

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BUDGET WORKSHOP
JUNE 26, 2023 MINUTES**

~MISSION STATEMENT~

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

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

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

Board Member Absent: None

1. CALL TO ORDER

President Lee called the meeting to order at 10:00 a.m.

2. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

President Lee declared a quorum of the Board was present, and there were no changes to the Agenda.

3. PUBLIC COMMENT

There was no public comment.

4. BUDGET WORKSHOP

4.1 Review and discussion of proposed Annual Operating and Capital Budgets for Fiscal Year 2023-2024.


Chief Meyer welcomed everyone to the Budget Workshop, announced overall he is pleased with the budget and provided an overview of the General Fund Budget for FY 2023-24. Chief Financial Officer Hatfield presented General Fund Budget highlights, including property tax revenue, investment earnings, financial forecast, Capital Improvement Program (CIP), unfunded liabilities, and District-wide expenditures. Staff presented their respective Division budgets and answered questions from the Board.


Chief applauded the Board’s discipline over the years in creating the District’s reserve and recommended the Finance Committee Chair work with staff to evaluate increasing the District’s reserve from 20% in the best interests of the District’s continued disciplined for long-term fiscal health. The Board took a recess at 11:02 a.m. for 10 minutes. The Board then requested the Finance Committee evaluate the feasibility and impacts of increasing the reserve as suggested by the Chief, review the current status of the CIP reserve in light of future station and apparatus needs, and consider policy development relevant to potential environmental impacts confronting the District and how to keep them to a minimum, including looking at sustainability strategies and energy efficient systems. The Board also gave direction to Staff to continue with the plan to pay down unfunded liabilities, focusing first on OPEB then pension. Staff continued their respective Division presentations and answered questions from the Board. The Board took a lunch recess at 12:19 p.m. for 32 minutes. Chief asked for and the Board provided direction to Staff on continued use of consultants for Community Risk Reduction services.

The Board thanked the staff and expressed their appreciation for their time and effort on the Budget. On behalf of the Board, President Lee confirmed the final budget be brought to the Regular Board Meeting on June 28, 2023 with OPEB be the focus then Pension.

5. ADJOURNMENT

The meeting concluded at 1:27 p.m.

Prepared by: 
Stephanie Brendlen
District Counsel/District Clerk

Approved by: 
Michelle Lee
Board President