

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
FINANCE COMMITTEE MEETING
Wednesday, June 12, 2024 – 10:00 a.m.**

Meeting Location: *SRVFPD Administrative Offices – Boardroom
2401 Crow Canyon Road, Suite A, San Ramon, CA 94583*

Website: <https://www.firedepartment.org/>

Committee: Director Crean (Chair), President Kerr

AGENDA

1. CALL TO ORDER

2. PUBLIC COMMENT

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

3. NEW BUSINESS

- 3.1 Approve the Minutes from the November 13, 2023 Finance Committee Meeting.
- 3.2 Update on Property and Liability Insurance Review.
- 3.3 Consider annual adjustment for ambulance transport fees.
- 3.4 Review of Unfunded liabilities and payoff plan.
- 3.5 Capital Improvement Fund Overview.
- 3.6 Budget Overview for Fiscal Year 2024/25.

4. ADJOURNMENT

Prepared by:

Stephanie Brendlen

Stephanie Brendlen, District Counsel/District Clerk

Agenda posted on June 6, 2024 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.

All public meetings under the Brown Act must comply with Section 202 of the Americans with Disabilities Act ("ADA") and its implementing rules and regulations. If you have a disability and require a reasonable accommodation to fully participate in a public meeting, please contact the District Clerk at (925) 838-6661 as soon as possible but at least 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 on the District website at www.firedepartment.org, at the District's Administrative Offices located at 2401 Crow Canyon Road, Suite A, San Ramon, California, or at the scheduled meeting.

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
FINANCE COMMITTEE MEETING**

NOVEMBER 13, 2023 - MINUTES

Location: **San Ramon Valley Fire Protection District
Administrative Offices – Boardroom
2401 Crow Canyon Road, Suite A, CA 94583**

Committee Members Present: Vice President Kerr (Chair), Director Stamey

1. CALL TO ORDER

Chair Kerr called the meeting to order at 1:01 p.m.

2. PUBLIC COMMENT

There was no public comment.

3. NEW BUSINESS

3.1 Approve the Minutes from August 3, 2023 Finance Committee Meeting.

Director Stamey made a motion to approve the Minutes from the August 3, 2023 Finance Subcommittee Meeting; seconded by Chair Kerr. Motion carried unanimously.

3.2 Review and discuss proposed changes to the District’s Fund Balance Reserve Policy.

Fire Chief Meyer, Administrative Services Consultant Ken Campo, and CFO Davina Hatfield discussed the proposed changes to the District’s Fund Balance Reserve Policy, including the District prioritizing unfunded medical liability.

- a. Attachment 1 – Current Fund Balance Reserve Policy
- b. Attachment 2 – Proposed Fund Balance Reserve Policy
- c. Attachment 3 – Workers’ Compensation 2023 Actuarial Study Executive Summary

The Committee directed staff to incorporate the changes that were discussed into the proposed policy, return the final proposed policy to the Committee for its review, and then bring the final proposed policy to the Board in December at its regular Board meeting; also, provide a timeline of a proposed plan for implementation.

4. ADJOURNMENT

The Committee meeting was adjourned at 2:25 p.m.

Prepared by: _____
Stephanie Brendlen
District Counsel/District Clerk

Approved by: _____
Ryan Crean
Director/Finance Committee Chair