard (2)-Pangelinan/Call
SC 3/18-27	4/23/2018	US BANK	53.04	Apple Adapter (1)-Call
SC 3/18-28	4/23/2018	US BANK	74.69	Apple Adapter (1)-Call
SC 3/18-29	4/23/2018	US BANK	53.04	Apple Adapter (1)-Call
SC 3/18-3	4/23/2018	US BANK	250.11	Garmin-PM32
SC 3/18-30	4/23/2018	US BANK	74.69	Apple Adapter (1)-Call
SC 3/18-31	4/23/2018	US BANK	168.75	Toner-Stn 36
SC 3/18-32	4/23/2018	US BANK	129.88	Toner-Stn 31 FF Office
SC 3/18-33	4/23/2018	US BANK	365.75	Toner-Stn 33
SC 3/18-34	4/23/2018	US BANK	12.05	Lunch-TriCon 2018 Conference 3/18-3/21/18 (Call)
SC 3/18-35	4/23/2018	US BANK	972.01	Email Load Balance Maintenance
SC 3/18-36	4/23/2018	US BANK	203.40	srvfpd.com Annual Hosting
SC 3/18-37	4/23/2018	US BANK	199.99	Toner-Stn 33
SC 3/18-38	4/23/2018	US BANK	199.99	Toner-Stn 36
SC 3/18-39	4/23/2018	US BANK	(344.24)	Returned-iPad Pro Keyboard-Pangelinan/Call
SC 3/18-4	4/23/2018	US BANK	194.84	Toner-Stn 33
SC 3/18-40	4/23/2018	US BANK	(469.39)	Returned iPad-FLSD
SC 3/18-41	4/23/2018	US BANK	(1,739.84)	Returned iPad Pro (2)-Pangelinan/Call
SC 3/18-5	4/23/2018	US BANK	128.81	Tone-Stn 38
SC 3/18-6	4/23/2018	US BANK	25.93	Toner-Duggan
SC 3/18-7	4/23/2018	US BANK	(7.57)	Returned-Mouse Pad (Call)
SC 3/18-8	4/23/2018	US BANK	36.75	Keyboard-Perceval

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register  
From 4/19/2018 Through 5/11/2018

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SC 3/18-9	4/23/2018	US BANK	4.32	Mouse Pad-Call
Travel1 3/18-1	4/23/2018	US BANK	14.09	Meal-TriCon 2018 Conf 3/18-3/21/18 (Duncan)
Travel1 3/18-2	4/23/2018	US BANK	40.48	Meal-TriCon 2018 Conf 3/18-3/21/18 (Duncan)
TWW 3/18-1	4/23/2018	US BANK	49.75	Light Bulbs-Stn 35
TWW 3/18-2	4/23/2018	US BANK	70.06	Twist Drill Bit/Coffee Mugs/Tumblers/Pencils-Stn 35
TWW 3/18-3	4/23/2018	US BANK	251.22	Twist Drill Bit/Coffee Mugs/Tumblers/Pencils-Stn 35
TWW 3/18-4	4/23/2018	US BANK	24.99	Light Bulbs-Stn 35
TWW 3/18-5	4/23/2018	US BANK	70.56	HazMat Shipping/Insurance
TWW 3/18-6	4/23/2018	US BANK	607.12	HazMat Maintenance-Ludlum Measurements
220205	4/20/2018	US BANK EQUIPMENT FINANCE	1,098.96	Admin Ricoh Copiers Lease (2) 4/1/18-5/1/18
220352	5/10/2018	US HEALTHWORKS MEDICAL GROUP...	3,403.12	Wellness Fitness Lab Draws
220206	4/20/2018	VALLEY PLUMBING HOME CTR INC	154.50	Repair Toilet-Stn 36
220353	5/10/2018	VALLEY PLUMBING HOME CTR INC	309.00	Diagnose Wrong Water Source to Dishwasher-Comm Ctr
	5/10/2018	VALLEY PLUMBING HOME CTR INC	496.06	Repair/Replaced Tee Above Water Heaters-Stn 30
	5/10/2018	VALLEY PLUMBING HOME CTR INC	209.07	Replaced Kitchen Sink Hose-Stn 34
	5/10/2018	VALLEY PLUMBING HOME CTR INC	607.26	Replaced P-Trap/Cleared Blockage at Washing Machine-Stn 30
220244	4/25/2018	VAVRINEK TRINE DAY AND CO LLP	11,500.00	2017/18 Interim Audit Fieldwork
220207	4/20/2018	VERIZON WIRELESS	252.50	Physio-Control Heart Monitor Modems 2/24/18-3/23/18
220208	4/20/2018	VERIZON WIRELESS	734.66	Cell Phone Charges 3/4/18-4/3/18
220209	4/20/2018	VERTIV SERVICES INC	1,922.91	UPS Maintenance-Admin Building
	4/20/2018	VERTIV SERVICES INC	3,493.06	UPS Maintenance-Comm Ctr
220354	5/10/2018	VICKI GRANT	1,800.00	2018 Medical Plan Opt Out 1/18-6/18
220293	5/3/2018	VICKIE CALLAHAN	428.88	Job Shirts/Quilted Jacket
220210	4/20/2018	VICTORY FIRE PROTECTION	580.00	Refund Overpayment on Invoice #7795101
220294	5/3/2018	VICTORY FIRE PROTECTION	5,800.00	Refund Overpayment
220211	4/20/2018	VISION SERVICE PLAN	5,222.09	Vision Insurance-4/18
	4/20/2018	VISION SERVICE PLAN	4,096.37	Vision Insurance-Retirees 4/18
220355	5/10/2018	VISION SERVICE PLAN	4,753.04	Vision Insurance-5/18
	5/10/2018	VISION SERVICE PLAN	4,565.42	Vision Insurance-Retirees 5/18
220245	4/25/2018	WASTE MANAGEMENT OF ALAMED...	210.59	Stn 30 Garbage Recycling Service-4/18
	4/25/2018	WASTE MANAGEMENT OF ALAMED...	86.88	Stn 34 Garbage Recycling Service-4/18
	4/25/2018	WASTE MANAGEMENT OF ALAMED...	179.15	Stn 38 Garbage Recycling Service-4/18
	4/25/2018	WASTE MANAGEMENT OF ALAMED...	86.88	Stn 39 Garbage Recycling Service-4/18
05/10/18-31	5/10/2018	WATTCO EQUIPMENT INC.	111.00	Replace Broken MDC Screen-Unit 524
05/10/18-32	5/10/2018	WATTCO EQUIPMENT INC.	547.75	Replaced Broken Back Up Camera Inside Cab-Unit 707
04/25/18-13	4/25/2018	WESTERN MACHINERY ELECTRIC INC	1,104.19	Inspection/Service/Tune Up-Portable Pumps (4) Stn 37
05/03/18-24	5/3/2018	WESTERN MACHINERY ELECTRIC INC	4,062.13	Battery Powered Tow Jack for Baldor Portable Generator
05/10/18-33	5/10/2018	WILLIAM D ROSS ESQ	1,370.00	Legal Services-Litigation 4/18
05/10/18-34	5/10/2018	WILLIAM D ROSS ESQ	6,326.40	Legal Services-General Matters 4/18
04/20/18-27	4/20/2018	WITTMAN ENTERPRISES LLC	18,106.81	Ambulance Collection Fees-3/18

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

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220246	4/25/2018	XIAO LI	130.00	HeartSafe Instructor-Iron Horse Middle School 4/16/18
Report Total			914,462.14	

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
Minutes –April 30, 2018 Minutes**

**Board of Directors Regular Board Meeting**

*MISSION STATEMENT*

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

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

**Board Members Present:** Directors Campbell, Kerr, Parker and Yancey

**Board Members Absent:** Board President Stamey

**Staff Present:** Fire Chief Meyer, Financial Consultant Campo, Deputy Chief Phares, FLSD Manager Drayton, Director of Human Resources Korthamar Wong, Technology Systems Manager Call, EMS Battalion Chief Duggan, Director of Emergency Communications Pangelinan, Controller Hatfield, District Clerk Brooks and District Counsel Ross.

**1. CALL TO ORDER**

Board Vice-President Kerr chaired the meeting and called for order at 1:04 p.m.

**2. PLEDGE OF ALLEGIANCE**

Board Vice-President Kerr led the Pledge of Allegiance.

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

There was a quorum and changes to the Consent Calendar as noted below.

**4. PUBLIC COMMENT**

None.

**5. CONSENT CALENDAR**

Chief Meyer stated that he would like to move item 5.9 to Old Business and item 5.10 to New Business. Item 5.11 should be deleted from this agenda, to be brought back at the May Board meeting and that item 5.7 under merit increase should be deleted.

Director Parker moved approval of the Consent Calendar as amended. Director Yancey seconded the motion. Motion carried.

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

- 6.1 Presentation of donation from Local 3546 to Muscular Dystrophy Association.

Chief Meyer opened this item complementing our firefighters on the great job they did at raising money for this organization. Captains Mike Mohun and Eric Sabye provided background of this fundraising effort and were proud to present a check in the amount of \$6,000 to the MDA. Veronica, representing the MDA thanked everyone for the generous donation.

## **7. OLD BUSINESS**

- 7.1 Finalize changes to goals presented at April 18, 2018 Board Retreat.

Chief Meyer stated that handouts were available showing the goal changes that were made at the Board retreat and that these goals would be revisited at the Board Budget workshop.

- 7.2 Consideration of amendment to agreement for Legal Counsel services.

Chief Meyer provided the background of this item outlining the changes directed by the Board and thanking Legal Counsel Ross for a good working relationship with the District. Motion by Director Parker to approve the amendment to the agreement for Legal Counsel services. Director Campbell seconded the motion. Motion carried.

- 7.3 Authorization of a progress payment to ENGEO for environmental remediation review services in the amount of \$25,270.67.

This item was removed from the Consent Calendar and placed on Old Business by Chief Meyer. Deputy Chief Drayton stated that the progress payment was for hydrogeological testing at old Station 32 pursuant to contract approved by the Board in December 2017. Motion by Director Yancey to authorize progress payment to ENGEO for environmental remediation review services in the amount of \$25,270.67. Director Parker seconded the motion. Motion carried.

## **8. NEW BUSINESS**

- 8.1 Public Hearing to consider Approval of Resolution No. 2018-03 Increasing the First Responder Assessment without Transport Fee and Ambulance Transport Fees and Charges.

The Public Hearing was opened with no one coming forward, then the Public Hearing was closed. Director Parker moved approval of Resolution No. 2018-03. Motion was seconded by Director Campbell. Motion carried by roll call vote.

- 8.2 Public Hearing to consider Approval of Resolution No. 2018-04 increasing Existing Schedule of Fees.

The Public Hearing was opened with no one coming forward, then the Public Hearing was closed. Motion by Director Campbell to approve Resolution No. 2018-04. Motion was seconded by Director Parker. Motion carried by roll call vote.

- 8.3 Approval of Resolution No. 2018-05 approving amendments to the Districts Conflict of Interest Code.

Legal Counsel Ross provided the background of this item stating that changes were necessary due to the addition and deletion of several positions at the District, therefore the Conflict of Interest Code needed to be amended. Motion by Director Parker to approve Resolution No. 2018-05. Director Campbell seconded the motion. Motion carried by roll call vote.

- 8.4 Authorization to enter into a contract with Jeff Katz Architecture in an amount not to exceed \$80,000 to develop a concept plan for a joint Public Safety Facility with the City of San Ramon.

This item was pulled from the Consent Calendar by Chief Meyer. Chief Meyer stated that this item was discussed at the recent Board Retreat and noted that the City of San Ramon is very supportive of this endeavor with the District. Deputy Chief Drayton stated that he has worked with Jeff Katz Architecture and that they are a nationally recognized architect firm with extensive public safety experience. Motion by Director Yancey to authorize a contract with Jeff Katz Architecture to develop a Public Safety Facility concept plan not to exceed \$80,000. Motion seconded by Director Parker. Motion carried.

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

The Board commented on the complimentary letter received regarding our Plans Examiner Roy Wendel.

## **10. MONTHLY ACTIVITY REPORTS**

- 10.1 Operations Division-Deputy Chief, Lon Phares  
Operations Report of monthly activities

Deputy Chief Phares reviewed his board report discussing the multi agency drill held at Camp Parks and also complimented Battalion Chief Selover on the great job he did working on the recent Captains academy.

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

EMS Battalion Chief Duggan reviewed his board report informing the Board that he is working closely with the new interim EMS Captain Megan O'Connor. Director Parker thanked Chief Duggan for all his hard work.

- 10.3 Logistics – Deputy Chief, Frank Drayton  
Logistics Report of monthly activities.

Deputy Chief Drayton reviewed his report with the Board with an update on some of the water issues at several of our stations and that the issues have been taken care of.

- 10.4 Fire and Life Safety Division – Deputy Chief, Frank Drayton

Fire and Life Safety Report of monthly activities.

Deputy Chief Drayton provided his monthly report stating that the City Center is still on track to open in November and that interiors on being done presently. Chief Drayton complimented his staff on a great job working with the schools on our Public Education Program.

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

Director of Emergency Communications Pangelinan discussed some highlights stating that text to 911 is up and running and that additional community outreach would be done. Director Yancey offered help with outreach if needed.

- 10.6 Human Resources Division – Human Resources Director Natalie Korthamar Wong Human Resources Report of monthly activities.

Human Resources Director Korthamar Wong reported on the recent interviews and promotions her staff has worked on and that she attended an informational meeting with CCCERA.

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

At this time, Chief Meyer introduced the District's new Controller, Davina Hatfield to members of the public that were in attendance.

Financial Consultant Campo reviewed the monthly financial reports and also thanked Don and Jean Reid for their help in recovering strike team funds due the District. The Board thanked Mr. and Mrs. Reid for their help.

Financial Consultant Campo discussed the recommended budget adjustments included in the Finance packet. Director Yancey moved to approve the budget adjustments listed in the staff report. Director Parker seconded the motion. Motion carried.

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

Chief Meyer informed the Board that he is very happy to have District Clerk Brooks and Financial Consultant Campo stay on with the District and stated that Donna Marhenke has been promoted to Inspector. Chief Meyer also thanked staff for all of the hard work that was put into getting ready and attending the recent Board retreat. Chief Meyer, Deputy Chiefs Drayton and Phares attended a recent Town of Danville meeting regarding Disaster Preparedness. Board President Stamey also attended this meeting.

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

11.1 Selection of Date for Board Budget Workshop.

The date of Tuesday, June 5, 2018 at 10 a.m. was decided upon for the Board Budget workshop.

Due to the Legislative Days Conference in Sacramento on May 23<sup>rd</sup>, the Board agreed to move the regularly scheduled Board meeting of May 23, 2018 from 1:00 p.m. to 3:00 p.m.

Chief Meyer asked that a Finance Committee meeting be scheduled. The date of Wednesday, May 30, 2018 at 10 a.m. was confirmed.

Director Yancey thanked Danielle Bell and her team for the CERT drill she attended and that she also attended a Special District Leadership Academy; and will also participating in the Livermore/Pleasanton Hook and Ladder run in June.

11.2 Confirmation of month of July for summer recess.

The Board provided direction to staff and agreed to the month of July as a summer Board recess.

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

Chief Meyer reviewed some of the upcoming events with the Board and staff.

## **13. CLOSED SESSION**

13.1 Possible exposure to litigation (3 matters) pursuant to Government Code Section 54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.

## **ADJOURNMENT**

The regular meeting adjourned at 2:34 p.m. The Board adjourned to Closed Session at 2:45p.m., with the Closed Session and meeting concluding at 3:18 p.m.

## **14. RETURN TO OPEN SESSION**

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

## **16. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING OF WEDNESDAY, MAY 23, 2018 AT 3:00 P.M., 1500 BOLLINGER CANYON ROAD, SAN RAMON.**



Prepared by: \_\_\_\_\_  
Susan F. Brooks  
District Clerk

Approved by: \_\_\_\_\_  
H. Jay Kerr  
Board Vice-President

William D. Ross  
Karin A. Briggs  
David Schwarz

Kypros G. Hostetter  
Of Counsel

Law Offices of  
**William D. Ross**  
400 Lambert Avenue  
Palo Alto, California 94306  
Telephone: (650) 843-8080  
Facsimile: (650) 843-8093

Los Angeles Office:

11420 Santa Monica Blvd  
#25532  
Los Angeles, CA 90025

File No: 45/3

May 7, 2018

**VIA ELECTRONIC TRANSMISSION**

[sbrooks@srvfire.ca.gov](mailto:sbrooks@srvfire.ca.gov)

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

Re: Report Upon Return from Closed Session; Regular Meeting of the San Ramon Valley Fire Protection District Board of Directors; April 30, 2018

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

This communication sets forth reportable action, if any, of the Board of Directors (“Board”) of the San Ramon Valley Fire Protection District (“District”) consistent with provisions of the Ralph M. Brown Open Meeting Act (Government Code section 54950 *et seq.*), resulting from the Closed Session of the April 30, 2018 Regular District Board Meeting.

The Open Session convened at 1:04 p.m. to address matters agendized for Board consideration. The Open Session concluded at 2:34 p.m. and your Board adjourned into Closed Session at 2:45 p.m.

There was one item agendized for Closed Session consideration:

13.1 Possible exposure to litigation (3 matters) pursuant to Government Code Section 54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.

With respect to two of the matters considered under Agenda Item No. 13.1, there was no reportable action under the common law attorney-client privilege and that provided

The Honorable Matthew Stamey, President  
and Members of the District Board of Directors  
San Ramon Valley Fire Protection District  
May 7, 2018  
Page 2

by Government Code section 54956.9(d)(2).

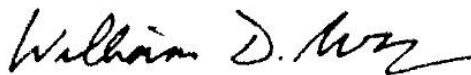
With respect to the third matter considered under Agenda Item No. 13.1, there was reportable action in the form of unanimous Board direction, with Director Stamey not participating, to deny a claim for property damage from Patricia Howell for alleged damage caused by District personnel for improved real property located at 2371 Hagen Oaks Drive, Alamo, California.

The Closed Session concluded at 3:18 p.m. with the indication that a written Report Upon Return from Closed Session would be prepared consistent with the provisions of Government Code section 54957.1 for the matters agendized for Closed Session consideration.

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

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

Very truly yours,

A handwritten signature in black ink, appearing to read "William D. Ross". The signature is fluid and cursive, with a long horizontal stroke at the end.

William D. Ross

WDR:bk

cc: Paige Meyer, District Chief

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

For the Month of: **April 2018**

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	1,350.00	103.26	-	1,453.26	0.04%
Fire Chief	1	28,869.26	682.30	19,241.89	48,793.45	1.21%
Personnel	3	33,491.65	560.92	11,710.67	45,763.24	1.14%
Finance	3	25,742.39	369.04	5,572.00	31,683.43	0.79%
Fire Life & Safety	11	108,733.08	1,555.33	53,197.90	163,486.31	4.07%
Technology	2	30,027.67	802.98	8,006.56	38,837.21	0.97%
Facilities	1	9,296.79	311.29	2,526.65	12,134.73	0.30%
Fire Suppression	123	2,109,906.95	29,789.46	1,186,809.11	3,326,505.52	82.72%
Communication Center	12	170,684.75	3,018.66	48,762.93	222,466.34	5.53%
Fleet	1	8,990.44	130.37	3,091.92	12,212.73	0.30%
Training	1	6,108.00	86.45	2,219.65	8,414.10	0.21%
EMS	2	32,180.16	518.98	24,340.82	57,039.96	1.42%
Rescue		18,242.31	-	12,636.28	30,878.59	0.77%
HazMat		13,025.80	-	8,559.33	21,585.13	0.54%
<b>TOTALS</b>	<b>165</b>	<b>2,596,649.25</b>	<b>37,929.04</b>	<b>1,386,675.71</b>	<b>4,021,254.00</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:** May 23, 2018  
**To:** Board of Directors  
**From:** Paige Meyer, Fire Chief  
**Subject:** Limited Term District Clerk Executive Assistant Position

---

## **Background:**

San Ramon Valley Fire Protection District (“District”) is currently assisted by a District Clerk who provides administrative support to the Board of Directors (“Board”) and the District Chief. On April 30, 2018, the Board approved the appointment of Ms. Susan Brooks, a CCCERA retired annuitant, as the District Clerk at an hourly rate of \$52.00. To ensure compliance with CCCERA regulations related to hiring a retired annuitant, the District would like to create a limited term District Clerk/Executive Assistant position. This position would be limited to 960 hours per fiscal year, would be temporary, and for a limited duration. The duration of the position will be determined by the Fire Chief based on the projects assigned.

## **Financial Impacts:**

The cost of this position has been budgeted therefore no additional appropriations are necessary.

## **Recommended Board Action:**

It is recommended that the Board of Directors approve the creation of a limited term District Clerk/Executive Assistant position with an hourly rate of \$52.00.

# **NEW BUSINESS**



## San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

**Date:** May 23, 2018

**To:** Board of Directors

**From:** Paige Meyer, Fire Chief

**Subject:** Review and Modification of 2009 Resolutions Regarding District Employee Retirement Benefits

---

### **Background:**

In 2009 the District Board formed an Ad-Hoc Committee to explore means of eliminating compensation practices that inflated retiree pension benefits. The Ad-Hoc Committee on Pension Benefits concluded with ten (10) recommendations and two enabling resolutions intended to eliminate the opportunity for retirement abuses and curtail retirement costs incurred by the District. Resolution No. 2009-09 required, among other items, a review and opinion by legal counsel, with appropriate expertise in retirement law, as to the impacts and related costs associated with any changes to labor contracts with District employees; while Resolution 2009-10 required a detailed calculation of retirement benefits be presented to the Board, on an individual basis, for each employee upon retirement.

All the recommendations made by the 2009 Ad-Hoc Committee were ultimately implemented by Board action and changes to employee labor agreements. Subsequently, the state legislature enacted the California Public Employees' Pension Reform Act of 2013 ("PEPRA"). This legislation addressed many of the concerns expressed by the Board and provided the Contra Costa County Employees' Retirement System (CCCERA) the necessary tools to further curb pension abuse, including the ability to audit individual retirement calculations and modify benefits if they perceive any "spiking" of compensation.

Having implemented recommendations from the 2009 Ad-Hoc Committee, and given the changes to the to the retirement law resulting from the PEPRA legislation designed to prevent pension spiking, staff feels the requirements of Resolutions 2009-09 and 2009-10 are redundant, and in the case of obtaining an outside legal opinion, no longer warrant the added expense. Staff will continue to identify all costs, including retirement costs, associated with proposed changes to employee compensation; and CCCERA reviews all retirement calculations and final compensation for any indication of spiking.

### **Personnel Committee Recommendation**

This matter was discussed with the Personnel Sub-Committee of the Board on January 17, 2018. The sub-committee concurred with the staff recommendation with direction to move the item forward to the full Board for consideration and action.

**Staff Recommendation:**

That the District Board adopt the enclosed Resolution rescinding Resolution No. 2009-09 and Resolution No. 2009-10 and directing staff to continue reviewing the full cost, including retirement related costs, associated with any changes to employee compensation.

Attachment: Resolution 2018-06

2009 Report from Ad-Hoc Committee on Pension Benefits, including Resolution Nos. 2009-09 and 2009-10



**RESOLUTION NO. 2018-06**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
RESCINDING REDUNDANT RESOLUTIONS RELATING TO  
EMPLOYEE RETIREMENT BENEFITS**

**WHEREAS**, in 2009, the San Ramon Valley Fire Protection District (“District”) Board of Directors formed an Ad-Hoc Committee to review compensation practices and ensure compliance of retiree pension plans with applicable law and to eliminate unauthorized retirement practices; and,

**WHEREAS**, consistent with the Ad-Hoc Committee’s recommendations, on October 19, 2009, the District adopted Resolution No. 2009-09, which implemented a policy to review employment benefit changes by outside counsel to ensure compliance with best practices and applicable law, as well as Resolution No. 2009-10, which required a detailed calculation of retirement benefits to be performed on an individual employee basis upon retirement; and,

**WHEREAS**, in 2013, the California Public Employees’ Pension Reform Act of 2013 (“PEPRA”) became law, which addressed concerns of pension abuse, and authorized the Contra Costa County Employees’ Retirement System (“CCCERA”), with whom the District contracts for pension benefits, to conduct audits of individual requirement calculations and modify benefits if evidence of “spiking” of compensation was found; and,

**WHEREAS**, due to PEPRA’s changes in retirement laws and the implementing procedures of CCCERA, the requirements of Resolutions 2009-09 and 2009-10 are redundant and no longer needed, and,

**WHEREAS**, Resolution 2009-09 and 2009-10 should be rescinded to promote the efficient and cost-effective administration of retiree benefits; and,

**WHEREAS**, District staff will continue to identify all costs, including retirement costs, associated with any proposed changes to employee compensation, and CCCERA will continue to review all retirement calculations and final compensation for evidence of any spiking,

**NOW, THEREFORE, BE IT RESOLVED** by the District Board of Directors that Resolution 2009-09 and 2009-10 are hereby rescinded; and,

**BE IT FURTHER RESOLVED** that District Staff shall continue to internally review the full costs, including retirement-related costs, associated with any changes in employee compensation.

On motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, and duly carried, the foregoing resolution was passed and adopted on \_\_\_\_\_, 2018.

Resolution No. 2018-06  
May 23, 2018

**AYES:**  
**NOES:**  
**ABSTAIN:**  
**ABSENT:**

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Matthew J. Stamey  
President, Board of Directors

**ATTEST:**

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Susan F. Brooks, District Clerk

**APPROVED AS TO FORM:**

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William D. Ross  
District Counsel

**APPROVED AS TO CONTENT:**

---

Paige Meyer  
Fire Chief

## San Ramon Valley Fire Protection District

### Implementation of Ad hoc Committee Recommendations on Pension Benefits

#### **Committee Recommendation #1**

Adoption of Board policy requiring *retirement law counsel review* of all benefit changes prior to adoption by the Board of Directors to publically disclose any pension related consequences. This review would not be privileged and placed into the public record.

#### **Proposed Action to Implement**

Enact by Board action on agenda item 7.3.2 (Resolution 2009-09).

#### **Committee Recommendation #2**

Adoption of Board policy that requires timely presentation of detailed retirement calculation worksheets of all District retirees at time of separation. These worksheets would not be privileged and placed into the public record.

#### **Proposed Action to Implement**

Enact by Board action on agenda item 7.3.3 (Resolution 2009-10).

#### **Committee Recommendation #3**

Adoption of Board policy that requires quarterly review of legislative activity related to retirement law presented to the Board by the District Legislative Analyst.

#### **Proposed Action to Implement**

Modify existing Consulting Service Agreement with California Advocates, Inc. by adding the following item to the scope of services:

2. Scope of Services
  - a. – g. (existing)
  - h. Analyze public pension related legislation and legislative proposals including but not limited to *Retirement Act of 1937* matters affecting or potentially affecting SRVFPD. Report no less than quarterly such analysis and bill status to the Board of Directors of the SRVFPD.

## **Committee Recommendation #4**

Dispatch of a letter from the President of the SRVFPD Board of Directors to the Retirement Chief Executive Officer of the Contra Costa County Employees' Retirement Association (CCCERA) recommending an actuarial study analyzing a potential change to the current method of cost sharing (pooling) used by CCCERA to determine contribution rates of member agencies.

### **Proposed Letter Text**

October 19, 2009

Marilyn Leedom, Retirement Chief Executive Officer  
Contra Costa County Employees' Retirement Association  
1355 Willow Way, Suite 221  
Concord, California 94520

Dear Marilyn,

On behalf of the Board of Directors of the San Ramon Valley Fire Protection District, I would like to express our support of the contemplated actuarial study analyzing the potential change to the current method of cost sharing (pooling) used by CCCERA to determine contribution rates, and the effect on individual agency contributions. As you are aware, the recent Contra Costa Times article by Dan Borenstein infers that the District is not paying its fair share towards such pooled contributions.

Although the District Board understands that this is a theoretical argument, we want to be sure that contributions by CCCERA agencies are appropriate for the benefits provided and that no CCCERA agency is negatively impacted by the personnel policies and practices of another agency.

Please let me know if you have questions or concerns.

Sincerely,

Nick Dickson, President of the Board  
San Ramon Valley Fire Protection District

## **Committee Recommendation #5**

Eliminate vehicle allowance for the Fire Chief and impose an immediate moratorium on new vehicle allowances.

### **Proposed Action to Implement**

Enact by Board action on agenda items 7.3.5 and 7.3.6.

## **Committee Recommendation #6**

Eliminate Standby Pay for the Fire Chief and implement significantly increased standards for Safety Managers to receive Standby Pay.

### **Proposed New Language for Non-represented Employee Handbook**

#### Standby Pay

Effective January 1<sup>st</sup> 2010, all safety managers living within the cities defined in the District's "Take home vehicle policy" shall receive a monthly standby differential of 5% of Premium Base Monthly Standard (PBMS) for on call duty and emergency response after normal work hours, holidays and weekends.

Safety managers receiving standby pay are required to equally share "on call District and Duty coverage" by signing up for such coverage on a monthly basis utilizing the "District Chief / Duty Chief or Fire Investigator" on call roster. Additionally, personnel on call and receiving standby pay are required to respond back and be in the District's boundaries within 30 minutes of being notified.

## **Committee Recommendation #7**

Eliminate the ability to “straddle” the sale of Administrative Leave.

### **Proposed New Language for Non-represented Employee Handbook**

#### Annual Administrative Leave

Effective January 1<sup>st</sup> 2010, administrative leave will be accrued and credited to the employee’s leave balance on a monthly basis. The administrative leave balance may not exceed one year’s accrual at any time. If the accrual reaches one year’s accrual, no further accrual will be credited until such time as the balance is below the maximum annual accrual.

Exempt management employees are granted 80 hours of administrative leave annually, accrued and credited at the rate of 6.67 hours each month.

Exempt employees are granted 40 hours of administrative leave annually, accrued and credited at the rate of 3.33 hours each month.

Administrative leave may be taken as paid time off, added to vacation accrual (subject to vacation accrual limitations), or paid out one time per calendar year not to exceed one year’s accrual.

Any employee who has sold administrative leave and retires within the same twelve month period will have any unused Administrative leave automatically converted to vacation hours at time of retirement.

## **Committee Recommendation #8**

Grant Administrative Leave on an incremental monthly basis.

### **Proposed New Language for Non-represented Employee Handbook**

#### Annual Administrative Leave

(Implemented in proposed Annual Administrative Leave language)

## **Committee Recommendation #9**

Eliminate the ability to “straddle” the sale of Vacation Leave.

### **Proposed New Language for Non-represented Employee Handbook**

#### Vacation Cash-out

An employee covered by this handbook may elect to cash out up to eighty hours (40 hour work week employee) or one hundred and twelve hours (56 hour work week employee) of accumulated vacation one time within a 12 month period by notifying the District by November 1 of each year. The employee shall be paid in the final paycheck of that year.

## **Committee Recommendation #10**

Eliminate Management Incentive Pay.

### **Proposed New Language for Non-represented Employee Handbook**

#### Management Incentive Pay

All managers appointed to a management position prior to January 1, 2010, serving in a management capacity, in good standing, for more than one year shall receive management incentive pay equal to 5% of the Premium Base Monthly Salary (PBMS) for Fire Engineers, Step 5. Employees hired on or after January 1, 2010, or those promoted into a “management capacity” on or after this date will not receive this benefit.

**RESOLUTION NO. 2009-09**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN RAMON VALLEY FIRE PROTECTION DISTRICT ESTABLISHING REVIEW BY RETIREMENT SPECIAL COUNSEL OF ANY BENEFIT CHANGES AFFECTING DISTRICT EMPLOYEE RETIREMENT**

**WHEREAS**, the San Ramon Valley Fire Protection District (“District”) is governed by provisions of the Fire Protection District Law of 1987 (Health & Safety Code section 13800 *et seq.*), which provides, among other things, for the establishment of compensation for District employees, which includes retirement benefits; and,

**WHEREAS**, the District is a member of the Contra Costa County Employees Retirement Association through which retirement benefits are provided to District employees under provisions of the County Employees Retirement Law of 1937 (Government Code section 31450 *et seq.* “Retirement Law”); and,

**WHEREAS**, it is in the best interests of the District, and the public, that there be review of changes to benefits that may affect the retirement compensation of District employees, whether represented by the International Association of Firefighters, Local 3546, non-represented employees of the District or employees who may be under employment contract such as the Fire Chief (collectively “District Employees”).

**NOW THEREFORE BE IT RESOLVED:**

1. That it is the policy of the District to fully evaluate any proposed employment benefit changes and their resulting cost impact to the District; and,
2. That to implement a policy of review of employment benefit changes the District shall retain Special Counsel with an expertise in Retirement Law to review the application of Retirement Law to any contract changes to District Employees; and,
3. That, after a determination by District Counsel of compliance with applicable law to maintain fair labor practices, the final report of Special Counsel to the Board regarding its review of the application of Retirement Law to any benefit changes shall be a public document.



**PASSED AND APPROVED** at a regular meeting of the Board of Directors of the San Ramon Valley Fire Protection District, State of California held on October 19, 2009, by the following vote:

**AYES:** Directors Linari, Lindsay, Price and President Dickson

**NOES:** None

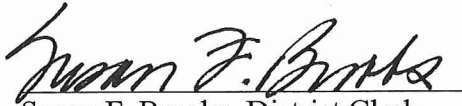
**ABSENT:** None

**ABSTAIN** None



Nick Dickson  
President, Board of Directors

**ATTEST:**



Susan F. Brooks, District Clerk

**APPROVED AS TO FORM:**



William D. Ross, District Counsel

**APPROVED AS TO CONTENT:**



Richard Price, Fire Chief

**RESOLUTION NO. 2009-10**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN  
RAMON VALLEY FIRE PROTECTION DISTRICT ESTABLISHING  
DISTRICT POLICY REQUIRING TIMELY PRESENTATION OF FINAL  
RETIREMENT CALCULATIONS OF ALL DISTRICT EMPLOYEES AT  
TIME OF SEPARATION**

**WHEREAS**, the San Ramon Valley Fire Protection District (“District”) is governed by provisions of the Fire Protection District Law of 1987 (Health & Safety Code section 13800 *et seq.*), which provides, among other things, for the establishment of compensation for District employees, which includes retirement benefits; and,

**WHEREAS**, the District is a member of the Contra Costa County Employees Retirement Association through which retirement benefits are provided to District employees under provisions of the County Employees Retirement Law of 1937 (Government Code section 31450 *et seq.*); and,

**WHEREAS**, it is in the best interests of the District, and the public, that there be an accounting of retirement benefits for District employees upon separation; and,

**WHEREAS**, a periodic determination of the actual cost of retirement of District employees will facilitate the District Board’s oversight of the cost of employee benefits.

**NOW THEREFORE BE IT RESOLVED:**

1. It is the policy of the District that in order to perform periodic oversight of the cost of District employment benefit obligations that detailed calculations be presented to the Board upon retirement; and,
2. That the District Staff and District Counsel shall continually review a process where detailed calculations be presented to the Board in a manner that is consistent with applicable law in maintaining the confidentiality of employee records.

**PASSED AND APPROVED** at a regular meeting of the Board of Directors of the San Ramon Valley Fire Protection District, State of California held on October 19, 2009, by the following vote:

**AYES:** Directors Linari, Lindsay, Price and President Dickson

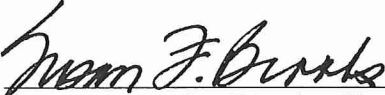
**NOES:** None

**ABSENT:** None


**ABSTAIN** None

  
\_\_\_\_\_  
Nick Dickson  
President, Board of Directors

**ATTEST:**

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

**APPROVED AS TO FORM:**

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

**APPROVED AS TO CONTENT:**

  
\_\_\_\_\_  
Richard Price, Fire Chief



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

Date: May 23, 2018  
To: Board of Directors  
From: Susan F. Brooks, District Clerk  
Subject: Resolution No. 2018-07/November 2018 General Election

---

## **Background:**

In preparation for the upcoming November 2018 General Election, the attached Resolution must be submitted to the County Elections Department by July 5, 2018. The content of Resolution No. 2018-07 is based on the following requirements by the Contra Costa County Elections Department.

1. Includes a request for incumbent information.
2. States that the candidate will pay for the Candidate Statement and accepts the Election Division's cost estimate of \$1,301 for a maximum of 250 words.
3. Consolidation of election with other elections which may be held in whole or part of the territory of the District.
4. The District will reimburse the County for the actual cost incurred by the County Elections Official in conducting the General District Election.
5. The Clerk of the Board deliver copies of Resolution No. 2018-07 to the Registrar of Voters, and to the Board of Supervisors.

## **Recommended Board Action:**

It is recommended that the Board of Directors adopt Resolution No. 2018-07.

## **Financial Impacts:**

Funding in the amount of \$110,000 is included in the District's 2018/2019 Budget.

**RESOLUTION NO. 2018 - 07**

**A RESOLUTION OF THE SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
SPECIFYING THE REQUIREMENTS FOR ELECTING  
MEMBERS TO THE BOARD OF DIRECTORS**

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

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

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

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

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

**NOW, THEREFORE, IT IS ORDERED** that an election be held within the territory included in this District on the 6<sup>th</sup> day of November, 2018, for the purpose of electing members to the Board of Directors of said District in accordance with the following specifications:

1. The Election shall be held on **Tuesday, the 6<sup>th</sup> day of November, 2018**. The purpose of the election is to choose members of the Board of Directors for the following seats:

Board Director	Current Term Expires November 2018
Board Director	Current Term Expires November 2018
Board Director	Current Term Expires November 2018

2. The District has determined that the Candidate will pay for the Candidate's Statement. As a condition of having the Candidate's Statement published, the candidate shall pay the costs at the time of filing. The District hereby establishes the costs for a Candidate Statement as the following: \$1,301.00.

3. The District directs that the County Registrar of Voters of the principal county publish the Notice of Election in a newspaper of general circulation that is regularly circulated in the territory.
4. This Board hereby requests and consents to the consolidation of this election with other elections which may be held in whole or in part of the territory of the District, pursuant to Elections Code 10400.
5. The District will reimburse the County for the actual cost incurred by the County Elections Official in conducting the General District Election upon receipt of a bill stating the amount due as determined by the elections official.
6. The Clerk of this Board is ordered to deliver copies of this Resolution, to the Registrar of Voters, and if applicable, to the Registrar of Voters of any other county in which the election is to be held, and to the Board of Supervisors.
7. **THE FOREGOING RESOLUTION WAS ADOPTED UPON MOTION** of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, at a regular meeting on this day of \_\_\_\_\_, 2018, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

**DATED:** \_\_\_\_\_

---

Susan F. Brooks, District Clerk



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

**Date:** May 23, 2018

**To:** Board of Directors

**From:** Susan F. Brooks – District Clerk

**Subject:** LAFCO – Call for Nominations to Appoint an Independent Special District Representative to the Countywide Redevelopment Agency Oversight Board

---

## **Background:**

The attached memo from LAFCO dated April 25, 2018 is advising that in 2011, the State of California dissolved redevelopment agencies throughout the state and created redevelopment agency (RDA) oversight boards as successor agencies. As part of this legislation, on July 1, 2018, the more than 400 RDA oversight boards in California will be consolidated into one oversight board per county (with the exception of Los Angeles which will have five). In Contra Costa County there are 17 RDA oversight boards which will be consolidated into one board per Health and Safety Code Section 34179(j).

When this occurs each county's Independent Special District Selection Committee will be granted authority to appoint one special district representative to the County's RDA oversight Board.

## **Recommended Board Action:**

Have the nomination form completed by our Board President and return it to Contra Costa LAFCO by mail or email prior to the end of the nominating period May 30, 2018. A board member from any of the 44 independent special districts is eligible to be appointed to the RDA oversight board.

## **Financial Impacts:**

None.



DATE: April 25, 2018

TO: Board Chair and Clerk, Each Independent Special District

FROM: Lou Ann Teixeira, Executive Officer, Contra Costa LAFCO

SUBJECT: **CALL FOR NOMINATIONS TO APPOINT AN INDEPENDENT SPECIAL DISTRICT REPRESENTATIVE TO THE COUNTYWIDE REDEVELOPMENT AGENCY OVERSIGHT BOARD**

Dear District Chair:

**BACKGROUND**

In 2011, the State of California dissolved redevelopment agencies throughout the state and created redevelopment agency (RDA) oversight boards as successor agencies. As part of this legislation, on July 1, 2018, the more than 400 RDA oversight boards in California will be consolidated into one oversight board per county (with the exception of Los Angeles which will have five). In Contra Costa County, there are 17 RDA oversight boards which will be consolidated into one board per Health & Safety Code §34179(j).

When this occurs, each county's Independent Special District Selection Committee ("ISDSC") will be granted authority to appoint *one special district representative* to the county's RDA oversight board. If this committee fails to appoint the special district representative by July 15, 2018, the Governor will make the appointment on its behalf. The Governor may also appoint individuals for any member position that remains vacant for more than 60 days. Therefore, it is important that the independent special districts in Contra Costa County take proactive steps to ensure a successful local appointment process.

**ELIGIBILITY REQUIREMENTS**

There are 44 independent special districts in Contra Costa County (excluding multi-county districts) that are eligible to participate in the election. A board member from any of the 44 independent special districts is eligible to be appointed to the RDA oversight board. Of the 44 independent special districts, the following have territory in the jurisdiction of a former RDA:

Alamo Lafayette Cemetery District	Los Medanos Community Healthcare District
Ambrose Recreation & Park District	Pleasant Hill Recreation & Park District
Byron Brentwood Knightsen Union Cemetery District	Rodeo Hercules Fire Protection District
Central Contra Costa Sanitary District	Rodeo Hercules Sanitary District
Contra Costa Mosquito & Vector Control District	San Ramon Valley Fire Protection District
Contra Costa Resource Conservation District	Stege Sanitary District
Contra Costa Water District	West Contra Costa Healthcare District
East Contra Costa Irrigation District	West County Wastewater District
Ironhouse Sanitary District	

***Members representing a majority (23) of the 44 independent special districts shall constitute a quorum for the conduct of the election. No action may be taken by the committee if there is no quorum.***



Your district's representative on the ISDSC is the presiding officer of the legislative body of the district (i.e., board chairperson) or an alternate board member, as appointed by your board. \*See attached list used in the recent election for the LAFCO special district seats. Please provide updated information as needed. *We encourage all independent special districts to vote!*

#### **SELECTION OF SPECIAL DISTRICT REPRESENTATIVE TO COUNTY RDA OVERSIGHT BOARD**

Pursuant to Government Code §56332 *et seq.*, the LAFCO Executive Officer is giving written notice and calling for nominations for an independent special district member to the countywide RDA oversight board. As with the recent appointment of the special district seats to LAFCO, and as provided for in LAFCO law, this election will be conducted by mail/email.

Enclosed is a nomination form to be completed by your special district's presiding officer, or his or her alternate as designated by your board. Please return this nomination form to Contra Costa LAFCO by email or mail prior to the end of the nominating period, **May 30, 2018**. Feel free to attach a brief resume and/or candidate statement (one page) of the nominee, if you choose.

At the end of the nominating period, if only one candidate is nominated, that candidate shall be deemed appointed by the committee. If two or more candidates are nominated, the LAFCO Executive Officer will prepare and deliver ballots and voting instructions to the districts. The nominee with the second most votes among all ballots received will be appointed "alternate."

#### **SCHEDULE**

The election schedule is as follows:

April 25, 2018	Start of Nomination Period
May 30, 2018	End of Nomination Period
May 31, 2018	Start of Voting Period
June 30, 2018	End of Voting Period
July 2, 2018	Ballots Counted
July 2, 2018	Results Announced

Contra Costa LAFCO encourages your district to participate in the election process. If you have any questions, please contact Contra Costa LAFCO by phone at 925-335-1094 or email [LouAnn.Teixeira@lafco.cccounty.us](mailto:LouAnn.Teixeira@lafco.cccounty.us).

Sincerely,

Lou Ann Teixeira, Executive Officer  
Contra Costa LAFCO

#### **Attachments:**

- Nomination Form
- List of Independent Special Districts

c: Each Commissioner, Contra Costa LAFCO  
Robert R. Campbell, Contra Costa County Auditor-Controller  
Maureen Toms, AICP, Contra Costa County Department of Conservation and Development

**NOMINATION OF THE INDEPENDENT SPECIAL DISTRICT  
REPRESENTATIVE TO THE CONTRA COSTA COUNTY COUNTYWIDE  
RDA OVERSIGHT BOARD**

The \_\_\_\_\_ (District) is pleased to  
(Name of Independent Special District)

nominate \_\_\_\_\_ as a candidate for the Special District  
(Name of Candidate)

Representative to the Contra Costa Consolidated Redevelopment Oversight Board [***attach  
brief candidate statement and/or resume (one page) if desired***].

I certify that:

- The nominee is an elected official or appointed to the District board for a fixed term;
- The nominee is not a member of the legislative body of a city or county (Government Code Section 56332(c)); and
- The nominee is a member of a legislative body of an independent special district with Contra Costa County.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

DATE: \_\_\_\_\_

**This nomination form must be returned to Contra Costa LAFCO by May 30, 2018. Please email the completed form to Lou Ann Texeira at [LouAnn.Texeira@lafco.cccounty.us](mailto:LouAnn.Texeira@lafco.cccounty.us) or return by mail to Contra Costa LAFCO 651 Pine Street, 6<sup>th</sup> Floor, Martinez, CA 94553**

**INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE 2018**

DISTRICT	NAME	TITLE	BALLOT RECVD.	ALTERNATE
ALAMO-LAFAYETTE CEMETERY DIST	Nancy J. Flood	Chair	x	Carolyn Thiessen, Trustee
AMBROSE REC & PARK DIST	Trina Hudson	Chair	x	Mae Torlakson, Bd Member
B-B-K-U CEMETERY DIST	Barbara Guise	Chair		
BETHEL ISLAND MID	Bruce Smith	Board President	x	Anthony Berzinas, VP
BYRON SANITARY DISTRICT	Danny Hamby	Chair	x	Mike Nisen, Vice Chair
CASTLE ROCK COUNTY WATER DISTRICT				
CENTRAL CONTRA COSTA SANITARY DIST	Mike McGill	Board Member	x	Dave Williams, Board Member
CONTRA COSTA MOSQUITO & VECTOR CONTROL	Warren Clayton	Trustee	x	Darryl Young, Trustee
CONTRA COSTA RESOURCE CON DIST	Igor Skaredoff	President	x	
CONTRA COSTA WATER DISTRICT	John Burgh	Director	x	
CROCKETT COMMUNITY SERVICES DISTRICT	Luigi Barassi	President	x	Kent Peterson, VP
DIABLO CSD				
DIABLO WATER DISTRICT	Edward Garcia	Presiding Officer	x	
TOWN OF DISCOVERY BAY CSD	Kevin Graves	President	x	Bill Mayer, Director
EAST CONTRA COSTA IRRIGATION DIST	Glenn Stonebarger	President	x	
GREEN VALLEY REC & PARK DIST	Adam Glimme	Board Member	x	
IRONHOUSE SANITARY DIST	Dawn Morrow	Board Member	x	
KENSINGTON FIRE PROTECTION DISTRICT	Janice Kosel	President	x	Laurence Nagel, VP
KENSINGTON POLICE PROT & CSD	Christopher Deppe	Board Member	x	
TOWN OF KNIGHTSEN CSD				
LOS MEDANOS COMMUNITY HEALTHCARE DIST	Patt Young	Board Member		
MORAGA-ORINDA FIRE DIST	Steve Anderson	Board Member, LAFCO Liaison	x	Brad Barber, President
MT. VIEW SANITARY DIST	Brian Danley	President	x	
PLEASANT HILL REC & PARK DIST	Bobby Glover	Board Chair	x	
RECLAMATION DIST (RD) 799				
RD 800	Tom Judge	Trustee	x	
RD 830	Chad Davisson	Board Member	x	
RD 2024	Don Wagenet	President		John Jackson, Trustee
RD 2025	David Forkel	Chairman	x	
RD 2026	David Forkel	Chairman	x	
RD 2059				
RD 2065	Coleman Foley	President	x	Thomas E. Baldocchi Sr. Thomas E. Baldocchi Jr.
RD 2090				
RD 2117	Joyce Speckman	Trustee		Sandra Speckman Kiefer, Trustee
RD 2121				
RD 2122				
RD 2137				
RODEO-HERCULES FIRE PROTECTION DIST	Bill Prather	Board Member		
RODEO SANITARY DISTRICT	Richard Frakes	Secretary	x	Angela Noble, Director
ROLLINGWOOD-WILART PARK REC & PARK DIST				
SAN RAMON VALLEY FIRE PROTECTION DIST	Matt Stamey	President	x	
STEGE SANITARY DISTRICT	Dwight Merrill	President	x	
WEST CONTRA COSTA HEALTHCARE				
WEST COUNTY WASTEWATER DIST	Sherry Stanley	Board Member	x	David Alvarado, VP

shaded and  = voting delegate named & ballot received in recent election  
shaded, no x = voting delegate named, no ballot received in recent election



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

Date: May 23, 2018  
To: Board of Directors  
From: Paige Meyer, Fire Chief  
Subject: Limited Term Fire Marshal Position

---

## **Background:**

The District's Fire Marshal, Deputy Chief Frank Drayton, has been called to active military duty and is anticipated to be on a leave from the District for approximately 6 months. In order to maintain the Fire Marshal position and to provide continued management of the Fire and Life Safety Division, staff would like to hire retired Fire Chief Stephen Healy. Chief Healy retired from Moraga Orinda Fire Protection District in 2017 after 31 years in the fire service. He previously held the position of Fire Marshal at Moraga Orinda, he has a bachelor's degree in Fire Prevention, a Master's Degree in Emergency Services Administration, and he is a certified fire investigator that can assist the District with fire investigations.

To ensure compliance with CCCERA regulations related to hiring a retired annuitant, the District would like to create a limited term Fire Marshal position that the District is designating as a Public Safety position. This position would be limited to 960 hours per fiscal year, would be temporary, and for a limited duration. The duration of the position is expected to be no more than 12 months. The hourly rate will be \$80 per hour.

## **Financial Impacts:**

The cost of this position will not exceed \$76,800. The Fire and Life Safety Division has salary savings therefore no additional appropriations are necessary.

## **Recommended Board Action:**

It is recommended that the Board of Directors approve the creation of a limited term Fire Marshal position with an hourly rate of \$80.00 per hour.

# **CORRESPONDENCE**



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935 Camino Ramon Danville, CA 94526 (925) 786-8574

April 25, 2018

Dear San Ramon Valley Fire Dept,

I am writing to thank you on behalf of the board and parents of Valley Parent Preschool for your generous contribution to our annual fundraising auction held on April 14th of this year.

Due to the wonderful support from community members like yourself we had over 200 items donated and raised a record amount to support the mission of our co-op school – over \$30,000! – from proud parents, grandparents, and friends. Please know you were recognized in our event program and as every item was bid on, your donation went home with a happy winner.

All funds from the event go towards future investments in the children. Your support will enable greater access to the tools we need to provide them with unique experiences. Past projects include redesigning our outdoor classroom to create a nature-based play area, building a working garden to use as part of the curriculum and a large open library so children can access quality books to read at school or borrow for home.

We are grateful to be part of a community with businesses and individuals San Ramon Valley Fire Dept that contribute so generously to causes like ours. Thank you again!

Sincerely,

A handwritten signature in black ink, appearing to read "Vivian Wang", written in a cursive style.

Vivian Wang  
Fundraising Chair  
Valley Parent Preschool  
Tax Exempt Organization # 94-1522908



# OFFICE OF THE FIRE CHIEF VENTURA FIRE DEPARTMENT

*David M. Endaya*  
**FIRE CHIEF**

May 1, 2018

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

Dear Chief Meyer:

I would like to take this opportunity to thank you and your staff for working side-by-side with us during the Thomas Fire. This was the largest wildfire in California history, and our community will be dealing with the aftermath of this event for a long time.

In my 20+ years in the fire service, I have never encountered a wildfire of this magnitude. It took the support and coordination of various agencies from all over the country, including 8,000 firefighters, 1,000 fire apparatus, and multiple aircraft all working together to fight this fire.

I know your agency was impacted by sharing your valuable staff and resources with us. Without the support of your personnel, the destruction would have been insurmountable, and there are no words to completely express our gratitude.

Please let your staff know that we are forever grateful for their support during this devastating and historic event. It was an honor to work with such dedicated individuals and inspiring to witness the effective collaboration and teamwork between the various agencies involved in this catastrophic event.

Sincerely,

David Endaya  
Fire Chief



# **OPERATIONS**





# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

**Date:** May 23, 2018  
**To:** Board of Directors  
**From:** Lon Phares, Deputy Chief Operations  
**Subject:** Monthly Operations Report for April 2018

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## **Operations & Training**

- Water Shuttle Operations Training
- Rope Rescue Drill, Vertical Operations
- Captain Test Candidate Orientation
- Captain Promotional Exam Preparation
- Board Retreat Preparation
- Tiller Training for Academy Class 2017-1
- Provisional EMS Assignments for Academy Class 2017-1
- Firefighter Reserve Training – Ladders
- SCBA Annual Fit Testing
- Rescue Task Force/Active Shooter Training
- Captains Academy Completed
- Company Performance Standards
- Operational & Training Policy Updates
- Annual First Responder Operations (FRO) Training in Progress
- Probationary Task Book Sign-offs for Captains (5), Engineers (7) & Firefighters (13)

## **Events Attended by Suppression**

- Child Safety Fair, Danville
- Monte Vista High School Sports Medicine Class, Alamo

## **Special Teams**

### Hazardous Materials Team

- 2nd Quarter Training – Level A Suit Drills
- Haz Mat Technician Training – Terrazas, Hubbard

## Technical Rescue Team

- 2nd Quarter Training – Rescue Systems II Operations (Shoring)
- Low Angle Rope Rescue Instruction
- CHP130 Helicopter Operations Training

## **Meetings**

County Chiefs

Command Staff

County Operations

County Training Officers

County Peer Support Meeting

Apparatus Committee Meeting

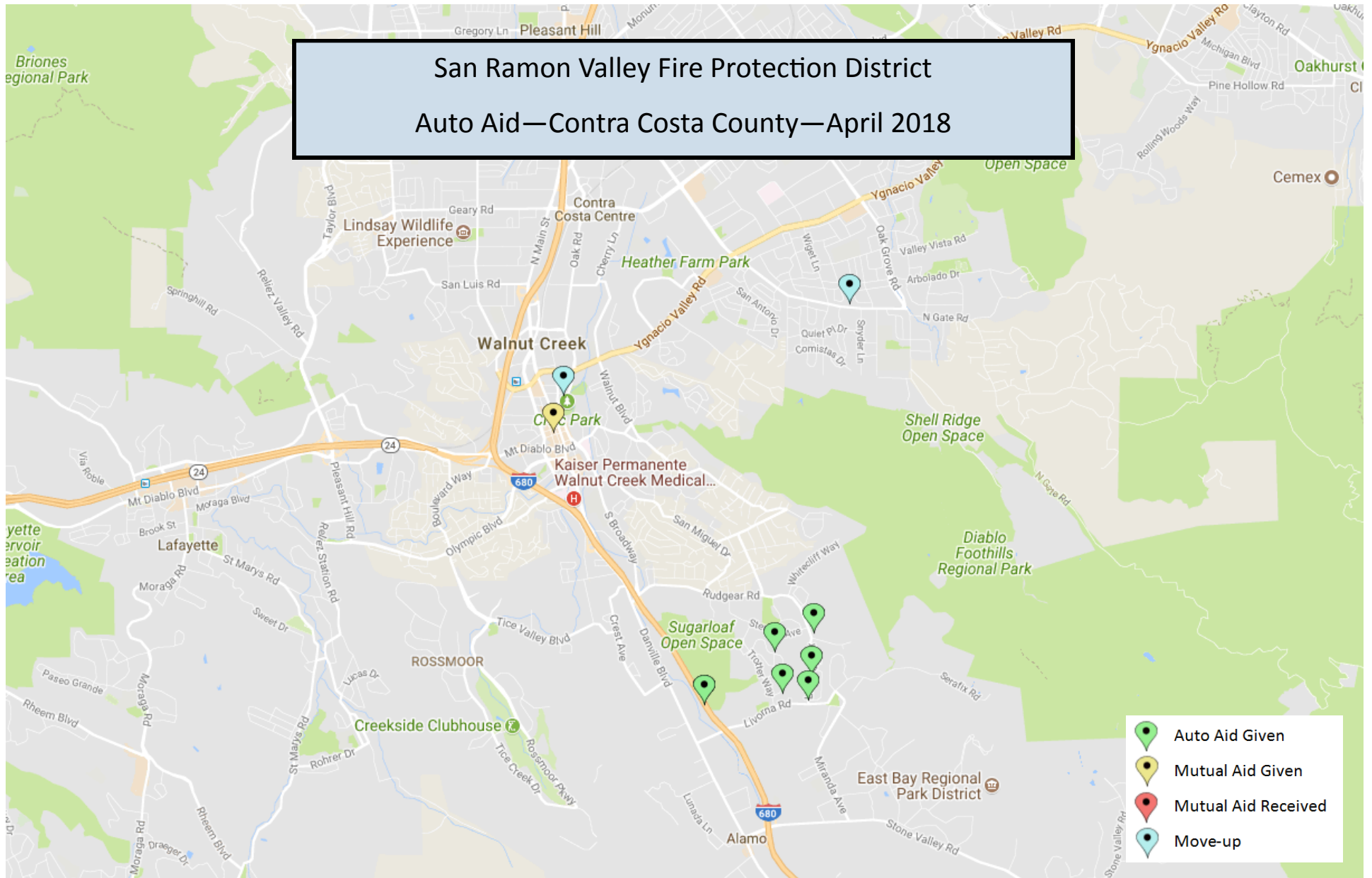
Danville Town Council Meeting

Deployment Committee Meeting

Coastal Regional Hazardous Materials Response Organization

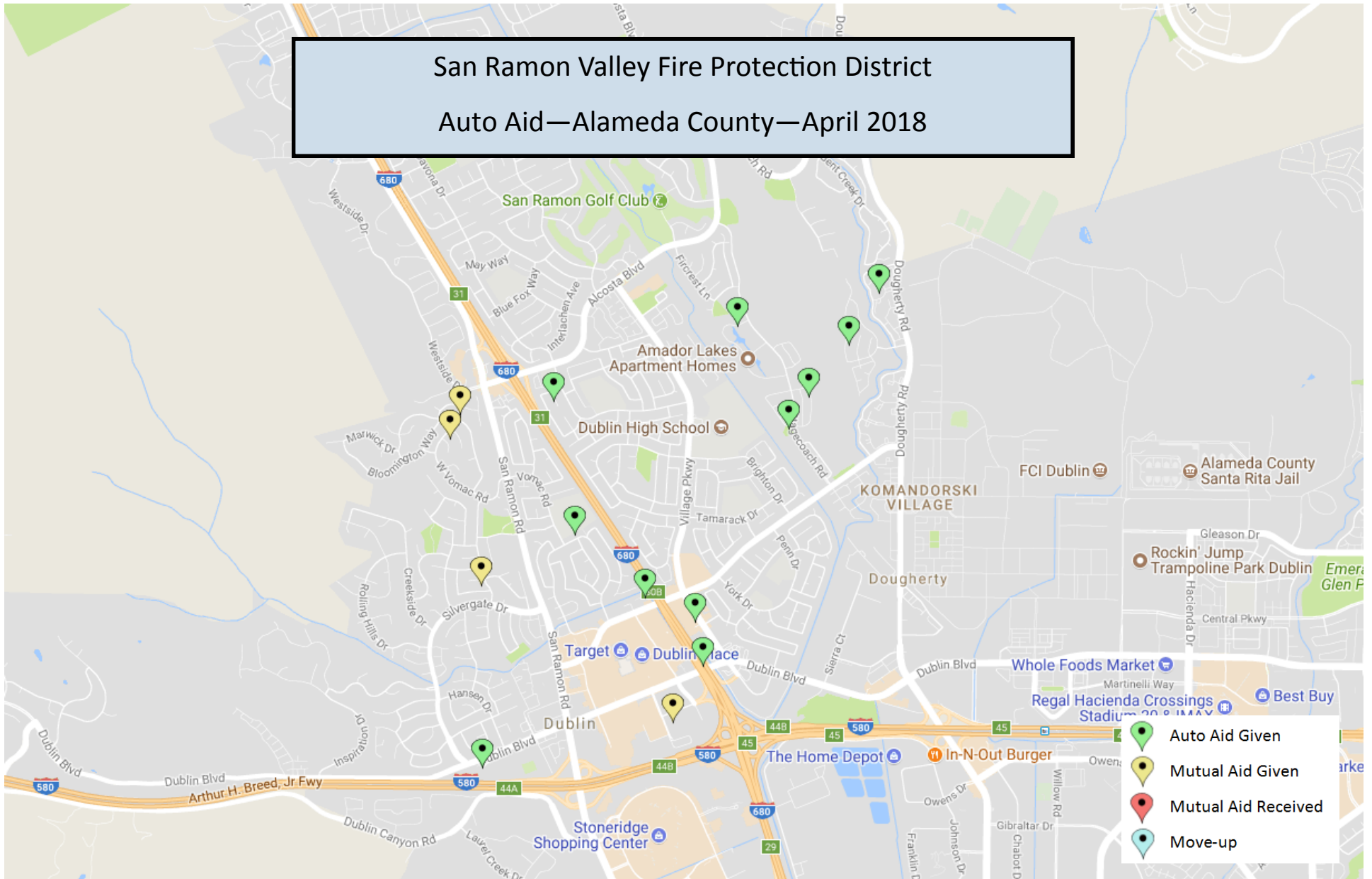
# San Ramon Valley Fire Protection District

## Auto Aid—Contra Costa County—April 2018



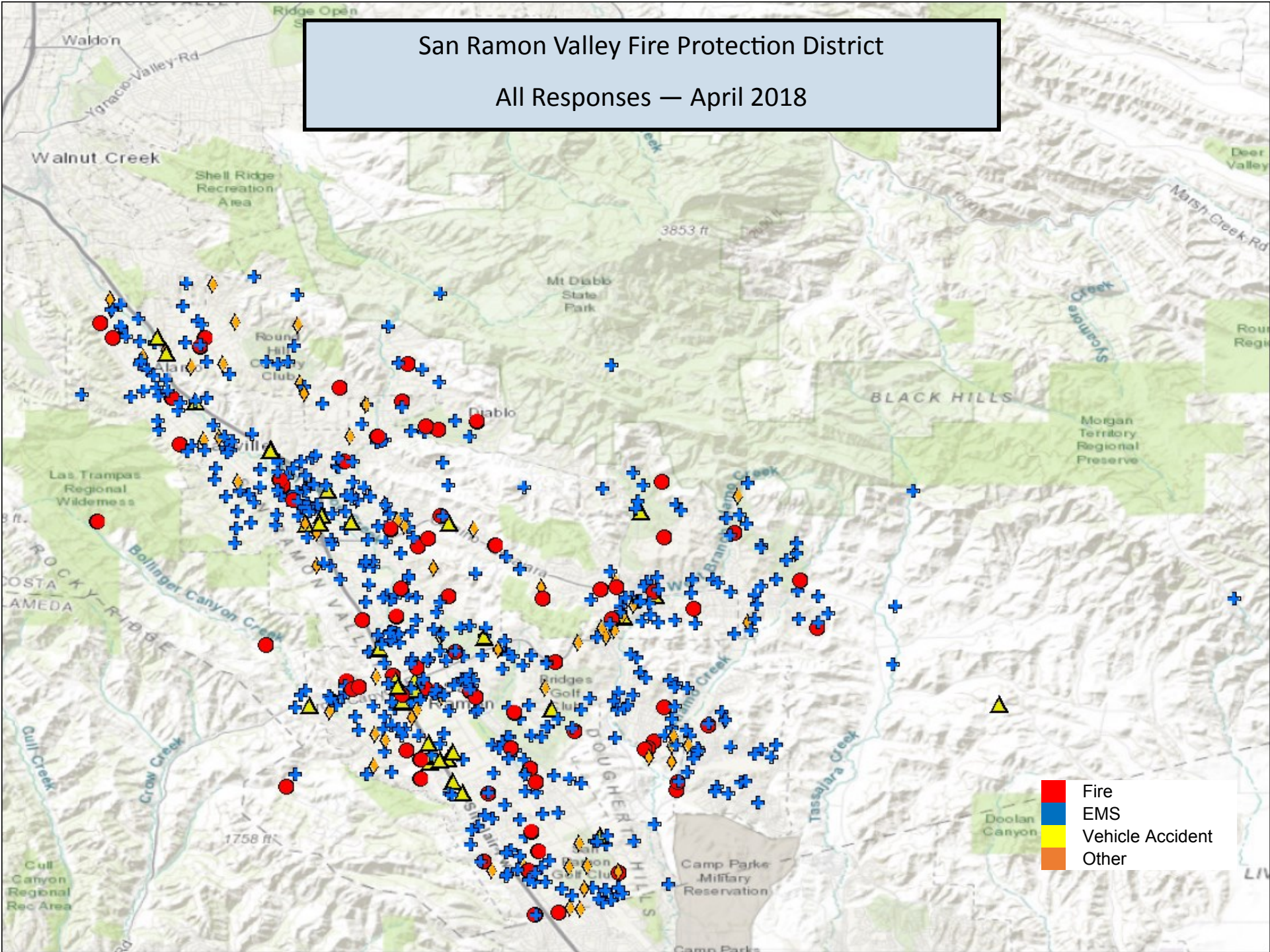
	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR
Auto Aid Given	5	13	9	10	7	6	8	5	7	11	11	7
Mutual Aid Given	1	5	9	1	4	3	3	1	0	0	0	1
Auto Aid Received	0	1	2	1	1	4	1	1	0	0	1	0
Move-up	1	1	1	1	2	2	0	2	1	0	0	2

## San Ramon Valley Fire Protection District Auto Aid—Alameda County—April 2018

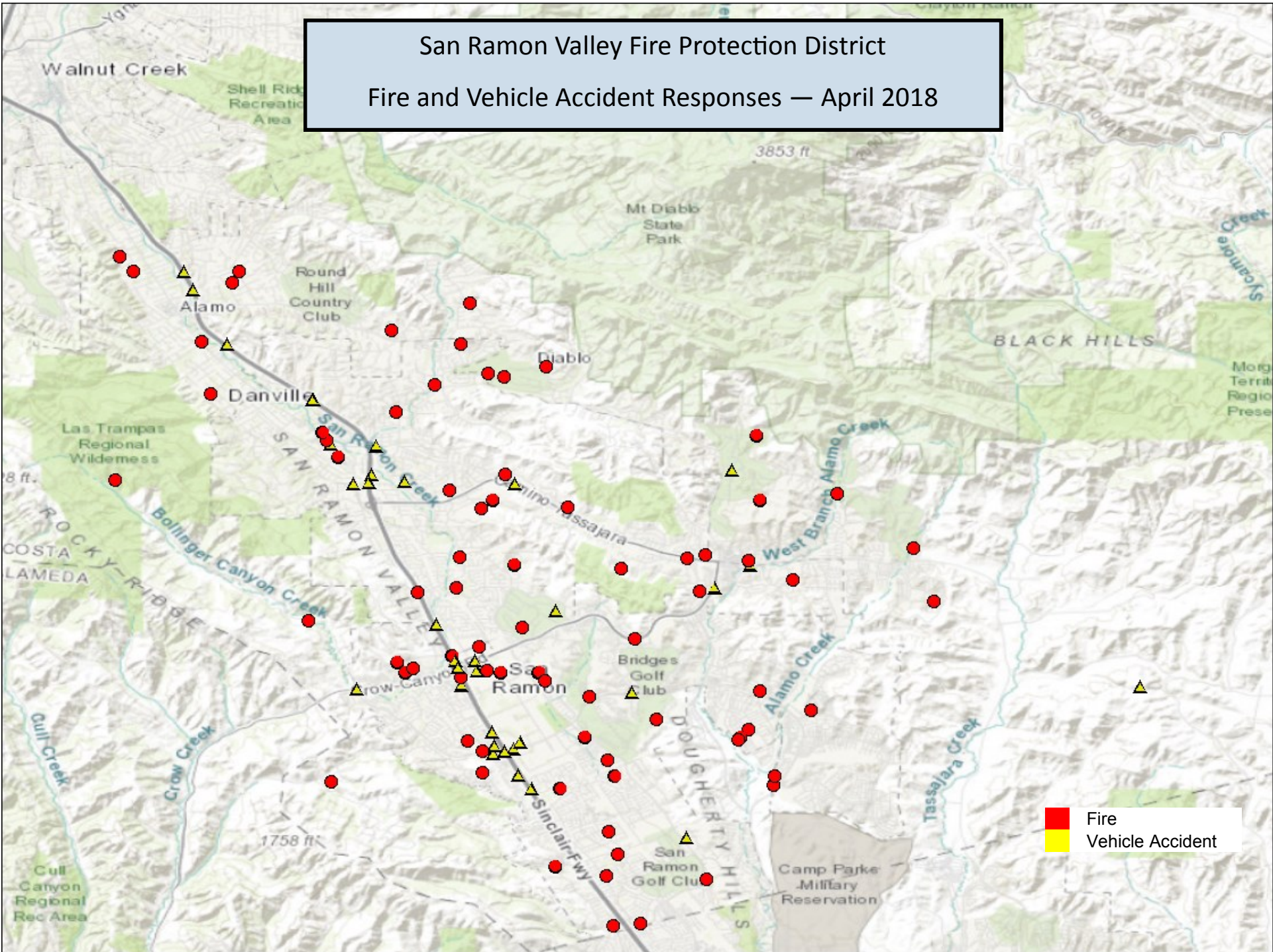


	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR
Auto Aid Given	12	12	8	16	7	11	17	10	11	10	13	11
Mutual Aid Given	15	13	13	9	10	9	5	4	3	10	2	4
Mutual Aid Received	0	1	1	1	0	2	0	0	1	0	0	0
Move-up	0	0	0	0	0	0	0	1	0	0	0	0

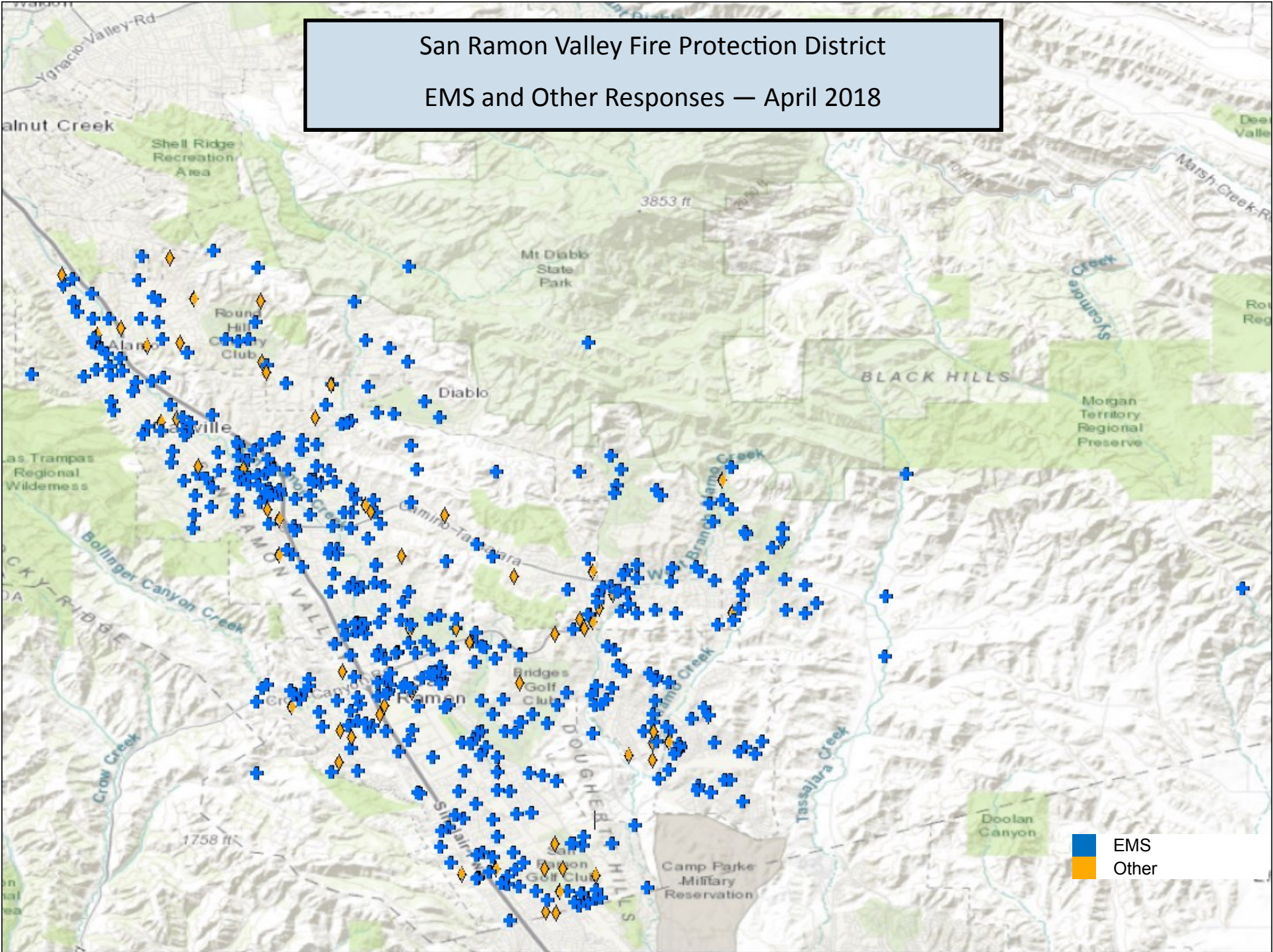
San Ramon Valley Fire Protection District  
All Responses — April 2018



San Ramon Valley Fire Protection District  
Fire and Vehicle Accident Responses — April 2018



San Ramon Valley Fire Protection District  
EMS and Other Responses — April 2018



## Standards of Cover Policy Compliance Report April 1, 2018 - April 30, 2018

	SOC Goal 1, 5, 6			SOC Goal 2, 5, 6			SOC Goal 3, 5, 6			SOC Goal 5, 6		
	Urban (Count = 283)			Suburban (Count = 112)			Rural (Count = 2)			Wilderness (Count = 3)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
<b>First Unit Response</b>	7:00	6:56	7:07	8:00	8:38	8:03	15:00	10:34	12:55	45:00	30:36	32:15
		100%	99%		94%	99%		100%	100%		100%	100%

	SOC Goal 4											
	Urban (Count = 0)			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
<b>ERF Fire Response</b>	13:00	0:00	12:01	14:00	11:43	11:43	21:00	0:00	0:00	45:00	0:00	0:00
		0%	100%		100%	100%		0%	0%		0%	0%

	SOC Goal 8											
	Urban (Count = 127)			Suburban (Count = 46)			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
<b>ERF Medical Response</b>	9:00	9:08	9:12	10:00	9:17	10:05	21:00	0:00	20:48	45:00	0:00	28:47
		99%	98%		100%	99%		0%	100%		0%	100%

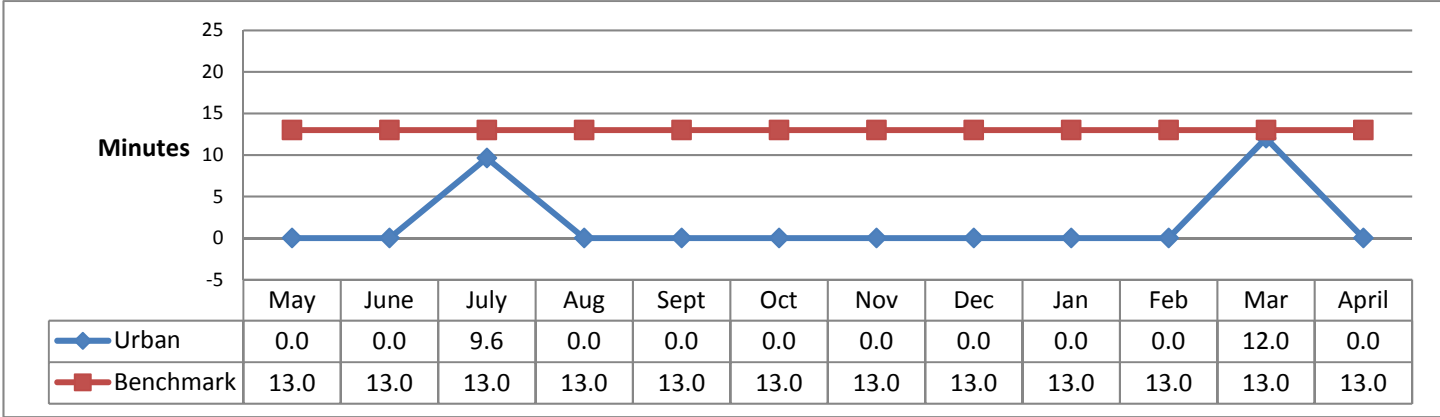
SOC Goal 7					
Call Processing Time			Turnout Time		
Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
1:00	1:33	1:13	2:00	1:55	1:54
	91%	95%		100%	100%







**ERF Fire Response Urban**



**Goal 1**

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

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

**Goal 2**

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

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

**Goal 3**

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

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

#### **Goal 4**

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

To confine fires near the room of origin and to treat up to 5 medical patients at once, a multiple-unit response of at least 15 personnel should arrive within 13 minutes total response time from the time of 911 call receipt, 90 percent of the time. This equates to 1 minute dispatch time, 2 minutes crew turnout time and 10 minutes travel time spacing for multiple units. Suburban areas should receive the full first alarm within 14 minutes total response time, 90 percent of the time with the goal to limit the fire spread to the area already involved upon the arrival of the effective response force. For rural areas, this should be 21 minutes, 90 percent of the time. Outcome goals in these areas would be to confine fires to the building of origin and to care for medical patients.

#### **Goal 5**

##### *Hazardous Materials Response*

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

#### **Goal 6**

##### *Technical Rescue*

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

#### **Goal 7**

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

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

#### **Goal 8**

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

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

**EMS**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

Date: May 23, 2018  
To: Board of Directors  
From: John Duggan, Battalion Chief  
Subject: Monthly EMS Division Communications

---

## **EMS**

- The District responded to approximately 560 emergency medical incidents since the April Board of Directors Meeting. Seven of these incidents were in response to patients who had experienced a cardiac arrest. None of those incidents were in response to patients who had experienced a witnessed arrest, with bystander CPR having been performed. None these patients exhibited a return of spontaneous circulation (ROSC) prior to their arrival in the emergency room.

## **Ongoing Projects**

- Continued comprehensive training program for Interim EMS Captain's position
- Completed Paramedic Provisional Assignments of all 2017-IB Recruit Firefighters
- Completed field updates on all LP-15 Monitors
- Completed audit of Ambulance Response Time Performance Report for 2017
- Updated District's Paramedic Internship Program to reflect State and Local changes
- Participated in countywide EMS / Hazardous Materials incident response planning
- Attended multiple meetings with local and state EMS stakeholder agencies
- Negotiated draft District Partnership-Paramedic Training agreement
- Updated District's Public Pool Safety Training curriculum for 2018 presentations

# LOGISTICS



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

**Date:** May 23, 2018  
**To:** Board of Directors  
**From:** Frank Drayton, Deputy Chief, Logistics  
**Subject:** Monthly Logistics Report for April 2018

---

## Facilities

1. "Old" FS32: Continue soil testing based on direction from the San Francisco Bay Regional Water Quality Control Board's request for additional laboratory analysis
2. Completed irrigation system overhaul, removal of streetside irrigation, and rehab of District-owned corner entry of FS35
3. Completed working with Human Resources to fill openings in part-time District Aide positions, collectively equivalent to 1 FTE- position,
4. Met with San Ramon City, Engineer department to discuss Fire Station parking lot maintenance
5. Ongoing:  
Conducted preventive maintenance and repairs to effectively manage costs and maintain service

## Fleet

1. Order placed for four (4) Pierce Velocity Type I Engines
2. Continued query resolution, and assembled equipment for installation for five (5) Road Rescue ambulances undergoing construction, ETA July 2018
3. Ongoing:
  - a. Annual and quarterly inspections
  - b. Conducted preventive maintenance and repairs to effectively manage costs and maintain safety.

## Meetings

1. 4/15//2018: Command Staff Meeting
2. 4/30/2018: District Board Meeting
3. Various station visits to address Fleet and Facility issues and interface with personnel
4. 4/30/2018: Alamo MAC Meeting
5. Meet with several contractors on station issues



# **FIRE & LIFE SAFETY**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

**Date:** May 23, 2018  
**To:** Board of Directors  
**From:** Frank Drayton, Deputy Chief, Fire Marshal  
**Subject:** Monthly Fire & Life Safety Division Report for April, 2018

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## Inspections

Plan review and construction inspections continue to be a priority to support the active construction projects. Remaining time is being used to follow up on open inspections to accomplish compliance and close out re-inspections. The following inspections were accomplished in April.

Plan Review	121
Construction Inspections	96
Annual Compliance Inspections	102
Re-inspections	170

Year Review	% of Year	% Complete
Annual Compliance Inspections	33.2%	29.71%

## Heart Safe Committee Activities

Total Citizens trained in CPR for April **420**:

1. 4/16 - HeartSafe 7<sup>th</sup> Grade CPR/AED Iron Horse Middle School
2. 4/18 - Hands Only CPR/AED Training – Alamo Women’s Club
3. 4/28 - HeartSafe Hands Only CPR/AED training for “She’s All That” Event

## Residential Care Facility Work Group

1. 4/10 - Residential Care Facility Working Group Meeting
2. 4/24 - 3rd Annual Contra Costa County Ombudsman Workshop

## Public Education

1. Fire Prevention/Safety: St. Isidore Elementary
2. Fire Prevention/Safety: San Ramon Valley Christian Elementary
3. Fire Prevention/Safety: Walt Disney Elementary - 440 students
4. Fire Prevention/Safety: Creekside Elementary - 565 students

5. Fire Prevention/Safety: Vista Grande Elementary - 576 students
6. Fire Prevention/Safety: Rancho Romero Elementary - 406 students
7. First Responder Scout Class - 16 girls, 5 parents
8. 4/20 - Sunny Glen Senior Smoke Alarm Program -115 residences
9. 4/20 - Fire Prevention/Safety: Los Cerros Middle School Career Fair

### **CERT Activities**

1. 4/5 - Personal Emergency Preparedness Class - Culture Vultures, Local Women's Group
2. 4/24 - CERT Leadership Meeting
3. 4/29 - Cross-train CERT Instructors
4. 4/30 - CERT Instructor Meeting

### **Meetings**

1. 4/2 - Technical Advisory Committee (TAC) & Emergency Fair Meeting
2. 4/3 - Monthly HeartSafe
3. 4/16 - Meeting with Livermore/Pleasanton Emergency Manager
4. Nor Cal Public Education Committee Meeting
5. 4/24 - AB1719 planning meeting with SRVUSD - State Mandated CPR High Schools
6. Special Event Planning Meeting for new multi-day Indian Festival (Durga Puja)
7. School specific planning meetings for Grad Night Celebrations

### **Training**

1. 4/17 - CERT Workshop "Disaster Response," Pasadena, CA
2. 4/17 - Outdoor Public Displays (Fireworks), West Sacramento, CA

### **Weed Abatement**

1. Wood Ranch Homeowners Association - Weed Abatement Standards - 30 participants
2. Weed Abatement Contractor Meeting - 10 participants
3. Weed Abatement Postcards prepared for mid-May distribution

### **Upcoming Events**

1. 5/1 - HeartSafe Committee Planning Retreat
2. 5/12 - San Ramon Resource Fair & Pancake Breakfast (SRVFPD Firefighters)
3. 5/16 - First Responder Scout Class
4. 5/27 - 5/28 - Art and Wind Festival at San Ramon Central Park

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**  
**FIRE PREVENTION DIVISION**  
**MONTHLY BOARD OF DIRECTORS ACTIVITY REPORT**  
**April 2018**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
<b>CODE COMPLIANCE</b>													
INSPECTIONS	183	149	115	182	0	0	0	0	0	0	0	0	629
REINSPECTIONS	152	169	137	95	0	0	0	0	0	0	0	0	553
TOTAL *	<b>335</b>	<b>318</b>	<b>252</b>	<b>277</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1182</b>

OCCUPANCY PERMITS	53	62	63	79	0	0	0	0	0	0	0	0	257
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<b>ANNUAL INSPECTION PROGRAM</b>													
TOTAL INSPECTABLE OCCS	1464	1464	1464	1464	1464	1464	1464	1464	1464	1464	1464	1464	1464
TOTAL STARTED YTD †	173	136	98	170	0	0	0	0	0	0	0	0	577
% STARTED YTD	11.82%	9.29%	6.69%	11.61%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	39.41%
TOTAL COMPLETED YTD ‡	108	131	94	102	0	0	0	0	0	0	0	0	435
% COMPLETED YTD	7.38%	8.95%	6.42%	6.97%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	29.71%

<b>CONSTRUCTION</b>													
NEW PROJECTS	40	72	94	64	0	0	0	0	0	0	0	0	270
PLAN REVIEWS SUBMITTED	80	104	161	110	0	0	0	0	0	0	0	0	455
PLAN REVIEWS COMPLETED	83	85	171	123	0	0	0	0	0	0	0	0	462
INSPECTIONS	73	92	80	96	0	0	0	0	0	0	0	0	341

\* Includes all code compliance inspections; Annual inspection program inspections, temporary tents, fireworks display, etc.

† Includes occupancies within annual inspection program that have had the initial inspection completed.

‡ Includes occupancies within annual inspection program that are in compliance and have no outstanding corrections needed.

**CITY CENTER BISHOP RANCH TENANT PROJECT PLAN SUBMITTAL TRACKING  
SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

SUITE	TENANT	TENANT DESCRIPTION	PERMIT	PLAN TYPE	FEES	SUBMITTED	RETURNED	STATUS	SUBMITTED	RETURNED	STATUS	SUBMITTED	RETURNED	STATUS
2300	The Lot	Movie Theater	18-1019	CONST	\$ 2,363	01/10/18	02/13/18	RR	03/01/18	03/14/18	AP			
1102	Equinox	Fitness Facility	18-1098	CONST	\$ 2,058	02/22/18	03/13/18	RR	04/04/18	04/12/18	RR			
1214	Athleta	Clothing Retailer	18-1162	CONST	\$ 812	03/07/18	03/10/18	RR	04/11/18	04/11/18	AP			
N/A	Equinox Sales Office	Fitness Facility Recruiting	18-1185	CONST	\$ 603	03/14/18	03/14/18	AP						
1607	Pottery Barn	Housewares Retailer	18-1186	CONST	\$ 1,753	03/14/18	03/19/18	AP						
1504	Williams Sonoma	Housewares Retailer	18-1187	CONST	\$ 1,361	03/14/18	03/19/18	AP						
1208	West Elm	Furnishing Retailer	18-1211	CONST	\$ 1,753	03/20/18	03/21/18	RR	04/30/18	05/05/18	AP			
1500	Starbucks	Food and Beverage	18-1213	CONST	\$ 812	03/20/18	03/22/18	RR						
1300	The Slanted Door	Food and Beverage	18-1318	CONST	\$ 1,361	05/02/18	05/05/18	RR						

RR - RESUBMITTAL REQUIRED AP - APPROVED AFES - AUTOMATIC FIRE EXTINGUISHING SYSTEM  
CONST - CONSTRUCTION FA - FIRE ALARM HD - HOOD DUCT GREEN - APPROVED YELLOW - PENDING

**CITY CENTER BISHOP RANCH TENANT PROJECT PLAN SUBMITTAL TRACKING  
SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

SUITE	TENANT	TENANT DESCRIPTION	PERMIT	PLAN TYPE	FEES	SUBMITTED	RETURNED	STATUS	SUBMITTED	RETURNED	STATUS	SUBMITTED	RETURNED	STATUS

**CITY CENTER BISHOP RANCH TENANT PROJECT PLAN SUBMITTAL TRACKING  
SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

SUITE	TENANT	TENANT DESCRIPTION	PERMIT	PLAN TYPE	FEES	SUBMITTED	RETURNED	STATUS	SUBMITTED	RETURNED	STATUS	SUBMITTED	RETURNED	STATUS

**CITY CENTER BISHOP RANCH TENANT PROJECT PLAN SUBMITTAL TRACKING  
SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

SUITE	TENANT	TENANT DESCRIPTION	PERMIT	PLAN TYPE	FEES	SUBMITTED	RETURNED	STATUS	SUBMITTED	RETURNED	STATUS	SUBMITTED	RETURNED	STATUS



**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

**FIRE PREVENTION DIVISION**

**MONTHLY PLAN REVIEW INTAKE REPORT**

**April 2018**

<b>PROJECT</b>	<b>PLAN REVIEW TYPE</b>	<b>SUBMITTAL</b>	<b>COMPLETED</b>	<b>FORMAT</b>
Residence	Automatic fire-extinguishing systems	04/02/2018 11:39:31	04/17/2018 11:50:07	Digital
Shboom Fire Alarm	Fire alarm and detection systems and related equipment	04/02/2018 12:00:00		Digital
Gotingco Residential Solar PV Install	Miscellaneous System Plans	04/03/2018 10:03:55	04/03/2018 10:05:33	OTC Paper
Window Repair	Miscellaneous System Plans	04/03/2018 10:26:02	04/03/2018 10:27:52	OTC Paper
MS18-0001 Subdivision Planning Application	Planning and site development review	04/03/2018 10:31:37	04/18/2018 09:49:26	Digital
5014 Kerry Hill Ashbury Plan 1 Lot 553	Automatic fire-extinguishing systems	04/03/2018 10:56:15	04/03/2018 10:58:11	Digital
1156 Rosamund Dr Alita Plan 1 Lot 112	Automatic fire-extinguishing systems	04/03/2018 10:59:42	04/03/2018 11:00:57	Digital
Alita- Plan 3 Lot 113	Automatic fire-extinguishing systems	04/03/2018 11:01:58	04/03/2018 11:03:02	Digital
UDC and Turbine Sump Repair	Miscellaneous System Plans	04/03/2018 11:15:34	04/03/2018 11:16:56	Paper
Tennant Improvement ATM/Night Drop	Planning and site development review	04/03/2018 11:22:45	04/18/2018 11:20:23	Digital
Bayside Solutions Suite 515	Construction, alteration, or renovation of a building	04/03/2018 11:58:24	04/19/2018 11:40:03	Digital
Summit Senior Living	Construction, alteration, or renovation of a building	04/03/2018 12:00:00		Digital
Bayside Solutions Suite 515	Automatic fire-extinguishing systems	04/03/2018 12:04:46	04/19/2018 11:41:14	Digital
Bayside Solutions Suite 515	Fire alarm and detection systems and related equipment	04/03/2018 12:05:44	04/19/2018 14:08:06	Digital
City Center Bishop Ranch - Equinox	Construction, alteration, or renovation of a building	04/04/2018 07:52:54	04/12/2018 15:16:15	Digital
Planning GPA 18-400-001	Planning and site development review	04/04/2018 15:03:32	04/18/2018 11:36:28	OTC Digital
BR8 Cafe	Automatic fire-extinguishing systems	04/04/2018 15:09:29	04/05/2018 06:54:24	Digital
Michael Lee, DDS Suite 6	Fire alarm and detection systems and related equipment	04/04/2018 15:13:49	04/06/2018 05:49:15	Digital
Mark Chernov Residence	Automatic fire-extinguishing systems	04/04/2018 15:59:02	04/18/2018 16:18:20	Digital
The Rock Church Youth Auditorium	Automatic fire-extinguishing systems	04/04/2018 16:13:57	04/23/2018 16:11:51	Digital
ARC Demising Wall Second Floor	Construction, alteration, or renovation of a building	04/04/2018 16:27:56	04/19/2018 14:18:28	Digital
ARC Demising Wall Second Floor	Fire alarm and detection systems and related equipment	04/04/2018 16:29:43	04/19/2018 14:29:33	Digital
Walmart Online Grocery Storage Pickup	Construction, alteration, or renovation of a building	04/05/2018 09:24:24	04/18/2018 12:11:18	Digital
ARC Demising Wall Second Floor	Automatic fire-extinguishing systems	04/05/2018 10:35:47	04/19/2018 14:25:16	Digital
Michael Lee, DDS Suite 6	Expedited Plan Review	04/05/2018 14:25:54	04/05/2018 16:25:51	Digital
Mahin Residence	Miscellaneous System Plans	04/06/2018 10:19:04	04/06/2018 10:19:57	Digital
Alamo Ridge Lot 14	Automatic fire-extinguishing systems	04/09/2018 10:09:17	04/25/2018 08:25:19	Digital
Alamo Ridge Lot 5	Automatic fire-extinguishing systems	04/09/2018 10:10:22	04/27/2018 15:49:21	Digital
Bishops Cut & Color	Construction, alteration, or renovation of a building	04/09/2018 10:13:02	04/27/2018 15:52:57	Digital
5018 Kerry Hill Street Ashbury Plan 2 Lot 554	Automatic fire-extinguishing systems	04/09/2018 12:12:57	04/09/2018 12:14:17	Digital
1346 Charbray St Iron Oak Lot 601	Automatic fire-extinguishing systems	04/09/2018 12:16:33	04/09/2018 12:17:03	Digital
919 Connemara Ct Iron Oak Lot 630	Automatic fire-extinguishing systems	04/09/2018 12:17:58	04/09/2018 12:18:43	Digital
2109 Elderberry Drive Carmela Plan 1 Lot 125	Automatic fire-extinguishing systems	04/09/2018 12:24:41	04/09/2018 12:25:30	Digital
2105 Elderberry Drive Carmela Plan 3 Lot 126	Automatic fire-extinguishing systems	04/09/2018 12:26:15	04/09/2018 12:27:46	Digital
1164 Rosamund Drive Alita Plan 1 Lot 114	Automatic fire-extinguishing systems	04/09/2018 12:28:37	04/09/2018 12:29:30	Digital
1168 Rosamund Drive Alita Plan 2 Lot 115	Automatic fire-extinguishing systems	04/09/2018 12:30:10	04/09/2018 12:31:10	Digital
Plucked TI	Automatic fire-extinguishing systems	04/10/2018 09:48:02	04/10/2018 10:01:33	Digital
Planning AR18-200-019	Planning and site development review	04/10/2018 15:20:01	04/25/2018 11:08:54	Digital
Gomez Cabana	Construction, alteration, or renovation of a building	04/10/2018 15:47:32	04/27/2018 16:06:18	Digital
TI 20	After hours inspection	04/11/2018 08:44:09	04/11/2018 08:46:59	Digital
City Center Bishop Ranch - Athleta	Construction, alteration, or renovation of a building	04/11/2018 16:20:28	04/11/2018 17:18:11	Digital
Canary Marketing LLC Suite 110	Fire alarm and detection systems and related equipment	04/11/2018 16:23:35	04/12/2018 13:31:47	Digital
ULTA Beauty	Miscellaneous construction permit	04/11/2018 16:54:43	04/11/2018 16:56:21	Digital

Suite B1 Occupancy Permits	Construction, alteration, or renovation of a building	04/12/2018 10:25:39	04/12/2018 10:35:58	OTC Paper
Building GG Smoke Door Replacement	After hours inspection	04/12/2018 10:38:37	04/12/2018 10:40:03	Digital
2051 Trefoil Road Serena Plan 1 Lot 49	Automatic fire-extinguishing systems	04/12/2018 10:44:58	04/12/2018 10:45:53	Digital
2047 Trefoil Road Serena Plan 3 Lot 50	Automatic fire-extinguishing systems	04/12/2018 10:47:08	04/12/2018 10:47:37	Digital
Planning LP15-2048	Planning and site development review	04/12/2018 11:01:44	04/27/2018 16:18:56	OTC Digital
Planning VR18-1006	Planning and site development review	04/12/2018 11:04:52	04/27/2018 16:29:40	OTC Paper
Planning DEV 18-0004	Planning and site development review	04/12/2018 11:09:07	04/30/2018 11:09:28	OTC Paper
AHATIS Suite 121	After hours inspection	04/16/2018 12:02:42	04/16/2018 14:37:20	Digital
BR8 Cafe	Fire alarm and detection systems and related equipment	04/16/2018 13:56:53		Digital
Mott MacDonald Suite 275	Fire alarm and detection systems and related equipment	04/16/2018 13:58:22		Digital
Ganschow Remodel	Automatic fire-extinguishing systems	04/16/2018 14:03:59	04/30/2018 12:59:23	Digital
Mott MacDonald Suite 275	Automatic fire-extinguishing systems	04/16/2018 14:17:46	04/16/2018 14:17:59	Digital
Haley Residence	Automatic fire-extinguishing systems	04/16/2018 15:17:05		Paper
2094 Elderberry Drive Carmela Plan 1 Lot 76	Automatic fire-extinguishing systems	04/17/2018 06:50:17	04/17/2018 06:54:18	Digital
2090 Elderberry Drive Carmela Plan 3 Lot 77	Automatic fire-extinguishing systems	04/17/2018 06:55:18	04/17/2018 06:55:53	Digital
1174 Rosamund Drive Alita Plan 3 Lot 116	Automatic fire-extinguishing systems	04/17/2018 06:57:03	04/17/2018 06:57:35	Digital
1182 Rosamund Drive Alita Plan 2 Lot 117	Automatic fire-extinguishing systems	04/17/2018 06:58:43	04/17/2018 06:59:18	Digital
5009 Kerry Hill Street Ashbury Plan 1 Lot 577	Automatic fire-extinguishing systems	04/17/2018 07:00:45	04/17/2018 07:01:20	Digital
5022 Kerry Hill Street Ashbury Plan 1 Lot 555	Automatic fire-extinguishing systems	04/17/2018 07:02:37	04/17/2018 07:03:11	Digital
2043 Trefoil Road Serena Plan 1 Lot 51	Automatic fire-extinguishing systems	04/17/2018 07:04:14	04/17/2018 07:04:50	Digital
2039 Trefoil Road Serena Plan 1 Lot 52	Automatic fire-extinguishing systems	04/17/2018 07:05:44	04/17/2018 07:06:14	Digital
5128 Rowan Drive Posante Plan 1 Lot 19	Automatic fire-extinguishing systems	04/17/2018 07:10:38	04/17/2018 07:11:15	Digital
5031 Ivyleaf Springs Road Posante Plan 5X Lot 21	Automatic fire-extinguishing systems	04/17/2018 07:13:16	04/17/2018 07:13:43	Digital
5027 Ivyleaf Springs Road Posante Plan 5X Lot 20	Automatic fire-extinguishing systems	04/17/2018 07:14:39	04/17/2018 07:15:08	Digital
5134 Rowan Drive Posante Plan 3X Lot 24	Automatic fire-extinguishing systems	04/17/2018 07:15:55	04/17/2018 07:16:29	Digital
Summit Senior Living	Automatic fire-extinguishing systems	04/17/2018 07:18:11		Digital
Fortayon Home Remodel and Addition	Automatic fire-extinguishing systems	04/17/2018 07:20:47	04/18/2018 16:54:45	Digital
DSA Fire Authority Approval Portable Placement	Fire apparatus access, site improvements and related equipment	04/17/2018 07:22:45	04/17/2018 17:00:26	OTC Digital
Fire Sprinkler Corrections from 5 Year Inspection	Automatic fire-extinguishing systems	04/17/2018 08:33:06	04/17/2018 08:36:40	OTC Paper
The Kebab Shop	Construction, alteration, or renovation of a building	04/17/2018 08:43:28	04/30/2018 13:09:15	Digital
Ken Sheets Auxillary Dwelling Unit	Construction, alteration, or renovation of a building	04/17/2018 11:59:16	04/17/2018 11:59:26	Paper
Ali & Nardin Aljjanian Residence	Automatic fire-extinguishing systems	04/18/2018 10:27:16	04/18/2018 10:27:51	Digital
Blackhawk Meadows - 18 Walnut Meadow Lane Plan 2 Lot 1	Construction, alteration, or renovation of a building	04/18/2018 10:49:41	04/18/2018 10:50:30	Digital
Blackhawk Meadows - 26 Walnut Meadow Ln Plan 3 Lot 2	Construction, alteration, or renovation of a building	04/18/2018 10:56:53	04/18/2018 10:57:16	Digital
Blackhawk Meadows - 21 Walnut Meadow Ln Plan 3 Lot 5	Construction, alteration, or renovation of a building	04/18/2018 11:01:56	04/18/2018 11:02:39	Digital
Hood and Duct Nozzle Adjustment	Automatic fire-extinguishing systems	04/18/2018 13:28:38	04/25/2018 11:59:16	OTC Paper
Residential Solar System	Miscellaneous System Plans	04/18/2018 13:36:26	04/18/2018 14:17:10	OTC Paper
Line Repair	Miscellaneous System Plans	04/18/2018 14:18:19	04/18/2018 14:21:44	Paper
Vitale Residence	Construction, alteration, or renovation of a building	04/18/2018 14:53:48	04/30/2018 13:21:38	Digital
Life Is Sweet Bakery and Cafe Suite B	Construction, alteration, or renovation of a building	04/19/2018 11:56:43	04/19/2018 12:01:31	OTC Paper
Blackhawk Meadows - 18 Walnut Meadow Lane Plan 2 Lot 1	Automatic fire-extinguishing systems	04/19/2018 17:34:03	04/30/2018 13:34:37	Digital
Purohit Residence	Automatic fire-extinguishing systems	04/23/2018 10:22:32	04/23/2018 10:22:48	Digital
Christ Community Church of the Nazarene-Sanctuary	Private fire hydrants and fire protection water supplies	04/23/2018 10:25:40		Paper
Virgilio New Residence	Automatic fire-extinguishing systems	04/23/2018 10:27:43	04/23/2018 10:27:59	Digital
Danny and Julia Lee Residence	Construction, alteration, or renovation of a building	04/23/2018 10:36:10	04/23/2018 15:14:15	Digital
Bayside Solutions Suite 515	Fire alarm and detection systems and related equipment	04/23/2018 10:41:03		Digital
Room 5 Door Installation	Construction, alteration, or renovation of a building	04/23/2018 10:45:05		Digital
Michael Lee, DDS Suite 6	Fire alarm and detection systems and related equipment	04/23/2018 10:48:02	04/25/2018 12:52:01	Digital
125 Stephanie CT	Construction, alteration, or renovation of a building	04/24/2018 13:54:04	04/25/2018 11:22:39	Digital

Archer Residence Parcel B	Construction, alteration, or renovation of a building	04/24/2018 14:25:57	04/24/2018 14:44:32	Digital
Solar Setback Variance	Miscellaneous System Plans	04/24/2018 15:20:35	04/24/2018 15:23:24	OTC Paper
Main Hall Building	Automatic fire-extinguishing systems	04/24/2018 15:35:32	04/24/2018 15:43:48	OTC Paper
125 Stephanie CT	Automatic fire-extinguishing systems	04/24/2018 16:15:24	04/25/2018 11:27:54	Digital
1188 Rosamund Drive Alita Plan 3 Lot 118	Automatic fire-extinguishing systems	04/25/2018 11:32:19	04/25/2018 11:32:50	Digital
1194 Rosamund Drive Alita Plan 1 Lot 119	Automatic fire-extinguishing systems	04/25/2018 11:33:48	04/25/2018 11:34:16	Digital
2102 Elderberry Drive Carmela Plan 3 Lot 74	Automatic fire-extinguishing systems	04/25/2018 11:35:46	04/25/2018 11:36:13	Digital
2098 Elderberry Drive Carmela Plan 2 Lot 75	Automatic fire-extinguishing systems	04/25/2018 11:37:44	04/25/2018 11:38:16	Digital
Crumbs Restaurant	Construction, alteration, or renovation of a building	04/25/2018 12:09:49	04/25/2018 12:11:22	Paper
Main Hall Building	Additional Plan Review	04/25/2018 12:24:55	04/25/2018 12:26:10	Digital
Planning DPA 18-310-003 AR 18-200-022	Planning and site development review	04/25/2018 12:36:46	04/30/2018 13:44:34	Digital
Pizza Hut Hood and Duct	Automatic fire-extinguishing systems	04/25/2018 12:57:58	04/25/2018 13:00:22	OTC Paper
Milz Residence	Automatic fire-extinguishing systems	04/26/2018 10:53:51		Paper
BR8 Cafe	Expedited Plan Review	04/27/2018 09:43:38		Digital
ULTA Beauty	Construction, alteration, or renovation of a building	04/27/2018 10:54:25		Digital
FACU Change	Fire alarm and detection systems and related equipment	04/27/2018 14:22:15		Digital
Verizon Wireless Pole equipmnt install	Planning and site development review	04/30/2018 10:58:14		Paper
Grueso Resdidence	Construction, alteration, or renovation of a building	04/30/2018 14:07:43		Paper

# **COMMUNICATIONS**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

**Date:** May 23, 2018  
**To:** Board of Directors  
**From:** Denise Pangelinan, Director of Emergency Communications  
**Subject:** Monthly Communications Division Report for April 2018

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## **Communications Center**

- Radio workstation upgrade performed by EBRCS
- Police Recruit Orientation

## **Technology Systems**

- Demo with Crew Sense Scheduling Software
- Upgraded Battalion Chief computers in the Administration building
- SitStat modification review for ReddiNet integration

## **Training**

- TriTech GIS Training
- Annual 2018 Navigator Conference

## **Meetings**

- Deployment Committee
- Regional Radio and District Working Group Meetings
- San Ramon Police Department Dispatch Services Consolidation

## **Communications Reserves**

- RADO Training
- Command Van Rally
- Wente Classic Bike Race
- Cinderella Bike Race

# HUMAN RESOURCES



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

Date: May 23, 2018  
To: Board of Directors  
From: Natalie Korthamar Wong, Director of Human Resources  
Re: Monthly Human Resources Report for April 2018

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## **Recruitment:**

- ❖ Coordinated interviews and FF skills assessment for Firefighter Paramedic recruitment
- ❖ Provided final offer to Controller and onboarded new employee
- ❖ Coordinated Fire and Life Safety Inspector Chief's interviews
- ❖ Coordinated Fire Captain Candidate Orientation
- ❖ Conducted a survey of FFPM Candidates' application experience (results on the following page)

## **Additional Accomplishments:**

- ❖ Completed implementation of the general salary increase, promotions and retirements
- ❖ Met with new psychologist regarding pre-employment screening
- ❖ Presented information about Human Resources at Captain academy
- ❖ Participated in Danville job fair
- ❖ Attended Life Scan wellness fitness physicals information session

## Report:

- Employee Illness/Injury Report – April 2018

## Employee Illness/Injury Report April 2018

### *Reportable Injuries*

#### **Indemnity (Lost Time)**

March 28, 2018      DOI= 3/28/18- an Engineer was climbing out of an ambulance after a transport and felt pain in his lower back. *Status:* Was taken off work April 1<sup>st</sup> and returned to full duty April 6th.

April 1, 2018      DOI= 4/1/18- a Captain got influenza. *Status:* Was taken off work April 2nd and returned to full duty April 9th.

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

N/A

As of April 30, 2018, there were seven (7) employees absent from their regular work assignment. Total lost time due to injuries for the month of April equaled 222 calendar days/86 shifts.





# San Ramon Valley Fire Protection District

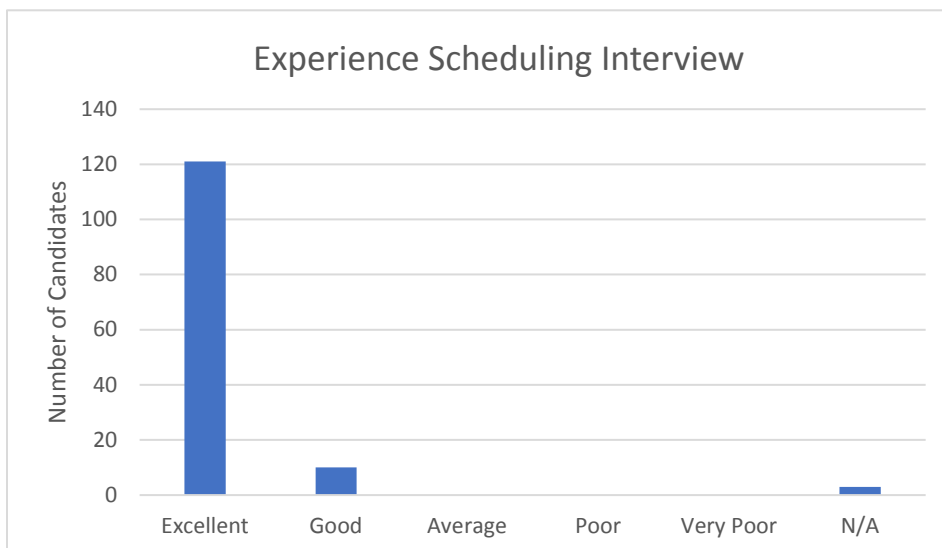
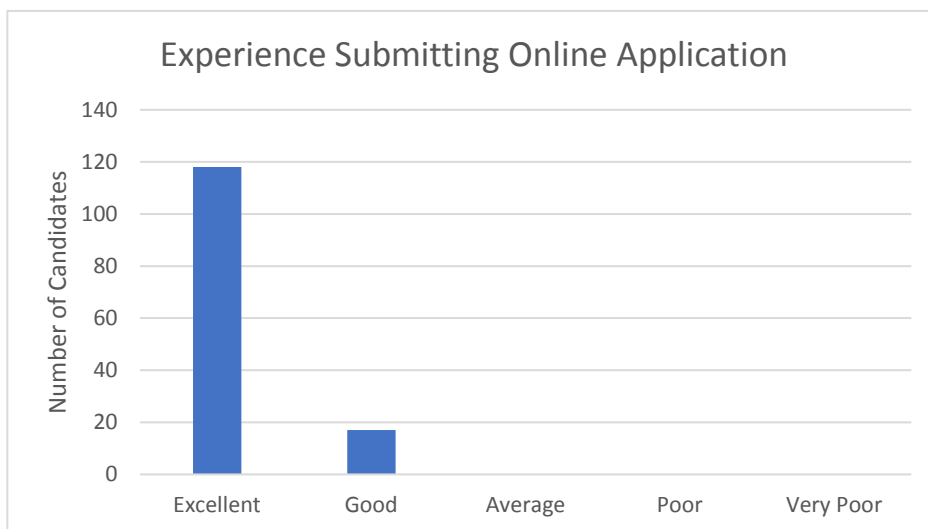
1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

## 2018 Firefighter Paramedic Candidate Survey

In March 2016, Human Resources began using a new applicant tracking system via GovernmentJobs.com. Since utilizing this new program, HR has conducted surveys of candidates to gain feedback on the candidate experience applying for a position at the District. During the week of April 16, 2018, the District conducted interviews of Firefighter Paramedic candidates. While candidates waited to be interviewed, we asked them to complete a brief survey about their experience submitting an application, self-scheduling an interview, interaction with the HR staff and what they liked about the process, and/or improvement to the process. In total, we received 144 responses with most of the candidates providing an Excellent rating.



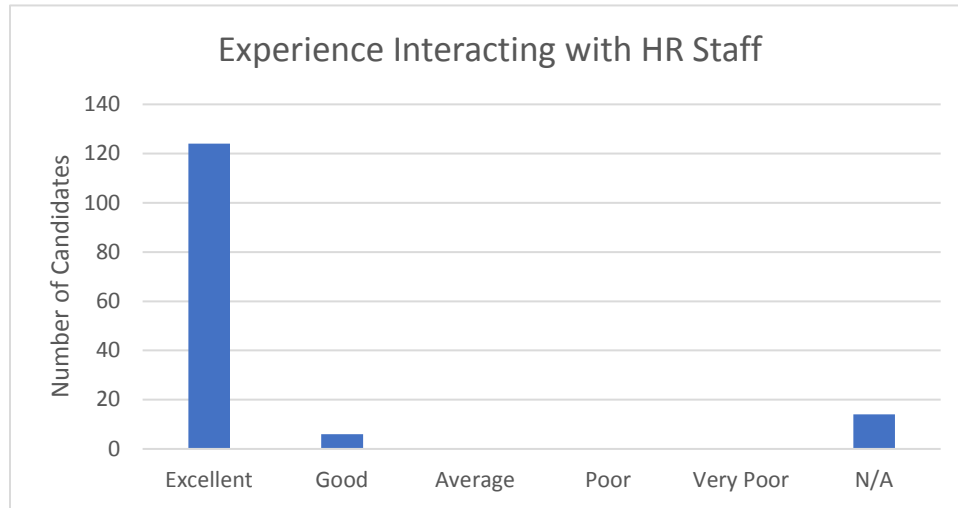


# San Ramon Valley Fire Protection District

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**What did you like about the recruitment process and/or please provide any additional feedback you have on how SRVFPD could improve its recruitment process.? *A few highlights:***

- The professionalism of the employees and the process was quick and organized
- The ease of scheduling the interview
- The application process and being able to self-schedule very convenient
- Staff was friendly and made me feel welcomed
- How informative the emails were
- The streamlined self-schedule interview with follow-up from the HR department
- Clear directions and expectations
- Clear, concise, easy to follow and clear instructions
- I liked how informative it was. There was never a question about what came next.
- HR was very accommodating in working with my schedule at short notice
- After the self-scheduling interview, I received two email updates with additional info, it was helpful
- The friendliness of the staff
- Expedited process so far. Appreciated the phone call to confirm my interview appointment from staff.
- I believe it is the smoothest process I've encountered and it is great where it is.

# FINANCE



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

**Date:** May 23, 2018

**To:** Board of Directors

**From:** Ken Campo, Financial Consultant  
Davina Hatfield, Controller

**Subject:** Monthly Financial Report for April 2018

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## **Financials:**

- Balance Sheet – As of April 30, 2018
- Revenues: Budget v. Actual thru April 2018 (All Funds)
- General Fund Expenditures: Budget v. Actual thru March 2018 (2014/15-2017/18)
- Capital, Debt Service, SRVF Community Fund Expenditures: Budget v. Actual thru April 2018 (2014/15-2017/18)
- Monthly General Fund Revenue/Expense History (2013/14-2017/18)
- Monthly Overtime Analysis: July - April 2018

## **Meetings/Activities:**

- Continued development of proposed operating and capital budgets for fiscal year 2018-19.
- Provided financial overview of District activities to participants in the 2018 Captains' Academy.
- Initiated discussion with the District's third party ambulance billing company regarding implementation of Board approved changes in the billing of ambulance transports from "bundled" to "flat rate" charges and increasing the charges associated with EMS first responder and assessment without transport services.
- Completed excess workers' compensation insurance renewal application; and compiled census data for updated workers' compensation actuarial report.

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
COMBINED BALANCE SHEET OF ALL FUND TYPES  
APRIL 30, 2018**

	GOVERNMENTAL FUND TYPES					AGENCY	ACCOUNT	GROUPS	Totals (Memo Only)
	General Fund - 100	Budget Stabilization - 110	Debt Service Fund - 200	Capital Projects Fund - 300	Special Special Revenue Fund - 400	CERT PROGRAM Fund - 700	General Fixed Assets Fund - 800	General Long-Term Debt Fund - 900	
<b>ASSETS</b>									
Cash - Bank of the West	\$ 1,551,657	\$ 15,631	\$ -	\$ -	\$ 30	\$ 52,007	\$ -	\$ -	\$ 1,619,325
Cash - Bank of the West Money Market @ 0.96%	5,006,063								5,006,063
Cash - Bank of the West Workers' Compensation	(72,648)								(72,648)
Cash - Wells Fargo Flexible Spending	11,057								11,057
Petty Cash	1,250								1,250
Investments - LAIF @ 1.07%	32,951,148			6,738,029					39,689,177
Investments - Mrkt Value Adj/Premium/Discount	(40,005)	(86,025)		(23,190)					(149,220)
Investments - Bank of the West @ 1.68% avg	11,157,382	15,345,743							26,503,125
Investments - Tri-Valley Bank @ 0.95%		2,000,000							2,000,000
Cash with Fiscal Agent (Note #1)			72	2,704,519					2,704,519
Investments - US Bank Money Market @ 0.10%									-
Accounts Receivable	218,079								218,079
YE Accrued Ambulance Billing	927,473								927,473
Prepaid Expenses/Deposits	2,767,895			239,000					3,006,895
Land							6,000,878		6,000,878
Buildings & Improvements/Construction							33,728,508		33,728,508
Equipment/Vehicles							28,776,093		28,776,093
Accumulated Depreciation							(33,458,574)		(33,458,574)
Amount to be Provided for General Long Term Debt								25,546,119	25,546,119
<b>Total Assets</b>	<b>\$ 54,479,351</b>	<b>\$ 17,275,349</b>	<b>\$ 72</b>	<b>\$ 9,658,358</b>	<b>\$ 30</b>	<b>\$ 52,007</b>	<b>\$ 35,046,904</b>	<b>\$ 25,546,119</b>	<b>\$ 142,058,191</b>
<b>LIABILITIES</b>									
Accounts Payable	\$ 5,653	\$ -	\$ -	\$ 2,139	\$ -	\$ -	\$ -	\$ -	\$ 7,792
Accrued Expenses	2,346,799								2,346,799
Deposits Payable	23,648								23,648
Deferred Ambulance Billing Revenue	309,107								309,107
Long Term Debt (1) Certificates of Participation								12,224,000	12,224,000
Long Term Debt (2) Vehicle Lease								5,693,338	5,693,338
Liability Assc. with Open Workers' Comp Claims								5,527,000	5,527,000
Liability for Accumulated Leave								2,101,782	2,101,782
<b>Total Liabilities</b>	<b>2,685,207</b>	<b>-</b>	<b>-</b>	<b>2,139</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,546,119</b>	<b>28,233,465</b>
<b>FUND EQUITY</b>									
Investment in General Fixed Assets							35,046,904		35,046,904
Non-Spendable Fund Balance				239,000					239,000
Restricted Fund Balance			72	97,861	30				97,963
Committed Fund Balance:									
Dry Period Funding	51,734,991								51,734,991
Budget Stabilization		14,275,349							14,275,349
Workers' Compensation Claims		3,000,000							3,000,000
Capital Projects				8,995,970					8,995,970
Assigned Fund Balance:									
Other Assigned Fund Balance	59,153			323,388		9,989			392,530
Unassigned Fund Balance						42,018			42,018
<b>Total Fund Balance</b>	<b>51,794,144</b>	<b>17,275,349</b>	<b>72</b>	<b>9,656,219</b>	<b>30</b>	<b>52,007</b>	<b>35,046,904</b>	<b>-</b>	<b>113,824,726</b>
<b>Total Liabilities and Fund Equity</b>	<b>\$ 54,479,351</b>	<b>\$ 17,275,349</b>	<b>\$ 72</b>	<b>\$ 9,658,358</b>	<b>\$ 30</b>	<b>\$ 52,007</b>	<b>\$ 35,046,904</b>	<b>\$ 25,546,119</b>	<b>\$ 142,058,191</b>

Note #1: Bank of America Escrow Account - 2018 Equipment Lease Proceeds of \$2.7M

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
REVENUE (ALL FUNDS)  
FISCAL YEAR 2017-2018  
JULY 1, 2017 - APRIL 30, 2018**

GL CODE	FISCAL YEAR COMPLETED: 75% DESCRIPTION	2014/2015 ACTUAL REVENUE	2015/2016 ACTUAL REVENUE	2016/2017 ACTUAL REVENUE	2017/2018 BUDGETED REVENUE	2017/2018 REALIZED REVENUE	PERCENT RECEIVED %
<b>4100</b>	<b>TAXES</b>						
4110	PROPERTY TAXES - CURRENT SECURED	\$53,279,121	\$57,616,767	\$61,143,436	\$63,416,399	\$61,362,000	96.76%
4120	PROPERTY TAXES - SUPPLEMENTAL	1,187,562	1,439,374	1,762,346	528,418	369,327	69.89%
4130	PROPERTY TAXES - UTILITIES (Unitary)	974,141	1,050,678	1,069,077	1,090,458	1,070,570	98.18%
4140	PROPERTY TAXES - CURRENT UNSECURED	1,959,968	1,844,275	1,839,066	1,905,707	1,750,956	91.88%
4145	HOMEOWNERS PROPERTY TAX RELIEF	487,153	482,390	475,833	528,418	231,786	43.86%
4150	RDA PROPERTY TAX	648,506	916,948	1,058,717	1,079,892	750,334	69.48%
4160	LESS COUNTY TAX ADMINISTRATION	(499,102)	(514,207)	(510,175)	(520,366)	(550,561)	105.80%
4170	PROPERTY TAXES - PRIOR SECURED	(156,204)	(187,115)	(142,357)	0	(133,764)	
4180	PROPERTY TAXES - PRIOR SUPPLEMENTAL	(83,626)	(77,821)	(89,990)	0	(77,751)	
4190	PROPERTY TAXES - PRIOR UNSECURED	(26,010)	(65,172)	60,059	0	(12,275)	
		<b>57,771,510</b>	<b>62,506,117</b>	<b>66,666,013</b>	<b>68,028,926</b>	<b>64,760,622</b>	<b>95.20%</b>
<b>4200</b>	<b>INTERGOVERNMENTAL REVENUE</b>						
4220	MEASURE "H"	33,000	33,000	33,000	33,000	33,000	100.00%
4230	SB-90 MANDATED COSTS	102,278	22,668	-	-	-	
4240	STATE AID/GRANTS (OES REIMB.)	334,609	505,507	208,327	1,000,000	887,385	88.74%
4245	FEDERAL GRANT REVENUE	-	-	-	-	-	
4250	LOCAL AGENCIES	-	143,288	191,892	250,510	286,452	114.35%
4251	GEMT	-	152,575	76,294	65,423	40,627	62.10%
4252	CONSOLIDATED DISPATCH	-	-	1,250,000	1,300,000	1,300,000	100.00%
4253	USE TAX SHARE REVENUE	-	-	-	-	169	
		<b>469,887</b>	<b>857,038</b>	<b>1,759,513</b>	<b>2,648,933</b>	<b>2,547,633</b>	<b>96.18%</b>
<b>4300</b>	<b>CHARGES FOR SERVICE</b>						
4310	INSPECTION FEES	108,818	124,744	67,533	110,000	64,631	58.76%
4315	PLAN REVIEW	596,692	657,804	715,299	600,000	512,857	85.48%
4316	INFO TECHNOLOGY SURCHARGE	97,861	39,127	39,142	35,500	-	0.00%
4320	WEED ABATEMENT CHARGES	3,347	2,493	1,938	3,045	1,564	51.36%
4325	ADMINISTRATIVE CITATION CHARGES	51,550	38,328	7,500	35,000	4,900	14.00%
4330	AMBULANCE SERVICES	3,125,236	3,344,200	3,426,216	3,391,157	3,154,432	93.02%
4340	CPR CLASSES	370	360	520	577	560	97.05%
4350	REPORTS/PHOTOCOPIES	6,749	9,976	13,142	10,150	32,262	317.85%
		<b>3,990,623</b>	<b>4,217,032</b>	<b>4,271,290</b>	<b>4,185,429</b>	<b>3,771,206</b>	<b>90.10%</b>
<b>4400</b>	<b>USE OF MONEY &amp; PROPERTY</b>						
4410	INVESTMENT EARNINGS	144,288	376,027	180,517	310,807	467,361	150.37%
		<b>144,288</b>	<b>376,027</b>	<b>180,517</b>	<b>310,807</b>	<b>467,361</b>	
<b>4500</b>	<b>RENTS, ROYALTIES AND COMMISSIONS</b>						
4510	RENT ON REAL ESTATE	75,059	45,958	62,807	62,808	53,456	85.11%
		<b>75,059</b>	<b>45,958</b>	<b>62,807</b>	<b>62,808</b>	<b>53,456</b>	
<b>4600</b>	<b>OTHER REVENUE</b>						
4610	DONATIONS/CONTRIBUTIONS	10	30				
4620	SALE OF PROPERTY	780,427	9,950	13,482		3,111	
4630	INSURANCE PROCEEDS	-	-	-		110,764	
4640	MISCELLANEOUS REVENUE	139,755	99,201	56,651		9,416	
		<b>920,192</b>	<b>109,181</b>	<b>70,133</b>	<b>-</b>	<b>123,291</b>	
<b>4900</b>	<b>OTHER FINANCING SOURCES</b>						
4910	Debt/Lease proceeds	13,132,249	-	-	5,432,359	5,432,359	100.00%
		<b>13,132,249</b>	<b>-</b>	<b>-</b>	<b>5,432,359</b>	<b>5,432,359</b>	
	<b>REVENUE TOTAL</b>	<b>\$76,503,809</b>	<b>\$68,111,352</b>	<b>\$73,010,272</b>	<b>\$80,669,262</b>	<b>\$77,155,928</b>	<b>95.64%</b>

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**  
**GENERAL FUND EXPENDITURES**  
**FISCAL YEAR 2017-2018**  
**JULY 1, 2017 - APRIL 30, 2018**

FISCAL YEAR COMPLETED - 75%								
DESCRIPTION	GL CODE	2014/2015 ACTUAL	2015/2016 ACTUAL	2016/2017 ACTUAL	2017/2018 BUDGET	EXPENDITURES TO DATE	REMAINING BAL. TO DATE	PERCENT EXPENDED
PERMANENT SALARIES	5110	\$19,188,961	\$20,945,087	\$23,416,517	\$26,012,674	\$21,342,239	\$4,670,435	82.05%
TEMPORARY SALARIES	5115	267,725	296,679	228,589	293,114	197,681	95,433	67.44%
PERMANENT OVERTIME	5120	6,470,482	7,917,285	8,208,668	8,020,403	7,658,305	362,098	95.49%
PERMANENT OVERTIME-TEMP EEs	5121	-	25,937	2,993	-	11,411	(11,411)	#DIV/0!
FICA/MEDICARE	5140	373,313	420,610	449,912	491,024	414,728	76,296	84.46%
RETIREMENT CONTRIBUTIONS	5150	14,723,941	14,694,250	15,280,694	17,051,250	14,276,151	2,775,099	83.72%
RETIREMENT CONTRIB. UAAL	5150	-	-	-	294,000	294,000	0	100.00%
401a CONTRIBUTIONS-ER PAID	5151	-	8,438	7,350	7,688	6,872	816	89.39%
EMPLOYEE GROUP INSURANCE	5160	3,202,870	3,533,985	3,750,615	4,301,098	3,175,355	1,125,743	73.83%
RETIREE HEALTH INSURANCE	5170	1,788,158	2,053,562	2,238,230	3,134,909	1,984,138	1,150,771	63.29%
OPEB CONTRIBUTION	5175	1,000,000	3,396,659	3,817,170	3,095,383	2,579,490	515,893	83.33%
UNEMPLOYMENT INSURANCE	5180	821	-	-	20,000	6,369	13,631	31.85%
WORKERS' COMPENSATION	5190	899,816	1,118,289	956,203	1,000,000	928,461	71,539	92.85%
<b>TOTAL SALARIES AND BENEFITS</b>	<b>5100</b>	<b>47,916,087</b>	<b>54,410,780</b>	<b>58,356,941</b>	<b>63,721,543</b>	<b>52,875,200</b>	<b>10,846,343</b>	<b>82.98%</b>
OFFICE SUPPLIES	5202	27,849	27,027	25,857	33,238	26,201	7,037	78.83%
POSTAGE	5204	13,996	14,021	12,436	26,732	8,955	17,777	33.50%
TELECOMMUNICATIONS	5206	167,750	168,728	205,159	234,755	146,676	88,079	62.48%
UTILITIES	5208	344,230	352,055	359,029	365,820	311,280	54,540	85.09%
SMALL TOOLS/EQUIPMENT	5210	85,136	69,710	132,035	155,979	116,212	39,767	74.50%
MISCELLANEOUS SUPPLIES	5212	100,911	100,561	47,878	141,081	62,408	78,673	44.24%
MEDICAL SUPPLIES	5213	122,211	143,955	131,232	139,828	127,060	12,768	90.87%
FIREFIGHTING SUPPLIES	5214	67,463	37,479	29,694	62,753	29,559	33,194	47.10%
PHARMACEUTICAL SUPPLIES	5216	25,174	35,498	30,542	34,671	30,471	4,200	87.89%
COMPUTER SUPPLIES	5218	6,043	7,691	10,053	15,255	9,831	5,424	64.44%
RADIO EQUIPMENT & SUPPLIES	5219	19,459	15,281	25,654	20,500	5,235	15,265	25.54%
FOOD SUPPLIES	5222	14,910	27,628	21,081	34,496	26,313	8,183	76.28%
PPE INSPECTION & REPAIRS	5223	21,309	18,745	16,054	26,213	11,021	15,192	42.04%
SAFETY CLOTHING/SUPPLIES	5224	100,360	80,554	117,887	214,668	183,319	31,349	85.40%
CLASS A UNIFORMS & SUPPLIES	5225	7,789	3,496	5,002	13,134	5,375	7,759	40.92%
NON-SAFETY CLOTHING/SUPPLIES	5226	10,801	5,638	39,111	41,832	18,157	23,675	43.40%
CLASS B UNIFORMS & SUPPLIES	5227	29,619	56,894	72,454	95,750	55,985	39,765	58.47%
HOUSEHOLD SUPPLIES	5228	51,627	43,371	42,804	43,076	52,303	(9,227)	121.42%
CENTRAL GARAGE - REPAIRS	5230	161,501	174,177	552,762	175,000	351,363	(176,363)	200.78%
CENTRAL GARAGE - MAINTENANCE	5231	12,113	6,534	39,145	38,237	9,328	28,909	24.40%
CENTRAL GARAGE - GAS, DIESEL & OIL	5232	166,873	137,063	148,672	174,231	165,073	9,158	94.74%
CENTRAL GARAGE - TIRES	5234	39,569	40,666	58,544	52,275	29,645	22,630	56.71%
CENTRAL GARAGE - MANDATED INSP.	5235	6,077	9,822	6,758	11,561	10,651	910	92.13%
MAINT./REPAIRS - EQUIPMENT	5236	158,021	165,074	197,432	282,850	183,877	98,973	65.01%
MAINT./REPAIRS - RADIO & ELECTRON	5238	303,983	231,239	295,529	314,812	105,439	209,373	33.49%
MAINT./REPAIRS - BUILDINGS	5240	148,734	157,281	195,818	228,717	219,694	9,023	96.05%
MAINT./REPAIRS - GROUNDS	5242	35,350	44,167	43,327	40,653	30,916	9,737	76.05%
RENTS & LEASES-EQUIP./PROPERTY	5246	47,933	64,106	60,643	79,984	44,881	35,103	56.11%
PROFESSIONAL/SPECIALIZED SERVICES	5250	688,486	937,626	1,310,069	1,526,842	1,029,540	497,302	67.43%
RECRUITING COSTS	5251	40,120	102,890	92,293	116,031	87,321	28,710	75.26%
LEGAL SERVICES	5252	107,352	254,331	934,439	292,000	163,962	128,038	56.15%
MEDICAL SERVICES	5254	65,875	74,647	74,585	89,150	62,564	26,586	70.18%
COMMUNICATIONS SERVICES	5258	79,800	79,800	79,800	79,800	-	79,800	0.00%
ELECTION SERVICES	5262	86,856	-	300	-	-	-	0.00%
INSURANCE SERVICES	5264	435,810	559,787	495,579	485,998	497,301	(11,303)	102.33%
PUBLICATION OF LEGAL NOTICES	5270	1,633	1,475	653	6,384	-	6,384	0.00%
SPECIALIZED PRINTING	5272	14,833	14,941	11,985	28,277	23,857	4,420	84.37%
MEMBERSHIPS	5274	57,804	68,045	68,408	80,151	64,281	15,870	80.20%
EDUCATIONAL COURSES/SUPPLIES	5276	32,958	38,886	47,059	66,428	24,231	42,197	36.48%
EDUCATIONAL ASSISTANCE	5277	12,502	12,978	11,756	16,400	16,692	(292)	101.78%
PUBLIC EDUCATIONAL SUPPLIES	5278	9,255	10,799	9,473	12,608	7,952	4,656	63.07%
BOOKS & PERIODICALS	5280	11,178	10,112	11,914	21,354	12,249	9,105	57.36%
RECOGNITION SUPPLIES	5282	1,502	1,906	2,456	4,050	271	3,779	6.69%
MEETINGS/TRAVEL EXPENSES	5284	28,185	33,347	36,541	42,868	27,849	15,019	64.96%
OTHER EXPENSE						5,784	(5,784)	
PROPERTY TAX SHARE AGREEMENT	5290		\$84,695	\$46,313	\$52,056	-	52,056	0.00%
<b>TOTAL SERVICES AND SUPPLIES</b>	<b>5200</b>	<b>3,970,940</b>	<b>4,524,727</b>	<b>6,156,215</b>	<b>6,018,498</b>	<b>4,401,082</b>	<b>1,617,416</b>	<b>73.13%</b>
<b>TOTAL G/F OPERATING EXPENDITURES</b>		<b>\$51,887,027</b>	<b>\$58,935,506</b>	<b>\$64,513,156</b>	<b>\$69,740,041</b>	<b>57,276,282</b>	<b>\$12,463,759</b>	<b>82.13%</b>

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**  
**CAPITAL PROJECTS, EQUIP/VEHICLES, DEBT SERVICE, SAN RAMON VALLEY FIRE COMMUNITY FUND**  
**FISCAL YEAR 2017-2018**  
**JULY 1, 2017 - APRIL 30, 2018**

FISCAL YEAR COMPLETED - 75%								
DESCRIPTION	GL CODE	2014/2015 ACTUAL	2015/2016 ACTUAL	2016/2017 ACTUAL	2017/2018 BUDGET	EXPENDITURES TO DATE	REMAINING BAL. TO DATE	PERCENT EXPENDED
RENTS & LEASES - PROPERTY	5246	\$ -	\$ -		\$ -	\$ -	\$ -	
LEGAL & PROFESSIONAL SERVICES	5250/5252	-	8,621		-	31,358	(31,358)	
CRR TECH IMPROVEMENTS	5253	-	8,360		65,000	267	64,733	0%
PUBLICATION OF LEGAL NOTICES	5270	-	1,548		-	-	0	
DESIGN/CONSTRUCTION	6105/6110	440			-	-	0	
VARIOUS IMPROVEMENTS *	6120	250,133	2,780,361		1,544,159	385,186	1,158,973	25%
RADIO/ELECTRONIC EQUIPMENT	6230	302,557	1,234,044		614,053	130,629	483,424	21%
MAJOR EQUIPMENT	6240	51,179	144,052	625,147	712,016	586,517	125,499	82%
AUTOS & TRUCKS	6250	27,376	-	198,560	6,889,337	2,848,001	4,041,336	41%
<b>TOTAL CAPITAL PROJECTS (FUND 300)</b>		<b>631,685</b>	<b>4,176,986</b>	<b>823,707</b>	<b>9,824,565</b>	<b>3,981,958</b>	<b>5,842,607</b>	<b>41%</b>
PROFESSIONAL/SPECIALIZED SERVICES	5250	\$ -	\$ -	\$ -	\$ -	\$ 2,915	\$ (2,915)	
BOND REDEMPTION - 2003/2006/2013/2015 COP	5310	9,987,291	1,271,981	1,270,952	1,268,938	1,065,030	203,908	84%
VEHICLE LEASE #4	5310	534,012	525,885	525,885	525,885	466,850	59,035	89%
<b>TOTAL DEBT SERVICE (FUND 200)</b>		<b>10,521,303</b>	<b>1,797,866</b>	<b>1,796,836</b>	<b>1,794,823</b>	<b>1,534,795</b>	<b>260,028</b>	<b>86%</b>
OTHER SPECIAL DISTRICT EXPENDITURES	5286	1,000	1,000	0			0	
<b>TOTAL SRVF COMMUNITY FUND (FUND 400)</b>		<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL - CAPITAL, EQUIPMENT, DEBT SERVICE, SRVF COMMUNITY &amp; FEDERAL GRANT FUND</b>		<b>\$ 11,153,988</b>	<b>\$ 5,975,852</b>	<b>\$ 2,620,543</b>	<b>\$ 11,619,388</b>	<b>\$ 5,516,753</b>	<b>\$ 6,102,635</b>	<b>47%</b>
* Note: Includes new Station 32 pedestrian bridge construction.								



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

<i>Month</i>	<i>2013/14</i>		<i>2014/15</i>		<i>2015/16</i>		<i>2016/17</i>		<i>2017/18</i>	
	<i>Revenue</i>	<i>Expenditures</i>	<i>Revenue</i>	<i>Expenditures</i>	<i>Revenue</i>	<i>Expenditures</i>	<i>Revenue</i>	<i>Expenditures</i>	<i>Revenue</i>	<i>Expenditures</i>
July	\$303,039	\$4,253,760	\$399,328	\$5,808,943	\$354,684	\$4,771,243	\$282,790	\$5,316,616	\$354,888	\$6,122,636
August	\$393,566	\$4,035,499	\$390,930	\$4,376,310	\$426,922	\$5,260,304	\$363,912	\$5,109,224	\$695,817	\$5,671,451
September	\$230,997	\$4,049,136	\$317,832	\$4,176,216	\$354,095	\$4,581,188	\$377,209	\$5,047,543	\$480,964	\$5,593,302
October	\$2,205,383	\$3,879,765	\$2,247,021	\$4,157,975	\$2,040,889	\$4,262,203	\$2,158,269	\$5,282,085	\$2,593,632	\$5,999,337
November	\$343,280	\$4,023,813	\$295,306	\$4,381,969	\$335,053	\$4,727,586	\$720,990	\$5,554,302	\$362,621	\$5,888,575
December	\$27,720,683	\$3,843,098	\$30,041,174	\$4,307,582	\$32,619,418	\$5,464,991	\$34,893,289	\$5,043,510	\$34,930,693	\$5,966,196
January	\$529,393	\$3,767,912	\$1,149,378	\$4,230,080	\$576,093	\$4,743,692	\$1,242,334	\$5,401,913	\$8,491,817	\$5,387,036
February	\$427,492	\$3,570,860	\$291,209	\$4,005,149	\$472,114	\$4,837,271	\$690,047	\$5,326,068	\$446,775	\$5,326,521
March	\$360,312	\$3,799,189	\$472,966	\$4,084,004	\$620,681	\$5,229,614	\$433,245	\$5,849,120	\$883,105	\$6,063,429
April	\$20,027,067	\$3,850,555	\$21,844,911	\$4,276,998	\$23,795,929	\$4,901,844	\$25,663,196	\$5,297,542	\$22,339,121	\$5,257,800
May	\$324,465	\$3,752,225	\$338,057	\$4,255,627	\$840,611	\$4,935,586	\$394,206	\$5,452,583		
June	\$4,738,990	\$4,138,587	\$4,663,427	\$3,810,313	\$5,365,634	\$5,219,984	\$5,664,005	\$5,832,652		

**Total Overtime Hours by Month**  
**January 2016-April 2018**

