

**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, June 28, 2017 – 1:00 p.m.

*Donald Parker ~ Board President ~ Chris Campbell, Board Vice President ~
H. Jay Kerr, Director ~ Matthew J. Stamey, Director ~ Shawn Stark, Director*

~MISSION STATEMENT~

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

Standing Committees: **Personnel/HR:** Chair, Director Stamey and Director Stark; **Finance:** Chair, Director Kerr and Director Stamey; **Facilities:** Chair, Director Stamey and Director *Campbell (*Parker for Station 32 discussions); **EMS:** Director Stark and Director Campbell; **CERT/PAC:** Director Kerr

**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 salaries, payroll taxes and retirement contributions for the month of May, 2017 in the amount of \$4,113,801.43.
- 5.2 Approve the demand register for the period of May 16, 2017 through June 15, 2017 in the amount of \$2,358,525.45.

- 5.3 Approve the Board minutes from the May 24, 2017 Regular Board meeting, May 30th Board Budget Workshop and District Counsel's Report upon Return from Closed Session from April 26, 2017; Clarification and Correction of Closed Session Agenda, as well as District Counsel's Report upon Return from Closed Session from May 24, 2017.
- 5.4 Consider the adoption of Resolution No. 2017-06 establishing the appropriations limit for Fiscal Year 2017-2018 at \$158,876,699.
- 5.5 Approve the continued utilization of the existing Investment Policy which was approved on May 28, 2014 pursuant to Resolution No. 2014-07 without any changes.
- 5.6 Consider the adoption of Resolution No. 2017-07 Rescinding Resolution No. 2017-01, thereby revoking the prior designation of Old Station 32 as surplus property and terminating the process for potential sale.
- 5.7 Consider the adoption of Resolution No. 2017-08 Appointing a Deputy District Clerk.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Recognition of Dan Rich and Clayton Wiedemann for their Life Saving Efforts.
- 6.2 Recognition of 45 Years of Service – San Ramon Valley Fire Protection District Volunteer Roger Lake.

7. OLD BUSINESS

- 7.1 Update on Fire Station No. 32 presented by Chief Meyer.

8. NEW BUSINESS

- 8.1 Discussion and possible adoption of the 2017-18 Annual Operating Budget and Capital Improvement Program. The 2017-18 Proposed Budget can be found on the District's website at: http://www.firedepartment.org/about/key_documents.asp .”
- 8.2 Discussion and possible authorization to contract with ENGEO for underground tank subsurface assessment in an amount not to exceed \$37,800.

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, Derek Krause
Logistics Report of monthly activities.
- 10.4 Fire and Life Safety Division – Deputy Chief, Derek Krause
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 and Controller, Martin Koran
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. CLOSED SESSION

- 12.1 Possible exposure to litigation (1 matter) pursuant to Government Code Section 54956.9(d)(2).
Facts and circumstances that might result in litigation need not be disclosed.

13. RETURN TO OPEN SESSION

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

15. ADJOURNMENT UNTIL THE NEXT REGULARLY SCHEDULED BOARD MEETING OF AUGUST 23, 2017 AT 1:00 P.M., IN THE BOARDROOM – THERE IS NO JULY BOARD MEETING.

Prepared by:



Natalie Korthamar Wong
Human Resources Director/Deputy District Clerk

Agenda posted on June 22, 2017 at the District's Administration Building, Fire Stations 30, 31, 32, 33, 34, 35, 36, 37, 38 and 39 and the San Ramon Valley Fire Protection District's website at www.firedepartment.org.

The San Ramon Valley Fire Protection District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access, attend and/or participate in District board meetings due to a disability, including but not limited to American Sign Language interpreters, assistive listening devices, transportation to and from the meeting site or other accommodations, may be requested by calling (925) 838-6661 no later than 72 hours in advance of the scheduled meeting time. In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting, may be viewed at 1500 Bollinger Canyon Road, San Ramon, California or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the Human Resources Director/Deputy District Clerk at (925) 838-6625

CONSENT ITEMS

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

For the Month of: **May 2017**

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	1,665.00	127.37	-	1,792.37	0.04%
Fire Chief	2	34,779.36	735.75	20,873.04	56,388.15	1.37%
Personnel	3	32,891.53	514.60	11,591.49	44,997.62	1.09%
Finance	3	28,625.18	408.51	10,642.73	39,676.42	0.96%
Fire Prevention	9	120,126.52	1,978.36	50,584.13	172,689.01	4.20%
Technology	2	25,590.21	470.26	8,547.05	34,607.52	0.84%
Facilities	1	9,061.65	353.33	2,635.72	12,050.70	0.29%
Fire Suppression	123	2,194,636.71	30,689.04	1,158,108.09	3,383,433.84	82.25%
Communication Center	11	180,908.69	2,588.29	45,996.69	229,493.67	5.58%
Fleet	1	8,682.94	125.90	3,228.28	12,037.12	0.29%
Training	1	5,380.00	77.16	1,944.33	7,401.49	0.18%
EMS	2	32,905.07	531.02	25,083.40	58,519.49	1.42%
Rescue		24,343.20	-	14,649.04	38,992.24	0.95%
HazMat		13,052.96	-	8,668.83	21,721.79	0.53%
TOTALS	163	2,712,649.02	38,599.59	1,362,552.82	4,113,801.43	100.00%

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 5/16/2017 Through 6/15/2017

Check Number	Check Date	Payee	Check Amount	Transaction Description
217812	5/26/2017	ABACUS PRODUCTS INC	7,183.56	Wildland Postcards-Printing/Postage
217880	6/1/2017	ACC BUSINESS	1,185.00	Ethernet Access Cost 4/11/17-5/10/17
217767	5/18/2017	AIR EXCHANGE INC	709.07	Repair Plymovent Exhaust Grabber-Stn 31
	5/18/2017	AIR EXCHANGE INC	250.00	Repaired/Tested Pressure Sensors-App Bay Stn 32
	5/18/2017	AIR EXCHANGE INC	964.17	Replaced Safety Disconnect/Lower Hose-App Bay Stn 31
217813	5/26/2017	AIR EXCHANGE INC	377.45	Replaced Broken Regulator-Pymovent Exhaust System Stn 34
217881	6/1/2017	AIR EXCHANGE INC	1,258.24	Plymovent Grabber Reducer/Pressure Switch/Batteries #30
217814	5/26/2017	AIRGAS NORTHERN CA AND NEVADA	288.27	Oxygen Tank Cylinder Rental-April 2017
	5/26/2017	AIRGAS NORTHERN CA AND NEVADA	105.95	Oxygen Tank Cylinders (1) 4/20/17
	5/26/2017	AIRGAS NORTHERN CA AND NEVADA	410.40	Oxygen Tank Cylinders (12) 4/24/17
	5/26/2017	AIRGAS NORTHERN CA AND NEVADA	646.01	Oxygen Tank Cylinders (18) 5/8/17
	5/26/2017	AIRGAS NORTHERN CA AND NEVADA	196.76	Oxygen Tank Cylinders (3) 5/15/17
217926	6/9/2017	AIRGAS NORTHERN CA AND NEVADA	132.49	Oxygen Tank Cylinder Rental-May 2017
	6/9/2017	AIRGAS NORTHERN CA AND NEVADA	251.71	Oxygen Tank Cylinders (3) 5/30/17
	6/9/2017	AIRGAS NORTHERN CA AND NEVADA	286.61	Oxygen Tank Cylinders (6) 5/22/17
	6/9/2017	AIRGAS NORTHERN CA AND NEVADA	316.56	Oxygen Tank Cylinders (7) 5/1/17
217882	6/1/2017	ALAMEDA COUNTY FIRE DEPARTME...	202.50	90 Day Inspection/Repairs-Unit 393
	6/1/2017	ALAMEDA COUNTY FIRE DEPARTME...	270.00	90 Day Inspection/Repairs-Unit 547
	6/1/2017	ALAMEDA COUNTY FIRE DEPARTME...	202.50	90 Day Inspection/Repairs-Unit 705
	6/1/2017	ALAMEDA COUNTY FIRE DEPARTME...	349.56	90 Day Inspection/Repairs-Unit 733
	6/1/2017	ALAMEDA COUNTY FIRE DEPARTME...	202.50	90 Day Inspection/Repairs-Unit 810
217768	5/18/2017	ALAMO ACE HARDWARE	4.38	Caulking-Stn 35
	5/18/2017	ALAMO ACE HARDWARE	42.93	Chip Brush Set/Hooks
	5/18/2017	ALAMO ACE HARDWARE	48.81	Garden Hose-Stn 33
	5/18/2017	ALAMO ACE HARDWARE	114.20	Mechanic Tool Set/Spatulas/Chrome Polish-Stn 33
	5/18/2017	ALAMO ACE HARDWARE	107.40	Round-Up Weed Killer Stn 34
217973	6/15/2017	ALAMO ACE HARDWARE	757.21	Pole Chain Saw for Fire Trails-Stn 33
	6/15/2017	ALAMO ACE HARDWARE	26.35	Round Up Pump and Go-Stn 32
05/18/17-01	5/18/2017	ALL STAR FIRE EQUIPMENT INC	141.12	MMR/SCBA Repairs
05/18/17-02	5/18/2017	ALL STAR FIRE EQUIPMENT INC	977.60	MMR/SCBA Repair
05/18/17-03	5/18/2017	ALL STAR FIRE EQUIPMENT INC	422.82	MMR Repair
05/26/17-01	5/26/2017	ALL STAR FIRE EQUIPMENT INC	61.96	Helmet Shield-Guzman
217883	6/1/2017	AMAZON COM CREDIT SERVICES	88.53	All-Clad Pans for Stn 35
	6/1/2017	AMAZON COM CREDIT SERVICES	325.11	TV Mounts-New Stn 32
217815	5/26/2017	AMERICAN MESSAGING	263.06	Paging Service-5/17
217769	5/18/2017	AMERIGAS SAN JOSE	143.97	Mechanic Shop Annual Tank Rental Fee 4/1/17-3/31/18
	5/18/2017	AMERIGAS SAN JOSE	110.42	Stn 30 Annual Tank Rental Fee 4/1/17-3/31/18
	5/18/2017	AMERIGAS SAN JOSE	110.42	Stn 37 Annual Tank Rental Fee 4/1/17-3/31/18
217974	6/15/2017	AMERIGAS SAN JOSE	143.97	Stn 31 Annual Tank Rental Fee 5/1/17-4/30/18
217816	5/26/2017	AP TRITON LLC	4,166.66	EMS Advocate Consulting Services-April 2017

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217927	6/9/2017	AP TRITON LLC	4,166.66	EMS Advocate Consulting Services-May 2017
217817	5/26/2017	ARTURO PEREZ	175.00	Reimb ACLS Recertification
217884	6/1/2017	ASBURY ENVIRONMENTAL SERVICES	56.29	Extra Drum Delivery for Paper Filters-Shop
	6/1/2017	ASBURY ENVIRONMENTAL SERVICES	55.00	Used Filter Pickup-Shop
	6/1/2017	ASBURY ENVIRONMENTAL SERVICES	120.00	Used Oil Pickup-Shop
05/18/17-04	5/18/2017	ASCOT STAFFING	551.52	Temporary Staffing-Reception (24.0 Hrs) 4/17-4/23/17
05/18/17-05	5/18/2017	ASCOT STAFFING	517.05	Temporary Staffing-Reception (22.5 Hrs) 5/1-5/7/17
06/01/17-01	6/1/2017	ASCOT STAFFING	551.52	Temporary Staffing-Reception (24.0 Hrs) 5/8-5/14/17
06/01/17-02	6/1/2017	ASCOT STAFFING	560.14	Temporary Staffing-Reception (24.0 Hrs/.25 OT) 5/15-5/21/17
06/09/17-01	6/9/2017	ASCOT STAFFING	551.52	Temporary Staffing-Reception (24.0 Hrs) 5/22-5/28/17
217818	5/26/2017	ATT	19.73	Phone Service 3/19/17-4/18/17
217819	5/26/2017	ATT	4,837.47	Phones/Data/Radio Circuit/Long Distance 3/20/17-4/19/17
217820	5/26/2017	ATT	128.34	Phone Service 3/20/17-4/19/17
217885	6/1/2017	ATT	19.72	Phone Service 4/19/17-5/18/17
217886	6/1/2017	ATT	4,851.30	Phones/Data/Radio Circuit/Long Distance 4/20/17-5/19/17
217887	6/1/2017	ATT	128.34	Phone Service 4/20/17-5/19/17
217888	6/1/2017	B AND C TRUCK PARTS INC	67.39	Aerosol Brake Parts Cleaner-Shop
	6/1/2017	B AND C TRUCK PARTS INC	33.58	Automotive Air-Shop
	6/1/2017	B AND C TRUCK PARTS INC	632.17	Filters (12)-Shop
	6/1/2017	B AND C TRUCK PARTS INC	126.01	Filters (2)-Shop
	6/1/2017	B AND C TRUCK PARTS INC	673.24	Filters-Unit 706
	6/1/2017	B AND C TRUCK PARTS INC	382.94	Fuel Filters (12)-Shop
	6/1/2017	B AND C TRUCK PARTS INC	554.14	Fuel Filters/Water Filters-Shop
	6/1/2017	B AND C TRUCK PARTS INC	434.07	Headlights-Unit 521
	6/1/2017	B AND C TRUCK PARTS INC	119.15	Lamps/Reflectors-Unit 525
	6/1/2017	B AND C TRUCK PARTS INC	36.93	Power Steering Filter-Shop
	6/1/2017	B AND C TRUCK PARTS INC	118.61	Training Tiller-Shop
217928	6/9/2017	BAY AREA NEWS GROUP EAST BAY	288.00	Legal Notice-District Fees/Ambulance Fees
217770	5/18/2017	BENEFIT ADMINISTRATION CORP	156.00	Section 125 Plan Admin Fees-4/17
217975	6/15/2017	BENJAMIN GADBOIS	325.11	Ambulance Refund
217771	5/18/2017	BETTER PRESENTATION SYSTEM INC	7,116.25	Touchscreen For Plan Review Station
05/18/17-06	5/18/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 31 Bio-Hazard Waste Collection Service 5/8/17
05/18/17-07	5/18/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 32 Bio-Hazard Waste Collection Service 5/8/17
05/18/17-08	5/18/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 33 Bio-Hazard Waste Collection Service 5/8/17
05/18/17-09	5/18/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 34 Bio-Hazard Waste Collection Service 5/8/17
05/18/17-10	5/18/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 35 Bio-Hazard Waste Collection Service 5/8/17
05/18/17-11	5/18/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 36 Bio-Hazard Waste Collection Service 5/8/17
05/18/17-12	5/18/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 39 Bio-Hazard Waste Collection Service 5/8/17
06/15/17-01	6/15/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 31 Bio-Hazard Waste Collection Service 6/5/17
06/15/17-02	6/15/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 32 Bio-Hazard Waste Collection Service 6/5/17

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06/15/17-03	6/15/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 33 Bio-Hazard Waste Collection Service 6/5/17
06/15/17-04	6/15/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 34 Bio-Hazard Waste Collection Service 6/5/17
06/15/17-05	6/15/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 35 Bio-Hazard Waste Collection Service 6/5/17
06/15/17-06	6/15/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 36 Bio-Hazard Waste Collection Service 6/5/17
06/15/17-07	6/15/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 39 Bio-Hazard Waste Collection Service 6/5/17
217772	5/18/2017	BLUE SHIELD OF CALIFORNIA	1,132.63	Ambulance Refund
217773	5/18/2017	BLUE SHIELD OF CALIFORNIA	93.86	Ambulance Refund
217976	6/15/2017	BRIAN MEDLEY	128.05	Reimb-Mileage/Bridge Toll-Personnel Matter Investigation
217774	5/18/2017	BRIAN MORALES	30.48	Reimb Recycle Bin/Keys/Batteries-Stn 34
217889	6/1/2017	BUCHANAN AUTO ELECTRIC INC	481.15	Batteries (3)-Unit 605
	6/1/2017	BUCHANAN AUTO ELECTRIC INC	570.68	Batteries (4)-Shop
	6/1/2017	BUCHANAN AUTO ELECTRIC INC	1,474.24	Batteries (9)-Shop
	6/1/2017	BUCHANAN AUTO ELECTRIC INC	428.85	Rebuild Alterators-Unit 525
217929	6/9/2017	CA FIRE CHIEFS ASSOCIATION	1,100.00	Membership-Chief Meyer/DC Phares/DC Krause
217890	6/1/2017	CAL STEAM	237.38	Ball Valve for Bottom of Tank-Unit 335
Wire 6/9/17	6/9/2017	CALPERS	495,239.91	Health Insurance-6/17
Wire 5/25/17	5/25/2017	CalPERS CERBT (OPEB)	279,658.00	FY16/17 OPEB Contribution Prefunding-May 2017
217821	5/26/2017	CARPET ONE SAN RAMON	150.00	Repair Carpet /Molding Dayroom To Kitchen-Stn 35
217822	5/26/2017	CCC DEPT OF INFO TECH	7,781.45	Telecommunication Services/Radio Services-2/17
	5/26/2017	CCC DEPT OF INFO TECH	4,757.81	Telecommunication Services/Radio Services-3/17
217930	6/9/2017	CCC DEPT OF INFO TECH	3,078.50	Telecommunication Services/Radio Services-4/17
05/18/17-13	5/18/2017	CCC EMPLOYEES RETIREMENT ASS...	434,887.41	Employee Retirement Contributions-4/17
06/15/17-08	6/15/2017	CCC EMPLOYEES RETIREMENT ASS...	432,510.12	Employee Retirement Contributions-5/17
217931	6/9/2017	CCC EMS AGENCY	117.00	EMT Recertification-Paul Ivory
217932	6/9/2017	CCC FIRE COMMISSIONERS ASSOCI...	35.00	Commissioners Assn Mtg 6/8/17-Director Stamey
217823	5/26/2017	CCC PUBLIC WORKS DEPARTMENT	2,708.49	Permit EL1228489/EL1632897/ES1329743/LP0902026-New Stn 32
217775	5/18/2017	CEL CONSULTING INC	4,726.96	Contract Inspections
217776	5/18/2017	CIGNA HEALTH AND LIFE INSURANC..	1,503.64	Ambulance Refund
217777	5/18/2017	CINTAS CORPORATION	110.42	Black Nitrile Work Gloves-Mechanic
	5/18/2017	CINTAS CORPORATION	78.30	Carpet Runners/Mechanics Coverall Cleaning Fee-1/25/17
	5/18/2017	CINTAS CORPORATION	35.00	Carpet Runners/Mechanics Coverall Cleaning Fee-4/26/17
	5/18/2017	CINTAS CORPORATION	35.00	Carpet Runners/Mechanics Coverall Cleaning Fee-5/10/17
217824	5/26/2017	CINTAS CORPORATION	79.64	Carpet Runners/Mechanics Coverall Cleaning Fee-5/17/17
217933	6/9/2017	CINTAS CORPORATION	35.00	Carpet Runners/Mechanics Coverall Cleaning Fee-5/24/17
	6/9/2017	CINTAS CORPORATION	79.64	Carpet Runners/Mechanics Coverall Cleaning Fee-5/31/17
217977	6/15/2017	CINTAS CORPORATION	35.00	Carpet Runners/Mechanics Coverall Cleaning Fee-6/7/17
217934	6/9/2017	CITY OF SAN RAMON	46,313.00	FY16/17 Property Tax Share Agreement
217825	5/26/2017	CLIFFORD SCOTT BUXTON	1,215.00	CERT Instructor (40.5 hours) 4/28/17-5/20/17
	5/26/2017	CLIFFORD SCOTT BUXTON	185.16	Reimb Food-CERT Class 5/4 5/13, Scouts 5/12/17
217778	5/18/2017	CLUB CARE INC	880.00	4-Mth Work Out Equipment Maintenance May-Aug 2017

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Check/Voucher Register

From 5/16/2017 Through 6/15/2017

Check Number	Check Date	Payee	Check Amount	Transaction Description
217978	6/15/2017	CLUB CARE INC	275.38	Repair Treadmill/New Keypad-Stn 34
217779	5/18/2017	COMCAST	146.08	Stn 34 High Speed Internet 5/15/17-6/14/17
	5/18/2017	COMCAST	146.08	Stn 39 High Speed Internet 5/9/17-6/8/17
217826	5/26/2017	COMCAST	172.11	Stn 32 Cable Service 6/1/17-6/30/17
	5/26/2017	COMCAST	177.54	Stn 33 Cable Service 6/1/17-6/30/17
	5/26/2017	COMCAST	193.03	Stn 39 Cable Service 6/1/17-6/30/17
217827	5/26/2017	COMCAST	151.08	Stn 31 High-Speed Internet 5/23/17-6/22/17
217828	5/26/2017	COMCAST	307.28	Admin Cable Service/High-Speed Internet 5/17/17-6/16/17
217829	5/26/2017	COMCAST	146.08	Stn 32 High-Speed Internet 5/18/17-6/17/17
217891	6/1/2017	COMCAST	232.67	Stn 31 Cable Service 5/26/17-6/25/17
217892	6/1/2017	COMCAST	106.08	Alamo Webcam High-Speed Internet 5/27/17-6/26/17
217893	6/1/2017	COMCAST	203.15	Stn 35 Cable Service 5/27/17-6/26/17
217894	6/1/2017	COMCAST	164.83	Training Site High Speed Internet/Cable Svc 5/26-6/25/17
217895	6/1/2017	COMCAST	220.67	Stn 36 Cable Service 5/26/17-6/25/17
217896	6/1/2017	COMCAST	146.08	Stn 30 High Speed Internet 5/30/17-6/29/17
217897	6/1/2017	COMCAST	173.55	Stn 34 Cable Service 5/27/17-6/26/17
	6/1/2017	COMCAST	208.59	Stn 38 Cable Service 5/27/17-6/26/17
217935	6/9/2017	COMCAST	206.10	Stn 30 Cable Service 6/13/17-7/12/17
217936	6/9/2017	COMCAST	146.08	Stn 33 High Speed Internet 5/31/17-6/30/17
	6/9/2017	COMCAST	146.08	Stn 35 High Speed Internet 6/8/17-7/7/17
	6/9/2017	COMCAST	146.08	Stn 36 High Speed Internet 5/31/17-6/30/17
	6/9/2017	COMCAST	244.06	Stn 38 High-Speed Internet/Cable Svc 6/8/17-7/7/17
217979	6/15/2017	COMCAST	146.08	Stn 39 High Speed Internet 6/9/17-7/8/17
217780	5/18/2017	CONCERN EAP	2,586.80	Employee Assistance Premium-5/17
217781	5/18/2017	CONCORD UNIFORMS	16.20	5 Year Maltese Cross for Class A-Gendron
	5/18/2017	CONCORD UNIFORMS	16.20	5 Year Maltese Cross for Class A-Hirst
217830	5/26/2017	CONCORD UNIFORMS	454.30	Class A Uniform Update-Laugero
217937	6/9/2017	CONCORD UNIFORMS	668.38	Class A Uniform Update-Stephen
217980	6/15/2017	CONCORD UNIFORMS	65.20	Class A Uniform Shoes-Michaelson
217981	6/15/2017	CONTRA COSTA SPECIAL DISTRICTS ..	100.00	Annual Dues FY 2017-2018
217898	6/1/2017	CREATIVE SUPPORTS INC	443.18	Chair/Anti-Fatigue Floor Mat-Plans Examiner
217782	5/18/2017	CSAA INSURANCE EXCHANGE	100.00	Ambulance Refund
217938	6/9/2017	CUSHING PAINTING AND DRYWALL	700.00	Remove Wallpaper/Patch/Paint-Koran Ofc and BC Lobby
217939	6/9/2017	CYTOSPORT INC	1,029.12	Cytomax Hydration Supplement (96 Cases)
06/09/17-02	6/9/2017	DA PAGE LLC	425.00	Paging Software-4/17
06/09/17-03	6/9/2017	DA PAGE LLC	425.00	Paging Software-5/17
217831	5/26/2017	DAMIEN A ALVAREZ	175.00	Reimb ACLS Recertification
217832	5/26/2017	DANIELLE BELL	432.75	Reimb Smoke Alarms-Smoke Detector Program
	5/26/2017	DANIELLE BELL	63.30	USB For CERT Instructors/Organizers
217833	5/26/2017	DARIN MOSS	60.00	CERT Instructor (2.0 hours) - 5/5/17

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

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Check Number	Check Date	Payee	Check Amount	Transaction Description
217834	5/26/2017	DAVID MICHAEL TURNER	700.00	CAD Consulting Services 4/3/17-4/8/17
218002	6/15/2017	DAWSON PASSAFUIME BOWDEN and ...	73,009.53	Legal Expense-Investigation
217835	5/26/2017	DEBBIE VANEK	68.14	Reimb Dinner-CERT Leadership
217940	6/9/2017	DEFINITIVE NETWORKS INC	8,200.00	ePCR Hosting/Support Services-June 2017
217783	5/18/2017	DELL MARKETING LP	2,384.14	Workstation Mini Tower/Dell Monitor-Plan Review Station
217899	6/1/2017	DELTA TRUCK CENTER	25.98	Power Steering Filter-Unit 632
217784	5/18/2017	DENNIS GIORGETTI	133.42	Ambulance Refund
217900	6/1/2017	DENTONI TRUCK PARTS AND SERVICE	80.34	Fuel Cap-Unit 528
	6/1/2017	DENTONI TRUCK PARTS AND SERVICE	1,487.76	Supplies For Antique Fire Engine Recovery
217982	6/15/2017	DEREK KRAUSE	65.97	Reimb Lunch-Recruitment Permit Tech (Krause/Drayton/Wilson)
217836	5/26/2017	DIRECTV	57.99	Cable Service 5/12/17-6/11/17
06/01/17-03	6/1/2017	DON HOMAN	25.00	Water Tank Lease-6/1/17
217837	5/26/2017	DUBLIN CASH AND CARRY	368.59	Kitchen Items-Can Opener/Fry Pans/Cutting Bds/Cups Stn 30
217901	6/1/2017	DUBLIN CHEVROLET INC	300.00	Disassemble/Reassemble Engine Cover for Warranty Repair #708
	6/1/2017	DUBLIN CHEVROLET INC	233.66	Headlight Assembly-Unit 704
	6/1/2017	DUBLIN CHEVROLET INC	539.10	Maintenance/Oil/Filter/Transmission Fluid Change-Unit 346
	6/1/2017	DUBLIN CHEVROLET INC	1,346.73	Repair Broken Rear Hub Assembly-Unit 708
217983	6/15/2017	DUBLIN SAN RAMON SERVICES DIST...	132.85	Stn 30-Recycled Water Service 4/1-5/31/17
217838	5/26/2017	EBMUD	628.38	Admin Water Service (Meter 1.5) 3/14/17-5/15/17
	5/26/2017	EBMUD	419.74	Admin Water Service (Meter 6.0) 3/14/17-5/15/17
	5/26/2017	EBMUD	62.48	Stn 36 Water Service (Meter 1.0) 3/14/17-5/12/17
	5/26/2017	EBMUD	230.70	Stn 36 Water Service (Meter 1.5) 3/14/17-5/12/17
	5/26/2017	EBMUD	419.74	Stn 36 Water Service (Meter 6.0) 3/14/17-5/12/17
217941	6/9/2017	EBMUD	164.08	Stn 32 Water Service (Meter 1.0) 3/23/17-5/22/17
217984	6/15/2017	EBMUD	651.08	Stn 31 Water Service (Meter 2.0) 4/4/17-6/1/17
	6/15/2017	EBMUD	214.72	Stn 31 Water Service (Meter 4.0) 4/4/17-6/1/17
	6/15/2017	EBMUD	417.30	Stn 31 Water Service (Meter 5/8) 4/4/17-6/1/17
	6/15/2017	EBMUD	419.74	Stn 31 Water Service (Meter 6.0) 4/4/17-6/1/17
	6/15/2017	EBMUD	448.56	Stn 34 Water Service (Meter 1.0) 3/30/17-5/31/17
	6/15/2017	EBMUD	214.72	Stn 34 Water Service (Meter 4.0) 3/30/17-5/31/17
217942	6/9/2017	ECMS INC	8.93	Install Sew-On Letter/Number
217785	5/18/2017	ED JONES COMPANY INC	662.50	District Lapel Pins (20)
217902	6/1/2017	ED JONES COMPANY INC	130.29	Badge
	6/1/2017	ED JONES COMPANY INC	1,289.64	Cap Pieces (15)
217943	6/9/2017	ED JONES COMPANY INC	107.01	Name Bars-Falkenstrom/Drayton
	6/9/2017	ED JONES COMPANY INC	1,630.25	Service/Lapel Pins (54)
05/26/17-02	5/26/2017	EFAX CORPORATE	124.70	eFax Usage-4/17
217786	5/18/2017	ELECTRONIC INNOVATIONS INC	1,031.09	Replaced Motor On Back Gate-Stn 30
217903	6/1/2017	ELITE AUTO GLASS INC	338.97	New Windshield-Unit 706
217985	6/15/2017	ENTERPRISE FM TRUST	2,675.42	Monthly Fleet Lease Payment (5) 6/1/17-6/30/17

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217839	5/26/2017	ERIK KING	175.00	Reimb PALS Recertification
217944	6/9/2017	G RO SOLUTIONS LLC	210.00	CERT Instructor (7.0 hours) 5/5/17-5/13/17
217840	5/26/2017	GALLS LLC	809.28	Uniform Belts-Firefighter Reserves
217986	6/15/2017	GALLS LLC	185.67	Uniform Shirts (2)-Drayton
217841	5/26/2017	GLOBALSTAR USA	358.56	Satellite Phone Service (6)-4/17
	5/26/2017	GLOBALSTAR USA	50.04	Satellite Phone Service-Dispatch 4/17
	5/26/2017	GLOBALSTAR USA	50.04	Satellite Phone Service-EOC 4/17
217945	6/9/2017	GLOBALSTAR USA	358.56	Satellite Phone Service (6)-5/17
	6/9/2017	GLOBALSTAR USA	50.05	Satellite Phone Service-Dispatch 5/17
	6/9/2017	GLOBALSTAR USA	50.05	Satellite Phone Service-EOC 5/17
217904	6/1/2017	GOLDEN STATE FLEET SVCS INC	375.00	Rear End Broken-Tow to Dealer Unit 707
217842	5/26/2017	GOOGLE INC	208.95	Google Apps Usage 4/1/17-4/30/17
217905	6/1/2017	HAVE AIR WILL TRAVEL INC	105.00	Service Call/Flat Repair-Unit 864
	6/1/2017	HAVE AIR WILL TRAVEL INC	491.40	Svc Call/Mounts/Dismounts New Tires (2)-Unit 706
217906	6/1/2017	HD SUPPLY	133.42	Pushbutton Key Cabinet for District Vehicle Keys-Admin
217987	6/15/2017	HEALTH NET	1,809.42	Ambulance Refund
217988	6/15/2017	HEALTH NET	2,015.08	Ambulance Refund
217843	5/26/2017	HOME DEPOT CREDIT SERVICES	78.87	Forcible Entry Prop Supplies/Misc Supplies-Stn 31
	5/26/2017	HOME DEPOT CREDIT SERVICES	43.07	Grill Brush-Stn 33/Round Up-Stn 34
	5/26/2017	HOME DEPOT CREDIT SERVICES	30.75	Interior Light-Unit 702
	5/26/2017	HOME DEPOT CREDIT SERVICES	94.65	Light Bulbs/Round Up-Stn 39
	5/26/2017	HOME DEPOT CREDIT SERVICES	2.10	Picture Hanging Tool-Admin
	5/26/2017	HOME DEPOT CREDIT SERVICES	19.28	Supplies Box/Gloves/Gallon Bucket-Rounds Van
217907	6/1/2017	HUNT AND SONS INC	1,434.96	15/40 Delo Bulk Engine Oil (100-Gal)- Shop
217844	5/26/2017	INDUSTRIAL SAFETY SUPPLY CORP	1,094.74	SOHM Monitor Parts
217845	5/26/2017	INTERNATIONAL ACADEMIES OF EM...	10.00	CDE Quizzes-Rodwell/Klink
217846	5/26/2017	IRON MOUNTAIN	338.24	Off-Site Backup Media Storage Fee-4/17
217908	6/1/2017	ISINGS CULLIGAN	85.37	Stn 30 Drinking Water Service-5/17
	6/1/2017	ISINGS CULLIGAN	27.33	Stn 30 Water Softener Salt-4/17
	6/1/2017	ISINGS CULLIGAN	77.58	Stn 31 Drinking Water Service-5/17
217787	5/18/2017	J THAYER COMPANY INC	32.42	Copy Paper (1-Box)-Admin
217847	5/26/2017	J THAYER COMPANY INC	64.84	Copy Paper (1-Box)-Admin
217946	6/9/2017	J THAYER COMPANY INC	32.42	Copy Paper (1-Box)-Admin
217989	6/15/2017	J THAYER COMPANY INC	32.42	Copy Paper (1-Box)-Admin
217990	6/15/2017	JAMES SELOVER	452.00	Reimb Lodging-CSTI Emerg Mgmt Class 5/14-5/17/17 J Selover
217947	6/9/2017	JAY A RESENDEZ ATTORNEY AT LAW	1,697.50	Prof Svcs-Personnel Investigation 5/2/17-5/23/17
217909	6/1/2017	JEFFREY HO	5.35	Reimb Station to Station Mileage 5/30/17
217991	6/15/2017	JOHN MALTESE	341.91	Ambulance Refund
217848	5/26/2017	JOHN ROBERTSON	120.00	CERT Instructor (4.0 hours) - 5/13/17
217910	6/1/2017	JOSEPH W BRADLEY	72.00	Reimb Airport Parking-PPE Trip w/ LN Curtis/Globe-5/14/17

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217849	5/26/2017	JOYCE CASTRO	125.15	Reimb Gas/Meals/Parking-Laws of Arrest Class 4/9-4/15/17
217788	5/18/2017	KAISER	482.00	Ambulance Refund
217789	5/18/2017	KAISER PERMANENTE INSURANCE	363.48	Ambulance Refund
06/09/17-04	6/9/2017	KENNETH R CAMPO CPA	14,812.50	Finance Consulting Services (118.5 Hrs)-May 2017
05/26/17-03	5/26/2017	KHAE BOHAN	1,500.00	GIS Consulting Services (15.0-Hrs) 4/19/17-4/26/17
217850	5/26/2017	KJ HART ELECTRIC AND SON INC	230.50	Replaced Ballast/Bulbs/Over Ride Exhaust Fan-Admin
217911	6/1/2017	KJ HART ELECTRIC AND SON INC	420.00	Check Breakers/Repair Wiring in Attic-Stn 39
	6/1/2017	KJ HART ELECTRIC AND SON INC	948.10	Installed Timer-Flag Light/LED Strip-App Bay/Repairs-Stn 36
217948	6/9/2017	KJ HART ELECTRIC AND SON INC	317.50	Replaced Ballast at Entry/Exterior-Stn 36
	6/9/2017	KJ HART ELECTRIC AND SON INC	367.50	Replaced Outlet for Power to Ambulance-Stn 31
217790	5/18/2017	KRISTINE M FUHRIMAN	130.00	HeartSafe-Windemere Ranch Middle School 5/15/17
217912	6/1/2017	KUSSMAUL ELECTRONICS CO INC	268.86	Repair Auto Pump Air Compressor-Shop
217851	5/26/2017	L N CURTIS AND SONS	8,173.96	PPE Safety Gear (9)-Academy
	5/26/2017	L N CURTIS AND SONS	2,518.98	Rubber Bunker Boots
	5/26/2017	L N CURTIS AND SONS	539.08	Station Boots-Ho/Falkenstrom
	5/26/2017	L N CURTIS AND SONS	225.72	Uniform Pants-Andersen
	5/26/2017	L N CURTIS AND SONS	360.47	Uniform SS Shirt-Hirst
	5/26/2017	L N CURTIS AND SONS	269.54	Wildland Boots-Spani
	5/26/2017	L N CURTIS AND SONS	308.51	Wildland Boots/Zippers-Olson
217949	6/9/2017	L N CURTIS AND SONS	1,645.40	Helmets (8)-Firefighter Reserves
	6/9/2017	L N CURTIS AND SONS	1,356.37	Rubber Bunker Boots (7)-Reserves
	6/9/2017	L N CURTIS AND SONS	193.77	Rubber Bunker Boots-Reserves
	6/9/2017	L N CURTIS AND SONS	278.20	Station Boots-Pickard
	6/9/2017	L N CURTIS AND SONS	167.79	Station Boots-Purnell
	6/9/2017	L N CURTIS AND SONS	431.92	Structure Boots-Rivers
	6/9/2017	L N CURTIS AND SONS	266.30	Uniform LS Shirt-Andersen/Hirst
	6/9/2017	L N CURTIS AND SONS	1,131.21	Uniform Pants (11)-Reserves
	6/9/2017	L N CURTIS AND SONS	3,651.27	Uniform Pants (35)-Reserves
	6/9/2017	L N CURTIS AND SONS	96.34	Uniform Shirt-Vanek
217791	5/18/2017	LAURA CARSON	130.00	HeartSafe-Windemere Ranch Middle School 5/15/17
217792	5/18/2017	LCA ARCHITECTS INC	20,400.34	Professional Services Through 4/30/17-New Station 32
217950	6/9/2017	LIEBERT CASSIDY WHITMORE	7,173.22	Professional Services-Investigation 4/30/17
217852	5/26/2017	LIVERMORE DUBLIN DISPOSAL	249.91	Stn 30 Garbage Service-5/17
	5/26/2017	LIVERMORE DUBLIN DISPOSAL	422.92	Stn 34 Garbage Service-5/17
	5/26/2017	LIVERMORE DUBLIN DISPOSAL	616.88	Stn 38 Garbage Service-5/17
	5/26/2017	LIVERMORE DUBLIN DISPOSAL	249.91	Stn 39 Garbage Service-5/17
217853	5/26/2017	LON PHARES	100.00	Reimb Meal-Emergency Mgt Concepts (Phares/Selover) 5/14-5/18
217854	5/26/2017	M AND L OVERHEAD DOORS	225.00	Inspect/Recommend Replacement of Safety Edge-Stn 34
	5/26/2017	M AND L OVERHEAD DOORS	385.96	Replaced Damaged Top Fixture/Worn Drive Belt/Repairs-Stn 31
	5/26/2017	M AND L OVERHEAD DOORS	985.31	Replaced Tension Springs/Repair Damaged Section-Stn 34

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217793	5/18/2017	MARK A OMARA	130.00	HeartSafe-Windemere Ranch Middle School 5/15/17
05/26/17-04	5/26/2017	MAXIM SERVICES	2,055.00	Admin Cleaning Service-5/17
06/01/17-04	6/1/2017	MAXIM SERVICES	504.30	Multifold Towels/Toilet Tissue/Black Liners-Admin (April)
06/01/17-05	6/1/2017	MAXIM SERVICES	410.00	Extra Janitorial Service 5/6/17-CERT Program
06/01/17-06	6/1/2017	MAXIM SERVICES	410.00	Extra Janitorial Service 5/13/17-CERT Program
06/01/17-07	6/1/2017	MAXIM SERVICES	335.21	Multifold Towels/Seat Covers/Black Liners-Admin (May)
217794	5/18/2017	MEYERS NAVE PROFESSIONAL LAW ...	891.00	Prof Svcs-General Labor & Employment Services
217992	6/15/2017	MEYERS NAVE PROFESSIONAL LAW ...	5,229.00	Prof Svcs-General Labor & Employment Services
05/18/17-14	5/18/2017	MOORE MECHANICAL INC	732.00	Replaced Circuit Board for HVAC #8-Admin Boardroom
05/26/17-05	5/26/2017	MOORE MECHANICAL INC	181.00	Replaced Fuse-A/C Stn 34 Work Out Room
05/26/17-06	5/26/2017	MOORE MECHANICAL INC	145.00	Diagnostic A/C Fan-Worn Belt at Admin
06/01/17-08	6/1/2017	MOORE MECHANICAL INC	132.00	Replaced Belt/Secure Bearings AC Vent-FLSD Admin
217855	5/26/2017	NATHAN SILL	16.17	Reimb BBQ Tools-Dispatch
05/26/17-07	5/26/2017	NOB HILL CLEANERS INC	24.00	Patch on Uniform Shirts (3)
06/01/17-09	6/1/2017	NOB HILL CLEANERS INC	288.00	Patch on Uniform Shirts (36)-Firefighter Reserves
217795	5/18/2017	OFFICE DEPOT	403.25	Office Supplies
217856	5/26/2017	OFFICE DEPOT	125.55	Office Supplies
	5/26/2017	OFFICE DEPOT	18.40	Office Supplies-District Clerk
217913	6/1/2017	OFFICE DEPOT	414.56	Office Supplies
217951	6/9/2017	OFFICE DEPOT	147.48	Office Supplies
217993	6/15/2017	OFFICE DEPOT	1,236.28	HP Scanjet Pro (2)-Finance
217914	6/1/2017	ORKIN	75.00	New Stn 32 Pest Control Service-5/17/17
	6/1/2017	ORKIN	170.00	Stn 36 Pest Control Service-5/22/17
	6/1/2017	ORKIN	82.30	Training Ctr Pest Control Service-5/22/17
217994	6/15/2017	ORKIN	76.13	New Stn 32 Pest Control Service-6/12/17
	6/15/2017	ORKIN	102.83	Stn 31 Pest Control Service-6/7/17
06/15/17-09	6/15/2017	OSBORN SPRAY SERVICE INC	67.00	Stn 32 Pest Control Service-4/11/17
06/15/17-10	6/15/2017	OSBORN SPRAY SERVICE INC	55.00	Stn 30 Pest Control Service-5/19/17
06/15/17-11	6/15/2017	OSBORN SPRAY SERVICE INC	55.00	Stn 36 Pest Control Service-5/19/17
06/15/17-12	6/15/2017	OSBORN SPRAY SERVICE INC	75.00	Admin Pest Control Service-5/18/17
06/15/17-13	6/15/2017	OSBORN SPRAY SERVICE INC	55.00	Stn 33 Pest Control Service-5/19/17
06/15/17-14	6/15/2017	OSBORN SPRAY SERVICE INC	120.00	Stn 39 Pest Control Service/Treat for Cockroaches-5/17/17
06/15/17-15	6/15/2017	OSBORN SPRAY SERVICE INC	55.00	Stn 35 Pest Control Service-5/19/17
217952	6/9/2017	OWEN DOYLE	229.98	Reimb Self-Funded Vision
05/26/17-08	5/26/2017	PACHECO BROTHERS GARDENING I...	1,675.00	Repairs/Replacements-Broken Irrigation Pipes Stn 38
05/26/17-09	5/26/2017	PACHECO BROTHERS GARDENING I...	2,131.00	Admin/Stn 30/Stn 31/Stn 35/Stn 38 Landscape Maintenance-May
06/15/17-16	6/15/2017	PACHECO BROTHERS GARDENING I...	205.00	Repair Broken Sprinkler Heads/Replaced Broken Nozzles-Admin
05/18/17-15	5/18/2017	PACIFIC MOUNTAIN CONTRACTORS ...	68,208.39	Progress Payment #16 Less Retainage-New Fire Station 32
217953	6/9/2017	PAUL TURNER	90.00	CERT Instructor (3.0 hours) 5/5/17
217796	5/18/2017	PCN STRATEGIES	14,660.37	ESlate R12, Tablets and Equipment-FLSD

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217857	5/26/2017	PCN STRATEGIES	574.04	Mobile Power Packs For New Tablets (3)
217797	5/18/2017	PETER C BENSON	10,800.00	EMS Medical Director-Consulting Services 4/17
217858	5/26/2017	PGE	1,161.21	Stn 36 Gas/Electric Service-5/17
217915	6/1/2017	PGE	17,041.00	Gas/Electric Service-5/17
217954	6/9/2017	PGE	50.39	Stn 34 Signal Light-5/17
217859	5/26/2017	PITNEY BOWES INC	70.84	Postage Machine Red Ink Cartridge
217955	6/9/2017	PITNEY BOWES RESERVE ACCOUNT	1,000.00	Replenish Postage Reserve Account
217798	5/18/2017	PRIMO ESPRESSO COMPANY	15.45	Coffee Brewer Cleaners-Admin
06/15/17-17	6/15/2017	REPUBLIC SERVICES 210	620.72	Stn 36 Garbage Service 6/1/17-6/30/17
06/15/17-18	6/15/2017	REPUBLIC SERVICES 210	310.33	Stn 33 Garbage Service 6/1/17-6/30/17
06/15/17-19	6/15/2017	REPUBLIC SERVICES 210	289.72	Stn 32 Garbage Service 6/1/17-6/30/17
06/15/17-20	6/15/2017	REPUBLIC SERVICES 210	620.72	Stn 31 Garbage Service 6/1/17-6/30/17
06/15/17-21	6/15/2017	REPUBLIC SERVICES 210	289.72	Stn 35 Garbage Service 6/1/17-6/30/17
06/15/17-22	6/15/2017	REPUBLIC SERVICES 210	683.97	Training Site Garbage Service 6/1/17-6/30/17
217860	5/26/2017	RICHARD L VEAL	240.00	CERT Instructor (8.0 hours) - 5/13/17
217956	6/9/2017	RIDGEMARK GOLF CLUB AND RESO...	4,179.89	Lodging-Off Road EVOC Class Train the Trainer (11) 5/17
217957	6/9/2017	ROBERT CAMERA	895.00	Reimb Education Asst-Command 1A/1C/ICS 300 2/16-3/25/16
217916	6/1/2017	ROBERT SCOTT FULWOOD	8,736.62	ADPP Payment Less Dental/Vision/Life/EAP 5/1-5/31/17
217917	6/1/2017	ROGER LAKE	349.69	Reimb Medical Bags-Unit 394
217958	6/9/2017	ROSSI BUILDERS	732.00	Refund Duplicate Payment
217799	5/18/2017	SACRAMENTO METROPOLITAN FIRE...	550.20	FY 15/16 GEMT Admin Fee
217959	6/9/2017	SACRAMENTO METROPOLITAN FIRE...	325.79	SFY2016 GEMT Admin Fee
217861	5/26/2017	SAFE T LITE OF MODESTO INC	353.98	Fireworks Street Signs (2)
217918	6/1/2017	SAFETY-KLEEN SYSTEMS INC	216.50	Solvent Tank Service-Shop
217800	5/18/2017	SAN MATEO REGIONAL NETWORK L...	415.00	FireDispatch.com CAD Interface/Radio Audio Streaming
217995	6/15/2017	SAN MATEO REGIONAL NETWORK L...	415.00	FireDispatch.com CAD Interface/Radio Audio Streaming
217919	6/1/2017	SCOTTS PPE RECON INC	745.58	Coat Lettering Services-Firefighter Reserves
	6/1/2017	SCOTTS PPE RECON INC	4,402.41	Inspection/Repair-Turnout Gear 4/20/17
217960	6/9/2017	SCOTTS PPE RECON INC	2,168.44	Inspection/Repair of Turnout Gear for May 2017
217801	5/18/2017	SECRETARY OF STATE OF CA	1.00	Copy of Statement of Facts Form
217920	6/1/2017	SHAMROCK OFFICE SOLUTIONS INC	186.37	Admin Copier Overage Charge 5/1-5/31/17
	6/1/2017	SHAMROCK OFFICE SOLUTIONS INC	10.77	Shipping Fee-Black/Color Print Cartridge-Admin Copier
217996	6/15/2017	SHAMROCK OFFICE SOLUTIONS INC	10.77	Shipping Fee-Black/Color Print Cartridge-Admin Copier
217802	5/18/2017	SHAWN RICHARDSON	130.00	HeartSafe-Windemere Ranch Middle School 5/15/17
217862	5/26/2017	SIGNS BY RANDY	385.00	Gold Leaf Lettering/Decal Work-Unit 393
	5/26/2017	SIGNS BY RANDY	956.00	Repair Letter/Decal/Reflective Stripe-Accident to Unit 352
217863	5/26/2017	SMILE BUSINESS PRODUCTS INC	320.19	Training Copier Annual Contract 7/1/16-6/30/17
217864	5/26/2017	SPRINT	1,647.00	Mobile Data Wireless Access Fee 3/26/17-4/25/17
217865	5/26/2017	SPRINT	691.23	T1 Port Access Bundle-4/18/17
217961	6/9/2017	SPRINT	708.09	T1 Port Access Bundle-5/18/17

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217866	5/26/2017	STAPLES CREDIT PLAN	9.16	Office Supplies-District Clerk
217997	6/15/2017	STEVE AND SUE SPRINGER	2,300.00	Engine Storage Rent Fee 7/1/17-12/31/17
217962	6/9/2017	STRYKER SALES CORP	4,839.72	Replaced Hydraulic Assembly on Stryker Gurney
217998	6/15/2017	STRYKER SALES CORP	1,485.68	Stryker Power Pro Gurney Steerlock Retrofit Kits (2)
217867	5/26/2017	SUN LIFE FINANCIAL	25,382.34	Dental Insurance-6/17
	5/26/2017	SUN LIFE FINANCIAL	17,599.51	Dental Insurance-Retirees 6/17
217804	5/18/2017	SUPERIOR AUTO PARTS WAREHOUSE	419.49	Batteries (3)/Battery Core/Wiper Blades (6)-Unit 703
	5/18/2017	SUPERIOR AUTO PARTS WAREHOUSE	30.23	Coolant Recovery Tank-Unit 527
	5/18/2017	SUPERIOR AUTO PARTS WAREHOUSE	21.20	Diesel Fuel Additive-Unit 618
	5/18/2017	SUPERIOR AUTO PARTS WAREHOUSE	96.42	Fuel Filters-Unit 708
	5/18/2017	SUPERIOR AUTO PARTS WAREHOUSE	36.64	Hose/Bulbs-Unit 618
	5/18/2017	SUPERIOR AUTO PARTS WAREHOUSE	15.08	Lift Shock for MDC-Shop
	5/18/2017	SUPERIOR AUTO PARTS WAREHOUSE	45.24	Lift Support for MDC Trays-Shop
	5/18/2017	SUPERIOR AUTO PARTS WAREHOUSE	15.08	Lift Support-Unit 527
	5/18/2017	SUPERIOR AUTO PARTS WAREHOUSE	37.83	Oil/Funnel-Chiefs Vehicles
	5/18/2017	SUPERIOR AUTO PARTS WAREHOUSE	15.69	Parts to Repair Headlights-Unit 306
	5/18/2017	SUPERIOR AUTO PARTS WAREHOUSE	(54.00)	Returned Battery Cores (3)
	5/18/2017	SUPERIOR AUTO PARTS WAREHOUSE	(134.21)	Returned Shocks-Unit 707
	5/18/2017	SUPERIOR AUTO PARTS WAREHOUSE	97.37	Shocks (Excel-G) Unit 707
	5/18/2017	SUPERIOR AUTO PARTS WAREHOUSE	134.37	Shocks-Shop
	5/18/2017	SUPERIOR AUTO PARTS WAREHOUSE	48.79	Shocks/Fuel Filter-Unit 707
	5/18/2017	SUPERIOR AUTO PARTS WAREHOUSE	12.88	Temperature Sender-Unit 618
	5/18/2017	SUPERIOR AUTO PARTS WAREHOUSE	90.75	Wiper Blades-Shop
217963	6/9/2017	SUPERIOR AUTO PARTS WAREHOUSE	139.45	New Battery-Unit 344
	6/9/2017	SUPERIOR AUTO PARTS WAREHOUSE	(32.55)	Returned-Starter
217964	6/9/2017	SUPPLYWORKS	2,771.29	Household Supplies
217805	5/18/2017	TAWAN UDTAMADILOK	130.00	HeartSafe-Windemere Ranch Middle School 5/15/17
217868	5/26/2017	THE DRIVING COMPANY INC	14,080.00	Off Road EVOC Instructor Course
217965	6/9/2017	THE HARTFORD PRIORITY ACCOUNTS	1,716.00	Life/AD&D Insurance-5/17
217869	5/26/2017	THOMAS G McKENZIE	148.75	Reimb ACLS Recertification
217921	6/1/2017	TIFCO INDUSTRIES INC	53.00	Bungee Cords-Shop
	6/1/2017	TIFCO INDUSTRIES INC	449.95	Cordless Grease Gun-Shop
	6/1/2017	TIFCO INDUSTRIES INC	172.31	Ratchet Scrap/Battery/Wrench/Coupler-Shop
	6/1/2017	TIFCO INDUSTRIES INC	84.98	Replaced Filter Wrenches (2)-Shop
	6/1/2017	TIFCO INDUSTRIES INC	84.46	Scraper Blades/Scraper/Putty Knife Set-Shop
217922	6/1/2017	TODD W WORD	441.28	Reimb Education Asst-Task Force/Strike Team Leader
217923	6/1/2017	TRAVERSOS WORK SHOE HEADQUA...	242.54	Station Boots-Olson
	6/1/2017	TRAVERSOS WORK SHOE HEADQUA...	226.43	Uniform Boots-Nogueira
	6/1/2017	TRAVERSOS WORK SHOE HEADQUA...	435.91	Wildland Boots-Westereen
06/09/17-05	6/9/2017	TRILLIUM TRANSPORTATION FUELS ..	13.61	Natural Gas May 2017-Unit 303

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 5/16/2017 Through 6/15/2017

Check Number	Check Date	Payee	Check Amount	Transaction Description
217870	5/26/2017	UNITED PARCEL SERVICE	126.40	Delivery Charges-5/13/17
	5/26/2017	UNITED PARCEL SERVICE	118.24	Delivery Charges-5/20/17
217924	6/1/2017	UNITED PARCEL SERVICE	32.86	Delivery Charges-5/27/17
217966	6/9/2017	UNITED PARCEL SERVICE	28.08	Delivery Charges-6/3/17
217999	6/15/2017	UNITED PARCEL SERVICE	37.74	Delivery Charges-6/10/17
BCS-1	5/31/2017	US BANK	78.64	CNC Brakes-Autocar Restoration Parts
BCS-2	5/31/2017	US BANK	39.85	Motor Medic-Autocar Restoration Parts
BCS-3	5/31/2017	US BANK	65.14	Brass Round Bar-Autocar Restoration Parts
BCS-4	5/31/2017	US BANK	32.85	Aluminum Round Bar-Autocar Restoration Parts
BCS-5	5/31/2017	US BANK	38.49	Acorn Nuts-Autocar Restoration Parts
BCS-6	5/31/2017	US BANK	135.10	Misc Fasteners-Autocar Restoration Parts
BCS-7	5/31/2017	US BANK	107.17	Prime Membership
BCS-8	5/31/2017	US BANK	18.38	Refreshments-HazMat Class
BSS	5/31/2017	US BANK	(82.89)	Returned Ice Maker Filters
DB-1	5/31/2017	US BANK	95.21	Lunch-Leadership/Drill Plan Meeting
DB-2	5/31/2017	US BANK	45.00	Constant Contact-CERT Renewal Email System
DB-3	5/31/2017	US BANK	402.67	Smoke Detector Program
DB-4	5/31/2017	US BANK	432.35	Smoke Detector Program
DB-5	5/31/2017	US BANK	(389.48)	Returns-Smoke Detector Program
DK-1	5/31/2017	US BANK	4,792.46	Kitchen and Dorm Chairs-New Stn 32
DK-2	5/31/2017	US BANK	4,424.94	Recliners for New Stn 32
DK-3	5/31/2017	US BANK	359.50	Rent Tables/Chairs-Mason's Time Capsule Ceremony
DK-4	5/31/2017	US BANK	210.17	Lunch-District Crews Incident #2017-0002809-000
DP-1	5/31/2017	US BANK	113.61	DVD's/Envelopes-Audio Requests
DP-2	5/31/2017	US BANK	120.00	APCO-2017 Dues
DP-3	5/31/2017	US BANK	585.87	Airfare-Navigator Conference 4/9-4/14 (Pangelinan)
DP-4	5/31/2017	US BANK	440.00	Registration-Navigator Conference 4/9-4/14 (Pangelinan)
DP-5	5/31/2017	US BANK	434.28	Lodging Balance-Navigator Conference 4/9-4/14 (Pangelinan)
DP-6	5/31/2017	US BANK	217.14	Lodging Deposit-Navigator Conference 4/9-4/14 (Pangelinan)
DP-7	5/31/2017	US BANK	551.71	AA Batteries-Radio Cache Replacement
DP-8	5/31/2017	US BANK	50.77	Meal-Navigator Conference 4/9-4/14 (Pangelinan)
DV	5/31/2017	US BANK	116.85	Lunches-7th Grade CPR
DVM-1	5/31/2017	US BANK	53.02	Refreshments-Board Retreat
DVM-10	5/31/2017	US BANK	217.14	Lodging Deposit-Navigator Conference (Meyer)
DVM-11	5/31/2017	US BANK	375.00	Police & Fallen Heroes Dinner/Golf-Director Campbell
DVM-12	5/31/2017	US BANK	65.52	Flowers-Condolences To D. Faria
DVM-13	5/31/2017	US BANK	45.99	Plaque-Eubanks Retirement
DVM-14	5/31/2017	US BANK	472.00	Registration-Nat'l Academies of Emergency Dispatcher (Stamey)
DVM-15	5/31/2017	US BANK	143.72	Flowers-Ellie Hoekenga Celebration of Life
DVM-16	5/31/2017	US BANK	273.42	Business Cards-Vanek/Bartusch/Castro

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

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Check Number	Check Date	Payee	Check Amount	Transaction Description
DVM-17	5/31/2017	US BANK	117.40	New Name Plates-FLS Staff
DVM-18	5/31/2017	US BANK	56.76	Supplies-Board Packets
DVM-19	5/31/2017	US BANK	68.57	Name Plates-Call/Pangelinan/Koran/Korthamar-Board Mtgs
DVM-2	5/31/2017	US BANK	73.23	Refreshments-Board Retreat
DVM-3	5/31/2017	US BANK	232.19	Flowers-Bob Duarte Celebration of Life
DVM-4	5/31/2017	US BANK	312.93	Lunch-Board Retreat
DVM-5	5/31/2017	US BANK	91.14	Business Cards-F Drayton
DVM-6	5/31/2017	US BANK	330.25	Refreshments-Mason's Ceremony
DVM-7	5/31/2017	US BANK	278.94	Airfare-Navigator Conference (Meyer)
DVM-8	5/31/2017	US BANK	430.00	Registration-Navigator Conference (Meyer)
DVM-9	5/31/2017	US BANK	280.55	Flowers-Chief Blodgett Celebration of Life
EMS 4/24/17	5/31/2017	US BANK	12,390.12	EMS Supplies CD-16/17-051
Fleet 4/24/17	5/31/2017	US BANK	2,313.50	Fleet Supplies CD-16/17-051
Huettis 4/24/...	5/31/2017	US BANK	212.21	Huettis-CalCard Stmt 4/24/17
JC-1	5/31/2017	US BANK	194.89	Airfare-Laws of Arrest Class 4/9-4/15 (Castro)
JC-2	5/31/2017	US BANK	92.00	Registration-Laws of Arrest Class 4/9-4/15 (Castro)
JC-3	5/31/2017	US BANK	146.84	Car Rental-Laws of Arrest Class 4/9-4/15 (Castro)
JC-4	5/31/2017	US BANK	19.17	Meal-Laws of Arrest Class 4/9-4/15 (Castro)
JL	5/31/2017	US BANK	1,425.52	Apple TVs for Training (8) - All Stations
JV-1	5/31/2017	US BANK	46.70	Lunch For Dispatch
JV-2	5/31/2017	US BANK	178.56	Supplies-Stn 39
LP-1	5/31/2017	US BANK	1,850.00	Registration-Emergency Mgmt Course 5/15-5/18 (Phares/Selover)
LP-2	5/31/2017	US BANK	4,000.00	Deposit: Chrome Plating-Antique Engine
LP-3	5/31/2017	US BANK	240.00	Fire Engineer Subscription (10)
MAT	5/31/2017	US BANK	1,189.34	Protocol Books (50)
McNamara4/...	5/31/2017	US BANK	854.42	McNamara-CalCard Stmt 4/24/17
MK	5/31/2017	US BANK	119.65	District Coffee Supplies-March
NKS-4	5/31/2017	US BANK	40.00	Registration-CCSD Parks and Rec
NKW-1	5/31/2017	US BANK	200.00	Job Listing-FF/PM Recruitment
NKW-2	5/31/2017	US BANK	325.00	Job Listing-FF/PM Recruitment
NKW-3	5/31/2017	US BANK	375.00	Job Listing-FF/PM Recruitment
NKW-5	5/31/2017	US BANK	112.15	District Coffee Supplies-April
PM-1	5/31/2017	US BANK	51.40	Lunch Meeting With Director Kerr
PM-10	5/31/2017	US BANK	444.23	Lodging-Navigator Conference 4/12-4/14/17
PM-2	5/31/2017	US BANK	33.35	Uber Transportation-Navigator Conference 4/12-4/14/17
PM-3	5/31/2017	US BANK	51.08	Dinner-Navigator Conference 4/12-4/14/17 (Meyer/Pangelinan)
PM-4	5/31/2017	US BANK	36.44	Breakfast-Navigator Conf 4/12-4/14/17 (Meyer/Pangelinan)
PM-5	5/31/2017	US BANK	6.30	Uber Transportation-Navigator Conference 4/12-4/14/17
PM-6	5/31/2017	US BANK	8.30	Uber Transportation-Navigator Conference 4/12-4/14/17
PM-7	5/31/2017	US BANK	5.00	Uber Transportation-Navigator Conference 4/12-4/14/17

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

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From 5/16/2017 Through 6/15/2017

Check Number	Check Date	Payee	Check Amount	Transaction Description
PM-8	5/31/2017	US BANK	6.30	Uber Transportation-Navigator Conference 4/12-4/14/17
PM-9	5/31/2017	US BANK	6.30	Uber Transportation-Navigator Conference 4/12-4/14/17
RCW	5/31/2017	US BANK	69.95	Replaced Front Floor Mats-Unit 322
RN-1	5/31/2017	US BANK	6.16	Breakfast-Fire Mechanic Training 4/2-4/7
RN-10	5/31/2017	US BANK	10.81	Interior Light-Unit 702
RN-11	5/31/2017	US BANK	9.00	Breakfast-Fire Mechanic Training
RN-2	5/31/2017	US BANK	6.16	Breakfast-Fire Mechanic Training 4/6
RN-3	5/31/2017	US BANK	6.16	Breakfast-Fire Mechanic Training 4/7
RN-4	5/31/2017	US BANK	14.33	Lunch-Fire Mechanic Training 4/5
RN-5	5/31/2017	US BANK	17.59	Dinner-Fire Mechanic Training 4/2
RN-6	5/31/2017	US BANK	32.02	Dinner-Fire Mechanic Training 4/3
RN-7	5/31/2017	US BANK	12.70	Lunch-Fire Mechanic Training 4/3
RN-8	5/31/2017	US BANK	10.53	Breakfast-Fire Mechanic Training 4/4
RN-9	5/31/2017	US BANK	6.16	Breakfast-Fire Mechanic Training 4/4
SC-1	5/31/2017	US BANK	77.00	Fire Station Phone Repair
SC-10	5/31/2017	US BANK	138.98	Toner-Stn 39
SC-11	5/31/2017	US BANK	395.08	Toner-Stn 31
SC-12	5/31/2017	US BANK	118.51	Wireless Keyboard/Mouse-Admin Classroom
SC-13	5/31/2017	US BANK	69.00	Minitor VI Battery-Krause
SC-14	5/31/2017	US BANK	216.49	Backup Hard Drive-SRV911
SC-15	5/31/2017	US BANK	39.99	Graphics Software-Stn 35 Graphic Arts
SC-16	5/31/2017	US BANK	652.18	Toner (4)-Stn 35
SC-17	5/31/2017	US BANK	616.95	Wired Headset Bases (5)-Dispatch
SC-18	5/31/2017	US BANK	123.00	Classroom Projector Diagnostic Fee-Beyond Repair
SC-19	5/31/2017	US BANK	264.93	Hard Drives (2)-Duncan
SC-2	5/31/2017	US BANK	18.39	Flash Drive-Masonic Ceremony
SC-3	5/31/2017	US BANK	342.00	Fire Apparatus Touch Screen Drivers (2)
SC-4	5/31/2017	US BANK	65.33	Hard Drive-RM35
SC-5	5/31/2017	US BANK	65.33	Hard Drive-Spare for an MDC
SC-6	5/31/2017	US BANK	151.92	Wireless Cards (8)-Fire Stations
SC-7	5/31/2017	US BANK	138.98	Toner-Stn 35
SC-8	5/31/2017	US BANK	138.98	Toner-Stn 33
SC-9	5/31/2017	US BANK	203.48	Hard Drives (2)-Stns 32 and 35
TWW	5/31/2017	US BANK	221.90	Garmin Navigator-HazMat
217806	5/18/2017	US BANK EQUIPMENT FINANCE	1,098.96	Admin Ricoh Copiers Lease (2) 5/1/17-6/1/17
218000	6/15/2017	US BANK EQUIPMENT FINANCE	1,098.96	Admin Ricoh Copiers Lease (2) 6/1/17-7/1/17
217807	5/18/2017	VALLEJO FIRE EXTINGUISHER INC	128.44	Annual Fire Extinguisher Maintenance-Admin
	5/18/2017	VALLEJO FIRE EXTINGUISHER INC	42.00	Annual Fire Extinguisher Maintenance-Stn 30
	5/18/2017	VALLEJO FIRE EXTINGUISHER INC	31.50	Annual Fire Extinguisher Maintenance-Stn 31
	5/18/2017	VALLEJO FIRE EXTINGUISHER INC	107.44	Annual Fire Extinguisher Maintenance-Stn 32

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

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Check Number	Check Date	Payee	Check Amount	Transaction Description
	5/18/2017	VALLEJO FIRE EXTINGUISHER INC	63.00	Annual Fire Extinguisher Maintenance-Stn 33
	5/18/2017	VALLEJO FIRE EXTINGUISHER INC	21.00	Annual Fire Extinguisher Maintenance-Stn 34
	5/18/2017	VALLEJO FIRE EXTINGUISHER INC	42.00	Annual Fire Extinguisher Maintenance-Stn 35
	5/18/2017	VALLEJO FIRE EXTINGUISHER INC	71.01	Annual Fire Extinguisher Maintenance-Stn 36
	5/18/2017	VALLEJO FIRE EXTINGUISHER INC	130.00	Annual Fire Extinguisher Maintenance-Stn 37
	5/18/2017	VALLEJO FIRE EXTINGUISHER INC	42.00	Annual Fire Extinguisher Maintenance-Stn 38
	5/18/2017	VALLEJO FIRE EXTINGUISHER INC	150.94	Annual Fire Extinguisher Maintenance-Stn 39
	5/18/2017	VALLEJO FIRE EXTINGUISHER INC	393.30	SCBA Cylinder Hydro Test
217967	6/9/2017	VALLEJO FIRE EXTINGUISHER INC	393.30	Hydro Testing SCBA Bottles
217808	5/18/2017	VALLEY OIL COMPANY	306.03	Diesel Fuel-Stn 30 5/9/17
	5/18/2017	VALLEY OIL COMPANY	454.22	Diesel Fuel-Stn 32 4/18/17
	5/18/2017	VALLEY OIL COMPANY	325.83	Diesel Fuel-Stn 35 4/25/17
	5/18/2017	VALLEY OIL COMPANY	306.03	Diesel Fuel-Stn 35 5/9/17
	5/18/2017	VALLEY OIL COMPANY	510.04	Diesel Fuel-Stn 39 5/9/17
	5/18/2017	VALLEY OIL COMPANY	1,675.52	Unleaded Fuel-Stn 34 5/4/17
	5/18/2017	VALLEY OIL COMPANY	1,646.93	Unleaded Fuel-Stn 38 4/24/17
	5/18/2017	VALLEY OIL COMPANY	1,184.12	Unleaded Fuel-Stn 38 4/25/17
	5/18/2017	VALLEY OIL COMPANY	1,443.73	Unleaded Fuel-Stn 38 5/2/17
	5/18/2017	VALLEY OIL COMPANY	1,340.41	Unleaded Fuel-Stn 38 5/4/17
	5/18/2017	VALLEY OIL COMPANY	1,741.36	Unleaded Fuel-Stn 38 5/9/17
	5/18/2017	VALLEY OIL COMPANY	934.13	Unleaded/Diesel Fuel-Stn 30 4/25/17
	5/18/2017	VALLEY OIL COMPANY	994.82	Unleaded/Diesel Fuel-Stn 31 5/2/17
217871	5/26/2017	VALLEY OIL COMPANY	1,529.36	Unleaded Fuel-Stn 38 5/15/17
217969	6/9/2017	VALLEY OIL COMPANY	1,093.46	Diesel Fuel-Stn 31 5/22/17
	6/9/2017	VALLEY OIL COMPANY	460.82	Diesel Fuel-Stn 33 5/23/17
	6/9/2017	VALLEY OIL COMPANY	403.21	Diesel Fuel-Stn 35 5/23/17
	6/9/2017	VALLEY OIL COMPANY	842.54	Diesel Fuel-Stn 38 5/22/17
	6/9/2017	VALLEY OIL COMPANY	633.62	Diesel Fuel-Stn 39 5/23/17
	6/9/2017	VALLEY OIL COMPANY	267.93	Unleaded Fuel-Stn 31 5/22/17
	6/9/2017	VALLEY OIL COMPANY	609.29	Unleaded Fuel-Stn 31 5/23/17
	6/9/2017	VALLEY OIL COMPANY	908.39	Unleaded Fuel-Stn 38 5/16/17
	6/9/2017	VALLEY OIL COMPANY	2,573.77	Unleaded Fuel-Stn 38 5/22/17
	6/9/2017	VALLEY OIL COMPANY	1,043.57	Unleaded/Diesel Fuel-Stn 30 5/23/17
	6/9/2017	VALLEY OIL COMPANY	619.17	Unleaded/Diesel Fuel-Stn 31 5/30/17
	6/9/2017	VALLEY OIL COMPANY	1,755.14	Unleaded/Diesel Fuel-Stn 34 5/23/17
	6/9/2017	VALLEY OIL COMPANY	1,883.81	Unleaded/Diesel Fuel-Stn 34 5/25/17
	6/9/2017	VALLEY OIL COMPANY	670.45	Unleaded/Diesel Fuel-Stn 36 5/25/17
217809	5/18/2017	VALLEY PLUMBING HOME CTR INC	142.09	Repairs to Clear Bad Odor-Womens Restroom Admin
218001	6/15/2017	VALLEY PLUMBING HOME CTR INC	201.75	Evaluate/Cleaned Out Cover-Mens/Womens Restrooms-Admin
217872	5/26/2017	VAN DERMYDEN MADDUX LAW CO...	4,157.46	Investigation Services

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

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Check Number	Check Date	Payee	Check Amount	Transaction Description
217810	5/18/2017	VANGARD CONCEPT OFFICES	2,449.35	Cubicle Reconfiguration
217873	5/26/2017	VERIZON WIRELESS	873.89	Cell Phone Charges 3/4/17-4/3/17
217874	5/26/2017	VERIZON WIRELESS	190.04	Physio-Control Heart Monitor Modems 3/24/17-4/23/17
217875	5/26/2017	VERIZON WIRELESS	541.54	Cell Phone Charges 4/4/17-5/3/17
217876	5/26/2017	VICKIE CALLAHAN	387.56	Baseball Caps (24)-Stock
	5/26/2017	VICKIE CALLAHAN	1,915.78	Navy Challenger Jackets (21)-Reserves
	5/26/2017	VICKIE CALLAHAN	985.21	T-Shirts for Firefighter Reserves (88)
	5/26/2017	VICKIE CALLAHAN	43.40	Uniform Fleece Jacket-Chaplain Vleisides
	5/26/2017	VICKIE CALLAHAN	32.55	Uniform Polo-Director Stark
217970	6/9/2017	VICKIE CALLAHAN	1,685.10	Dark Navy Caps (48)/Navy Shorts (48)
217877	5/26/2017	VISION SERVICE PLAN	4,971.93	Vision Insurance-5/17
	5/26/2017	VISION SERVICE PLAN	3,908.75	Vision Insurance-Retirees 5/17
217971	6/9/2017	VISION SERVICE PLAN	4,878.12	Vision Insurance-6/17
	6/9/2017	VISION SERVICE PLAN	4,002.56	Vision Insurance-Retirees 6/17
217878	5/26/2017	WASTE MANAGEMENT OF ALAMED...	200.14	Stn 30 Garbage Recycling Service-5/17
	5/26/2017	WASTE MANAGEMENT OF ALAMED...	86.88	Stn 34 Garbage Recycling Service-5/17
	5/26/2017	WASTE MANAGEMENT OF ALAMED...	172.83	Stn 38 Garbage Recycling Service-5/17
	5/26/2017	WASTE MANAGEMENT OF ALAMED...	86.88	Stn 39 Garbage Recycling Service-5/17
217925	6/1/2017	WATTCO	380.00	Install Battery Chargers for eTools-Unit 706
	6/1/2017	WATTCO	627.08	New Beacon/Battery Case-Unit 508
05/18/17-16	5/18/2017	WESTERN MACHINERY ELECTRIC INC	479.76	Quarterly Generator Inspection-Stn 34
05/18/17-17	5/18/2017	WESTERN MACHINERY ELECTRIC INC	422.27	Quarterly Generator Inspection-Stn 30
05/18/17-18	5/18/2017	WESTERN MACHINERY ELECTRIC INC	479.77	Quarterly Generator Inspection-Stn 35
05/18/17-19	5/18/2017	WESTERN MACHINERY ELECTRIC INC	479.76	Quarterly Generator Inspection-Stn 33
05/18/17-20	5/18/2017	WESTERN MACHINERY ELECTRIC INC	364.76	Quarterly Generator Inspection-Stn 32
217972	6/9/2017	WESTPHAL PLUMBING AND ROOTE...	150.00	Cleared Laundry Sink/Snaked Drain-Stn 32
	6/9/2017	WESTPHAL PLUMBING AND ROOTE...	172.56	Replace p-Trap to Fix Leak-Kitchen Sink Stn 36
06/09/17-06	6/9/2017	WILLIAM D ROSS ESQ	3,597.50	Legal Services-Personnel Matters 5/17
06/09/17-07	6/9/2017	WILLIAM D ROSS ESQ	6,157.15	Legal Services-General Matters 5/17
06/01/17-10	6/1/2017	WITTMAN ENTERPRISES LLC	17,867.29	Ambulance Collection Fees-4/17
217811	5/18/2017	XIAO LI	130.00	HeartSafe-Windemere Ranch Middle School 5/15/17
217879	5/26/2017	ZBATTERY COM INC	466.25	Batteries-Stn 33 Stock
Report Total			2,358,525.45	

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

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Check Number	Check Date	Payee	Check Amount	Transaction Description	GL Code
153137	5/25/2017	ACE AUTO REPAIR AND TI...	111.68	Routine Preventative Maintenance-Unit 345	1125
153144	5/25/2017	ACE AUTO REPAIR AND TI...	291.40	Tests-Broken PCM Power Train Control Module-Unit 306	1125
153150	5/25/2017	ACE AUTO REPAIR AND TI...	725.10	Replaced Brakes/Battery-Unit 300	1125
153669	5/25/2017	ACE AUTO REPAIR AND TI...	31.00	Repaired Left Frront Tire-Unit 345	1125
154002	5/25/2017	ACE AUTO REPAIR AND TI...	133.00	Dead Battery-Unit 340	1125
156285	5/25/2017	HI TECH EMERGENCY VEH...	156.21	Fuel Gauge-Unit 524	1125
156300	5/25/2017	HI TECH EMERGENCY VEH...	185.05	Wiper Linkage-Unit 524	1125
156324	5/25/2017	HI TECH EMERGENCY VEH...	119.45	Fuel Sender-Unit 524	1125
156366	5/25/2017	HI TECH EMERGENCY VEH...	299.95	Wiper Arm Kit-Unit 524	1125
156431	5/25/2017	HI TECH EMERGENCY VEH...	260.66	Repair Pump Governors-Unit 525	1125
2500922	5/25/2017	ZOLL MEDICAL CORPORAT...	3,234.00	Batteries-Autopulse	1125
2500937	5/25/2017	ZOLL MEDICAL CORPORAT...	2,146.20	Autopulse Carrying Case	1125
62023542	5/25/2017	BOUNDTREE MEDICAL LLC	592.88	Pharmaceutical Supplies	1125
82442289a	5/25/2017	BOUNDTREE MEDICAL LLC	58.99	Pharmaceutical Supplies	1125
82445108	5/25/2017	BOUNDTREE MEDICAL LLC	1,284.71	Pharmaceutical Supplies	1125
82446320	5/25/2017	BOUNDTREE MEDICAL LLC	15.04	Medical Supplies	1125
82451806	5/25/2017	BOUNDTREE MEDICAL LLC	365.94	Medical Equipment	1125
82454758	5/25/2017	BOUNDTREE MEDICAL LLC	261.92	Pharmaceutical Supplies	1125
82456156	5/25/2017	BOUNDTREE MEDICAL LLC	511.54	Pharmaceutical Supplies	1125
82458915	5/25/2017	BOUNDTREE MEDICAL LLC	<u>3,918.90</u>	Medical Supplies	1125
Report Total			<u><u>14,703.62</u></u>		

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Minutes – May 24, 2017**

Board of Directors Regular Board Meeting

MISSION STATEMENT

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

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

Board Members Present: Board President Parker, Vice-President Campbell, Directors Kerr, Stamey and Stark.

Staff Present: Fire Chief Meyer, Financial Consultant Campo, Deputy Chief Phares, Deputy Chief Krause, Controller Koran, Director of Emergency Communications Pangelinan, Director of HR Korthamar Wong, Technology Systems Manager Call, EMS Battalion Chief Duggan, FLS Manager Drayton, and District Counsel Ross.

1. CALL TO ORDER

President Parker chaired the meeting and called for order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

Deputy Chief Phares led the pledge of allegiance.

3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

There was a quorum and no changes were made to the agenda.

4. PUBLIC COMMENTS

None.

5. CONSENT CALENDAR

Motion by Director Stark to approve Consent Items No. 5.1 through 5.6(1-3), seconded by Director Stamey. Regarding item 5.6 (1), the merit salary increase to Human Resources Director Korthamar Wong should have stated Step 6, instead of Step 5. Motion carried.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

6.1 Introduction of Cardiac Save Patient and Recognition of District Personnel

Chief Meyer provided the introduction of this item, then introduced EMS Battalion Chief Duggan who introduced Mr. Keery providing some of the background of this incident. Crew members who

assisted at this incident were also present at the meeting. Mr. Keery thanked District personnel profusely for all of their life-saving efforts.

6.2. Retirement Recognition of Public Safety Dispatcher Mary Nelson

Fire Chief Meyer provided Dispatcher Nelson's background stating that she started her career with Alameda County Sheriff's department in 1983. In 1988 she began her employment with San Ramon Valley Fire. Dispatcher Nelson retired with almost 30 years of service, always continuing to better herself. Staff presented a short video highlighting an incident call that Dispatcher Nelson was involved in and the importance of the 911 for kids local hero's program. The Board and staff congratulated Dispatcher Nelson.

At this time in the meeting, the Board recessed at 7:30 p.m. The regular session adjourned to Closed Session at 7:48 p.m., with the Closed Session adjourning at 8:25 p.m.

7. **OLD BUSINESS – continued at 8:30 p.m.**

7.1 Update on Fire Station No. 32.

Chief Meyer stated that the opening of Fire Station 32 has been moved to the end of June, 2017, and that a tour and BBQ for elected officials and community members would be held in early June.

7.2 Open Public Hearing as set forth in the annual exterior hazard abatement program notices mailed on April 7, 2017, stipulating April 26, 2017 at 2:00 p.m., as the date, time and place provided for the purpose of receiving public comment to show cause why exterior abatement standards are not applicable to the property.

No one came forward for comment.

7.3 Discussion and possible approval of Resolution No. 2017-03 increasing the First Responder Assessment without Transport Fee and the Ambulance Transport fees and charges contained within Ordinance No. 30; requires a majority roll call vote.

Motion by Director Stamey to approve Resolution No. 2017-03. Director Stark seconded the motion. Motion carried by roll call vote.

7.4 Discussion and possible approval of Resolution No. 2017-04, adopting an increase in an existing schedule of fees contained in Ordinance No. 28, requires a majority roll call vote.

Director Kerr asked what the percentage increase was. Finance Controller Koran stated that the increase of 3.3% was based on CPI. Motion by Director Campbell to approve Resolution No. 2017-04 increasing the existing schedule of fees. Director Kerr seconded the motion. Motion carried by roll call vote.

8. **NEW BUSINESS**

8.1 Authorization to enter into an agreement with Hunt & Sons for Bulk Fuel Services.

Motion by Director Stamey to authorize entering into an agreement with Hunt & Sons for Bulk Fuel Services. The motion was seconded by Director Stark. Motion carried.

8.2 Authorization to replace FLSD Office Assistant I position with a Permit Technician position.

Staff stated that due to the increase in customer service, two permit technician positions are needed and the Personnel Committee concurred. Motion by Director Kerr to authorize replacing FLSD part-time Office Assistant I positions with a Permit Technician position. Motion was seconded by Director Stamey. Motion carried.

8.3 Discussion and possible approval of Resolution No. 2017-05 regarding hiring retiree Mary Nelson.

Fire Chief Meyer stated that the Emergency Communications Division is currently short staffed due to recent retirements. Communications Director Pangelinan stated that the training process for new dispatchers is a lengthy process, and hiring an employee who is skilled in this position is beneficial. Motion by Director Stamey to approve Resolution No. 2017-05 regarding hiring retiree Mary Nelson. Director Campbell seconded the motion. Motion carried by roll call vote.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

Director Kerr stated that it is always nice to see positive letters in the board packet.

10. MONTHLY ACTIVITY REPORTS

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

Chief Phares stated that regarding the probationary period for Firefighter 2016-1, it is scheduled to be completed in July. The Annual Pancake Breakfast was again a success with our employees serving seniors. Chief Phares also stated that the Honor Guard attended an Honor Guard Academy.

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

Chief Duggan stated that staff responded to 480 calls this past month. Chief Meyer congratulated Chief Duggan stating what a great job he is doing. Five incidents were in response to patients that had experienced cardiac arrests with three patients exhibiting a return of spontaneous circulation.

10.3 Logistics – Deputy Chief, Derek Krause
Logistics Report of monthly activities.

Chief Krause stated that regarding current Station 32, meetings have been held on site with prospective contractors regarding the underground tank closure letter,

requirements and project scope. Director Kerr asked if there was any interest in buying the property. Chief Meyer stated that yes, there has been interest in the property.

- 10.4 Fire and Life Safety Division – Deputy Chief, Derek Krause
Fire and Life Safety Report of monthly activities.

Chief Krause stated that the annual rate of inspections has increased; and cross training is being done by inspectors. Chief Krause also stated that they are currently recruiting for a permit technician hoping for a start date of July 1.

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

Director Pangelinan attended a 911 heroes event and this is the 2nd time dispatcher has won.

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

Director Korthamar Wong stated that recruitments are underway in the Fire and Life Safety Division as well as Dispatch, and that she is working with the Finance Department on the pay schedule report to phase out legacy system.

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

Consultant Campo stated that the proposed budget is complete as well as the state controller compensation report. Director Kerr stated that the Finance Committee met and reviewed the draft budget, OPEB investing and the property tax sharing agreement.

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

Chief Meyer discussed the Public Safety roundtable that he was involved in with the Town of Danville and Sheriff. Director Stamey stated that Chief Meyer did an excellent job on the panel. Chief also informed the Board that a budget meeting would be held with employees next week

11. GOOD OF THE ORDER

- 11.1 Discuss meeting dates and times for Regular Board meetings for the remainder of 2017; pursuant to recently adopted Board policy.

Chief Meyer reiterated that there is no July Board meeting. Director Stamey stated that we should keep consistency in day the Board meets (i.e., 4th Wednesday of the month), with flexibility for evening meetings. Director Campbell suggested the Board meeting time be changed to 1:00 p.m., after lunch and before the commute traffic starts. It was the consensus of the Board to hold the Board meetings at 1 p.m. in the afternoon, instead of 7 p.m. in the evening with flexibility to hold evening meetings if needed.

12. CLOSED SESSION

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

13. Return to Open Session

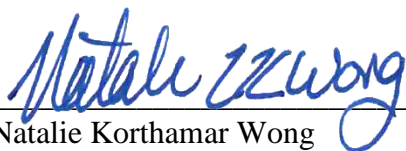
Regular session ended: 9:30 p.m.
Closed session began: 9:40 p.m.
Closed session ended: 11:20 p.m.
Regular session open: 11:25 p.m.

14. Report Upon Return from Closed Session (if applicable)

15. Adjournment

The meeting was adjourned by President Parker at 11:25 p.m.

Prepared by:


Natalie Korthamar Wong

Human Resource Director/Acting District Clerk

Approved by: _____

Don Parker, Board President

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS BOARD BUDGET WORKSHOP
Minutes – May 30, 2017**

Board of Directors Budget Workshop

MISSION STATEMENT

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

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

Board Members Present: Board President Parker, Vice-President Campbell, Directors Kerr, Stamey and Stark.

Staff Present: Fire Chief Meyer, Financial Consultant Campo, Deputy Chief Phares, Deputy Chief Krause, Controller Koran, Director of Emergency Communications Pangelinan, Director of HR Korthamar Wong, Technology Systems Manager Call, EMS Battalion Chief Duggan, FLS Manager Drayton

1. CALL TO ORDER

Board President Parker chaired the meeting and called for order at 10:05 a.m.

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

There was a quorum and no changes were made to the agenda.

4. PUBLIC COMMENTS

Union President Mohun thanked the Board of Directors, Chief Meyer and staff for a great 4-year contract and appreciated the support of everyone.

5. BUDGET WORKSHOP

5.1 Review and discussion of proposed Annual Operating and Capital Budgets for Fiscal Year 2017/18.

Chief Meyer thanked Union President Mohun for his kind works and stated that while going through the budget, he encouraged the Board to ask question as they came up, instead of saving questions for the end of the workshop.

Financial Consultant Campo provided a summary and overview of the budget which was followed by each Division Director providing an overview of their individual budgets. Several items were brought up for follow-up which included staff addressing Board compensation, tablets for inspectors, and preventative maintenance for District fleet. The Board also discussed our Volunteers at Stations 37/40 and our Reserve Firefighter program. Discussion came up regarding the new City Center and Manager Drayton stated that we will have staff on site during the development of that project. Communications

Director Pangelinan discussed integrating the Communications Center personnel with the District's established community outreach programs and implementing Emergency Fire Dispatch software through the International Academy of Emergency Dispatch to provide consistency in call training.

Technology Services Manager Call will be evaluating Fire Station audio and apparatus headsets and upgrading fire stations to high speed fiber optic connectivity working with AT & T.

Human Resources Director Korthamar Wong stated that she will ensure implementation of the District's performance management program, as well as evaluating the workers' compensation process.

Finance Controller Koran stated that he will be evaluating the District's current banking services, as well as integrating our financial system with our budgeting system.

Board President Parker complimented staff as well as Labor in helping to maintain long term fiscal sustainability here at the District.

6. OLD BUSINESS

6.1 Discussion and selection of Board Meeting dates for November and December 2017, due to the Thanksgiving and Christmas holidays.

The Board decided on the dates of Wednesday, November 15, 2017 at 1:00 p.m. and Wednesday, December 20, 2017 at 1:00 p.m. for the November and December, 2017 Board meeting dates.

7. ADJOURNMENT

The meeting was adjourned by President Parker at 1:00 p.m.

Prepared by: 
Natalie Korthamar Wong
Human Resource Director/Acting District Clerk

Approved by: _____
Don Parker, Board 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
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Los Angeles Office:

11420 Santa Monica Blvd
#25532
Los Angeles, CA 90025

File No: 45/3, 45/3.1

June 22, 2017

VIA ELECTRONIC TRANSMISSION

sbrooks@srvfire.ca.gov

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

Re: Report Upon Return From Closed Session; District Board of Directors, Rescheduled Regular Meeting, April 26, 2017; Clarification and Correction of Closed Session Agenda

Dear President Parker and Members of the District Board:

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 26, 2016 Rescheduled Regular District Board Meeting.

Your Board convened in Open Session at 2:00 p.m. addressing the matters on the Open Session Agenda concluding at 4:15 p.m. and then convened in Closed Session at 4:28 p.m.

The April 26, 2017 Agenda contained the following Closed Session entry "Potential Personnel Action – Position, Fire Marshal (C. Kiefer) pursuant to Government Code section 54957." Any reference to this code section, whether in the Agenda, Minutes or in oral statements was incorrect and may have been misleading. There was no intention to imply that any matters involving Fire Marshal Kiefer fell under Government Code section 54957. The correct sections that are applicable to this matter are Government Code sections 54956.9(d)(2) and 54957.1(a)(3).

Also agendized for Closed Session consideration was:

The Honorable Donald Parker, President
and Members of the District Board of Directors
San Ramon Valley Fire Protection District
June 22, 2017
Page 2

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

Four matters were considered under Item 12.1 and with respect to three of them, there was no reportable action under the common-law attorney-client privilege and that provided by Government Code section 54956.9(d)(2);

With respect to one matter under Agenda Item 12.1 there was reportable action consistent with the provisions of Government Code section 54957.1(a)(3).

The disclosure under Government Code section 54957.1(a)(3) was with respect to a Settlement Agreement and General Release of Claims (the "Agreement") between the San Ramon Valley Fire Protection District (the "District") and former District Employee Christina Kiefer (the "Retired Employee"). The Agreement resolved certain claims and accepted the voluntary resignation and voluntary retirement of the Retired Employee from the District in the position of Fire Marshal.

The Agreement was approved by Directors Parker, Stamey, Kerr, Campbell and Stark at a properly noticed Closed Session of the District Board on January 29, 2017.

The District agreed to, and authorized, certain compensation and payments to the Retired Employee which are reflected in the check register voucher for the time period of March 13, 2017 through April 16, 2017, approved by the District Board as Consent Item 5.2 of the April 26, 2017 Regular Meeting Agenda.

The April 26, 2017 Board meeting was the first public meeting of the District Board after actions which were required to be accomplished by the Retired Employee were taken under the Agreement, making the disclosure consistent with provisions of Government Code section 54957.1(a)(3).

The Closed Session concluded at 5:35 p.m.

Upon returning to Open Session, it was indicated 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. Your Board then adjourned at 5:35 p.m.

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

The Honorable Donald Parker, President
and Members of the District Board of Directors
San Ramon Valley Fire Protection District
June 22, 2017
Page 3

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/jf

cc: Sue Brooks, Executive Assistant

Morin Jacob, Esq.
District Special Counsel

William D. Ross
Karin A. Briggs
David Schwarz

Kypros G. Hostetter
Of Counsel

Law Offices of
William D. Ross
400 Lambert Avenue
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Los Angeles Office:

11420 Santa Monica Blvd
#25532
Los Angeles, CA 90025

File No: 45/3

May 31, 2017

VIA ELECTRONIC TRANSMISSION

sbrooks@srvfire.ca.gov

nkorthamar@srvfire.ca.gov

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

Re: Report Upon Return From Closed Sessions; District Board of Directors,
Regular Meeting, May 24, 2017

Dear President Parker and Members of the District Board:

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 May 24, 2017 Regular District Board Meeting.

Your Board convened in Open Session at 7:00 p.m. addressing the matters on the Open Session Agenda through Agenda Item No. 6. At 7:48 p.m. the Board convened in Closed Session to address the following matter which had been added to the Agenda by an Amended Agenda Notice posted 24-hours before the Regular Meeting:

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

The Board concluded this Closed Session at 8:25 p.m. and reconvened in Open Session at 8:30 p.m. to address the remaining matters on the Open Session Agenda. With respect to this unnumbered Agenda item added by the Amended Agenda Notice of May 23, 2017, there was no reportable action under the common law attorney-client privilege and that provided by Government Code section 54956.9(d)(2).

The Honorable Don Parker, President
and Members of the District Board of Directors
San Ramon Valley Fire Protection District
May 31, 2017
Page 2

The Board continued with Open Session Agenda matters, which then concluded at 9:30 p.m. with the Board convening in Closed Session for a second time at 9:40 p.m.

There were two items agendized for Closed Session consideration:

- 12.1 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; and,
- 12.2 Annual Fire Chief Evaluation and Discussion of mutual goals, pursuant to Government Code Section 54957.

The Closed Session concluded at 11:20 p.m. with the indication by District Counsel 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.


With respect to Agenda Item No. 12.1, three matters were considered for which there was no reportable action under the common law attorney-client privilege and that provided by Government Code section 54956.9(d)(2).

With respect to Agenda Item No. 12.2, there was reportable action in the form of direction to District Counsel to modify the employment agreement between the District and Chief Meyer to reflect changed terms and conditions to be formulated in an offer letter by the District Board with a revised agreement to be considered at the Regular Meeting of the District Board in June.

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,



William D. Ross

WDR:bk

cc: Paige Meyer, District 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: June 28, 2017
To: Board of Directors
From: Martin Koran, Controller
Subject: Appropriations Limit for Fiscal Year 2017-2018

Background:

Pursuant to Section 7910 of the Government Code, the Board of Directors is required to establish an annual appropriations limit for the District. Only certain annual budget appropriations from proceeds of taxes, as defined by the law and accepted statewide guidelines, are subject to the limit. The appropriations limit is revised annually, usually upward, by a formula that uses a combination of percent changes in Statewide Per Capita Income (PCI) or Non-residential assessed valuation, if available, and City or County Population.

In November 1979, the voters added Article XIII-B to the State Constitution, which placed limitations on the appropriations of State and local governments. The Article was implemented by State Legislation that defined the process to calculate the appropriations limit and required that public agencies adopt a resolution setting an annual appropriations limit. The base year was set as fiscal year 1978-1979 and the first appropriations limit was applied to qualifying public agencies budgets for fiscal year 1980-1981.

In June 1990, the voters approved Proposition 111, which, among other things, amended Article XIII-B. The amendment made significant changes to how the limit was calculated, what appropriations were subject to the limit, and added public agency Board/Council resolution and independent audit requirements. One of the significant changes was to allow the public agency to make two choices when computing the appropriations limit:

- Inflation factor - choose between per capita income or increase in non-residential assessed valuation due to new construction
- Population factor – choose between City population growth and County population growth.

Updated Appropriations Limit

The change in the appropriations limit is calculated annually by staff from the information provided by the State Department of Finance each May. Consistent formulas are used to ensure an accurate calculation.

Proceeds of Taxes and Appropriations Subject to Limit

After the annual appropriations limit is calculated, the appropriations that are subject to the limit are determined. The appropriations limit only applies to appropriations that are funded from proceeds of taxes. Proceeds of taxes are fairly well defined in the statewide guidelines; however, the method to determine which appropriations are from proceeds of taxes can be complicated.

FY 2017-2018 Appropriations Limit

The fiscal year 2017-2018 appropriations limit was calculated using the Statewide Per Capita Personal Income increase 3.69% and the District population increase of 1.32%. When applying these factors, the prior year limit increased by 5.06%.

San Ramon Valley Fire Protection District Limit

The appropriations limit increased \$7,651,971 to \$158,876,699. Appropriations that are subject to the limit are \$68,140,338 so the District is well under the appropriation limit by \$90,736,361. The detail computations are presented in the Appropriations Spending Limit Worksheet (Attachment A).

Recommended Board Action:

Staff recommends adoption of Resolution No. 2017-06 establishing the appropriations limit for Fiscal Year 2017-2018 at \$158,876,699.

Financial Impacts:

There are no financial impacts to adoption of the Appropriations Limit.

Attachments:

- A. Appropriations Limit Detail
- B. Appropriations Limit Resolution

APPROPRIATIONS SPENDING LIMIT (Prop. 4 "Gann Limit")

San Ramon Valley Fire Protection District

FY 2017-2018

Calculation of Spending Limit

Last Year's Limit (FY 2016-2017) \$ 151,224,728

Adjustment Factors:

Change in Population	1.0132
Change in Non-residential Assessed Valuation	N/A
Change in Per Capita Income	1.0369
	1.0506
 Total Adjustment (Percent)	 5.06%

Total Adjustment (Dollars) 7,651,971

NEW APPROPRIATIONS LIMIT FOR FISCAL YEAR 2017-2018 \$ 158,876,699

Appropriations in Fiscal Year 2017-2018 Compared to Limit

Proceeds from Taxes	68,140,338
Less Exclusions (G.O. Debt Payments)	-
Appropriations Subject to Limitation	68,140,338
 Appropriations Limit for FY 2017-2018	 158,876,699
 Amount Under Limit	 \$ 90,736,361

APPROPRIATIONS SPENDING LIMIT (Prop. 4 "Gann Limit")

San Ramon Valley Fire Protection District

FY 2017-2018

Determination of Proceeds of Taxes

(Source: Proposed Budget for FY 2017-2018)

REVENUE	PROCEEDS OF TAXES	NON-PROCEEDS	TOTAL
Taxes			
Property Tax	\$ 67,858,741		\$ 67,858,741
State Subventions:			
	0		-
Other Revenues:			
Intergovernmental		1,648,933	1,648,933
Charges for Service		4,149,929	4,149,929
Rent on Real Estate		62,808	62,808
Sale of Property		-	-
Miscellaneous		-	-
SUBTOTAL	67,858,741	5,861,670	73,720,411
Allocation of Interest			
Subtotals Percent of Total	92.05%	7.95%	100.00%
Interest Allocation	<u>281,597</u>	<u>24,325</u>	<u>305,922</u>
Total with Interest	<u>\$ 68,140,338</u>	<u>5,885,995</u>	<u>\$ 74,026,333</u>

RESOLUTION NO. 2017-06
APPROPRIATIONS LIMIT FOR FISCAL YEAR 2017-18

WHEREAS, Article XIII B of the California Constitution provides that the total annual appropriations subject to limitation of each governmental entity, including this District, shall not exceed the appropriation limit of such entity of government for the prior year adjusted for certain changes mandated by Proposition Four passed in November, 1979 and Proposition 111 in June, 1990 except as otherwise provided for in said Article XIII B and implementing State statutes; and

WHEREAS, pursuant to said Article XIII B, and Section 7900 et seq. of the California Government Code, the District is required to set its appropriation limit for each fiscal year; and

WHEREAS, the Controller of the District has conducted the necessary analysis and calculations to determine the appropriations limit for fiscal year 2017-2018, relying on the permanent fiscal year 1993-1994 limit approved by the voters on November 3, 1994, and the following two adjustment factors: Change in Population; and Change in Per Capita Income; and

WHEREAS, based on such calculations the Controller has determined the said appropriation limit, and pursuant to Section 7910 of the Government Code, has made available to the public the documentation used in the determination of the limit;

NOW THEREFORE, BE IT RESOLVED by the San Ramon Valley Fire Protection District Board of Directors that:

1. The annual adjustment factors used to calculate the fiscal year 2017-2018 appropriations limit shall be the change in State Per Capita Income of 3.69% and the January 2017 District population change of 1.32%
2. The new Appropriation Limit for Fiscal Year 2017-2018 shall be and is hereby set in the amount of \$158,876,699
3. The fiscal year 2017-2018 Adopted Budget appropriations subject to the appropriation limit is \$68,140,338.

PASSED, APPROVED AND ADOPTED on this 28th day of June, 2017 at a regular meeting of the District Board of Directors at San Ramon, State of California on a motion made by Director _____, seconded by Director _____ and duly carried with the following roll call votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: _____

Don Parker
President, Board of Directors

ATTEST:

Natalie Korthamar Wong
Director of Human Resources/
Acting District Clerk

APPROVED AS TO FORM:

William D. Ross, District Counsel

APPROVED TO CONTENT:

Paige Meyer, District 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: June 28, 2017
To: Board of Directors
From: Martin Koran, Controller
Subject: District Investment Policy

Background:

Pursuant to state law, the Board of Directors is required to annually review the District's Investment Policy and delegate investment authority to the District Treasurer (i.e., the Fire Chief). No changes have been made to the current policy that was approved on May 28, 2014 pursuant to Resolution 2014-07.

Recommended Board Action:

Staff recommends the Board continue to utilize the existing Investment Policy without changes.

Financial Impacts:

None.

Attachments:

1. Investment Policy approved 5/28/14



DISTRICT – POLICY AND PROCEDURE

TOPIC:	Investment Policy		
EFFECTIVE DATE:	05/28/14	DOC NO:	
CROSS REF:			

INTRODUCTION

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

PURPOSE

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

POLICY

Section One: Scope and Authority

- 1.1 The San Ramon Valley Fire Protection District's (District) Investment Policy is authorized under the California Government Code, section 53600, et seq. as it applies to the investment of public funds.
- 1.2 It is intended that this policy cover all funds and investment activities under the direct authority of the District excluding pension funds, other post employment benefit funds held in a trust, and the proceeds of debt issues. Investments authorized by Fiscal Agents pursuant to bonded debt are controlled by the terms and conditions of the specific bond and may not necessarily coincide with the Investment Policy outlined herein. Investments must conform to Government Code section 53600.5 concerning custody of all securities. Investments made by a Fiscal Agent on behalf of the District will be consistent with this Policy.
- 1.3 The District's Board hereby delegates management authority for the investment program to the Treasurer. The Treasurer may delegate investment decision making and execution authority to an investment advisor. The advisor shall follow the policy and such other written instructions as are provided.

Section Two: Investment Objectives

- 2.1 Safety - It is the primary duty and responsibility of the Treasurer, Chief Financial Officer, Controller and Finance Committee to protect, preserve and maintain cash and investments placed in trust on behalf of the citizens of the District.
- 2.2 Liquidity - An adequate percentage of the District's investment portfolio should be maintained in liquid short-term securities which can be converted to cash if necessary to meet disbursement requirements. Since all cash requirements cannot be anticipated, investments in securities with active secondary or resale markets is highly recommended. Emphasis should be on marketable securities with low sensitivity to

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REVIEWED:			
APPROVED:	Paige Meyer, Fire Chief		
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market risk.

2.3 Yield - Yield should become a consideration only after the basic requirements of safety and liquidity have been met.

a) The overall yield should be designed to attain a market-average rate of return throughout budgetary and economic cycles, taking into account the District's risk constraints, the cash flow characteristics of the portfolio, and State and local laws, ordinances or resolutions that restrict investments.

2.4 Public Trust - All participants in the investment process shall act as custodians of the public trust. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. The overall investment program shall be designed and managed with a degree of professionalism that is worthy of the public trust.

2.5 Diversification - The investment portfolio will be diversified to avoid incurring unreasonable and avoidable risks regarding specific security types or individual financial institutions.

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

2.6 Prudence - The District adheres to the "prudent investor standard" which states that

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

Section Three: District's Investment Strategy

3.1 The most effective method of increasing investment yields without sacrificing safety is to extend the investment horizon commensurate with the District's cash requirements. To that end, improved cash forecasting and management is the preferred investment strategy for the District.

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

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coordinates working capital requirements and investment opportunity.

Section Four: Allowable Investment Instruments

- 4.1 The Government Code, sections 53601 and 53601.1 shall govern the District's allowable investments and the length of those investments, unless specifically limited by this policy. Although the maximum maturity for any deposit or investment is five years, most investments should be for no longer than 2-3 years.
- 4.2 The specific investments allowed are listed below:
 - a) The State's Local Agency Investment Fund (LAIF)
 - b) Any Public Agency's Pooled Investment Fund, provided such involvement is approved in advance by resolution of the Board
 - c) United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest
 - d) Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises
 - e) Insured Certificates of Deposits (CD's) or CD's adequately collateralized by the institution issuing the certificate
 - f) Passbook Savings and Money Market Accounts
 - g) Money market funds
- 4.3 Any investment not specifically approved by this policy is prohibited.

Section Five: Reporting Requirements

- 5.1 The Treasurer or designee shall submit to the Board a report of monthly investment security transactions.
- 5.2 The Treasurer or designee shall annually submit a written investment policy to the Board. The Board shall consider the investment policy at a public meeting.
- 5.3 The Treasurer or designee shall submit a quarterly investment report to the Board. The report must be submitted within 30 days following the end of the month covered by the report. Such report shall include at least the following information:
 - a) Types of investments;
 - b) Names of the institution in which funds are invested or deposited;
 - c) Date of maturity, if applicable;

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

- 5.4 Periodic reports shall be prepared as required by circumstances or as directed by the Board. Such circumstances include, but are not limited to, notification that any District investment may be in jeopardy, or a sudden and significant drop in the current market value of any District investment.
- 5.5 The District will report the investment portfolio at market value at the end of each fiscal year in accordance with Governmental Accounting Standards Board Statement No. 31.

Section Six: Internal Controls and General Guidelines

- 6.1 A system of internal control shall be established and documented in writing. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation of third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the District.
- 6.2 Controls deemed most important include:
 - a) The control of collusion and separation of duties;
 - b) Custodial safekeeping of funds invested or on deposit;
 - c) Minimizing the number of authorized Investment Officers; and
 - d) Written documentation of procedures and transactions.
- 6.3 In selecting financial institutions for the deposit or investment of District funds, the Treasurer or designee shall consider the credit-worthiness of the institution. Such credit-worthiness shall be monitored on a regular basis throughout the period in which District funds are deposited or invested.
 - a) If the District has an investment advisor, the investment advisor may use its own list of authorized broker/dealers to conduct transactions on behalf of the District. The investment advisor's list of approved broker/dealers will be made available to the District upon request.
 - b) Any deposit or investment of funds shall be in writing, signed by the Treasurer or

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designee and the authorized representative of the institution.

- c) All transactions will be executed on a Delivery Versus Payment (DVP) basis.
- d) All investment securities shall be held in the District's name by a third-party custodian that is the trust or custody division of a bank.

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

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DEFINITIONS

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

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

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

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

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

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

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

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

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

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

Portfolio – Collection of securities held by an investor.

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

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

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

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

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

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

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

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San Ramon Valley Fire Protection District

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

www.firedepartment.org | info@firedepartment.org

Date: June 28, 2017

To: Board of Directors

From: Paige Meyer, District Chief

Subject: Adopt Resolution No. 2017-07 to rescind Resolution 2017-01, thereby revoking the prior designation of Old Station 32 as surplus property and terminating the process for potential sale.

Background:

On January 25, 2017, the San Ramon Valley Fire Protection District (“District”) Board of Directors (“Board”) adopted Resolution No. 2017-01 declaring the Old Station 32 property, APN 197-270-025-4, located at 1101 Stone Valley Road in Danville, California, as surplus to District needs and authorizing its sale or disposition under the Surplus Land Act (Government Code section 55420 *et seq.*, the “Act”).

Subsequently, the process under the Act was pursued while Staff continued to evaluate whether there would be a need for continued District use of the Old Station 32 property.

Staff believes that the Old Station 32 property is no longer surplus to the District’s needs, as the property could be utilized for beneficial District purposes because of changed circumstances within the District and the surrounding areas.

Among those changed circumstances are recent findings relating to markedly increased fire risks within the State of California.

First, studies have recently been published citing an elevated fire risk within California resulting from increased fuel loads attributed in part to large-scale tree mortality occasioned by five years of drought and the acknowledged bark beetle tree mortality areas in the western Sierras. (See, <http://egis.fire.ca.gov/TreeMortalityViewer/> and www.fire.ca.gov/treetaskforce/reports#Maps-Data).

Additionally, the District has upgraded its communications system, including implementing a Public Safety Answering Point (“PSAP”), for enhanced transmission and routing of 911 calls and the associated dispatch of emergency response crews, including joint dispatching with the City of San Ramon for fire and police calls. Staff has determined that Old Station 32 will be beneficial in supporting the use of those communications and dispatching systems.

For these and other reasons, it is anticipated that the demand for District emergency response services will only increase with time, and Old Station 32 will be beneficially utilized for logistical support and as a staging area for dispatching and managing those calls for service.

Financial Impact

The financial impact of the proposed decision would be speculative, but foregone monetary amounts from the sale of the Old Station 32 site would be offset by event-created use of the site for fire training, fire suppression staging, and available space for additional communications capabilities.

Staff Recommendation:

Staff recommends that the District adopt a resolution to rescind Resolution 2017-01, revoke the prior designation of Old Station 32 as surplus property, and terminate the process for potential sale.

Attachments: Resolution No. 2017-07

RESOLUTION NO. 2017-07

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN RAMON VALLEY FIRE PROTECTION DISTRICT RESCINDING RESOLUTION 2017-01, RESCINDING THE PRIOR DESIGNATION OF OLD STATION 32 AS DISTRICT SURPLUS PROPERTY, AND TERMINATING THE PROCESS FOR ITS POTENTIAL SALE

WHEREAS, the San Ramon Valley Fire Protection District (“District”) is the owner of certain real property located at 1101 Stone Valley Road in Danville, California, Assessor’s Parcel Number 197-270-025-4 (“Old Station 32”), located within the District; and,

WHEREAS, a new station located at 2100 Stone Valley Road in Danville, California has been constructed and has replaced Old Station 32; and,

WHEREAS, on January 25, 2017, the District Board of Directors (“Board”) adopted Resolution No 2017-01, which declared the Old Station 32 property as surplus to the District’s needs and directed staff to initiate the process of selling the property in accordance with State Law and District Policy; and,

WHEREAS, after declaring Old Station 32 as surplus District property, circumstances changed within the District that would allow for beneficial use of Old Station 32 in accomplishing the District’s purpose of providing emergency, fire, and life safety services to its residents, businesses, and property owners; and,

WHEREAS, recent studies have cited an elevated fire risks within California resulting from increased fuel loads attributed in part to large-scale tree mortality occasioned by five years of drought and the acknowledged bark beetle tree mortality areas in the western Sierras; and,

WHEREAS, the District has upgraded its communications system, including implementing a Public Safety Answering Point (“PSAP”), which assists in correctly transmitting and routing 911 calls and dispatching emergency response crews, including joint dispatching with the City of San Ramon for fire and police calls, for which Old Station 32 will be beneficial in supporting the use of those communication and dispatching systems; and,

WHEREAS, it is anticipated that demand for emergency response services utilizing the enhanced dispatching capabilities will increase, and Old Station 32 will be beneficially utilized as a staging area for dispatching and managing emergency responses.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED THAT:

1. The District Board, having examined the Old Station 32 property, reviewing the changed circumstances within the District, and assessing the needs of the District, has determined that retaining the property would provide beneficial use to the District in providing logistical support for fire and life safety services; and,
2. Resolution 2017-01 be rescinded, that the designation of Old Station 32 as surplus property be rescinded, and that efforts to sell the property cease.

APPROVED AND ADOPTED by the Board of Directors of the San Ramon Valley Fire Protection District at a regular meeting thereof held on _____, 2017 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Don Parker
President, Board of Directors

ATTEST:

District Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

William D. Ross
District Counsel

Paige Meyer
Fire Chief



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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www.firedepartment.org | info@firedepartment.org

Date: June 28, 2017
To: Board of Directors
From: Paige Meyer, District Chief
Subject: Adopt Resolution No. 2017-08 Appointing a Deputy District Clerk

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. These services include maintaining District and Board records, managing committee meetings and Board meetings, arranging for travel and registration of Board Members when attending events, seminars, or conferences, assisting with annual budget data input. Additionally, the District Clerk is responsible for preparing public notices for Board meetings, preparing agendas and minutes, reviewing staff reports, resolutions, and ordinances, and other clerical and administrative actions.

Currently, and from time to time, increased demand exists for these functions that necessitates additional staffing to assist with carrying out District business. Therefore, the appointment of a Deputy District Clerk to assist with these duties would supplement the current District Clerk position and aid in carrying out these responsibilities.

The District’s current Director of Human Resources, Natalie Korthamar Wong, is a qualified candidate for appointment as Deputy District Clerk, already having knowledge of the District’s administrative policies and procedures.

Financial Impact

None

Staff Recommendation:

Staff recommends that the District Board adopt Resolution No. 2017-08 and appoint Ms. Natalie Korthamar Wong or another qualified individual as Deputy District Clerk.

Attachments: Resolution No. 2017-08

RESOLUTION NO. 2017-08

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN RAMON VALLEY FIRE PROTECTION DISTRICT
APPOINTING DEPUTY DISTRICT CLERK**

WHEREAS, there is a current need to supplement the capabilities of the San Ramon Valley Fire Protection District ("Fire District") Clerk position; and,

WHEREAS, the District Clerk position is a position that provides administrative support to the Board of Directors and Fire Chief; and,

WHEREAS, the District Clerk is responsible for maintaining District and Board records, is authorized to administer the oath of office for District officials, officers and employees, and among other things, manages committee meetings and monthly Board meetings, arranges travel and registration for Board Members attending events, seminars, or conferences and assists with annual budget data input; and,

WHEREAS, the District Clerk is also responsible for proper notification of all Board and Committee meetings, as well as preparing agendas and minutes and reviewing and finalizing staff reports, and District resolutions and ordinances; and,

WHEREAS, presently, and from time to time, there is demand for the performance of District Clerk functions necessitating the appointment of an additional individual to perform those duties and functions as a Deputy District Clerk.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED as follows:

1. The Board hereby appoints Natalie Korthamar Wong, the current District Director of Human Resources, as Deputy District Clerk, to supplement the current District Clerk position in carrying out the duties and responsibilities of District Clerk as described in the Recitals from time to time; and,

2. The Board hereby further authorizes District personnel to execute such documents as may be related to the appointment of Ms. Korthamar Wong as a Deputy District Clerk without further Board action.

APPROVED AND ADOPTED by the Board of Directors of the San Ramon Valley Fire Protection District at a regular meeting thereof held on _____, 2017 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Don Parker
President, Board of Directors

ATTEST:

District Clerk

APPROVED AS TO FORM:

William D. Ross
District Counsel

APPROVED AS TO CONTENT:

Paige Meyer
Fire Chief

**SPECIAL ANNOUNCEMENTS/
PRESENTATIONS/
GENERAL BUSINESS**

OLD BUSINESS



SAN RAMON VALLEY FIRE PROTECTION
DISTRICT
ALAMO FIRE STATION 32

June 2017

Construction Progress:

Fabricate trash encl doors	75%
Pour rolling gate threshold	100%
Rebar drive at swing gate	100%
Form driveway curbs	100%
Install bollards swing gate	100%
Pour driveway curbs	100%
Pour drive at swing gate	100%
Demo existing sidewalk	100%
Form driveway	100%
Rebar driveway	100%
Pour driveway	100%
Flatwork forms - Miranda	100%
Flatwork rebar-Miranda	100%
Pour concrete	100%
Form heavy vehicle area - App bay	100%
Rebar heavy vehicle area- App Bay	100%
Form driveway-Stone Vly	100%
rebar driveway	100%
pour driveway	100%
Form rebar pour sidewalk	100%

Current Issues:

Bridge design pending - awaiting final plan check by CCCPW

Project Completion:

End of June- Beginning July



**PACIFIC-MOUNTAIN CONTRACTORS
OF CALIFORNIA INC.**
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Telephone: 925.862.2852 • Fax: 925.861.8430
License No. 921539



SAN RAMON VALLEY FIRE PROTECTION
DISTRICT
ALAMO FIRE STATION 32



Office Entrance



App Bay



Kitchen



**PACIFIC-MOUNTAIN CONTRACTORS
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SAN RAMON VALLEY FIRE PROTECTION
DISTRICT
ALAMO FIRE STATION 32



Day room



VIP Appreciation Dinner - June 14, 2017



32 Fire Rig and Paramedic vehicle



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SAN RAMON VALLEY FIRE PROTECTION
DISTRICT
ALAMO FIRE STATION 32



Fire Station 32 – Cookie

Final Schedule:

Task Name	Duration	Start	Finish
Form sidewalk	2 days	Mon 6/19/17	Tue 6/20/17
Sidewalk reinforcement	1 day	Wed 6/21/17	Wed 6/21/17
Pour Sidewalk	1 day	Thu 6/22/17	Thu 6/22/17
Off -site paving	2 days	Mon 6/26/17	Tue 6/27/17
Fabricate trash enclosure doors	28 days	Mon 5/15/17	Wed 6/21/17
Install trash enclosure doors	1 day	Thu 6/22/17	Thu 6/22/17
Relocate flagpole	0.5 days	Mon 6/26/17	Mon 6/26/17
Relocate air compressor	0.5 days	Mon 6/26/17	Mon 6/26/17
Set gate operators	1 day	Mon 6/26/17	Mon 6/26/17
Install gates & iron fence sections	1 day	Mon 6/19/17	Mon 6/19/17
Fire up HVAC Units	2 days	Mon 6/19/17	Tue 6/20/17
Test and balance	1 day	Wed 6/21/17	Fri 6/23/17
Keying	5 days	Mon 6/19/17	Fri 6/23/17
ATT - splice, connection, testing, pull pole	19 days	Fri 5/26/17	Wed 6/21/17





SAN RAMON VALLEY FIRE PROTECTION
DISTRICT
ALAMO FIRE STATION 32

Striping-site	1 day	Mon 6/26/17	Mon 6/26/17
Striping-street	1 day	Fri 6/30/17	Fri 6/30/17
Fire alarm	5 days	Mon 6/26/17	Fri 6/30/17
PUNCHLIST	10 days	Mon 6/19/17	Fri 6/30/17
ARCHITECT PUNCHLIST	2 days	Mon 6/19/17	Tue 6/20/17
FINAL INSPECTION	1 day	Mon 7/3/17	Mon 7/3/17
TEMP OCCUPANCY	1 day	Wed 7/5/17	Wed 7/5/17
FD MOVE IN	5 days	Mon 7/10/17	Fri 7/14/17
FUEL TANK	67 days	Thu 5/4/17	Fri 8/4/17
Fuel tank -order/ deliver	62 days	Thu 5/4/17	Fri 7/28/17
Fuel tank- install	2 days	Mon 7/31/17	Tue 8/1/17
Fuel tank-install AG piping	1 day	Wed 8/2/17	Wed 8/2/17
Fuel tank - pressure testing	1 day	Thu 8/3/17	Thu 8/3/17
Fuel tank - Auth to operate	10 days	Fri 7/21/17	Thu 8/3/17
PEDESTRIAN BRIDGE	143 days	Thu 3/2/17	Mon 9/18/17
CCC Bridge-plan check	30 days	Thu 3/2/17	Wed 4/12/17
2nd plan check review	14 days	Fri 5/5/17	Wed 5/24/17
delay in plan check	19 days	Wed 5/24/17	Mon 6/19/17
Rebid bridge	5 days	Tue 6/20/17	Mon 6/26/17
Demo sidewalk at bridge	1 day	Wed 8/23/17	Wed 8/23/17
Drill Bridge piers	1 day	Thu 8/24/17	Thu 8/24/17
Set bridge pier rebar	1 day	Fri 8/25/17	Fri 8/25/17
Pour bridge piers	1 day	Mon 8/28/17	Mon 8/28/17
Form & rebar Abutments	1 day	Tue 8/29/17	Tue 8/29/17
Form sidewalk at bridge	1 day	Wed 8/30/17	Wed 8/30/17
Sidewalk reinforcement at bridge	1 day	Thu 8/31/17	Thu 8/31/17
Pour sidewalk at bridge	1 day	Fri 9/1/17	Fri 9/1/17
Bridge-order and delivery	61 days	Tue 6/20/17	Tue 9/12/17
Set bridge	1 day	Mon 9/18/17	Mon 9/18/17



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: June 28, 2017

To: Board of Directors

From: Paige Meyer

Subject: Adoption of Annual Operating Budget for Fiscal Year 2017-18 and Capital Improvement Plan

Background:

The proposed Fiscal Year (FY) 2017-18 Annual Operating Budget is balanced and sustainable for the long-term. It provides for continued improvement in core services, while at the same time responsibly paying down long-term liabilities, fulfills the District's commitment to its employees, and maintains the District's significant investment in the capital infrastructure required for service delivery. Included with the FY 2017-18 Budget is a detailed two-year operating budget, updated 10-Year General Fund cash flow model and a 12-Year Capital Improvement Plan (CIP). The proposed budget was reviewed at length with District employees on May 24th and again with the Board at the Budget Workshop conducted on May 30, 2017. The only significant change to the proposed operating budget since the Budget Workshop relates to the FY 2016-17 operating results. The FY 2016-17 ending balance is now expected to be approximately \$1 million higher due to a combination of higher projected revenues (\$300,000) and lower projected expenditures (\$700,000).

The proposed budget is also available for public inspection on the District's website:
http://www.firedepartment.org/about/key_documents.asp.

Overall in FY 2017-18, General Fund revenues are projected to increase by approximately \$3.0 million for a total of \$74.2 million, mainly due to the increased property tax revenue associated with the robust local housing market. General Fund expenses are projected to increase by approximately \$2.5 million for a total of \$73.4 million, primarily due to salary and benefit increases of \$3.0 million, an increased transfer to the CIP of \$79,000, offset by a \$552,000 reduction in other services and supplies.

The 12-Year CIP is funded primarily through an ongoing transfer from the General Fund. In FY 2017-18, the transfer is \$2.9 million, growing at 3.5% each year over the plan duration. The CIP is used to anticipate replacement/maintenance needs of apparatus/fleet, equipment, technology, and facilities.

Efforts over the past several years to stabilize the District's finances and restore reserves used during the recession have been successful and the District continues to be well positioned to weather an economic recession similar in length and magnitude of the recent "Great Recession." The District's current financial situation is directly attributable to the fiscal policies adopted by Board and the ability to work closely with labor in implementing those policies. The Board and other interested parties are

encouraged to read the budget Transmittal Letter for a better understanding of the significant financial transactions and initiatives impacting the District's budget.

Recommended Board Action:

Staff recommends the Board adopt the proposed:

1. Annual Operating Budget for FY 2017-18
2. 12-Year Capital Improvement Plan

Financial Impacts:

Adoption of the proposed Annual Operating Budget is projected to increase the General Fund ending balance by approximately \$0.8 million from FY 2016-17 of \$56 million to FY 2017-18 of \$56.8 million.



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: June 28, 2017

To: Board of Directors

From: Derek Krause, Deputy Chief

Subject: Contract with ENGEO Incorporated for Underground Tank Subsurface Assessment

Background:

The San Ramon Valley Fire Protection District (District), Fire Station #32, currently located at 1101 Stone Valley Road, Alamo, was the site of two underground storage tanks (containing gasoline and diesel fuel), that were removed in 2004. The fire station is being relocated and the District will be selling the property, which may be converted to residential occupancy status. The District completed the underground storage tank (UST), removal according to all laws and regulations at the time, but did not request a case closure letter for the removed tanks. In order to market the property for potential residential occupancy, the District has asked for a “No Further Action” letter from the local Regional Water Quality Control Board (RWQCB), but was denied. Instead, the RWQCB opened a case and is requiring a subsurface investigation. The District needs a hydrogeological firm to put together a work plan for approval by the RWQCB, to collect samples, prepare a conceptual site model, conduct risk analysis and request a closure of the case under the Low Threat Closure policy and criteria.

Staff has utilized an existing contract with Boykin Consulting Services to develop a scope of work, draft a Request For Proposals (RFP), distribute the RFP to qualified potential respondents, evaluate responses, and make recommendations as to the value, viability and effectiveness of the RFP responses received (see attached report). Staff received three responses from qualified hydrogeological firms, ENGEO, Geosyntec, and Weiss Associates, between April 13 and April 24, 2017. These proposals were reviewed to rate them based on the above criteria and recommend one to be selected by the District to complete all work as required by the April 6, 2017 letter from the RWQCB requiring the District to develop a Work Plan for Additional Investigation. All three firms are highly qualified and capable of performing the services of developing a work plan and conducting an environmental investigation which would be acceptable to the RWQCB. One of the most critical criteria utilized in the evaluation of the proposals was effectiveness, the ability to obtain a closure letter from the RWQCB. Boykin Consulting Services (BCS), discussed various options with a RWQCB representative and BCS determined that the proposal from ENGEO was the most complete, practical and would likely result in a “no further action” letter

for the site, and in the least amount of time. Boykin Consulting Services made a recommendation to the District to request additional items to be included in the scopes of work prior to a final selection of proposals. ENGEO amended their proposal and staff has drafted a contract for said services.

Recommendation Board Action:

Authorize staff to contract with ENGEO for the services outlined above for an amount not to exceed \$37,800.

Fiscal Impact:

Funds are available in the Capital budget and will be replaced through the sale of the surplus property.

BOYKIN CONSULTING SERVICES

22233 East Hacienda Drive

Grass Valley, CA 95949

cboykin@goskywest.com/(530) 277-3229

Environmental Investigation Proposal Evaluation

Final Draft May 12, 2017

Environmental Investigation Proposals from ENGEO, Geosyntec Consultants and Weiss Associates were submitted to Derek Krause, San Ramon Valley Fire Protection District Division Chief between April 13 and April 24, 2017. These proposals were reviewed to determine which proposal to recommend to be selected by the District to complete the work as required by the April 6, 2017 letter from the Regional Water Quality Control Board to develop a Work Plan for Additional Investigation – San Ramon Valley Fire Protection District – Station #32, 1101 Stone Valley Road, Alamo, Contra Costa County.

1. Summary of the three proposals:

	ENGEO	GEOSYNTEC	WEISS ASSOCIATES
Workplan	Soil Groundwater Soil gas	Evaluate groundwater flow direction, sensitive receptors Meet with RWQCB – based on meeting – will propose location and number of samples	Summary of site history Soil and groundwater sampling Permitting and health and safety Proposed investigation schedule
Sample locations/depth	10 sample locations total 4 locations of soil and grab groundwater to 18 feet 6 locations of soil sampling 4 locations of soil vapor	No more than 7 locations to 15 ft No description of where samples would be taken	6 locations total to 15 feet 4 near/in tank pit 2 – shallow groundwater at northern site boundary
Soil samples	2-3 samples per boring	Not included	4 in tank pit – one sample each
Groundwater samples	Four grab samples	Not included	3 samples - temporary screened and water pumped up to be collected

	ENGEO	GEOSYNTEC	WEISS ASSOCIATES
Analytical	Didn't include naphthalene, ethylene dichloride or ethylene dibromide	Included naphthalene	Included ethylene dibromide and ethylene dichloride, naphthalene
Soil Gas Study	Five temporary locations	<i>Not included</i>	<i>Not included</i>
Soil generated form sampling	Not addressed	Will sample, profile and dispose off site	Will sample and profile; if contaminated will provide estimate to dispose off site
Permits needed	Will obtain all necessary permits Underground service alert Didn't mention Site Safety Plan	Soil boring permit – Contra Costa Health Site Safety Plan Underground service dig alert	Health and Safety Plan Drilling permit Underground service alert
Report Elements	Summary of analytical results Conceptual site model Soil gas risk assessment Low-Threat case closure evaluation	Summary of analytical results Conceptual site model Closure request if it meets Low Threat case closure criteria	Summary of analytical results Conceptual site model Field and lab methods, Map of samples locations Request for site closure
Cost			
Workplan	\$2,800	\$8,000 (includes meeting and workplan development)	\$7,010
Soil, groundwater and soil gas assessment sampling and analytical	\$28,120		
Soil and groundwater sampling and analytical		\$14,100 - \$29,800	\$11,144
Report Preparation	\$5,000	\$4,790 - \$7,725	\$10,250
Total	\$35,920	\$26,900-\$45,000	\$28,404

2. Conversation with Barbara Sieminski, Regional Water Board on May 8, 2017:

I asked Barbara the following questions regarding the proposals. Her paraphrased answers are in italics:

- a. Is it necessary or encouraged for you to meet with the consultant prior to workplan development or preparation?

No, it's not necessary to have a meeting. I would like to see a workplan developed first and not develop the workplan for the consultant.

- b. As far as groundwater sampling, one proposal was for grab sampling while the other was for temporary screen and pump. Is one method preferred over the other?

The temporary screen and pump is better as it removes sediment from the samples.

- c. One of the proposals included a soil gas sampling and risk assessment. How likely is it that soil gas sampling will be required?

It is quite likely that soil gas sampling will be required. I think it's better to collect as much information as possible while soil and groundwater sampling is being conducted. If the soil and/or

groundwater results indicate that soil gas sampling will be required, additional sampling would have to be performed. If you are looking to expedite the process, I would recommend doing it the same time as the other sampling.

- d. One proposal included adding ethylene dibromide and ethylene dichloride to the analytical profile. Are these necessary?

Yes, they are necessary based on the date the tanks were installed.

- e. Have you worked with or have any issues with the firms of ENGEO, Weiss Associates or Geosyntec?

I have worked with all three of the firms and have no issues with any of them.

3. Recommendation:

All three firms are highly qualified to perform the services and would be able to develop a work plan and conduct an environmental investigation which would be acceptable to the Regional Water Quality Control Board.

Geosyntec's Senior Principal was the author of the Low Threat Case Closure Policy and the firm has the most experience with obtaining case closures with various Regional Boards. Their proposal cost estimate was higher than the others, but they may have an advantage in obtaining case closure because of their working relationship with various Regional Boards.

Based on the conversation with Barbara Sieminski and the need for the District to "obtain a no further action" for the site as soon as possible, I would recommend that you contract with ENGEO. The following are reasons to support my recommendation:

- a. ENGEO was the only proposal which included soil gas sampling and risk assessment into their proposal. The other two indicated they would amend their proposals to conduct the soil gas sampling and risk assessment based on hydrocarbon concentrations but in their experience, they didn't think it would be required. If it is required, the additional soil gas sampling, risk assessment and report preparation would mean adding additional costs to return to the site to conduct the sampling work and delay the project's completion date.
- b. ENGEO's cost for the proposal, while higher in total dollars, was much less in the workplan and report preparation areas. The higher costs were in the sampling and analytical category, which is to be expected since they are proposing ten soil/groundwater sample locations. This number is four additional locations than Weiss Associates and three additional than Geosyntec. They also include five soil gas probe sampling locations.

ENGEO proposes to take two-three samples from each boring, as opposed to Weiss' recommendation to take one sample. Geosyntec's proposal didn't include this information. If the one sample has elevated contaminant levels, there would be a question if contamination may have spread or if it is an outlier. ENGEO's sampling methodology would answer that question. With ENGEO's thorough soil and groundwater assessment, it is likely that no further sampling would be required. It will be up to the Regional Board however, to determine if the number and location of the proposed sampling is enough and in the correct locations.

- c. The proposal from Geosyntec did not provide enough detail to fully compare it to the other two. Their approach is to meet with the Regional Board prior to developing the workplan which delays the project's implementation timeline and is not required, per Barbara Sieminski. The proposal did not include an estimate of the number of soil and groundwater samples to be collected and did not include soil gas sampling.
- d. ENGEO was the only proposal to include a map with proposed sampling locations. With the level of detail in their proposal, it won't take much to develop a workplan to present to the Regional Board.
- e. There were a few items missing or needing revision from ENGEO's proposal which should be amended prior to final selection:
 - i. Schedule for work to be performed including timeframe to provide draft workplan, submit final work plan, perform sampling, provide draft investigative report to San Ramon Valley Fire Protection District and then submit final report to the Regional Water Quality Control Board. It also would be helpful to include a timeline for anticipated case closure from the Regional Board.
 - ii. Include naphthalene, ethylene dibromide and ethylene dichloride in the list of analytes in the soil and groundwater samples.
 - iii. Include preparing a site-specific health and safety plan for the sampling work.
 - iv. Include obtaining a soil boring permit from Contra Costa County Environmental Health and filling with grout upon completion of sampling in accordance with Contra Costa County Environmental Health (not ACWD which is in their proposal) requirements. They also need to include arranging for a Contra Costa County inspector to observe the backfill of the borings.
 - v. The proposal should address how to handle investigation derived waste in the proposal.
 - vi. Revise the methodology for collecting the grab groundwater samples to include installing a temporary well screen inside the boring and lower a clean peristaltic pump with unused discharge tubing to the bottom of the well screen. Pump groundwater to the surface and collect into laboratory prepared containers.
 - vii. The cost for these additional items should be detailed in their revised proposal.

CORRESPONDENCE

Brooks, Sue

Subject: FW: Thank You from the Lynam Family
Attachments: IMG_3153.JPG; ATT00001.txt; IMG_3155.JPG; ATT00002.txt; IMG_3161.JPG; ATT00003.txt

-----Original Message-----

From: Michael Lynam [mailto:~~mikelynam@yahoo.com~~]
Sent: Thursday, April 27, 2017 3:41 PM
To: Phares, Lon <LPhares@srvfire.ca.gov>
Cc: Sarah Lynam <slynam@clifbar.com>
Subject: Thank You from the Lynam Family

Deputy Chief Phares:

A huge thank you for your help coordinating the engine and ambulance drop by. Your guys were amazing and it was the talk of the neighborhood. We really appreciate your help in pulling this off. Future Firefighter Ryan (now three) shown below.

With appreciation, Mike and Sarah Lynam & Family

Brooks, Sue

Subject: FW: Summit Senior Housing - San Ramon
Attachments: image002.jpg

Begin forwarded message:

From: Al Shaghaghi <al@amsassociates.us>
Date: May 25, 2017 at 11:02:26 AM PDT
To: "pmeyer@srvfire.ca.gov" <pmeyer@srvfire.ca.gov>
Subject: Summit Senior Housing - San Ramon

Good Morning Chief Meyer,
I'd like to take this opportunity to congratulate you for having a manager like Mr. Frank Drayton. As a Citizen of Danville and a consultant who's worked with San Ramon Valley Fire District on several projects, including private and fire stations with Mr. Ted Coggiola, I commend his work, especially the last experience I had with him on the referenced project. I think the fire district and citizens of San Ramon Valley should recognize his talent, capability and work ethics. I also would like to congratulate you for bringing such talents such as Mr. Drayton's to our district.

If you have any questions regarding the experience I had with him and others prior to this, please do not hesitate to call me. Thanks and have a great day~



Planning . Engineering .
Surveying . Transportation .

Al Shaghaghi
ams associates, inc.
801 Ygnacio Valley Road, Suite 220
Walnut Creek, CA 94596
phone ~ 925.943.2777

8/25/17

DEAN CHIEF MENER, CHIEF PHARMS & AMMANIA,

I JUST WANTED TO SHARE MY
GRATITUDE FOR THE EXTREMELY GREAT-
FUL GESTURE OF SPENDING WE TAKE THE
SUITS. I WILL WEAR THEM WITH THE
SAME PRIDE I DID WHEN I WAS
EMPLOYED AT THE BEST DEPARTMENT
IN ALL OF CALIFORNIA.

KIND REGARDS

HERB GENKLY

May 6, 2017

Dearest friend of Janice,

As you may or may not be aware, my mom, Janice, passed away on April 1st. She was in the comfort of her own home with me by her side which was exactly how she would have wanted it. As a donor, the donor organization made memory cards for me to pass along to loved ones.

I am sending one to you because you were special to my mom. She truly appreciated all you would do for her even if it was just being her friend. On the back of the card is a poem my mom wrote in early 1980s which was eventually published in a book of poems in 1985. Mom loved to write. I happened upon it a few weeks ago by chance when I was at her house. I was having a rough time missing her so much and just randomly found the book the poem was published in.

This was my mom's way of telling me she was ok and she would be honored to know it is being shared with you. My mom also loved to make people laugh and leave it up to her to pick April Fool's Day as the day to be done. I know she is in a better place but I truly do miss her.

I hope you find comfort in this memory card and think of her and how great of a person she was. She was loved and in the end, she knew this. I am sure she is up there in heaven making others smile, listening to her music and writing.

Thank you for being a special person to my mom.

Kim

P.S. My mom resided at 9102 Craydon
you all were always so kind to her
and always took great care of her
thank you !!

Brooks, Sue

From: Meyer, Paige
Sent: Sunday, May 21, 2017 6:28 PM
To: Brooks, Sue; Maxwell, Donna
Subject: Fwd: Recognition

Sent from my iPhone

Begin forwarded message:

From: <Shawnhere@aol.com>
Date: May 21, 2017 at 8:03:20 AM PDT
To: <pmeyer@srvfire.ca.gov>
Subject: Recognition

Chief Meyer,

It was a pleasure meeting you yesterday at the Danville Town Hall.

I just wanted to reiterate how impressed I am with three of your team: Debbie Vanek, Joyce Castro and Danielle Bell. I have been involved with HeartSafe and CERT for a number of years and have found these ladies to be extremely professional and knowledgeable while showing great compassion. The community is very fortunate to have them driving CPR and AED training as well as emergency preparedness.

I have felt that as a volunteer, I certainly gain more than I give! These ladies definitely make me feel appreciated and valued.

I am also so proud that San Ramon developed the Pulse Point app. What a great tool!

Warm Regards,

Shawn Richardson


Brooks, Sue

From: Meyer, Paige
Sent: Tuesday, May 23, 2017 1:49 PM
To: Brooks, Sue
Subject: FW: Edible Arrangement in the Kitchen

From: Solanki, Purvi
Sent: Tuesday, May 23, 2017 1:02 PM
To: *ADMIN STAFF
Subject: Edible Arrangement in the Kitchen

Hello Everyone,

There is a huge arrangement of fruit in the kitchen – please stop by and have some.

This was sent by Felipe Care Homes with this message:

“Debbie, Joyce, Julie, Danny and All Responders,

We cannot thank you enough for all of the time, effort and professionalism that you showed us during our recent fire. Thank you from the bottom of our hearts!”



HOLLIS TONG #37
SERGEANT

CITY OF SAN RAMON

CITY OF SAN RAMON

DIRECT: 925-973-2752
DEPT: 925-973-2700
FAX: 925-838-3011
htong@sanramon.ca.gov

POLICE SERVICES
PROFESSIONAL STANDARDS
2401 CROW CANYON ROAD
SAN RAMON, CA 94583

SAN RAMON, CALIFORNIA 94583
PHONE: (925) 973-2500
Web SITE: www.sanramon.ca.gov

May 30, 2017

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

Dear Chief Meyer:

This letter is to express my thanks to the San Ramon Valley Fire Protection District for assistance during our May 2017 in-service department training cycle. As you are aware, retired EMS Captain Mark Trilevsky, Haz Mat Coordinator Captain Todd Word and Engineer Ben Wylie assisted us in our Hazardous Materials training (29 CFR 1910.120(q)(6)). Your employees taught three separate 2-hour instruction blocks (May 4th, 15th and 19th). The classes were very informative and the manner in which the materials were presented was attention capturing (numerous instructional visual aids). Our employees were certainly well-informed and entertained.

Captain Trilevsky took the lead on all three classes. I am impressed at his unwavering commitment to training first responders. His agreeing to come instruct, even after his recent retirement, is most impressive. All three of your employees' assistance in Hazardous Materials training at SRPD certainly helped refresh our personnel's knowledge base, in order to keep us safer out in the field. Your team also taught us about new safety hazards, which is extremely beneficial.

The San Ramon Police Department is very grateful for the assistance from your staff. Please pass on my compliments and appreciation to them for their professionalism and dedication. Take care and stay safe, always.

Sincerely,

Sergeant Hollis Tong
San Ramon Police Department
Professional Standards & Training Division

HT



CALIFORNIA
EMPLOYER SUPPORT OF THE GUARD AND RESERVE
9800 GOETHE ROAD, BOX 16
SACRAMENTO CA 95827

June 3, 2017

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

Dear Statement of Support Recipient,

Congratulations on receiving a Statement of Support (SoS) acknowledging your commitment of support to the Guard and Reserve members employed by your organization. By signing this symbolic, non-legally binding Statement of Support and posting it in a prominent place in your business, you are publicly affirming **San Ramon Valley Fire Protection District** support for the brave men and women of whom you employ that also serve our great Nation. This certificate of acknowledgement reflects the high level of support you desire for those serving in the United States Armed Forces Guard and Reserve. For additional information visit the ESGR website at www.esgr.mil/california. This website has a wealth of valuable information that may benefit your business, now or at some time in the future.

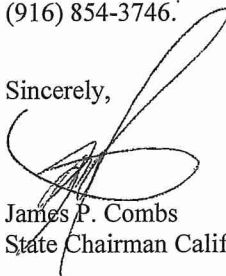
The California Employer Support of the Guard and Reserve (ESGR) mission is to develop and promote a culture in which all American employers support and value the military service of their employees. Our goal is to support America's employers who share their most valuable resource, your employees, with our great Nation thereby ensuring our national security.

We provide employers who employ Guard and Reserve personnel free education, consultation, and, if necessary, informal mediation. Almost one-half of the United States Armed Forces is comprised from members of the Guard and Reserve. The Department of Defense shares these *Citizen soldiers* with their civilian employers, many of whom provide significant support to their employees who are proudly serving in the Guard and Reserve.

One way the ESGR assist employers, is to inform and educate them on the federal law called the Uniformed Services Employment and Reemployment Rights Act (USERRA). The USERRA establishes the rights and responsibilities for members of the National Guard and Reserve and their civilian employers. The USERRA affects employment, reemployment, employment benefits and retention in employment, when employees serve or have served in the uniformed services.

If you would like to arrange a formal Statement of Support signing presentation, or have further questions about the Statement of Support or the federal USERRA law, please feel free to contact our California ESGR Sacramento office at (916) 854-3746.

Sincerely,


James P. Combs
State Chairman California ESGR





STATEMENT OF SUPPORT FOR THE GUARD AND RESERVE



San Ramon Valley Fire Protection District California

We recognize the Guard and Reserve are essential to the strength of our Nation and the well-being of our communities.

In the highest American tradition, the patriotic men and women of the Guard and Reserve serve voluntarily in an honorable and vital profession. They train to respond to their community and their country in time of need. They deserve the support of every segment of our society.

If these volunteer forces are to continue to serve our Nation, increased public understanding is required of the essential role of the Guard and Reserve in preserving our national security.

Therefore, we join other employers in pledging that:

- We fully recognize, honor and comply with the Uniformed Services Employment and Reemployment Rights Act (USERRA).
- We will provide our managers and supervisors with the tools they need to effectively manage those employees who serve in the Guard and Reserve.
- We appreciate the values, leadership and unique skills Service members bring to the workforce and will encourage opportunities to employ Guardsmen, Reservists, transitioning Service members and Veterans.
- We will continually recognize and support our country's Service members and their families in peace, in crisis, and in war.

[Signature]
 SAN RAMON VALLEY FIRE PROT DISTRICT
 Employer

[Signature]
 Paul E. Mock
 National Chair, ESGR

[Signature]
 Ash Carter
 Secretary of Defense

JUNE 3, 2017
 Date



ASSEMBLYWOMAN
CATHARINE B. BAKER

C A L I F O R N I A L E G I S L A T U R E

Assembly

CERTIFICATE OF RECOGNITION

San Ramon Valley Fire Protection District

Fire Station No. 32

In celebration of your opening, congratulations on the construction of a significant new building to enhance the San Ramon Valley Fire Protection District and contribute to a safer environment for our community.

June 14, 2017



Catharine B. Baker

Catharine B. Baker
ASSEMBLYWOMAN, 16TH DISTRICT

Brooks, Sue

Subject: FW: Words of Appreciation from Medical Branch
Attachments: image001.jpg

From: "Krause, Derek" <DKrause@srvfire.ca.gov>
Date: June 16, 2017 at 4:04:19 PM PDT
To: "Viera, John" <JViera@srvfire.ca.gov>, "Huettis, Richard" <RHuettis@srvfire.ca.gov>, "Gendron, Thomas" <TGendron@srvfire.ca.gov>, "Mast, Paul" <PMast@srvfire.ca.gov>, "Pickard, Ryan" <rpickard@srvfire.ca.gov>
Cc: "Meyer, Paige" <pmeyer@srvfire.ca.gov>, "Phares, Lon" <LPhares@srvfire.ca.gov>
Subject: FW: Words of Appreciation from Medical Branch

I appreciate all of you supporting this interagency request. You are a credit to our organization.

Thank you,

Derek Krause | Deputy Chief, Fire Marshal
Fire & Life Safety Division

San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road | San Ramon, CA 94583

925.838.6602 office | 925.575.4396 cell

www.firedepartment.org

From: Lee, Darrell R [<mailto:DLee4@oaklandnet.com>]
Sent: Friday, June 16, 2017 2:45 PM
To: Florentino Arellano <farellano@paramedicsplus.com>; Krause, Derek <DKrause@srvfire.ca.gov>; Julie Waters <jwaters@actransit.org>; jbeach@paramedicsplus.com; peter.hooper@redcross.org; tdavenport@actransit.org
Cc: McGehee, Stewart <SMcGehee@oaklandnet.com>; Wanzo-Bryant, Felicia <FWanzo-Bryant@oaklandnet.com>; Watson, Emmanuel <EWatson@oaklandnet.com>; Lightfoot, Charleton <CLightfoot@oaklandnet.com>; King, Christopher C. <CCKing@oaklandnet.com>; michael.marsh@acgov.org; Ed Silva <edsilva1@gmail.com>; Kusel, Elsie, HCSA <Elsie.Kusel@acgov.org>; McPartland, David (DMcPartland@ci.berkeley.ca.us) <DMcPartland@ci.berkeley.ca.us>; DL - Fire - Station 1 <DL-Fire-Station1@oaklandnet.com>; DL - Fire - Station 10 <DL-Fire-Station10@oaklandnet.com>; DL - Fire - Station 12 <DL-Fire-Station12@oaklandnet.com>; DL - Fire - Station 13 <DL-Fire-Station13@oaklandnet.com>; DL - Fire - Station 15 <DL-Fire-Station15@oaklandnet.com>; DL - Fire - Station 16 <DL-Fire-Station16@oaklandnet.com>; DL - Fire - Station 17 <DL-Fire-Station17@oaklandnet.com>; DL - Fire - Station 18 <DL-Fire-Station18@oaklandnet.com>; DL - Fire - Station 19 <DL-Fire-Station19@oaklandnet.com>; DL - Fire - Station 20 <DL-Fire-Station20@oaklandnet.com>; DL - Fire - Station 21 <DL-Fire-Station21@oaklandnet.com>; DL - Fire - Station 22 <DL-Fire-Station22@oaklandnet.com>; DL - Fire - Station 23 <DL-Fire-Station23@oaklandnet.com>; DL - Fire - Station 24 <DL-Fire-Station24@oaklandnet.com>; DL - Fire - Station 25 <DL-Fire-Station25@oaklandnet.com>; DL - Fire - Station 26 <DL-Fire-Station26@oaklandnet.com>; DL - Fire - Station 27 <DL-Fire-Station27@oaklandnet.com>; DL - Fire - Station 28 <DL-Fire-Station28@oaklandnet.com>; DL - Fire - Station 29 <DL-Fire-Station29@oaklandnet.com>; DL - Fire - Station 3 <DL-Fire-Station3@oaklandnet.com>

Station3@oaklandnet.com>; DL - Fire - Station 4 <DL-Fire-Station4@oaklandnet.com>; DL - Fire - Station 5 <DL-Fire-Station5@oaklandnet.com>; DL - Fire - Station 6 <DL-Fire-Station6@oaklandnet.com>; DL - Fire - Station 7 <DL-Fire-Station7@oaklandnet.com>; DL - Fire - Station 8 <DL-Fire-Station8@oaklandnet.com>

Subject: FW: Words of Appreciation from Medical Branch

To All:

I wanted to say "Thank You" to everyone for the incredible work yesterday. A million people was protected and cared for by a team of less than 200 medical personnel. That team consisted of volunteers, BLS, ALS, Bike, Bus, FRALS and OBFFA EMT Students. I couldn't have done this without you. Please know that the City of Oakland was very pleased of the professional and dedicated response of all the First Responders.

Please extend our sincere thanks to all of the personnel that was working under each Medical Division, Medical Station, EOC, Com1, MMRS, foot patrol, gator, transport gators, BLS Ambulance and Paramedics Plus.

Have a good weekend and be safe.

Respectfully,

Darrell Lee | EMS Coordinator, Medical Services Division

THE CITY OF OAKLAND

Oakland Fire Department

47 Clay Street | Oakland, CA 94607

Direct/Voicemail: 510.238.5237 | dlee4@oaklandnet.com

MSD Main: 510-238-6957 Cell: 510-773-0836



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From: White, Darin
Sent: Friday, June 16, 2017 12:55 PM
To: DL - Fire - All Staff
Subject: Words of Appreciation

Good afternoon all,

I would like to say "Thank You and Great Job!!!" to everyone involved in the massive effort that was involved in yesterday's Warrior's Celebration! Our staff spent numerous hours and late nights preparing, planning, and collaborating with our city departments, multiple agency representatives and disciplines, volunteers and more, in order to deliver another well executed and recognized operation. Members from every part of our organization made helped make this a success: including our sworn members in Suppression, OFD Administrative Staff, our Emergency Management Services

Division, our Fire Prevention Bureau, our Training Division, our Medical Services Division, our USAR, and our Fire Dispatch Center all collaborated as one big TEAM!!

We responded to over 100 medical calls, including a water rescue response and critical medical emergencies. The City Administrator also commented on how "Amazing" our personnel were! This event was estimated to have between 1-1.5 million attendees between the parade and rally.

Once again, we have demonstrated to regional, national, and international viewers that the Oakland Fire Department is comprised of dedicated, knowledgeable, and very capable professionals!

I would like to also recognize and acknowledge the direct support of the participants from our local agencies, the Incident Management Team and its staff, and those not listed who supplemented our effort with cover-ins, overhead staff, and needed resources. This was a monumental effort and was put together in relatively short time with their assistance.

Although we operated in a very efficient and well coordinated manner, we will have an upcoming After Action Review (AAR) to continue to refine our ability to manage and operate in such a large scale environment. The AAR from our 2015 Warrior's Celebration was instrumental in creating many of the efficiencies that enabled us to provide our high level of response yesterday.

Thanks again to all, and congratulations to our World Champion Golden State Warriors!

Darin White
Interim 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: June 28, 2017
To: Board of Directors
From: Lon Phares, Deputy Chief Operations
Subject: Monthly Operations Report for May 2017

Operations & Training

- Quarterly Officer Meetings
- Annual Fire Trail Maintenance in Progress
- Tractor Drawn Aerial (Tiller) Training for Recruit Class 2016-2
- Hazardous Material FRO Refresher Training in Progress
- Budget Preparation FY17/18
- Budget Workshops FY 17/18
- SCBA Fit Testing in Progress
- Hydro Testing for SCBA Bottles in Progress
- Operational & Training Policy Updates
- Probationary Firefighter Testing
- Probationary Firefighter Provisionals Assignments Completed
- Probationary Task Book Sign-offs for Engineers (3) & Firefighters (12)
- Station 37 Volunteer Training
- iQuest Program – Dougherty Valley & San Ramon Valley High School Students
- Off-Road Emergency Vehicle Operations Course, Train-the-Trainer

Events Attended by Suppression

- Art & Wind Festival @ Central Park, San Ramon
- iQuest Program Presentation @ Cal High, San Ramon
- Gate Student Presentation @ Golden View Elementary, San Ramon
- Fallen Heroes Auction Dinner, Station 34
- Mayors Roundtable Engine Demonstration @ Veterans Building, Danville
- Bay Area NephCure Walk, Alamo
- Truck Demonstration @ Athan Downs Park, San Ramon

Special Teams

Hazardous Materials Team

- 2nd Quarter Training – In-Service Air Monitor Training with Industrial Scientific
- San Ramon Police Department - Hazardous Material Training

Technical Rescue Team

- 2nd Quarter Training – Mount Diablo Rope Rescue / Helicopter Operations

Meetings

County Chiefs

County Operations

County Training Officers

County Peer Support Meeting

Danville Town Council Meeting

Coastal Regional Hazardous Materials Response Organization

Standards of Cover Policy Compliance Report May 1, 2017 - May 31, 2017

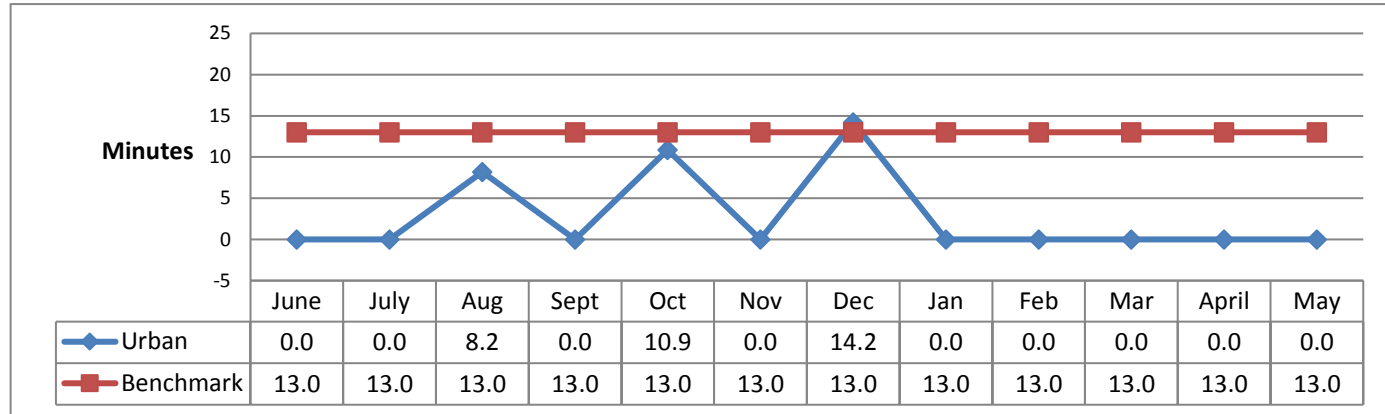
	SOC Goal 1, 5, 6			SOC Goal 2, 5, 6			SOC Goal 3, 5, 6			SOC Goal 5, 6		
	Urban (Count = 281)			Suburban (Count = 104)			Rural (Count = 4)			Wilderness (Count = 3)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
First Unit Response	7:00	7:01	7:13	8:00	7:49	7:49	15:00	12:59	14:27	45:00	38:08	35:27
		99%	98%		100%	100%		100%	100%		100%	100%

	SOC Goal 4											
	Urban (Count = 0)			Suburban (Count = 0)			Rural (Count = 0)			Wilderness (Count = 0)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
ERF Fire Response	13:00	0:00	14:13	14:00	0:00	8:12	21:00	0:00	0:00	45:00	0:00	0:00
		0%	80%		0%	100%		0%	0%		0%	0%

	SOC Goal 8											
	Urban (Count = 116)			Suburban (Count = 45)			Rural (Count = 3)			Wilderness (Count = 1)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
ERF Medical Response	9:00	9:10	9:31	10:00	10:31	9:42	21:00	17:58	27:24	45:00	28:47	28:47
		97%	95%		93%	100%		100%	78%		100%	100%

SOC Goal 7					
Call Processing Time			Turnout Time		
Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
1:00	1:04	1:16	2:00	1:54	1:54
	98%	93%		100%	100%

**ERF Fire
Response
Urban**



Goal 1

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

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

Goal 2

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

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

Goal 3

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

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

Goal 4

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

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

Goal 5

Hazardous Materials Response

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

Goal 6

Technical Rescue

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

Goal 7

Call processing and turnout times

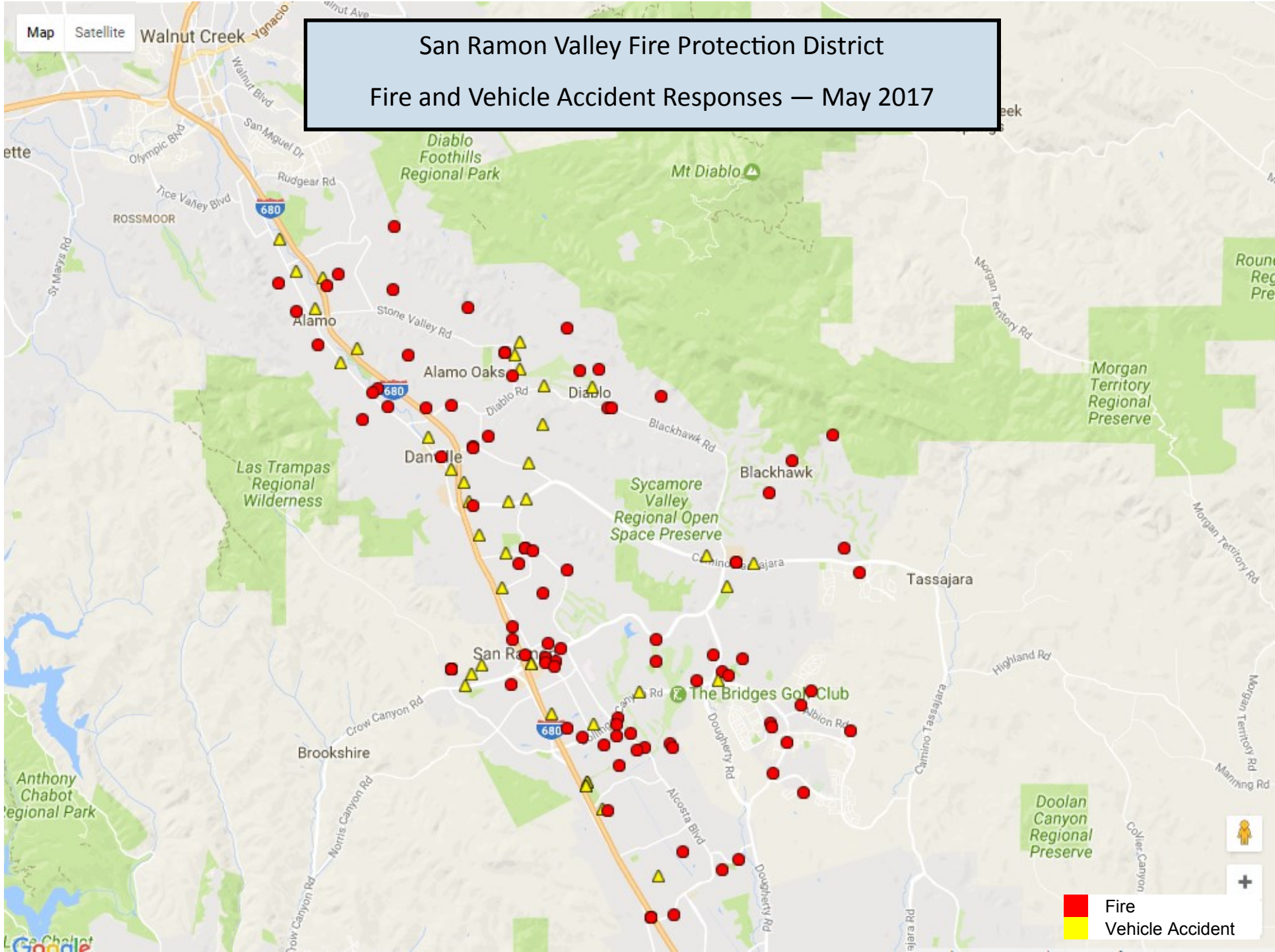
A concentrated focus will be placed on systems, training and feedback measures to crews to lower dispatch and turnout time reflex measures to national best practices of 1 minute for dispatch and 2 minutes for fire crew turnout, 90 percent of the time.

Goal 8

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

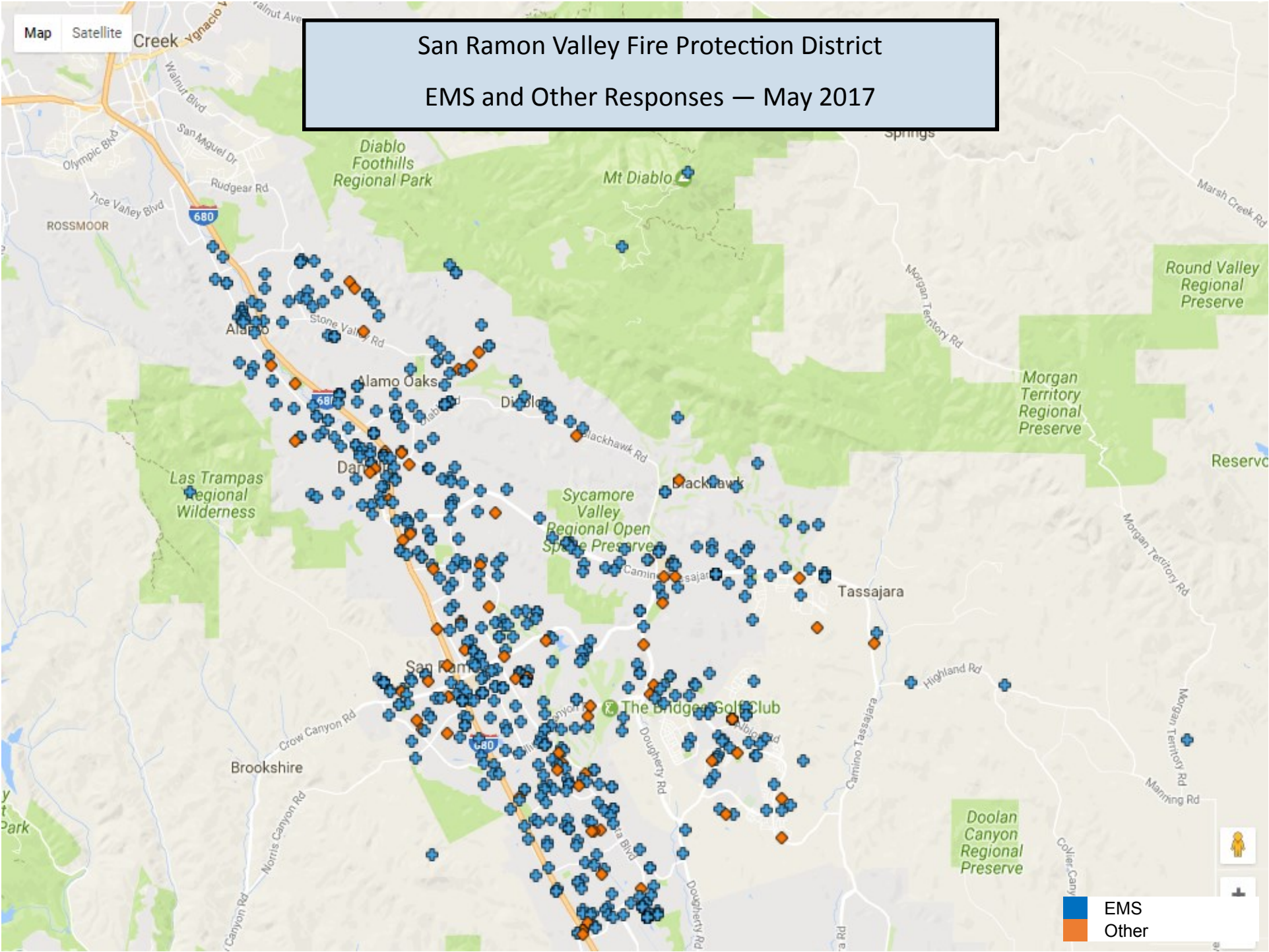
To treat medical patients requiring advanced procedures and skills (defined as Charlie, Delta or Echo), a two-unit response consisting of one paramedic-staffed ambulance and one additional paramedic-staffed unit for a response force of at least five personnel should arrive within 6 minutes travel time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

San Ramon Valley Fire Protection District
Fire and Vehicle Accident Responses — May 2017



Map Satellite

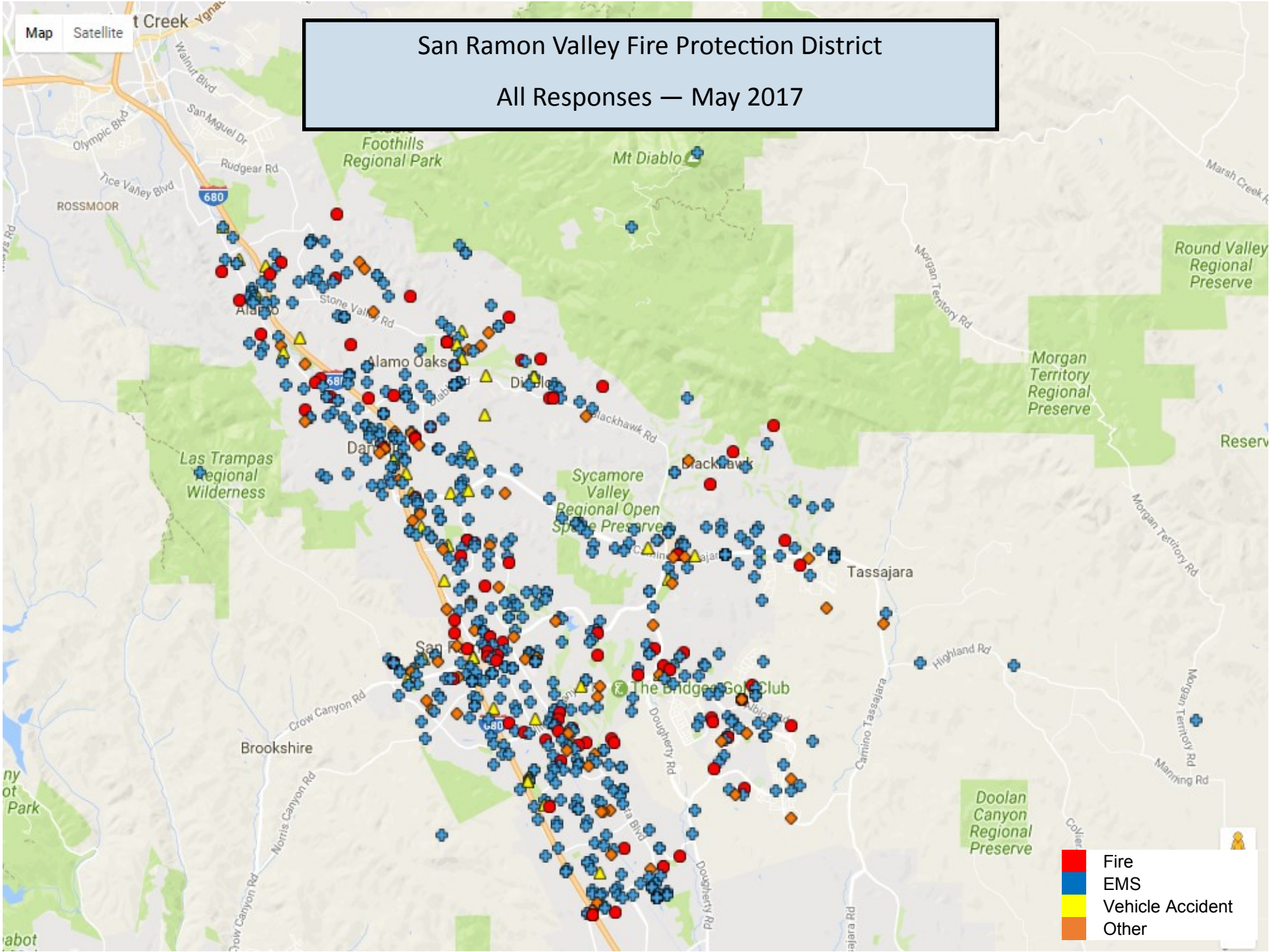
San Ramon Valley Fire Protection District EMS and Other Responses — May 2017



Map Satellite

San Ramon Valley Fire Protection District

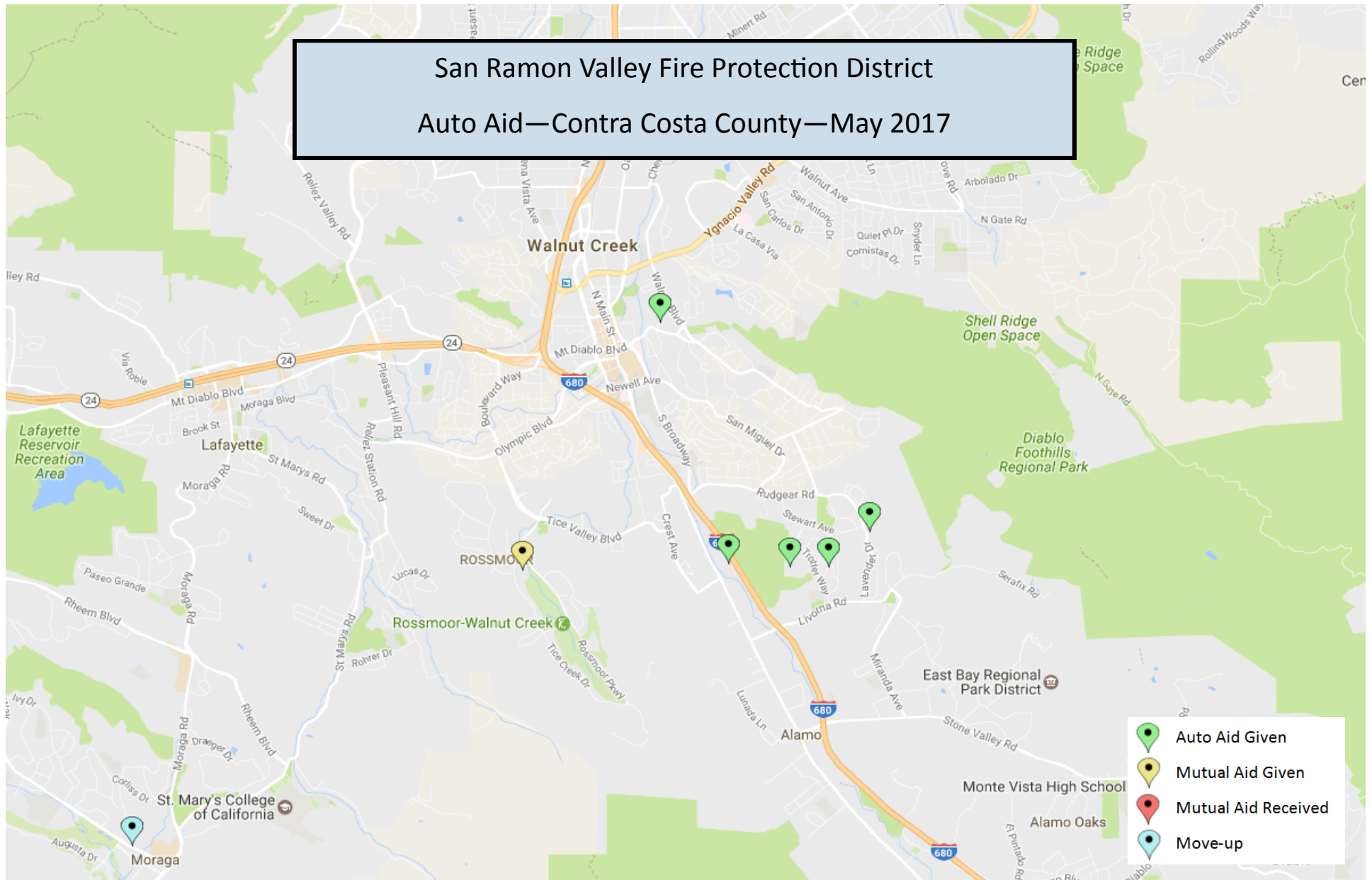
All Responses — May 2017



- Fire
- EMS
- Vehicle Accident
- Other

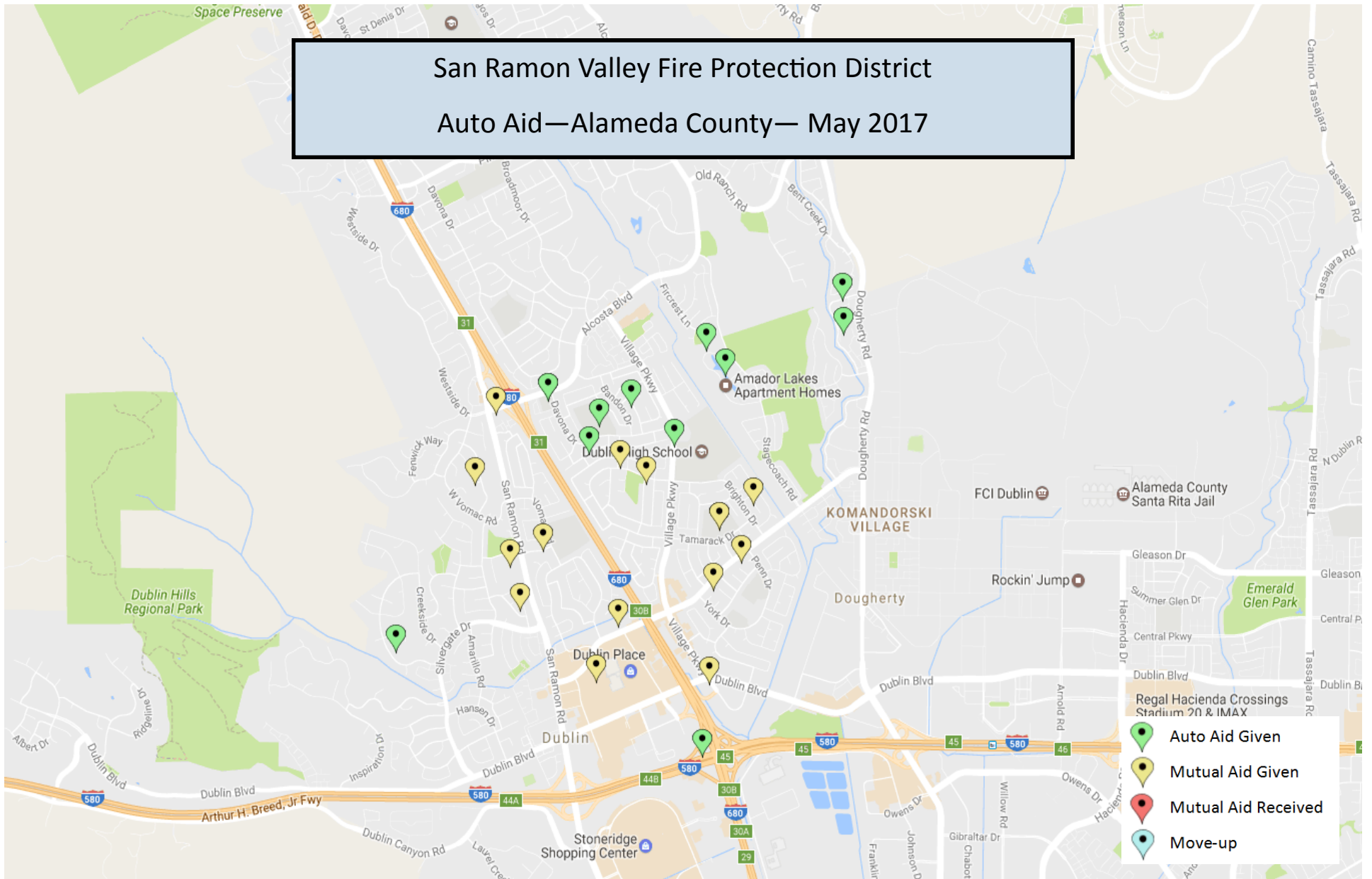
San Ramon Valley Fire Protection District

Auto Aid—Contra Costa County—May 2017



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

San Ramon Valley Fire Protection District Auto Aid—Alameda County— May 2017



	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY
Auto Aid Given	11	11	15	7	10	13	10	7	13	13	9	12
Mutual Aid Given	19	6	10	20	7	1	10	12	12	9	13	15
Mutual Aid Received	4	0	0	2	1	0	2	0	0	1	1	0
Move-up	0	0	0	0	1	0	1	1	0	0	0	0

EMS



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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www.firedepartment.org | info@firedepartment.org

Date: June 28, 2017
To: Board of Directors
From: John Duggan, Battalion Chief
Subject: Monthly EMS Division Communications

EMS

- The District responded to approximately 510 emergency medical incidents since the May 24th Board of Directors' Meeting. Eight of these incidents were in response to patients that had experienced a cardiac arrest. Three of those incidents were in response to witnessed cardiac arrests, with bystander CPR being initiated prior to the arrival of District resources. In response to on-scene Advanced Life Support (ALS) interventions performed by District personnel, two of these three patients exhibited a return of spontaneous circulation (ROSC) prior to their arrival in the emergency room.

Ongoing Projects

- Completed 2017 Second Quarter EMS/AutoPulse Training for Station 37 personnel
- Completed calendars and syllabi for EMS Modules #1 and #2 of the 2017-I Academy
- Completed the bariatric Power Load retrofit of two (2) Stryker Power Cots
- Facilitated the delivery of EMS data reports in response to requests from CCCEMS
- Attended multiple workgroup meetings of local and state EMS agencies
- Prepared 2017 Quarter III EMS in-service training curriculum
- Reviewed CCCEMS critique of District's performance during a recent MCI declaration

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: June 28, 2017

To: Board of Directors

From: Derek Krause, Deputy Chief – Logistics

Subject: Monthly Logistics Report for May 2017

Facilities

1. Met on site at FS31 with Danville Chief Building Official to walk through and discuss kitchen remodel project with respect to ADA triggers, etc.
2. Working with Boykin Consulting Services to develop RFP for underground tank subsurface assessment and closeout letter; met with representatives from ENGEO, Geosyntec and Weiss Associates
3. Meeting with Contractor General Manager to minimize FS32 delays, change orders, etc.
4. Completed CUPA Reporting Requirements for Above Ground Tanks for new FS32
5. Contra Costa County Sheriff's Captain Hoffman visiting FS32 in relation to potential purchase of property
6. Annual Fire Alarm Inspection completed by Denalect.
7. Ongoing:
Conducted preventive maintenance and repairs to effectively manage costs and maintain service.

Fleet

1. Developed process with Fire Mechanic to implement Preventive Maintenance and Repairs Support Program through Alameda County Fleet Repairs
2. Coordinated with electric repairs vendor to address various long-standing fleet issues
3. Performed proactive measures on apparatus air conditioning, especially ambulances, in anticipation of warmer weather needs
4. Annual inspections ongoing
5. Ongoing:
 - a. Conducted preventive maintenance and repairs to effectively manage costs and maintain safety.

Meetings

1. 5/2/2017: Alamo Municipal Advisory Committee Meeting
2. 5/2, 5/16, 5/25, 5/31/2017: Management Meetings
3. 5/3/2017: Fire and Life Safety Division Meeting
4. 5/4/2017: Safety Committee Meeting
5. 5/1/2017: Command Staff Meeting
6. 5/8, 5/22/2017: Officer Meetings
7. 5/9/2017: Attended San Ramon City Center Groundbreaking Ceremony

8. 5/11/2017: Board Personnel Subcommittee Meeting
9. 5/15/2017: Alamo Community Liaison Meeting
10. 5/11/2017: Local Hazard Mitigation Planning Steering Committee Meeting
11. 5/22/2017: Budget Presentation Preparation Meeting
12. 5/24/2017: Employee Budget Workshop
13. 5/30/2017: Board Budget Workshop
14. 5/26/2017: Volunteer Coordinator Meeting
15. 5/24/2017: Board Meeting
16. Various station visits to address Fleet and Facility issues, interface with personnel

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: June 28, 2017

To: Board of Directors

From: Derek Krause, Deputy Chief, Fire Marshal

Subject: Monthly Fire and Life Safety Division Report for May 2017

E-Plan Review Conversion

Electronic plan review submittals have exceeded paper submittals for the eighth consecutive month with 76.2% of May submittals in electronic form and a 3-month rolling average of 70% digital. To date we have received 60 surveys regarding electronic plan submittal with a 98% approval rating.

Inspections

Plan review and construction inspections continue to be the priority to support the active construction projects. Remaining time is being used to follow up on open inspections to accomplish compliance and close out inspections. New inspections are being focused on Assembly Occupancies. In May 256 compliance inspections and 150 construction inspections were completed.

Heart Safe Committee Activities

Staff attended the monthly Heart Safe Committee Meeting.

Hands Only CPR training was conducted at Windemere Middle School where 422 7th grade students and staff learned Hands Only CPR and AED use. The training was conducted by 10 volunteers consisting of Heart Safe volunteers and District personnel. Hands Only CPR training was also conducted at the Art and Wind Festival where volunteers trained 315 participants.

Staff and committee members administered hands only CPR at the following events in May:

1. Town Hall Meeting at Danville Vets Hall – 35 people

CERT Activities

CERT conducted May Series training and finished with 45 new graduates.

Staff attended Contra Costa County Hazard Mitigation Steering Committee Meeting, CERT Leadership Meeting and Contra Costa County Cities Citizen Corps Program Meeting. Staff also attended the RCFE meeting to explore CERT integration and support.

Residential Care Facility Work Group

Staff attended the monthly Residential Care Facility meeting.

Staff investigated a fire at one of the Residential Care Facilities. They will hold a debriefing with the Working Group as “lessons learned” in June meeting.

Public Education

Staff visited the following schools and made Fire Safety presentations to students ranging from grades 1-5:

1. St. Isidore and San Ramon Valley Christian Academy – 491 students

Staff also participated in the following:

1. Staff administered a Youth Firesetter Intervention.
2. Staff attended Villa San Ramon’s (large assisted living facility) earthquake and fire drill to provide assistance and feedback to staff.
3. Staff participated in the Country Brook Apartments Safety Night Social in conjunction with San Ramon Police. This occupancy is historically known for residential fires.
4. Staff conducted Access and Functional Needs / Autism Trainings for Concord PD.
5. Staff attended training for Autism and Risk & Safety Management.
6. Staff attended the Art and Wind Festival in San Ramon as public education on May 28th and 29th.

Community Involvement

Staff hosted an Information Table for the Senior Resource Fair.

Staff continued to work with Grad Night participants and conducted Grad Night Inspections.

Meetings

1. 5/3/2017: Fire and Life Safety Division Meeting
2. 5/5/2017: Meeting with Representative from Arch Insurance re: Preventing Fires In Buildings Under Construction
3. 5/11/2017: Local Hazard Mitigation Planning Steering Committee Meeting
4. 5/17, 5/31//2017: Permit Technician Interviews
5. 5/25/2017: Street Smarts Committee Meeting

SAN RAMON VALLEY FIRE PROTECTION DISTRICT
FIRE PREVENTION DIVISION
MONTHLY BOARD OF DIRECTORS ACTIVITY REPORT
May 2017

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
CODE COMPLIANCE													
INSPECTIONS	19	35	82	69	148	0	0	0	0	0	0	0	353
REINSPECTIONS	73	68	81	36	108	0	0	0	0	0	0	0	366
TOTAL *	92	103	163	105	256	0	0	0	0	0	0	0	719

OCCUPANCY PERMITS	2	31	20	25	126	0	0	0	0	0	0	0	204
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ANNUAL INSPECTION PROGRAM													
TOTAL INSPECTABLE OCCS	556	556	556	556	556	556	556	556	556	556	556	556	556
TOTAL STARTED YTD †	17	34	74	65	142	0	0	0	0	0	0	0	332
% STARTED YTD	3.06%	6.12%	13.31%	11.69%	25.54%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	59.71%
TOTAL COMPLETED YTD ‡	9	22	23	33	79	0	0	0	0	0	0	0	166
% COMPLETED YTD	1.62%	3.96%	4.14%	5.94%	14.21%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	29.86%

CONSTRUCTION													
NEW PROJECTS	59	74	91	62	62	0	0	0	0	0	0	0	348
PLAN REVIEWS SUBMITTED	104	159	197	124	164	0	0	0	0	0	0	0	748
PLAN REVIEWS COMPLETED	86	147	206	110	187	0	0	0	0	0	0	0	736
INSPECTIONS	105	123	128	80	150	0	0	0	0	0	0	0	586

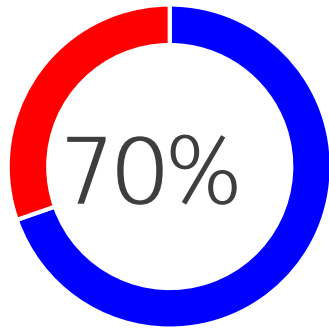
* Includes all code compliance inspections; Annual inspection program inspections, temporary tents, fireworks display, etc.

† 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.

e-Plan Review Conversion Project

Percentage of Digital Plans
March - May



■ Digital ■ Paper

Summary March - May

TOTAL REVIEWS SUBMITTED

468

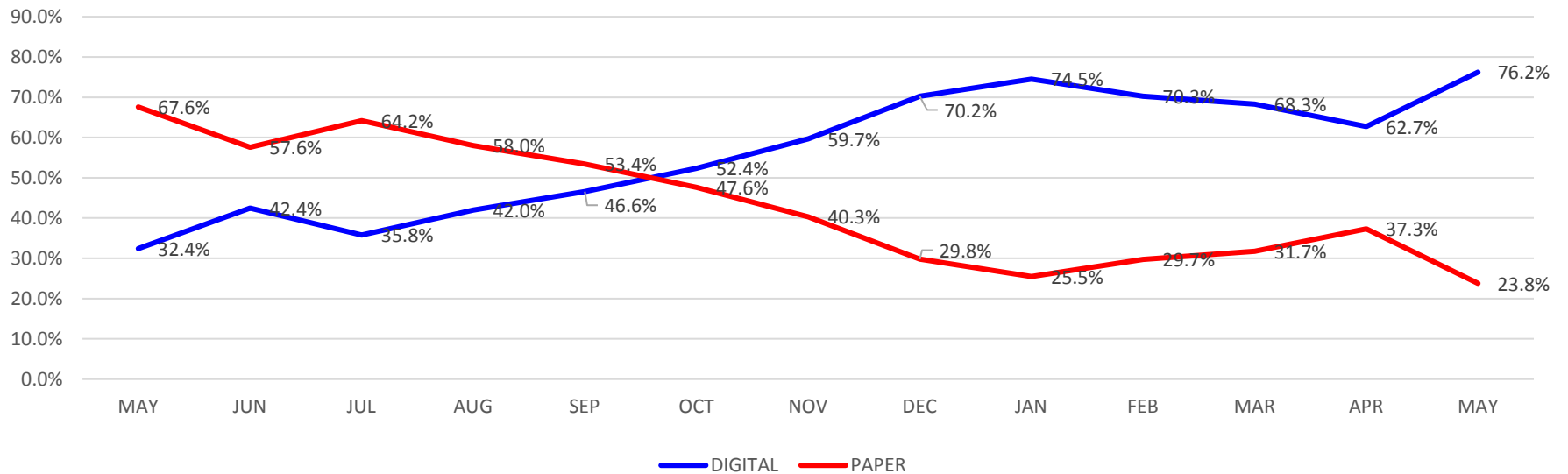
TOTAL DIGITAL SUBMITTED

326 69.7%

TOTAL PAPER SUBMITTED

142 30.3%

Plan Review Submittal Method



SAN RAMON VALLEY FIRE PROTECTION DISTRICT

FIRE PREVENTION DIVISION

MONTHLY PLAN REVIEW INTAKE REPORT

May 2017

PROJECT	PLAN REVIEW TYPE	SUBMITTAL	COMPLETED	FORMAT
Singleton/Dunlap Residence	Construction, alteration, or renovation of a building	05/01/2017 11:44:55	05/11/2017 09:32:50	Digital
Blackhawk Museum - African Art Gallery	After hours plan review and inspection	05/01/2017 12:03:54	05/03/2017 14:59:18	Digital
Blackhawk Museum - China Art Gallery	Additional Plan Review	05/01/2017 12:21:26	05/04/2017 08:38:20	Digital
Blackhawk Museum - China Art Gallery	After hours plan review and inspection	05/01/2017 12:24:23	05/04/2017 08:34:57	Digital
Blackhawk Museum - China Art Gallery	After hours plan review and inspection	05/01/2017 12:25:25	05/04/2017 08:35:28	Digital
Blackhawk Museum - China Art Gallery	After hours plan review and inspection	05/01/2017 12:27:45	05/04/2017 08:35:12	Digital
Commons Building	Automatic fire-extinguishing systems	05/01/2017 16:03:27	05/30/2017 16:38:54	Digital
Knoll Classroom 2	Automatic fire-extinguishing systems	05/01/2017 16:44:44	05/30/2017 16:41:29	Digital
Knoll Classroom 3	Automatic fire-extinguishing systems	05/01/2017 16:48:23	05/30/2017 16:41:54	Digital
Knoll Classroom 1	Automatic fire-extinguishing systems	05/01/2017 16:58:30	05/30/2017 16:43:25	Digital
Tim Quan Residence Solar PV	Miscellaneous System Plans	05/02/2017 08:21:43	05/02/2017 08:52:25	OTC Paper
Genius Kids Expansion (Sunshine Academy LLC) LUP 11-500-006	Construction, alteration, or renovation of a building	05/02/2017 10:36:00	05/05/2017 10:01:39	OTC Paper
Dan Schaefer Residence Solar PV	Miscellaneous System Plans	05/02/2017 11:00:49	05/02/2017 11:26:15	OTC Digital
Gallo Residence New Single family and second unit DEV14-0063	Fire apparatus access, site improvements and related equipment	05/02/2017 11:11:52	05/18/2017 15:06:51	Digital
Cheung Residence	Fire apparatus access, site improvements and related equipment	05/02/2017 14:42:13	05/04/2017 16:39:00	Paper
Cheung Residence	Private fire hydrants and fire protection water supplies	05/02/2017 14:46:40	05/04/2017 17:06:55	Paper
Cheung Residence	After hours plan review and inspection	05/02/2017 14:48:41	05/04/2017 16:38:02	Digital
Cheung Residence	After hours plan review and inspection	05/02/2017 14:49:59	05/04/2017 16:38:28	Digital
Potharajula In-law unit	Construction, alteration, or renovation of a building	05/02/2017 15:15:01	05/11/2017 10:41:24	Paper
Mitra In-Law Unit	Construction, alteration, or renovation of a building	05/02/2017 15:22:48	05/11/2017 10:51:01	Paper
Riser Pipe Exchange	Automatic fire-extinguishing systems	05/02/2017 16:44:35	05/02/2017 16:47:21	Digital
DNW/LABS INC Tenant improvement	Construction, alteration, or renovation of a building	05/02/2017 16:55:31	05/11/2017 10:29:50	Digital
Applied Underwriter's Inc. @ 3001 Bishop Dr, Suite 130	Fire alarm and detection systems and related equipment	05/02/2017 17:05:18	05/16/2017 12:11:53	Digital
Station 32 - Construction	Flammable and combustible liquids	05/02/2017 17:12:36	05/04/2017 16:24:00	Digital
BR1 Building X Suite 500 JB# 1101-20-0001	Construction, alteration, or renovation of a building	05/03/2017 09:00:55	05/11/2017 11:15:00	Digital
BR1 Building X Suite 500 JB# 1101-20-0001	Fire alarm and detection systems and related equipment	05/03/2017 09:07:51	05/11/2017 11:24:38	Digital
New second unit residence	Miscellaneous System Plans	05/03/2017 13:30:42	05/03/2017 13:31:05	Digital
Crow Canyon Zone 4 Building 11	Miscellaneous System Plans	05/03/2017 14:24:25	05/19/2017 15:18:19	Digital
Crow Canyon Zone 4 Building 10	Miscellaneous System Plans	05/03/2017 14:35:11	05/19/2017 15:21:34	Digital
Crow Canyon Zone 3 Building 8	Miscellaneous System Plans	05/03/2017 14:46:12	05/19/2017 14:15:12	Digital
Station 32 - Construction	After hours plan review and inspection	05/03/2017 14:47:28	05/09/2017 18:06:53	Digital
Advent Engineering Services, Inc.	After hours plan review and inspection	05/04/2017 10:07:03	05/09/2017 18:07:51	Digital
Aparicio Residence Solar PV	Miscellaneous System Plans	05/04/2017 11:06:40	05/04/2017 16:34:00	OTC Digital
Safari Kid	Additional Plan Review	05/04/2017 12:07:58	05/04/2017 17:09:23	Paper
St. Isadore School - Classrooms Remodel	Construction, alteration, or renovation of a building	05/04/2017 15:13:44	05/19/2017 15:33:20	Paper
Rockwell Automation, Bldg Q Suite 210	Automatic fire-extinguishing systems	05/04/2017 16:26:05	05/04/2017 17:11:52	Digital
1090 Rosamund Dr. Alita@Gale Ranch Plan 2 Lot 97	Automatic fire-extinguishing systems	05/04/2017 16:38:12	05/04/2017 16:41:09	Digital
7078 Hyacinthus Ln Romana@Gale Ranch Plan 3 Lot 11	Automatic fire-extinguishing systems	05/04/2017 16:44:24	05/04/2017 16:49:34	Paper
7082 Hyacinthus Ln Romana@Gale Ranch Plan 2 Lot 12	Automatic fire-extinguishing systems	05/04/2017 16:52:13	05/04/2017 16:57:35	Paper
Genius Kids Expansion (Sunshine Academy LLC) LUP 11-500-006	Planning and site development review	05/05/2017 12:42:32	05/19/2017 16:01:11	Digital
Faria Preserve Temp Fuel Tanks for Grading Equipment	After hours plan review and inspection	05/05/2017 14:12:57	05/08/2017 09:22:22	Digital
Faria Preserve Temp Fuel Tanks for Grading Equipment	Flammable and combustible liquids	05/08/2017 08:51:34	05/08/2017 09:25:42	Digital
Rodan & Fields @ 3001 Bishop Dr 2nd Floor	Additional Plan Review	05/08/2017 11:38:55	05/16/2017 14:05:26	Digital

US Cryo Therapy TI	Construction, alteration, or renovation of a building	05/08/2017 11:48:00	05/08/2017 11:52:16	OTC Paper
Applied Underwriter's Inc. @ 3001 Bishop Dr, Suite 130	Automatic fire-extinguishing systems	05/09/2017 10:14:11	05/16/2017 11:59:18	Digital
Aparicio Residence Solar PV	Miscellaneous System Plans	05/09/2017 11:28:34	05/09/2017 12:02:24	OTC Digital
Verizon Generator	Flammable and combustible liquids	05/09/2017 14:32:08	05/24/2017 15:41:07	Digital
Planning VR17-1019	Planning and site development review	05/09/2017 15:04:04	05/19/2017 16:48:06	Paper
Planning DP17-3011	Planning and site development review	05/09/2017 15:27:54	05/19/2017 16:58:26	Paper
Jug Residence Remodel and Addition	Additional Plan Review	05/10/2017 09:16:18	05/22/2017 05:37:54	Digital
Costas	Automatic fire-extinguishing systems	05/10/2017 09:45:59	05/22/2017 06:47:12	Digital
GE Turnstiles	After hours plan review and inspection	05/10/2017 11:20:05	05/11/2017 06:30:35	Digital
Gateway Centre - Bldg G, Drive -Thru Pad DPA 16-310-005, MUP 16-501-023, AR	Automatic fire-extinguishing systems	05/10/2017 11:42:17	05/15/2017 12:27:01	OTC Digital
Gateway Centre - Bldg G, Drive -Thru Pad DPA 16-310-005, MUP 16-501-023, AR	Construction, alteration, or renovation of a building	05/10/2017 11:48:49	05/15/2017 12:20:49	OTC Digital
Residential Building Addition - Waziri Residence	Additional Plan Review	05/10/2017 12:11:22	05/18/2017 16:34:28	Paper
Cheung Residence	Additional Plan Review	05/10/2017 14:17:05	05/10/2017 14:18:36	Digital
Faria Preserve Fuel Cell	Flammable and combustible liquids	05/10/2017 15:09:33	05/22/2017 06:56:56	Digital
Sultan Residence	Automatic fire-extinguishing systems	05/10/2017 15:20:14	05/22/2017 07:48:26	Digital
Gateway Centre - Bldg G, Drive -Thru Pad DPA 16-310-005, MUP 16-501-023, AR	Miscellaneous System Plans	05/10/2017 16:22:01	05/18/2017 17:37:03	Digital
4455 Irisview Residence Solar PV	Miscellaneous System Plans	05/11/2017 09:47:19	05/11/2017 10:18:20	OTC Paper
Ruffin Residence	Construction, alteration, or renovation of a building	05/11/2017 10:28:49	05/22/2017 08:06:42	Digital
Solar PV System at San Ramon Valley United Methodist Church	Miscellaneous System Plans	05/11/2017 10:46:13	05/26/2017 17:52:20	Paper
Wendy's San Ramon	Automatic fire-extinguishing systems	05/11/2017 11:21:58	05/11/2017 11:52:43	OTC Paper
Meng Solar PV	Miscellaneous System Plans	05/11/2017 13:37:45	05/11/2017 14:04:01	Paper
New Residence	Construction, alteration, or renovation of a building	05/11/2017 15:30:09	05/22/2017 12:00:26	Digital
5109 Rowan Dr. Posante@Gale Ranch Lot 60 Plan 1	Automatic fire-extinguishing systems	05/11/2017 16:18:22	05/11/2017 16:33:17	Digital
5107 Rowan Dr. Posante@Gale Ranch Lot 70 Plan 3	Automatic fire-extinguishing systems	05/11/2017 16:34:02	05/11/2017 16:35:55	Digital
5111 Rowan Dr. Posante@Gale Ranch Lot 59 Plan 3	Automatic fire-extinguishing systems	05/11/2017 16:42:05	05/11/2017 16:44:46	Digital
5105 Rowan Dr. Posante@Gale Ranch Lot 71 Plan 1	Automatic fire-extinguishing systems	05/11/2017 16:45:36	05/11/2017 16:48:09	Digital
5113 Rowan Dr. Posante@Gale Ranch Lot 58 Plan 1	Automatic fire-extinguishing systems	05/11/2017 16:48:53	05/11/2017 16:51:40	Digital
5103 Rowan Dr. Posante@Gale Ranch Lot 72 Plan 2	Automatic fire-extinguishing systems	05/11/2017 16:52:30	05/11/2017 16:55:03	Digital
Building GG Smoke Door Replacement	Construction, alteration, or renovation of a building	05/12/2017 06:05:59	05/12/2017 06:08:38	Digital
BlackBerry Corp @3001 Bishop Dr, Ste 400	Construction, alteration, or renovation of a building	05/12/2017 08:53:26	05/16/2017 11:22:54	OTC Digital
Olson Residence Remodel/Addition	Automatic fire-extinguishing systems	05/12/2017 10:54:47	05/23/2017 15:03:51	Digital
Vacant Space, BB-450	After hours plan review and inspection	05/12/2017 11:35:41	05/24/2017 17:36:46	Digital
5115 Rowan Dr. Posante@Gale Ranch Lot 57 Plan 3X	Automatic fire-extinguishing systems	05/12/2017 14:29:43	05/12/2017 14:32:41	Digital
5101 Rowan Dr. Posante@Gale Ranch Lot 73 Plan 2X	Automatic fire-extinguishing systems	05/12/2017 14:33:24	05/12/2017 14:36:10	Digital
Rupert Office Building - Gagen McCoy TI	Automatic fire-extinguishing systems	05/12/2017 14:42:50	05/31/2017 11:04:43	Digital
USLI Office TI, Suite 330	Fire alarm and detection systems and related equipment	05/12/2017 15:01:59	05/24/2017 14:40:08	Digital
Scott Clare Residence	Automatic fire-extinguishing systems	05/15/2017 13:56:16	05/31/2017 12:23:01	Paper
Rockwell Automation, Bldg Q Suite 210	After hours plan review and inspection	05/15/2017 14:30:12	05/17/2017 12:53:22	Digital
7086 Hyacinthus Ln Romana@Gale Ranch Plan 2 Lot 13	Automatic fire-extinguishing systems	05/15/2017 15:14:34	05/15/2017 15:23:26	Paper
7090 Hyacinthus Ln Romana@Gale Ranch Plan 1 Lot 14	Automatic fire-extinguishing systems	05/15/2017 15:24:17	05/15/2017 15:29:37	Paper
3013-3023 Blackberry Ave - Cantera Building 9(B)	Automatic fire-extinguishing systems	05/15/2017 15:51:46	05/24/2017 16:46:25	Paper
Deer Creek Building A North	Automatic fire-extinguishing systems	05/15/2017 16:34:39		Digital
Deer Creek Building B North	Automatic fire-extinguishing systems	05/15/2017 16:35:50		Digital
BR1 Building X Suite 500 JB# 1101-20-0001	Fire alarm and detection systems and related equipment	05/15/2017 16:51:36		Digital
Francis Cung, DDS #338	Automatic fire-extinguishing systems	05/16/2017 08:18:12	05/16/2017 09:06:19	OTC Paper
Gateway Centre - Bldg G, Drive -Thru Pad DPA 16-310-005, MUP 16-501-023, AR	Construction, alteration, or renovation of a building	05/16/2017 08:49:11	05/18/2017 11:31:28	OTC Digital
Gateway Centre - Bldg G, Drive -Thru Pad DPA 16-310-005, MUP 16-501-023, AR	Automatic fire-extinguishing systems	05/16/2017 08:59:59	05/18/2017 11:42:00	OTC Digital
Residential Building Addition - Waziri Residence	Automatic fire-extinguishing systems	05/16/2017 09:16:00	05/18/2017 17:08:58	Paper
Francis Cung, DDS #338	Automatic fire-extinguishing systems	05/16/2017 09:21:02	05/16/2017 09:21:11	OTC Paper

Residential Building Addition - Waziri Residence	After hours plan review and inspection	05/16/2017 09:21:08	05/18/2017 17:14:34	Paper
Scott Molkenbuhr Residence	Automatic fire-extinguishing systems	05/16/2017 09:28:43		Paper
T-949 Innovation Remodel - Home Dept	Construction, alteration, or renovation of a building	05/16/2017 11:38:31	05/18/2017 12:02:05	OTC Digital
Ignacio addition	Construction, alteration, or renovation of a building	05/16/2017 13:46:20	05/23/2017 17:07:56	Digital
3566 Cinnamon Rdg Andorra Plan 1 Lot 40	Additional field inspection	05/16/2017 14:48:16	05/16/2017 14:55:53	Digital
Advent Engineering Services, Inc.	Additional Plan Review	05/16/2017 16:40:20	05/23/2017 17:16:57	Digital
Residential Building Addition - Waziri Residence	After hours plan review and inspection	05/17/2017 09:31:29	05/18/2017 16:45:56	Digital
Commons Building	Fire alarm and detection systems and related equipment	05/17/2017 12:53:54	05/19/2017 10:10:42	Digital
Knoll Classroom 3	Fire alarm and detection systems and related equipment	05/17/2017 13:01:27	05/24/2017 14:23:40	Digital
Knoll Classroom 2	Fire alarm and detection systems and related equipment	05/17/2017 14:11:34	05/24/2017 14:21:18	Digital
Knoll Classroom 1	Fire alarm and detection systems and related equipment	05/17/2017 14:17:35	05/24/2017 14:18:50	Digital
Commons Building	After hours plan review and inspection	05/17/2017 14:21:38	05/19/2017 10:34:29	Digital
Knoll Classroom 1	After hours plan review and inspection	05/17/2017 14:40:19	05/24/2017 14:27:07	Digital
Knoll Classroom 2	After hours plan review and inspection	05/17/2017 14:43:22	05/24/2017 14:27:38	Digital
Knoll Classroom 3	After hours plan review and inspection	05/17/2017 14:44:50	05/24/2017 14:28:05	Digital
Blackhawk Museum - China Art Gallery	Automatic fire-extinguishing systems	05/17/2017 15:59:51	05/31/2017 11:24:43	Digital
Matt & Sarah Hagen	Miscellaneous System Plans	05/17/2017 16:39:41	05/22/2017 10:57:34	Digital
Borneman Residence New Barn/Shed	Construction, alteration, or renovation of a building	05/18/2017 08:55:08		Digital
1315 Lawrence Rd	Miscellaneous System Plans	05/18/2017 09:15:14	05/18/2017 11:51:32	Digital
Vacant Space, Q225	Construction, alteration, or renovation of a building	05/18/2017 09:40:37	05/19/2017 10:48:25	Digital
Vacant Space, Q225	Fire alarm and detection systems and related equipment	05/18/2017 09:41:49	05/19/2017 11:31:11	Digital
Dr. Adams Dental Office	Additional Plan Review	05/18/2017 09:47:54	05/18/2017 11:28:42	OTC Paper
1822 El Nido demo and new home construction	Construction, alteration, or renovation of a building	05/18/2017 13:02:48	05/26/2017 18:16:07	Paper
Planning DP17-3013	Planning and site development review	05/18/2017 14:56:14	05/19/2017 17:00:42	Paper
Planning MUP 17-501-009, AR 17-200-023 Clementines	Planning and site development review	05/18/2017 16:22:03	05/23/2017 17:38:12	Digital
Replacement Home for Archer DEV17-0009	Planning and site development review	05/19/2017 12:49:38	05/23/2017 17:46:57	Paper
Christensen Addition	Construction, alteration, or renovation of a building	05/19/2017 13:23:58	05/23/2017 17:33:45	Digital
TROV	Automatic fire-extinguishing systems	05/22/2017 13:03:16		Paper
Grading and Improvement Alamo Glen MS 15-0002	Fire apparatus access, site improvements and related equipment	05/23/2017 10:05:07		Digital
512 Damara Ct Ashbury@Alamo Creek Plan 3 Lot 534	Automatic fire-extinguishing systems	05/23/2017 13:35:05	05/23/2017 14:06:13	Paper
506 Damara Ct Ashbury@Alamo Creek Plan 1 Lot 533	Automatic fire-extinguishing systems	05/23/2017 14:18:10	05/23/2017 14:22:04	Paper
7094 Hyacinthus Lane Romana@Gale Ranch Plan 3 Lot 15	Automatic fire-extinguishing systems	05/23/2017 14:24:36	05/23/2017 14:28:34	Paper
7098 Hyacinthus Lane Romana@Gale Ranch Plan 1 Lot 16	Automatic fire-extinguishing systems	05/23/2017 14:30:14	05/23/2017 14:33:21	Paper
Iron Oak - Plan 3 Master	Automatic fire-extinguishing systems	05/23/2017 14:56:37	05/24/2017 16:54:19	Digital
Planning LUP 17-500-001 Wellspring Church	Planning and site development review	05/23/2017 16:40:45		Digital
Verizon Cell Site at Crow Canyon & Dougherty	Miscellaneous System Plans	05/24/2017 09:27:00		Paper
TROV	After hours plan review and inspection	05/24/2017 10:46:08		Digital
Roundhouse Health Club Ground Floor Bldg 15	After hours plan review and inspection	05/24/2017 10:48:31		Digital
Chabot Nephrology Suite 220	Fire alarm and detection systems and related equipment	05/24/2017 11:27:20		Digital
Applied Underwriter's Inc. @ 3001 Bishop Dr, Suite 130	Automatic fire-extinguishing systems	05/24/2017 16:51:45		Digital
Salzetti Residence	Additional Plan Review	05/25/2017 08:38:38		Digital
Clipper Hill Residence Remodel & Addition	Construction, alteration, or renovation of a building	05/25/2017 09:35:37		Digital
Rodan & Fields @ 3001 Bishop Dr 2nd Floor	After hours plan review and inspection	05/25/2017 10:12:24		Digital
Brad Crow Residence Solar PV	Miscellaneous System Plans	05/25/2017 10:21:10	05/25/2017 15:34:02	OTC Digital
Country Faire Shopping Center	Additional Plan Review	05/25/2017 11:06:33	05/25/2017 15:38:44	OTC Digital
Blackhawk Museum - China Art Gallery	Fire alarm and detection systems and related equipment	05/25/2017 11:37:09	05/31/2017 11:33:05	Digital
DEV15-0051 - New 3786 sq ft home & 873 sq ft garage	Construction, alteration, or renovation of a building	05/25/2017 14:09:29		Digital
Blackhawk Museum - African Art Gallery	Fire alarm and detection systems and related equipment	05/25/2017 15:42:17		Digital
Peace Flower Montessori	Construction, alteration, or renovation of a building	05/25/2017 15:47:00		Digital

Hiryama Solar PV	Miscellaneous System Plans	05/25/2017 16:01:50	05/30/2017 09:06:52	OTC Digital
PAYCHEX	Fire alarm and detection systems and related equipment	05/26/2017 09:12:00		Digital
Danville Commercial - 312 Railroad Ave	Additional Plan Review	05/26/2017 10:12:13	05/30/2017 09:23:07	Digital
Van Sutton Residence	Construction, alteration, or renovation of a building	05/26/2017 11:44:13		Digital
PAYCHEX	Construction, alteration, or renovation of a building	05/26/2017 15:54:26		Digital
Fidelity National Title	Construction, alteration, or renovation of a building	05/26/2017 16:06:25		Digital
PAYCHEX	Automatic fire-extinguishing systems	05/26/2017 16:18:18		Digital
NETPACE	Construction, alteration, or renovation of a building	05/26/2017 16:24:58		Digital
NETPACE	Automatic fire-extinguishing systems	05/26/2017 16:30:52		Digital
NETPACE	Fire alarm and detection systems and related equipment	05/26/2017 16:32:57		Digital
Planning DP 17-300-004, AR 17-200-021, IS 17-250-001	Planning and site development review	05/26/2017 16:51:32	05/26/2017 17:48:45	Digital
Cool Tea Bar - 251 Hartz	Automatic fire-extinguishing systems	05/30/2017 08:32:28	05/30/2017 12:36:39	OTC Digital
Ikes Love and Sandwiches	Automatic fire-extinguishing systems	05/30/2017 13:59:06		OTC Paper
Appleton remodel & addition	Automatic fire-extinguishing systems	05/30/2017 15:01:49		Digital
Ramchandani Solar Panels	Miscellaneous System Plans	05/30/2017 15:10:14	05/30/2017 15:28:32	Paper
ANDAMAN Restaurant	Construction, alteration, or renovation of a building	05/30/2017 16:11:17		Digital
PSCU Suite 110 @ 3001 Bishop Dr	After hours plan review and inspection	05/31/2017 10:44:50		Digital
Round Hill Country Club	Additional Plan Review	05/31/2017 12:21:37	05/31/2017 13:37:32	Digital
Round Hill Country Club	After hours plan review and inspection	05/31/2017 13:38:18		Digital
MCL HOLDINGS	Construction, alteration, or renovation of a building	05/31/2017 15:49:59		Digital
MCL HOLDINGS	Fire alarm and detection systems and related equipment	05/31/2017 15:56:15		Digital
Ready Suite	Construction, alteration, or renovation of a building	05/31/2017 16:02:58		Digital
Ready Suite	Fire alarm and detection systems and related equipment	05/31/2017 16:05:43		Digital



San Ramon Valley Fire Protection District

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Date: June 28, 2017

To: Board of Directors

From: Derek Krause, Deputy Chief, Fire Marshal

Subject: Monthly Fire and Life Safety Division (FLSD) Update

As requested by the Board of Directors, the report below is a monthly status update regarding the Fire & Life Safety Division (FLSD)

FLSD Project status report for the month of May:

- Evaluation of recruitment process and requirements for Permit Technician position(s).
- Rebranding (badges, business cards, name plates) completed
- Standardized FLSD Header and Signature box business communications templates
- Work practices and policies under review (e.g. Standby Policy, FLSD Use of District-Issued Equipment)
- Purchased three tablets to enhance efficiency within the Division, field testing programming of one
- Standard practices (e.g. Exterior Hazard Abatement resolution, noticing and mailings, workflows, events, meetings, etc.), in process of being memorialized and documented
- Division completed lease of four Ford Escapes and one Ford Explorer interceptor to replace staff vehicles at end-of-life status – developing upfitting plan
- District Aides engaged to provide significant support (e.g. 7th Grade CPR, EHA mailings, etc.)
- Division meetings and collaborative projects scheduled to maximize effectiveness
- FLSD FY 17/18 Budget completed
- Completed staffing evaluations For the FLSD
- Inspection line message to include an enhancement to the construction inspection schedule
- Established an Over the Counter Waiting Area
- Updated numerous standards and applications processes: updated the Expedited Plan Review/After-hours Inspection process, created an Outdoor Special Event Standard; revised the Plan Revision Application; created an R-3 Submittal Requirement Process; and created an Alternate Means and Methods procedure.
- Completed and implemented new Occupancy Inspection Checklist
- Created an incoming rollover call procedure to enhance customer service
- Annual Occupancy Inspection Program underway
- Reduced plan review wait times from 5 weeks to 7-10 days
- Established cross-training support staff process to support inspections efforts during reduced staffing due to illness/injuries
- Established contracting process for contract Fire Protection Engineer services, when necessary
- Digitized archived plans
- Created second Plans Examiner workspace

Action Items Pending:

- Review and update, as needed, all Division Standards
- Evaluate Administration Building front office workspace for efficiency, complete construction of second Plans Examiner reviewing table
- Create a Standard Planning Conditions document for customers who are planning a future development or project
- Evaluate and recommend changes to our EBMUD evaluation form process
- Create a Rural Water Standard
- Update Fire Apparatus Access Road Standard
- Update Local Amendments
- Examine existing method of data collection and verify accuracy, including Emergency Contact Information
- Create Policies with regarding to Military Leave, Fire Investigation and District Issued Equipment

COMMUNICATIONS



San Ramon Valley Fire Protection District

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Date: June 28, 2017
To: Board of Directors
From: Denise Pangelinan, Director of Emergency Communications
Subject: Monthly Communications Division Report for May 2017

Communications Center

- Public Safety Dispatcher Interviews
- Citizen Academy Orientation
- Emergency Communications Nurse System

Technology Systems

- Provided Live Stream of the Employee Budget Workshop
- Facilitated Uninterruptible Power Supply (UPS) Maintenance for Admin Building
- Completed Upgrade of the TriTech Message Switch (TTMS)
- Initiated Site Surveys for Fiber Optic Network Upgrade at Fire Stations

Training

- Staging Manager Training
- Status/Check-In Training

Meetings

- San Ramon Police Department Dispatch Services Consolidation
- Budget Preparation Meetings
- Contra Costa County Communications Managers Association

Communications Reserves

- Mobile Communications Command Van Rally

HUMAN RESOURCES



San Ramon Valley Fire Protection District

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Date: June 28, 2017
To: Board of Directors
From: Natalie Korthamar Wong, Director of Human Resources
Re: Monthly Human Resources Report for May 2017

Recruitment:

- Conducted interviews and FF skills assessment for the Firefighter Paramedic recruitment
- Coordinated Fire and Life Safety Permit Technician interviews
- Posted the Public Safety Dispatcher recruitment
- Participated in a job fair at Los Positas College
- Began background process for 21 Reserve Firefighters
- Began background process for 1 Public Safety Dispatcher

Additional Activity:

- Implemented all employee compensation changes related to the LOU
- Improved District efficiency by updating work codes in Telestaff
- Attended the annual Senior Pancake breakfast
- Attended a training at the City of Walnut Creek regarding legal protections provided to members of the armed forces
- Attended an ADP conference and networked with other public agencies that use ADP
- Attended the City Center ground breaking ceremony

Report:

- Employee Illness/Injury Report – May 2017

Employee Illness/Injury Report (May 2017)

Reportable Injuries – May 2017:

Indemnity (Lost Time)

- May 6, 2017 DOI = 5/6/17 – A Firefighter strained back starting chainsaw during equipment check. Missed 4 shifts.
Status: Returned to full-duty 5/19/17.
- May 18, 2017 DOI = 4/13/16 – An Engineer sought care for complications from a previous injury. Missed 4 shifts.
Status: Remained out at month end.
- May 23, 2017 DOI = 5/10/16 – A Captain underwent surgery for a previous knee injury. Missed 4 shifts.
Status: Remained out at month end.

Medical Only (No Lost Time)

- May 1, 2017 DOI = 4/10/17 – A Fire Inspector sought care for a cumulative neck/shoulder/arm injury.
Status: Medical Only – No lost time.
- May 11, 2017 DOI = 5/11/17 – An Engineer strained knee dismounting from engine.
Status: Medical Only – No lost time.

As of May 31, 2017, there were eight (8) employees absent from their regular work assignment. Total lost time due to injuries for the month of May equaled 221 calendar days/74 shifts.

FINANCE



San Ramon Valley Fire Protection District

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Date: June 28, 2017

To: Board of Directors

From: Ken Campo, Financial Consultant

Re: Monthly Financial Report for May 2017

Financials:

- Balance Sheet – May 30, 2017
- Revenues: Budget v. Actual (All Funds)
- General Fund Expenditures: Budget v. Actual (2013/14-2016/17)
- Capital, Debt Service, SRVF Community Fund Expenditures: Budget v. Actual (2013/14-2016/17)
- Monthly General Fund Revenue/Expense History (2012/13-2016/17)
- Monthly Overtime Analysis – May 2017

Meetings/Activities:

Finance:

- Prepared and presented the FY2017/18 Proposed Budget, 10-Year Financial Plan and 12-Year Capital Improvement Plan to Employees and the Board.
- Submitted updated salary survey to Governor's Office of Emergency Services (CalOES) reflecting FY16/17 salary and staffing changes approved by the Board. The survey is the basis for cost recovery for Strike Team Deployments. In addition, the Administrative Rate was recalculated at 25.44% (otherwise reimbursement would have occurred at the standard flat rate of 10%). Annually updating the salary and administrative rate ensures the District is fully reimbursed when assisting the state and other agencies.
- Ongoing management of contract and budget for new Station 32.
- In conjunction with IT, continued development of Transparency page on District website as required for CSDA's Special District Leadership Foundation Certificate of Transparency (i.e. "open governance").
- Awarded contract for District fuel needs based on competitive quote process and approval by the Board.
- Prepared for Board consideration the annual Appropriations Limit (required by State law) and annual renewal of the District's Investment Policy.

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
COMBINED BALANCE SHEET OF ALL FUND TYPES
MAY 31, 2017**

	GOVERNMENTAL FUND TYPES					AGENCY		ACCOUNT		GROUPS		Totals (Memo Only)
	General Fund - 100	Budget Stabilization - 110	Debt Service Fund - 200	Capital Projects Fund - 300	Special Revenue Fund - 400	PROGRAM Fund - 700	General Fixed Assets Fund - 800	General Long-Term Debt Fund - 900				
ASSETS												
Cash - Bank of the West	\$ 1,821,114	\$ 66,686	\$ -	\$ -	\$ 30	\$ 66,210	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,954,039
Cash - Bank of the West Money Market @ 0.18%	1,002,500											1,002,500
Cash - Bank of the West Workers' Compensation	(52,662)											(52,662)
Cash - Comerica Flexible Spending	8,572											8,572
Petty Cash	1,250											1,250
Investments - LAIF @ 0.78%	37,719,171			2,339,240								40,058,411
Investments - Market Value Adjustment	24,580	(11,649)		10,462								23,394
Investments - Bank of the West @ 1.75% avg		17,642,275		3,000,500								20,642,775
Investments - Tri-Valley Bank @ 0.8%		2,000,000										2,000,000
Cash with Fiscal Agent (Note #1)			54									54
Investments - US Bank Money Market @ 0.10%				175,379								175,379
Accounts Receivable	77,795											77,795
Interest Receivable												-
Prepaid Expenses/Deposits				238,000								1,408,430
Land	1,170,430											6,175,878
Buildings & Improvements/Construction												6,175,878
Equipment/Vehicles												30,774,462
Accumulated Depreciation												28,521,498
Amount to be Provided for General												(32,115,576)
Long Term Debt												19,589,273
Total Assets	\$ 41,772,751	\$ 19,697,311	\$ 54	\$ 5,763,582	\$ 30	\$ 66,210	\$ 33,356,262	\$ 19,589,273	\$ 120,245,474			\$ 120,245,474
LIABILITIES												
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accrued Expenses	2,496,585			223,157								2,719,742
Deposits Payable	5,042			16,664		304						22,010
Long Term Debt:												
(1) Certificates of Participation												13,030,000
(2) Vehicle Lease												520,009
Claims Payable	8,572											4,205,572
Compensated Absences												1,842,264
Total Liabilities	\$ 2,510,199	\$ -	\$ -	\$ 239,822	\$ -	\$ 304	\$ -	\$ 19,589,273	\$ 22,339,598			\$ 22,339,598
FUND EQUITY												
Investment in General Fixed Assets												33,356,262
Non-Spendable Fund Balance				238,000								238,000
Restricted Fund Balance			54	96,157	30							96,241
Committed Fund Balance:												
Dry Period Funding	39,213,687											39,213,687
Budget Stabilization		16,697,311										16,697,311
Workers' Compensation Claims		3,000,000										3,000,000
Capital Projects				5,189,603								5,189,603
Assigned Fund Balance:												
Other Assigned Fund Balance	48,866											48,866
Unassigned Fund Balance			54	5,523,760	30	65,905	33,356,262	-				65,905
Total Fund Balance	\$ 39,262,553	\$ 19,697,311	\$ 54	\$ 5,523,760	\$ 30	\$ 65,905	\$ 33,356,262	\$ -	\$ 97,905,876			\$ 97,905,876
Total Liabilities and Fund Equity	\$ 41,772,751	\$ 19,697,311	\$ 54	\$ 5,763,582	\$ 30	\$ 66,210	\$ 33,356,262	\$ 19,589,273	\$ 120,245,474			\$ 120,245,474

Note 1 - US Bank:
 Reserve Fund (COP 2003) Market Value \$29; Interest Rate 0.03% (Money Market Fund); Lease Fund (COP 2003) Market Value \$5; Interest Rate 0.00% (Money Market Fund)
 Lease Fund (COP 2015) Market Value \$20; Interest Rate 0.00% (Money Market Fund)
 Project Fund (COP 2015) Market Value \$175,379; Interest Rate 0.10% (Commercial Paper)

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
REVENUE (ALL FUNDS)
FISCAL YEAR 2016-2017
JULY 1, 2016 - MAY 31, 2017**

GL CODE	FISCAL YEAR COMPLETED: 91.67%		2013/2014	2014/2015	2015/2016	AMENDED	2016/2017	PERCENT RECEIVED %
	DESCRIPTION	ACTUAL REVENUE	ACTUAL REVENUE	ACTUAL REVENUE	BUDGET REVENUE	REALIZED REVENUE		
4100	TAXES							
4110	PROPERTY TAXES - CURRENT SECURED	\$49,002,743	\$53,279,121	\$57,616,767	\$61,090,385	\$58,057,886		95.04%
4120	PROPERTY TAXES - SUPPLEMENTAL	1,118,173	1,187,562	1,439,374	459,000	436,240		95.04%
4130	PROPERTY TAXES - UTILITIES (Unitary)	978,438	974,141	1,050,678	1,069,077	1,015,623		95.00%
4140	PROPERTY TAXES - CURRENT UNSECURED	1,988,210	1,959,968	1,844,275	1,868,249	1,728,215		92.50%
4145	HOMEOWNERS PROPERTY TAX RELIEF	502,858	487,153	482,390	518,057	234,834		45.33%
4150	RDA PROPERTY TAX	630,673	648,506	916,948	891,862	725,617		81.36%
4160	LESS COUNTY TAX ADMINISTRATION	(511,904)	(499,102)	(514,207)	(509,924)	(510,162)		100.05%
4170	PROPERTY TAXES - PRIOR SECURED	(423,621)	(156,204)	(187,115)	(142,357)	(142,357)		100.00%
4180	PROPERTY TAXES - PRIOR SUPPLEMENTAL	(132,498)	(83,626)	(77,821)	(89,990)	(89,990)		100.00%
4190	PROPERTY TAXES - PRIOR UNSECURED	(13,349)	(26,010)	(65,172)	42,335	(2,252)		-5.32%
		53,139,723	57,771,510	62,506,117	65,196,694	61,453,654		94.26%
4200	INTERGOVERNMENTAL REVENUE							
4220	MEASURE "H"	33,000	33,000	33,000	33,000	33,000		100.00%
4230	SB-90 MANDATED COSTS	(14,248)	102,278	22,668	-	-		
4240	MISCELLANEOUS STATE AID/GRANTS	284,555	334,609	505,507	144,577	177,264		122.61%
4245	FEDERAL GRANT REVENUE	1,060,830	-	-	-	-		
4250	LEMSA	62,335	-	143,288	244,400	191,892		78.52%
4251	GEMT	-	-	152,575	65,423	32,579		49.80%
4252	CONSOLIDATED DISPATCH	-	-	-	1,250,000	1,250,000		100.00%
		1,426,472	469,887	857,038	1,737,400	1,684,735		96.97%
4300	CHARGES FOR SERVICE							
4310	INSPECTION FEES	110,954	108,818	124,744	49,865	64,318		128.98%
4315	PLAN REVIEW	524,155	596,692	657,804	574,377	704,374		122.63%
4316	INFO TECHNOLOGY SURCHARGE		97,861	39,127	31,212			0.00%
4320	WEED ABATEMENT CHARGES	5,762	3,347	2,493	3,000	1,841		61.35%
4325	ADMINISTRATIVE CITATION CHARGES	61,775	51,550	38,328	35,000	7,500		21.43%
4330	AMBULANCE SERVICES	2,937,305	3,125,236	3,344,200	3,282,824	3,123,583		95.15%
4340	CPR CLASSES	800	370	360	568	480		84.51%
4350	REPORTS/PHOTOCOPIES	21,555	6,749	9,976	7,000	13,061		186.58%
		3,662,306	3,990,623	4,217,032	3,983,846	3,915,156		98.28%
4400	USE OF MONEY & PROPERTY							
4410	INVESTMENT EARNINGS	80,076	144,288	376,027	212,970	288,257		135.35%
		80,076	144,288	376,027	212,970	288,257		135.35%
4500	RENTS, ROYALTIES AND COMMISSIONS							
4510	RENT ON REAL ESTATE	242,098	75,059	45,958	70,876	62,573		88.28%
		242,098	75,059	45,958	70,876	62,573		88.28%
4600	OTHER REVENUE							
4610	DONATIONS/CONTRIBUTIONS	974	10	30	-	-		
4620	SALE OF PROPERTY	27,400	780,427	9,950	-	13,482		100.00%
4640	MISCELLANEOUS REVENUE	97,560	139,755	99,201	-	13,750		100.00%
		125,934	920,192	109,181	-	27,232		100.00%
4900	OTHER FINANCING SOURCES							
4910	Debt proceeds	3,227,000	13,132,249	-	-	-		
		3,227,000	13,132,249	-	-	-		
	REVENUE TOTAL	\$61,903,609	\$76,503,809	\$68,111,352	\$71,201,786	\$67,431,606		94.70%

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

GENERAL FUND EXPENDITURES

FISCAL YEAR 2016-2017

July 1, 2016 - MAY 31, 2017

FISCAL YEAR COMPLETED - 91.67%					AMENDED			
DESCRIPTION	GL CODE	2013/2014 ACTUAL	2014/2015 ACTUAL	2015/2016 ACTUAL	2016/2017 BUDGET	EXPENDITURES TO DATE	REMAINING BAL. TO DATE	PERCENT EXPENDED
PERMANENT SALARIES	5110	\$18,998,580	\$19,188,961	\$20,945,087	\$24,158,275	\$21,444,029	\$2,714,246	88.76%
TEMPORARY SALARIES	5115	225,349	267,725	296,679	289,466	205,415	84,051	70.96%
PERMANENT OVERTIME	5120	5,926,335	6,470,482	7,917,285	7,946,911	7,426,907	520,004	93.46%
PERMANENT OVERTIME-TEMP EEs	5121	-	-	25,937	-	2,993	(2,993)	100.00%
FICA/MEDICARE	5140	357,070	373,313	420,610	471,053	410,032	61,021	87.05%
RETIREMENT CONTRIBUTIONS	5150	11,282,351	14,723,941	14,694,250	15,804,276	14,408,372	1,395,904	91.17%
401a CONTRIBUTIONS-ER PAID	5151	-	-	8,438	7,388	6,738	650	91.20%
EMPLOYEE GROUP INSURANCE	5160	3,126,726	3,202,870	3,533,985	3,912,304	3,470,310	441,994	88.70%
RETIREE HEALTH INSURANCE	5170	1,818,859	1,788,158	2,053,562	2,716,178	2,035,616	680,562	74.94%
OPEB CONTRIBUTION	5175	520,469	1,000,000	3,396,659	3,355,892	3,076,238	279,654	91.67%
UNEMPLOYMENT INSURANCE	5180	15,600	821	-	20,000	-	20,000	0.00%
WORKERS' COMPENSATION	5190	807,044	899,816	1,118,289	1,000,000	815,310	184,690	81.53%
TOTAL SALARIES AND BENEFITS	5100	43,078,384	47,916,087	54,410,780	59,681,743	53,301,958	6,379,785	89.31%
OFFICE SUPPLIES	5202	21,051	27,849	27,027	33,938	23,566	10,372	69.44%
POSTAGE	5204	15,305	13,996	14,021	16,861	11,163	5,698	66.20%
TELECOMMUNICATIONS	5206	166,049	167,750	168,728	192,727	166,820	25,907	86.56%
UTILITIES	5208	344,009	344,230	352,055	356,898	307,008	49,890	86.02%
SMALL TOOLS/EQUIPMENT	5210	62,256	85,136	69,710	131,056	118,238	18,819	90.22%
MISCELLANEOUS SUPPLIES	5212	125,845	100,911	100,561	104,157	39,006	65,151	37.45%
MEDICAL SUPPLIES	5213	107,396	122,211	143,955	136,417	126,623	9,794	92.82%
FIREFIGHTING SUPPLIES	5214	61,937	67,463	37,479	76,320	28,936	47,384	37.91%
PHARMACEUTICAL SUPPLIES	5216	24,849	25,174	35,498	33,825	30,542	3,283	90.29%
COMPUTER SUPPLIES	5218	33,962	6,043	7,691	25,563	9,847	15,716	38.52%
RADIO EQUIPMENT & SUPPLIES	5219	19,547	19,459	15,281	23,000	25,654	(2,654)	111.54%
FOOD SUPPLIES	5222	16,473	14,910	27,628	34,453	18,565	15,888	53.89%
PPE INSPECTION & REPAIRS	5223	19,584	21,309	18,745	28,500	9,483	19,017	33.27%
SAFETY CLOTHING/SUPPLIES	5224	94,323	100,360	80,554	106,559	101,026	5,533	94.81%
CLASS A UNIFORMS & SUPPLIES	5225	3,775	7,789	3,496	12,813	4,209	8,604	32.85%
NON-SAFETY CLOTHING/SUPPLIES	5226	9,756	10,801	5,638	39,111	39,077	34	99.91%
CLASS B UNIFORMS & SUPPLIES	5227	25,044	29,619	56,894	47,250	47,605	(355)	100.75%
HOUSEHOLD SUPPLIES	5228	36,886	51,627	43,371	42,025	36,378	5,647	86.56%
CENTRAL GARAGE - REPAIRS	5230	89,512	161,501	174,177	303,089	508,532	(205,443)	167.78%
CENTRAL GARAGE - MAINTENANCE	5231	11,818	12,113	6,534	21,911	38,237	(16,326)	174.51%
CENTRAL GARAGE - GAS, DIESEL & OIL	5232	202,299	166,873	137,063	158,140	120,886	37,254	76.44%
CENTRAL GARAGE - TIRES	5234	34,419	39,569	40,666	47,278	54,557	(7,279)	115.40%
CENTRAL GARAGE - MANDATED INSP.	5235	7,315	6,077	9,822	9,982	6,758	3,224	67.70%
MAINT./REPAIRS - EQUIPMENT	5236	116,530	158,021	165,074	249,258	173,460	75,798	69.59%
MAINT./REPAIRS - RADIO & ELECTRON	5238	316,272	303,983	231,239	326,325	255,410	70,915	78.27%
MAINT./REPAIRS - BUILDINGS	5240	127,738	148,734	157,281	223,138	180,344	42,794	80.82%
MAINT./REPAIRS - GROUNDS	5242	37,647	35,350	44,167	55,825	37,578	18,247	67.31%
RENTS & LEASES-EQUIP./PROPERTY	5246	36,466	47,933	64,106	68,930	57,576	11,354	83.53%
PROFESSIONAL/SPECIALIZED SERVICES	5250	733,356	688,486	937,626	1,672,006	1,129,319	542,687	67.54%
RECRUITING COSTS	5251	44,598	40,120	102,890	132,773	71,233	61,540	53.65%
LEGAL SERVICES	5252	186,452	107,352	254,331	847,900	777,108	70,792	91.65%
INFO TECHNOLOGY SURCHARGE	5253	5,000	-	-	-	-	-	0.00%
MEDICAL SERVICES	5254	68,483	65,875	74,647	118,865	60,637	58,228	51.01%
COMMUNICATIONS SERVICES	5258	78,600	79,800	79,800	82,500	79,800	2,700	96.73%
ELECTION SERVICES	5262	-	86,856	-	300	300	-	100.00%
INSURANCE SERVICES	5264	432,616	435,810	559,787	495,576	495,579	(3)	100.00%
PUBLICATION OF LEGAL NOTICES	5270	1,353	1,633	1,475	1,500	250	1,250	16.68%
SPECIALIZED PRINTING	5272	18,661	14,833	14,941	20,737	11,585	9,152	55.86%
MEMBERSHIPS	5274	54,704	57,804	68,045	79,447	66,973	12,474	84.30%
EDUCATIONAL COURSES/SUPPLIES	5276	33,911	32,958	38,886	68,372	45,083	23,289	65.94%
EDUCATIONAL ASSISTANCE	5277	15,982	12,502	12,978	16,000	8,638	7,362	53.99%
PUBLIC EDUCATIONAL SUPPLIES	5278	8,465	9,255	10,799	12,300	9,473	2,828	77.01%
BOOKS & PERIODICALS	5280	5,739	11,178	10,112	18,579	9,659	8,920	51.99%
RECOGNITION SUPPLIES	5282	1,163	1,502	1,906	4,000	1,821	2,179	45.52%
MEETINGS/TRAVEL EXPENSES	5284	19,687	28,185	33,347	42,525	34,008	8,517	79.97%
OTHER - CLAIMS EXPENSE	5286	9,182	-	-	-	-	-	0.00%
PROPERTY TAX SHARE AGREEMENT	5290	-	-	\$84,695	\$50,000	\$0	50,000	0.00%
TOTAL SERVICES AND SUPPLIES	5200	3,886,016	3,970,940	4,524,727	6,568,729	5,378,547	1,190,182	81.88%
TOTAL G/F OPERATING EXPENDITURES		\$46,964,400	\$51,887,027	\$58,935,506	\$66,250,472	\$58,680,505	\$7,569,967	88.57%

SAN RAMON VALLEY FIRE PROTECTION DISTRICT
CAPITAL PROJECTS, EQUIP/VEHICLES, DEBT SERVICE, SAN RAMON VALLEY FIRE COMMUNITY FUND
FISCAL YEAR 2016-2017
July 1, 2016 - MAY 31, 2017

FISCAL YEAR COMPLETED - 91.67%								
DESCRIPTION	GL CODE	2013/2014 ACTUAL	2014/2015 ACTUAL	2015/2016 ACTUAL	2016/2017 BUDGET	EXPENDITURES TO DATE	REMAINING BAL. TO DATE	PERCENT EXPENDED
RENTS & LEASES - PROPERTY	5246	\$0	\$0	\$0	\$0	\$0	\$0	0%
LEGAL SERVICES	5252	-	-	8,621	-	-	0	0%
CRR TECH IMPROVEMENTS	5253	-	-	8,360	50,000	36,835	13,165	74%
PUBLICATION OF LEGAL NOTICES	5270	-	-	1,548	-	-	0	0%
DESIGN/CONSTRUCTION	6105/6110	49,759	440	-	-	-	0	0%
VARIOUS IMPROVEMENTS *	6120	61,583	250,133	2,780,361	3,529,808	2,819,966	709,842	80%
RADIO/ELECTRONIC EQUIPMENT	6230	-	302,557	1,234,044	424,567	90,672	333,895	21%
TOOLS & SUNDRY EQUIPMENT	6240	-	51,179	144,052	787,145	613,073	174,072	78%
AUTOS & TRUCKS	6250	766,968	27,376	-	892,814	195,884	696,930	22%
TOTAL CAPITAL PROJECTS (FUND 300)		878,310	631,685	4,176,986	5,684,334	3,756,429	1,927,905	66%
PROFESSIONAL SERVICES	5250	0	0	0	0	0	0	
RADIO/ELECTRONIC EQUIPMENT	6230	347,510	0	0	0	0	0	
TOOLS & SUNDRY EQUIPMENT (SCBA's)	6240	1,267,374	0	0	0	0	0	
TOTAL FEDERAL GRANT CAPITAL PROJECTS (FUND 310)		1,614,884	0	0	0	0	0	0%
BOND REDEMPTION - 2003/2006/2013/2015 COP	5310	5,289,519	9,987,291	1,271,981	1,271,052	1,270,952	100	100%
VEHICLE LEASE #4	5310	534,012	534,012	525,885	525,885	525,885	0	100%
TOTAL DEBT SERVICE (FUND 200)		5,823,531	10,521,303	1,797,866	1,796,937	1,796,836	100	100%
OTHER SPECIAL DISTRICT EXPENDITURES	5286	1,000	1,000	1,000	0	0	0	0%
TOTAL SRVF COMMUNITY FUND (FUND 400)		1,000	1,000	1,000	0	0	0	0%
TOTAL - CAPITAL, EQUIPMENT, DEBT SERVICE, SRVF COMMUNITY & FEDERAL GRANT FUND		\$8,317,724	\$11,153,988	\$5,975,852	\$7,481,271	\$5,553,265	\$1,928,006	74%
* Note: Includes new Station 32 construction.								

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

Month	2012/13		2013/14		2014/15		2015/16		2016/17	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
July	\$327,098	\$4,374,370	\$303,039	\$4,253,760	\$399,328	\$5,808,943	\$354,684	\$4,771,243	\$282,790	\$5,316,616
August	\$319,178	\$4,123,666	\$393,566	\$4,035,499	\$390,930	\$4,376,310	\$426,922	\$5,260,304	\$363,912	\$5,109,224
September	\$309,945	\$3,903,613	\$230,997	\$4,049,136	\$317,832	\$4,176,216	\$354,095	\$4,581,188	\$377,209	\$5,047,543
October	\$2,331,797	\$4,132,784	\$2,205,383	\$3,879,765	\$2,247,021	\$4,157,975	\$2,040,889	\$4,262,202	\$2,158,269	\$5,282,085
November	\$360,982	\$4,246,986	\$343,280	\$4,023,813	\$295,306	\$4,381,969	\$335,053	\$4,727,586	\$720,990	\$5,554,302
December	\$25,961,035	\$4,181,747	\$27,720,683	\$3,843,098	\$30,041,174	\$4,307,582	\$32,619,418	\$5,464,991	\$34,893,289	\$5,043,510
January	\$628,896	\$4,061,102	\$529,393	\$3,767,912	\$1,149,378	\$4,230,080	\$576,093	\$4,743,692	\$1,242,334	\$5,401,913
February	\$301,646	\$3,889,221	\$427,492	\$3,570,860	\$291,209	\$4,005,149	\$472,114	\$4,837,271	\$690,047	\$5,326,068
March	\$184,995	\$4,115,245	\$360,312	\$3,799,189	\$472,966	\$4,084,004	\$620,681	\$5,229,614	\$433,245	\$5,849,120
April	\$18,080,208	\$4,184,939	\$20,027,067	\$3,850,555	\$21,844,911	\$4,276,998	\$23,795,929	\$4,901,844	\$25,663,196	\$5,297,542
May	\$332,777	\$3,999,974	\$324,465	\$3,752,225	\$338,057	\$4,255,627	\$840,611	\$4,935,586	\$394,206	\$5,452,583
June	\$3,533,633	\$3,949,737	\$4,738,990	\$4,138,587	\$4,663,427	\$3,810,313	\$5,365,634	\$5,219,984		

San Ramon Valley Fire Protection District

OT Hours

Year-To-Year Comparison

6/17/17 5:22 PM

2015/16	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	TOTAL
Strike Team Backfill	118.00	1,489.25	985.00	96.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,688.25
Strike Team	118.00	1,489.25	985.00	96.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,688.25
Red Flag	0.00	38.00	0.00	48.00	0.00	0.00	0.00	0.00	27.00	0.00	0.00	113.00
Vacation Coverage	3,926.12	2,893.50	2,498.78	2,884.36	2,186.00	2,989.01	1,253.00	1,420.50	1,978.03	1,417.75	1,788.50	25,235.55
Sick Leave	1,464.50	1,835.50	1,558.72	1,552.39	1,276.00	1,578.57	1,286.00	1,670.75	1,724.63	1,248.25	1,517.36	16,712.67
Disability Leave (WC)	1,483.00	1,173.00	1,244.00	787.50	978.50	1,530.50	1,180.50	888.00	1,148.00	2,113.25	2,398.14	14,924.39
Training	79.50	154.50	740.25	58.50	197.50	110.75	474.50	466.50	356.50	504.50	199.75	3,342.75
Staffing Coverage*	3,720.13	3,168.00	4,262.25	3,749.75	4,027.75	3,148.67	3,744.75	3,720.50	4,011.09	4,008.75	4,627.50	42,189.14
TOTAL	10,909.25	12,241.00	12,274.00	9,272.50	8,665.75	9,357.50	7,938.75	8,166.25	9,245.25	9,292.50	10,531.25	107,894.00

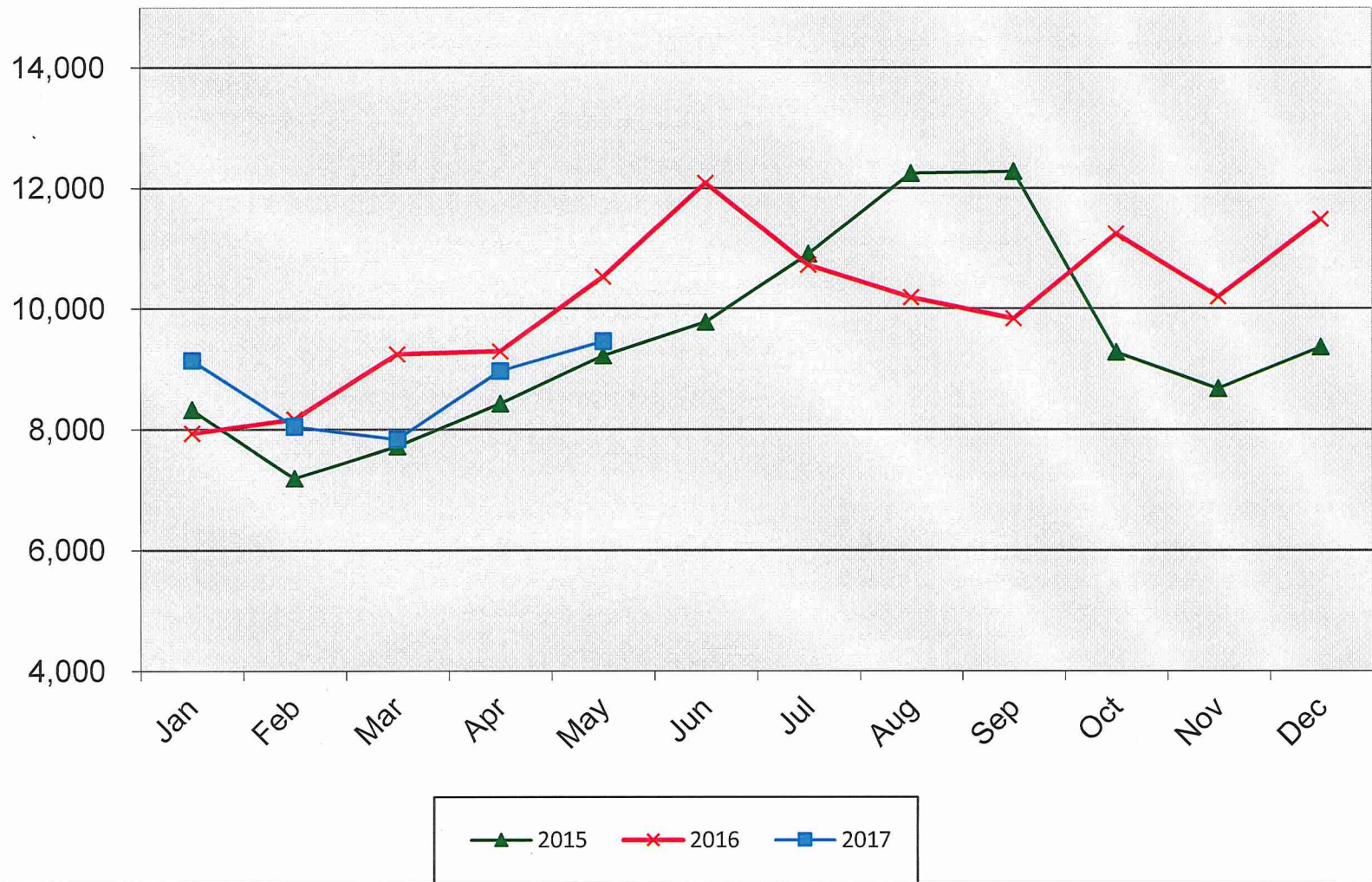
2016/17	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	TOTAL
Strike Team Backfill	132.00	563.50	288.00	53.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,037.00
Strike Team	132.00	563.50	288.00	53.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,037.00
Red Flag	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vacation Coverage	3,501.65	2,451.03	2,325.60	2,745.63	2,274.60	3,337.52	1,048.21	1,142.82	1,615.70	2,248.69	1,968.50	24,659.95
Sick Leave	1,503.98	1,131.50	1,474.50	1,859.75	980.25	1,178.50	1,804.20	1,476.32	1,479.20	1,532.19	1,021.25	15,441.64
Disability Leave (WC)	2,610.87	2,492.70	2,122.40	2,849.20	2,918.40	2,435.98	1,868.50	1,230.24	1,237.60	1,312.62	1,532.00	22,610.51
Training	78.00	118.75	335.75	528.50	603.50	410.75	415.25	192.50	104.50	164.50	469.75	3,421.75
Staffing Coverage*	2,763.75	2,867.97	3,001.50	3,147.17	3,422.50	4,119.50	4,000.34	4,007.87	3,403.75	3,705.50	4,466.75	38,906.60
TOTAL	10,722.25	10,188.95	9,835.75	11,237.25	10,199.25	11,482.25	9,136.50	8,049.75	7,840.75	8,963.50	9,458.25	107,114.45

Current (16/17) to Prior (15/16) Year Variances in OT

OT Type	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	TOTAL
Strike Team Backfill	14.00	(925.75)	(697.00)	(42.50)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(1,651.25)
Strike Team	14.00	(925.75)	(697.00)	(42.50)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(1,651.25)
Red Flag	0.00	(38.00)	0.00	(48.00)	0.00	0.00	0.00	0.00	(27.00)	0.00	0.00	(113.00)
Vacation Coverage	(424.47)	(442.47)	(173.18)	(138.73)	88.60	348.51	(204.79)	(277.68)	(362.33)	830.94	180.00	(575.60)
Sick Leave	39.48	(704.00)	(84.22)	307.36	(295.75)	(400.07)	518.20	(194.43)	(245.43)	283.94	(496.11)	(1,271.03)
Disability Leave (WC)	1,127.87	1,319.70	878.40	2,061.70	1,939.90	905.48	688.00	342.24	89.60	(800.63)	(866.14)	7,686.12
Training	(1.50)	(35.75)	(404.50)	470.00	406.00	300.00	(59.25)	(274.00)	(252.00)	(340.00)	270.00	79.00
Staffing Coverage*	(956.38)	(300.03)	(1,260.75)	(602.58)	(605.25)	970.83	255.59	287.37	(607.34)	(303.25)	(160.75)	(3,282.54)
Increase/(Decrease)	(187.00)	(2,052.05)	(2,438.25)	1,964.75	1,533.50	2,124.75	1,197.75	(116.50)	(1,404.50)	(329.00)	(1,073.00)	(779.55)

*Note - Staffing Coverage includes: Meetings, Public Events, Emergencies, Recalls, Investigations, etc.

Total Overtime Hours by Month January 2015-May 2017



Overtime Summary Report

5/1/2017 Through 5/31/2017

WORK CODE:

Time Paid

1	STAFFING	8,466.25
2	TRAINING	469.75
3	ASSIGNMENTS	522.25
	Report Grand Total:	<hr/> 9,458.25

Overtime Assignment Summary Report

5/1/2017 Through 5/31/2017

WORK CODE: 1 STAFFING

ASSIGNMENT	Time Worked	Time Paid
101 HOLD OVER FOR CALL	39.08	42.25
103 MISC. STAFFING COVE	8387.75	8388.00
107 LATE/STA. MOVE COVE	8.16	12.50
199 MID SHIFT RECALL	23.50	23.50
Total All Assignments This Work Type:	8,458.49	8,466.25

WORK CODE: 2 TRAINING

ASSIGNMENT	Time Worked	Time Paid
201 OPERATIONS TRAINING	365.17	365.25
204 EMS TRNG/INSTRUCTIO	3.00	3.00
209 RESCUE TRAINING	65.00	65.00
210 HAZ-MAT TRAINING	21.50	21.50
214 PARAMEDIC - CONT ED	15.00	15.00
Total All Assignments This Work Type:	469.67	469.75

Overtime Assignment Summary Report

5/1/2017 Through 5/31/2017

WORK CODE: 3 **ASSIGNMENTS**

ASSIGNMENT	Time Worked	Time Paid
301 MEETINGS/PROJECT DE	61.25	61.75
306 WELLNESS PROGRAM	1.83	2.00
310 MISC. MAINTENANCE	4.00	4.00
315 RECRUITMENT INTERN	80.50	80.50
320 PUBLIC EVENTS	37.75	37.75
321 FP REIMBURSED OVER	15.50	15.50
340 PROJECT WORK	320.75	320.75
Total All Assignments This Work Type:	521.58	522.25
Report Grand Total:	9,449.74	9,458.25