

# 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, April 22, 2015– 7:00 p.m.

*Chris Campbell, Director ~ Gordon Dakin, Director ~ H. Jay Kerr, Director ~  
Donald Parker, Director ~ Matthew J. Stamey, Director*

### **~MISSION STATEMENT~**

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

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

## **AGENDA**

**\*\*Represents agenda items from the cancelled March 25, 2015 meeting.**

- 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.

#### **\*\*March:**

- \*\*5.1 Approve the salaries, payroll taxes and retirement contributions for the month of February 2015, in the amount of \$3,322,701.32.**

- \*\*5.2 Approve the demand register for the period February 14, 2015 through March 15, 2015, in the amount of \$1,274,433.42.
- \*\*5.3 Approval of Board minutes from the February 25, 2015 meeting, including District Counsel's closed session report.
- \*\*5.4 Authorize payment of \$26,611.24 to Premier Comp Medical Group for physical examinations performed in the month of January 2015, as part of the District's wellness/fitness program for safety employees; an annual occurrence.
- \*\*5.5 Approval of resolution authorizing overtime and portal pay for employees; Resolution Number 2015-02.
- \*\*5.6 Personnel Actions:
  - 1. Approve staff's recommendation to award a merit salary increase to Firefighter Paramedic Christopher Eberle, to Step Four; effective April 29, 2015.
  - 2. Approve staff's recommendation to award a merit salary increase to Captain Paramedic Todd Thomas to Step Four; effective April 1, 2015.

**April:**

- 5.7 Approve the salaries, payroll taxes and retirement contributions for the month of March 2015, in the amount of \$3,322,510.44.
- 5.8 Approve the demand register for the period March 16, 2015 through April 12, 2015, in the amount of \$831,851.24.
- 5.9 Receive District Quarterly Investment Report January 1, 2015 to March 31, 2015.
- 5.10 Communications Center Audio Logging Recorder
- 5.11 Administration Phone System Upgrade
- 5.12 Personnel Actions:
  - 1. Approve staff's recommendation to award a merit salary increase to Finance Controller Martin Koran, to Step Five; effective May 1, 2015.
  - 2. Approve staff's recommendation to award a merit salary increase to Captain Paramedic Ybarra, to Step Four; effective May 23, 2015.

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

- 6.1 Communications center update, with regard to combining SRVFPD/SRPD Dispatch.

**7. OLD BUSINESS**

**\*\*March:**

- 7.1 Discussion and possible approval of amendment to LCA Architects Inc. contract for Professional Services for Fire Station 32, not to exceed \$305,000, by Fire Marshal Kiefer.

## **8. NEW BUSINESS**

### **\*\*March**

- \*\*8.1 Discussion and possible approval of Resolution No. 2015-01 for the 2015 Exterior Hazard Abatement Program.

### **April**

- 8.2 Subordination request relating to proposed bond issue for the Successor Agency to the San Ramon Community Redevelopment Project of the San Ramon Redevelopment Agency.
- 8.3 Approval of Letter of Understanding between San Ramon Valley Fire Protection District and Local 3546 IAFF.
- 8.4 Memorandum of Understanding between SRVFPD and International Association of Firefighters, Local 3546-A; June 1, 2013 – June 30, 2018.
- 8.5 Discussion to rescind one regular Board meeting over the summer months. Possible dates include: June 24, 2015, July 22, 2015, August 26, 2015 or September 23, 2015.

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

## **10. MONTHLY ACTIVITY REPORTS FOR FEBRUARY AND MARCH, 2015**

- 10.1 Operations Division-Deputy Chief Phares  
Operations Report of monthly activities.
- 10.2 EMS/Logistics – Deputy Chief Krause  
EMS/Logistics Report of monthly activities.
- 10.3 Fire Prevention – Deputy Fire Marshal Stevens  
Fire Prevention Report of monthly activities.
- 10.4 Administrative Services – Financial Consultant Ken Campo
  - a). Monthly Finance Activities/Reports
  - b). Monthly Human Resources Activities/Reports
- 10.5 Fire Chief – Fire Chief Meyer  
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

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

## **12. CLOSED SESSION**

### **\*\*March**

- \*\*12.1 Possible exposure to litigation (three matters) pursuant to Government Code §54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.

### **April**

- 12.2 Annual review and evaluation of Fire Chief, with update from Personnel/HR Subcommittee, pursuant to Government Code section §54957.

## **12 RETURN TO OPEN SESSION**

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

## **14 ADJOURNMENT TO THE NEXT REGULARLY SCHEDULED BOARD MEETING ON WEDNESDAY, MAY 27, 2015 AT 7:00 P.M. IN THE BOARDROOM.**

Prepared by:



Donna Maxwell, District Clerk

*Agenda posted on April 16, 2015 at the District's Administration Building and the San Ramon Valley Fire Protection District's website at [www.firedepartment.org](http://www.firedepartment.org).*

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

**CONSENT  
ITEMS**

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

**For the Month of: March 2015**

Department	# Reg Employees	Gross Wages	Payroll Taxes	Retirement	Total	% of Total
GL Acct Number		(5110,5115,5120)	(5140)	(5150)		
Board of Directors	5	841.06	79.16	-	920.22	0.03%
Fire Chief	2	27,965.45	398.61	21,228.34	49,592.40	1.49%
Personnel	2	13,428.84	227.37	5,293.69	18,949.90	0.57%
Finance	3	23,625.58	336.55	9,861.04	33,823.17	1.02%
Fire Prevention	11	109,943.97	1,569.76	62,776.35	174,290.08	5.25%
Technology	2	25,258.08	701.26	8,171.66	34,131.00	1.03%
Facilities	1	7,590.95	203.07	2,497.90	10,291.92	0.31%
Fire Suppression	117	1,658,024.56	23,416.12	1,065,198.27	2,746,638.95	82.67%
Communication Center	10	107,288.96	1,671.77	36,552.70	145,513.43	4.38%
Fleet	2	15,474.61	222.59	6,053.28	21,750.48	0.65%
Training	1	5,964.58	84.69	2,461.22	8,510.49	0.26%
EMS	2	21,760.38	335.37	19,074.28	41,170.03	1.24%
Rescue		17,969.86	-	7,398.17	25,368.03	0.76%
HazMat		6,844.45	-	4,715.89	11,560.34	0.35%
<b>TOTALS</b>	<b>158</b>	<b>2,041,981.33</b>	<b>29,246.32</b>	<b>1,251,282.79</b>	<b>3,322,510.44</b>	<b>100.00%</b>

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 3/16/2015 Through 4/12/2015

Check	Check D	Payee	Check Amount	Transaction Description
212280			0.00	
212284	4/3/2015	ACCELERATED CONCRETE CUT...	1,475.00	Replace Broken Concrete Section-Stn 31
212151	3/20/2015	AEGIS FIRE SYSTEMS INC	698.00	Refund-Citation Fees Duplicate Payment-IN778113-
212336	4/10/2015	AETNA LIFE INSURANCE COMP...	425.00	Ambulance Refund
212337	4/10/2015	AIR EXCHANGE INC	162.32	Plymovent Service/Replace Lower Hose/Airline-Stn
212152	3/20/2015	AIR LIQUIDE HEALTHCARE AM...	205.98	Oxygen Tank Cylinders (31)-3/10/15
	3/20/2015	AIR LIQUIDE HEALTHCARE AM...	79.55	Oxygen Tank Cylinders (5)-3/3/15
	3/20/2015	AIR LIQUIDE HEALTHCARE AM...	78.16	Oxygen Tank Cylinders (6)-3/3/15
212285	4/3/2015	AIR LIQUIDE HEALTHCARE AM...	88.38	Oxygen Tank Cylinders (8)-3/17/15
212153	3/20/2015	ALAMO ACE HARDWARE	14.85	Duct Tapes/Fasteners-Stn 35
	3/20/2015	ALAMO ACE HARDWARE	14.12	Mouse Traps/Baits-Stn 32
212154	3/20/2015	ALEX SIMI	70.00	Reimb-Self Funded Vision Plan
212286	4/3/2015	ALEX SIMI	175.00	Reimb-PALS Recertification
212155	3/20/2015	ALL STAR FIRE EQUIPMENT INC	244.13	Station Boots-Falkenstrom
	3/20/2015	ALL STAR FIRE EQUIPMENT INC	330.93	Structure Boots-Sauve
212210	3/27/2015	ALL STAR FIRE EQUIPMENT INC	58.28	SCBA Regulator Repairs
212287	4/3/2015	ALL STAR FIRE EQUIPMENT INC	12,000.00	Annual SCBA Flow Test (181 Scott Airpaks)
212338	4/10/2015	ALL STAR FIRE EQUIPMENT INC	488.25	Station Boots-Hubbard/Parsons
212339	4/10/2015	ALLIED WASTE SERVICES 210	2,079.73	Garbage Service-4/15
212156	3/20/2015	AMERICAN HEART ASSOCIATION	29.10	BLS Instructor Essentials-Michaelson
212340	4/10/2015	AMERICAN HEART ASSOCIATION	33.95	ACLS Instructor Essentials
211719	3/26/2015	AMERICAN SERVICES OF CA INC	(331.00)	Foam Leak Repairs-Admin Conference Room
	3/26/2015	AMERICAN SERVICES OF CA INC	(346.00)	Roof Leak Repairs-Stn 31 Dispatch
	3/26/2015	AMERICAN SERVICES OF CA INC	(196.00)	Water Leak Repairs-Stn 38 App Bay North Side Doc
212211	3/27/2015	AMERICAN SERVICES OF CA INC	331.00	Foam Leak Repairs-Admin Conference Room
	3/27/2015	AMERICAN SERVICES OF CA INC	346.00	Roof Leak Repairs-Stn 31 Dispatch
	3/27/2015	AMERICAN SERVICES OF CA INC	196.00	Water Leak Repairs-Stn 38 App Bay North Side Doc
212157	3/20/2015	ANNABEL INVESTMENT COMP...	141.00	Refund-Plan Review Overpayment-IN7783766-8 (IN
	3/20/2015	ANNABEL INVESTMENT COMP...	153.00	Refund-Plan Review Overpayment-IN7783766-8 (IN
212212	3/27/2015	ASBURY ENVIRONMENTAL SER...	35.00	Disposal Oil/Gasoline Filter
212158	3/20/2015	ASCOT STAFFING	353.40	Temporary Staffing-Reception (12.0 Hrs)-2/23-3/1/1
	3/20/2015	ASCOT STAFFING	1,178.00	Temporary Staffing-Reception (40.0 Hrs)-3/2-3/8/15
212288	4/3/2015	ASCOT STAFFING	1,178.00	Temporary Staffing-Reception (40.0 Hrs)-3/16-3/22/
212341	4/10/2015	ASCOT STAFFING	1,178.00	Temporary Staffing-Reception (40.0 Hrs)-3/23-3/29/
212289	4/3/2015	ATT	17.27	Phone Service 2/19/15-3/18/15
212290	4/3/2015	ATT	104.76	Phone Service 2/20/15-3/19/15
212213	3/27/2015	B AND C TRUCK PARTS INC	158.70	Air Filters (2)-Fleet Mechanic Shop
212342	4/10/2015	B AND C TRUCK PARTS INC	705.47	Filters (14)-Fleet Mechanic Shop
212343	4/10/2015	BAILEY FENCE COMPANY INC	4,750.00	Replace (5) Damaged Posts/Reinstall Wooden Panel:
AS 2/15	3/23/2015	BANKCARD CENTER	30.00	2015 Credit Card Annual Membership Fee-Swartzell
CK 2/...	3/23/2015	BANKCARD CENTER	144.84	Instructor Meals-HeartSafe 7th Grade CPR Event 2/
CK 2/...	3/23/2015	BANKCARD CENTER	415.00	CALBO Annual Business Mtg-Kiefer 3/3-3/5/15
CK 2/...	3/23/2015	BANKCARD CENTER	126.86	Instructor Meals-HeartSafe 7th Grade CPR Event 2/
DK 2/...	3/23/2015	BANKCARD CENTER	683.54	Kenmore Refrigerator-Stn 34
DK 2/...	3/23/2015	BANKCARD CENTER	289.99	Detailing Cost-Unit 337
DK 2/...	3/23/2015	BANKCARD CENTER	30.00	2015 Credit Card Annual Membership Fee-Krause
DP 2/1...	3/23/2015	BANKCARD CENTER	30.00	2015 Credit Card Annual Membership Fee-Pangelin:
DP 2/1...	3/23/2015	BANKCARD CENTER	455.20	Airfare-CalNENA Conference 2/8-2/12/15-T.Klink
DP 2/1...	3/23/2015	BANKCARD CENTER	370.00	Reg Fee-CalNENA Conference 2/8-2/12/15-T.Klink
DP 2/1...	3/23/2015	BANKCARD CENTER	662.36	Lodging-CalNENA Conference 2/8-2/12/15-T.Klink
JD 2/15	3/23/2015	BANKCARD CENTER	30.00	2015 Credit Card Annual Membership Fee-Duggan
JV 2/15	3/23/2015	BANKCARD CENTER	30.00	2015 Credit Card Annual Membership Fee-Viera
LP 2/15	3/23/2015	BANKCARD CENTER	31.45	Spare Keys/Key Tag-Training Division
PM 2/...	3/23/2015	BANKCARD CENTER	36.49	Badge Pinning Ceremony Gifts-1/27/15 Board Mtg
	3/23/2015	BANKCARD CENTER	8.69	Refreshments-1/27/15 Board Mtg
PM 2/...	3/23/2015	BANKCARD CENTER	95.90	Meals-Labor Management Meeting 2/2/15

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From 3/16/2015 Through 4/12/2015

Check No.	Check Date	Payee	Check Amount	Transaction Description
PM 2/...	3/23/2015	BANKCARD CENTER	70.00	San Ramon Mayor State of City Address Luncheon (
PM 2/...	3/23/2015	BANKCARD CENTER	50.00	Departing Staff Member Gift Card
PM 2/...	3/23/2015	BANKCARD CENTER	66.69	Working Lunch-Parker/Meyer
PM 2/...	3/23/2015	BANKCARD CENTER	106.63	Working District Priorities/Accreditation Lunch
PM 2/...	3/23/2015	BANKCARD CENTER	29.38	Drinks/Refreshments-1/27/15 Board Meeting
SC 2/1...	3/23/2015	BANKCARD CENTER	19.99	CFO Adobe Software-2/15
SC 2/1...	3/23/2015	BANKCARD CENTER	30.00	2015 Credit Card Annual Membership Fee-Call
SC 2/1...	3/23/2015	BANKCARD CENTER	60.00	Annual Password Keeper Software
SC 2/1...	3/23/2015	BANKCARD CENTER	51.76	Flash Drives-ISO Rep/Spares
SC 2/1...	3/23/2015	BANKCARD CENTER	77.00	Cisco Office Phone Stand Repairs-Moniz
SC 2/1...	3/23/2015	BANKCARD CENTER	59.95	Video Sharing Subscription Fee-Training Videos on
SC 2/1...	3/23/2015	BANKCARD CENTER	75.99	MDC Battery-Taylor
SC 2/1...	3/23/2015	BANKCARD CENTER	49.95	Hostgator-2/15
SC 2/1...	3/23/2015	BANKCARD CENTER	269.00	Stn 35/39 Stencil Laptop Repairs-Camera
SC 2/1...	3/23/2015	BANKCARD CENTER	15.65	Masking Tape-Equipment Labelling Project
SRV 2...	3/23/2015	BANKCARD CENTER	30.00	2015 Credit Card Annual Membership Fee-District
212214	3/27/2015	BAY AREA AIR QUALITY MGMT ..	512.00	Annual Generator Permit Renewal Fee-Stn 30 4/24/1
	3/27/2015	BAY AREA AIR QUALITY MGMT ..	526.00	Annual Generator Permit Renewal Fee-Stn 34 3/1/15
212159	3/20/2015	BENEFIT ADMINISTRATION CORP	180.00	Section 125 Plan Admin Fees-2/15
212160	3/20/2015	BENJAMIN A WYLIE	230.00	Reimb-PALS Certification/PALS Book
212215	3/27/2015	BIOMEDICAL WASTE DISPOSAL ...	89.00	Bio-Hazard Waste Collection Service-Stn 31
	3/27/2015	BIOMEDICAL WASTE DISPOSAL ...	89.00	Bio-Hazard Waste Collection Service-Stn 32
	3/27/2015	BIOMEDICAL WASTE DISPOSAL ...	89.00	Bio-Hazard Waste Collection Service-Stn 33
	3/27/2015	BIOMEDICAL WASTE DISPOSAL ...	89.00	Bio-Hazard Waste Collection Service-Stn 34
	3/27/2015	BIOMEDICAL WASTE DISPOSAL ...	89.00	Bio-Hazard Waste Collection Service-Stn 35
	3/27/2015	BIOMEDICAL WASTE DISPOSAL ...	89.00	Bio-Hazard Waste Collection Service-Stn 39
212344	4/10/2015	BLUE SHIELD OF CALIFORNIA	24.00	Ambulance Refund
212345	4/10/2015	BLUE SHIELD OF CALIFORNIA	1,419.38	Ambulance Refund
212346	4/10/2015	BONNEY PLUMBING HEATING A...	229.00	Women's Toilet Leak Repairs/Base Seal-Admin
212161	3/20/2015	BOUNDTREE MEDICAL LLC	2,800.39	CombiCarrier Backboards (3)/Stretchers (4)-Stock
	3/20/2015	BOUNDTREE MEDICAL LLC	(601.00)	Credit-Medical Supplies
	3/20/2015	BOUNDTREE MEDICAL LLC	1,688.67	Medical Supplies
	3/20/2015	BOUNDTREE MEDICAL LLC	2,074.40	Pharmaceutical Supplies
212216	3/27/2015	BOUNDTREE MEDICAL LLC	2,159.55	CombiCarrier Backboards w/ Straps (3)
	3/27/2015	BOUNDTREE MEDICAL LLC	893.44	Pharmaceutical Supplies
212291	4/3/2015	BOUNDTREE MEDICAL LLC	2,283.70	Medical Supplies
212347	4/10/2015	BOUNDTREE MEDICAL LLC	393.47	Fasplint Carry Case (6)/Stethoscope (5)-Stock
	4/10/2015	BOUNDTREE MEDICAL LLC	3,202.40	Medical Supplies
	4/10/2015	BOUNDTREE MEDICAL LLC	921.25	Personal Protection Kit w/ Coveralls (25)
	4/10/2015	BOUNDTREE MEDICAL LLC	110.45	Pharmaceutical Supplies
212217	3/27/2015	BRICKER MINCOLA ASR	34.95	Uniform Belt
212348	4/10/2015	BRYAN SHAFER	345.00	Reimb-Educ Assistance-Fire Management 2A 2/9-2/
212162	3/20/2015	BUCHANAN AUTO ELECTRIC INC	69.48	Test Leads (2)
212218	3/27/2015	BUCHANAN AUTO ELECTRIC INC	402.21	65CP Batteries (4)-Fleet Mechanic Shop
212163	3/20/2015	CA FIRE MECHANICS ACADEMY ..	50.00	CFMA Welding Class Materials Fee-R.Nogueira 3/2
212164	3/20/2015	CALIFORNIA UST SERVICES	75.00	Troubleshoot Unleaded Nozzle/Tightened Fittings-Si
Wire 0...	4/2/2015	CALPERS	256,937.27	Health Insurance-4/15
	4/2/2015	CALPERS	1,426.57	Health Insurance-Admin Fees 4/15
	4/2/2015	CALPERS	2,299.50	Health Insurance-BOD 4/15
	4/2/2015	CALPERS	160,341.90	Health Insurance-Retirees 4/15
212165	3/20/2015	CAPITOL CLUTCH AND BRAKE I...	74.98	Dessicant Kit
212349	4/10/2015	CAPITOL CLUTCH AND BRAKE I...	824.83	Air Dryer Kits (11)-Fleet Mechanic Shop
	4/10/2015	CAPITOL CLUTCH AND BRAKE I...	488.25	Front Disc Rotors (2)-Fleet Mechanic Shop
	4/10/2015	CAPITOL CLUTCH AND BRAKE I...	719.48	Leveling Valves (4)-Fleet Mechanic Shop
212292	4/3/2015	CARPENTER ROBBINS	379.00	Consult Fee-New Farm/Springer Lease/Cell Site 12/
212350	4/10/2015	CASCADE FIRE EQUIPMENT	266.57	Station Boots-Trilevsky



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Check/Voucher Register

From 3/16/2015 Through 4/12/2015

Check ...	Check D...	Payee	Check Amount	Transaction Description
212293	4/3/2015	CASEY M RIVERS	175.00	Reimb-ACLS Recertification
212351	4/10/2015	CASEY M RIVERS	295.00	Reimb-Educ Assistance-Fire Management 1 2/9-2/1
212281	4/1/2015	CCC DEPT CONSERVATION AND...	1,000.00	LP02-2026 Condition Compliance Review-New 32
212219	3/27/2015	CCC PUBLIC WORKS DEPARTM...	98.35	Road Encroachment Permit #EL1228489-New 32 1/
212166	3/20/2015	CCC TAX COLLECTOR	5,043.50	Secured Property Taxes-FY 14/15
212294	4/3/2015	CCMA	105.00	Everyday Heroes of 911 Luncheon-Meyer/Phares/Kr
212295	4/3/2015	CCMA	280.00	Everyday Heroes of 911 Luncheon (8)-Dispatchers
212220	3/27/2015	CDW GOVERNMENT INC	271.50	Yellow Ink Cartridge (1)-Plotter Printer
212221	3/27/2015	CHRISTINA KIEFER	163.97	Reimb-CALBO Annual Business Mtg 3/3-3/5/15
212167	3/20/2015	CINTAS CORPORATION	36.37	Carpet Runners/Mechanics Coverall Cleaning Fee-S
212296	4/3/2015	CINTAS CORPORATION	73.90	Carpet Runners/Mechanics Coverall Cleaning Fee-1:
	4/3/2015	CINTAS CORPORATION	79.23	Carpet Runners/Mechanics Coverall Cleaning Fee-1:
	4/3/2015	CINTAS CORPORATION	79.69	Carpet Runners/Mechanics Coverall Cleaning Fee-2/
	4/3/2015	CINTAS CORPORATION	36.37	Carpet Runners/Mechanics Coverall Cleaning Fee-2/
	4/3/2015	CINTAS CORPORATION	79.69	Carpet Runners/Mechanics Coverall Cleaning Fee-2/
	4/3/2015	CINTAS CORPORATION	36.37	Carpet Runners/Mechanics Coverall Cleaning Fee-2/
212168	3/20/2015	CITY OF PLEASANTON	3,000.00	Training Tower Rental Fee-10/10-11/22/14
212169	3/20/2015	CLEAN SOURCE	2,445.31	Household Supplies
212170	3/20/2015	CLIFFORD SCOTT BUXTON	1,230.00	CERT Instructor (41.0 hours) 2/19/15-3/7/15
212297	4/3/2015	CLINTON D PRUETT	16.34	Reimb-Electric Shaver-EKG Lead Pads Feasibility S
212222	3/27/2015	COMCAST	513.53	Cable Service 4/1/15-4/30/15
212223	3/27/2015	COMCAST	134.00	High-Speed Internet 3/23/15-4/22/15
212224	3/27/2015	COMCAST	305.06	Cable Service/High-Speed Internet 3/17/15-4/16/15
212298	4/3/2015	COMCAST	193.20	Cable Service 3/26/15-4/25/15
212299	4/3/2015	COMCAST	103.95	High Speed Internet-Alamo Webcam 3/27/15-4/26/1
212300	4/3/2015	COMCAST	183.61	Cable Service 3/26/15-4/25/15
	4/3/2015	COMCAST	202.29	Cable Service 3/27/15-4/26/15
212301	4/3/2015	COMCAST	100.81	High Speed Internet/Cable Service 3/26/15-4/25/15
212302	4/3/2015	COMCAST	374.08	Cable Service 3/27/15-4/26/15
212225	3/27/2015	CONTRA COSTA HEALTH SERVI...	2,813.00	EMT Recertification Fees (29)
212275	3/31/2015	CONTRA COSTA HEALTH SERVI...	582.00	EMT Recertification Fees (6)
212171	3/20/2015	CONTRA COSTA P AND S	250.85	Engine Wash Supplies (16-Gal)-Stock
212303	4/3/2015	CUMMINS PACIFIC LLC	4,873.82	Oil Leak/Engine Repairs-Unit 508
212226	3/27/2015	CYTOSPORT INC	557.02	Cytomax Hydration Supplement (48 cases)
212227	3/27/2015	DADS LOCKSMITH AND SECURI...	38.25	District Medeco Keys/Tags
212352	4/10/2015	DAKSHA MUTHA	26.72	Ambulance Refund
212353	4/10/2015	DAVID L STEVENS	200.00	Reimb-Reg Fee-S290 Wildand Fire Behavior 3/31-4
	4/10/2015	DAVID L STEVENS	544.96	Reimb-Reg Fee/Lodging-L962 Planning Section Chi
212304	4/3/2015	DE LAGE LANDEN PUBLIC FINA...	867.00	Admin Copier Lease 3/31/15-4/29/15
212228	3/27/2015	DELL MARKETING LP	2,673.25	McAfee Virus Scan Software License Renewal (185)
	3/27/2015	DELL MARKETING LP	16,355.68	Windows Server 2012 Licensing
212305	4/3/2015	DELL MARKETING LP	2,582.00	KEMP Load Balancing Device
212172	3/20/2015	DELTA TRUCK CENTER	1.25	Gasket Cover
212354	4/10/2015	DELTA TRUCK CENTER	12.33	LED Marker Lights-Unit 524
212306	4/3/2015	DENTONIS WELDING WORKS INC	4,899.33	Spring Replacement-Unit 522
212229	3/27/2015	DEPT OF FORESTRY AND FIRE P...	1,208.00	CFSTES Driver Operator 1B Course (15)-2/2/15-2/6
212173	3/20/2015	DIRECTV	53.32	Cable Service 3/12/15-4/11/15
212230	3/27/2015	DON HOMAN	25.00	Water Tank Lease-4/15
212276	3/31/2015	DONALD ARMARIO	900.00	2015 Medical Plan Opt Out-4/15-6/15
212307	4/3/2015	DONNEL HALSEY	250.00	Reimb-ACLS Recertification
212355	4/10/2015	DR HORTON	4,494.00	Refund-Plan Review Overpayment
212308	4/3/2015	DUBLIN CHEVROLET INC	891.39	Coolant Leak Repairs/Replace Heater Line Connect
212356	4/10/2015	DUBLIN CHEVROLET INC	65.15	Faulty Evap Vent Valve Repairs/Oil Change-Unit 34
212357	4/10/2015	DUBLIN SAN RAMON SERVICES...	125.34	Recycled Water Service 2/1-3/31/15
212231	3/27/2015	EBMUD	1,016.14	Water Service 1/13/15-3/16/15
	3/27/2015	EBMUD	808.76	Water Service 1/14/15-3/17/15

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register  
From 3/16/2015 Through 4/12/2015

Check #	Check Date	Payee	Check Amount	Transaction Description
212358	4/10/2015	EBMUD	162.40	Water Service 1/23/15-3/24/15
212232	3/27/2015	ED JONES COMPANY INC	167.16	Captain Badge/Name Bar-Michaelson
	3/27/2015	ED JONES COMPANY INC	127.55	Retired District Clerk Badge-Brooks
212309	4/3/2015	ED JONES COMPANY INC	127.55	Captain Badge-J. Michaelson
212310	4/3/2015	EMERGENCY ACCESS CONTROLS	217.50	Headset Repairs-Unit 509
	4/3/2015	EMERGENCY ACCESS CONTROLS	480.85	MDC Installation-Unit 398
	4/3/2015	EMERGENCY ACCESS CONTROLS	217.50	Mobile Radio Repairs-Unit 513
	4/3/2015	EMERGENCY ACCESS CONTROLS	126.88	Mobile Radio Repairs-Unit 615
212174	3/20/2015	ETHER WEB NETWORK LLC	75.00	Wireless Internet Service-Nov 2014-Jan 2015
212311	4/3/2015	EXTRATEAM INC	3,500.00	Prof Services-Core Switch Upgrade
212175	3/20/2015	FEDERAL REALTY INVESTMENT	242.00	Refund-Inspection Fee Overpayment-IN7783540 (IN
212176	3/20/2015	FIRE TECH INSPECTION SERVICE	2,849.85	Inspect/Test Ground Ladders-NFPA/CAL-OSHA Sta
212233	3/27/2015	FRANCHISE TAX BOARD	10.00	2013 CA Exempt Tax Return e-File Fee-SRVFPD Fi
212177	3/20/2015	GALAXY PRESS	598.91	2-Color Window Envelopes (4000)-Weed Abatemen
212234	3/27/2015	GALAXY PRESS	331.70	Business Cards-Costa/#10 Regular Envelopes (2500
	3/27/2015	GALAXY PRESS	183.70	Window Envelopes (500)-FP Legal Notices
212312	4/3/2015	GIVE SOMETHING BACK	441.56	MPS Printing-December 2014
	4/3/2015	GIVE SOMETHING BACK	179.01	MPS Printing-February 2015
	4/3/2015	GIVE SOMETHING BACK	915.66	MPS Printing-January 2015
	4/3/2015	GIVE SOMETHING BACK	505.02	MPS Printing-November 2014
	4/3/2015	GIVE SOMETHING BACK	1,403.83	MPS Printing-October 2014
212235	3/27/2015	GLOBALSTAR USA	43.91	Satellite Phone Service-Dispatch 3/15
	3/27/2015	GLOBALSTAR USA	43.91	Satellite Phone Service-EOC 3/15
212359	4/10/2015	GLOBALSTAR USA	296.61	Satellite Phone Service (6)-3/15
212313	4/3/2015	GOOGLE INC	125.17	Google Spam Filtering-Feb 2015
212178	3/20/2015	GOT E WASTE	316.50	Remove/Recycle Fluorescent Lamps/8-Ft Lamps
212179	3/20/2015	GRAINGER INC	352.09	Safety Flares (2 Packs)
212236	3/27/2015	GREGORY C WALKER	126.20	Reimb-Self Funded Vision Plan
212237	3/27/2015	HAVE AIR WILL TRAVEL INC	88.02	Service Call/Air Gauge Repairs-Unit 706
	3/27/2015	HAVE AIR WILL TRAVEL INC	125.00	Service Call/Mounts/Dismounts-Unit 509
212314	4/3/2015	HAVE AIR WILL TRAVEL INC	105.00	Service Call/Flat Repairs-Unit 704
	4/3/2015	HAVE AIR WILL TRAVEL INC	195.00	Service Call/Mounts/Dismounts-Unit 509
	4/3/2015	HAVE AIR WILL TRAVEL INC	229.78	Tire/Service Call/Mounts/Dismounts-Unit 705
212360	4/10/2015	HAVE AIR WILL TRAVEL INC	281.71	Service Call/Replace Tires (2)-Unit 303
212238	3/27/2015	HI TECH EMERGENCY VEHICLE...	277.17	Akron Valve Kits (6)-Fleet Mechanic Shop
	3/27/2015	HI TECH EMERGENCY VEHICLE...	261.17	Cab Tilt Control-Unit 523
	3/27/2015	HI TECH EMERGENCY VEHICLE...	178.96	Trans Dip Stick Tube (1)
	3/27/2015	HI TECH EMERGENCY VEHICLE...	95.52	Transmission Dip Stick-Unit 509
212180	3/20/2015	HOME DEPOT CREDIT SERVICES	10.81	3v Batteries-Fleet Mechanic Shop
	3/20/2015	HOME DEPOT CREDIT SERVICES	60.87	Concrete-Stn 31 Pull-Up Bar Project
	3/20/2015	HOME DEPOT CREDIT SERVICES	(148.43)	Credit-Bathroom Faucet-Stn 39
	3/20/2015	HOME DEPOT CREDIT SERVICES	150.55	Galvanized Pipes/Flange/Screws-Stn 31 Pull-Up Bar
	3/20/2015	HOME DEPOT CREDIT SERVICES	20.51	Keys/Key Rings-Stn 39 Office Building
	3/20/2015	HOME DEPOT CREDIT SERVICES	179.50	Light Bulbs/Toilet Seat/Round Up/Misc. Painting St
	3/20/2015	HOME DEPOT CREDIT SERVICES	14.79	Lightbulbs-Stn 38
	3/20/2015	HOME DEPOT CREDIT SERVICES	178.36	Plug Connectors-Fleet Shop
	3/20/2015	HOME DEPOT CREDIT SERVICES	329.21	Toilet Seat/Cable Cutter/CLR Cleaner (10)-Stock
	3/20/2015	HOME DEPOT CREDIT SERVICES	383.25	Toolbox/Misc. Tools-Unit 398
212239	3/27/2015	HUNT AND SONS INC	62.39	Diesel Exhaust Fluid (4)
212315	4/3/2015	HUNT AND SONS INC	1,581.30	Delo 400 Engine Oil (110-Gal)-Fleet Shop
212316	4/3/2015	IAFC MEMBERSHIP	304.00	IAFC Membership Renewal-C. Kiefer
212361	4/10/2015	IAIN McCULLOCH	200.00	Reimb-PHTLS Recertification
212240	3/27/2015	INNOVATIVE CLAIM SOLUTIONS	6,843.17	Workers' Compensation Claim Admin Fees-Apr 201
212241	3/27/2015	IRON MOUNTAIN	245.78	Off-Site Backup Media Storage Fee-2/15
212317	4/3/2015	ISINGS CULLIGAN	75.24	Drinking Water Service-Stn 30 3/15
	4/3/2015	ISINGS CULLIGAN	76.55	Drinking Water Service-Stn 31 3/15

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 3/16/2015 Through 4/12/2015

Check No.	Check Date	Payee	Check Amount	Transaction Description
	4/3/2015	ISINGS CULLIGAN	7.49	Water Softener Salt-Stn 30 3/15
212242	3/27/2015	JAMES C HARDER	109.90	Reimb-Educ Assistance-Rubes Rules Leadership Cl
212318	4/3/2015	JEAN GAUTHIER	411.15	Vacuum Cleaner Repairs (2)-Stn 31
212277	3/31/2015	JEFFREY BRESHER	900.00	2015 Medical Plan Opt Out-4/15-6/15
212243	3/27/2015	JONAS AGUIAR	200.00	Reimb-Paramedic Recertification
212319	4/3/2015	JOYCE CASTRO	149.60	Reimb-Meals/Gasoline-CFPI Fire Prevention Works
212282	4/1/2015	KENNETH R CAMPO CPA	7,140.00	Finance Consulting Services (59.5 Hours)-Mar 2015
212181	3/20/2015	KEVIN RAWITZER	148.75	Reimb-ACLS Recertification
212182	3/20/2015	KJ HART ELECTRIC AND SON INC	572.95	Replace Cord Drop/App Bay Ceiling/Relocate Outle
	3/20/2015	KJ HART ELECTRIC AND SON INC	271.25	Svc Call/Trace Wires/Breakers-Admin Server AC In
212244	3/27/2015	KJ HART ELECTRIC AND SON INC	4,991.00	Replace Ballasts/Lights/Man Lift Rental -Stn 31 Ap
	3/27/2015	KJ HART ELECTRIC AND SON INC	1,282.00	Replace Lights/Man Lift Rental-Stn 36 Rear Parking
212320	4/3/2015	KJ HART ELECTRIC AND SON INC	387.40	Install Outlet on 20amp Breaker/Cord Reel-Stn 30 A
	4/3/2015	KJ HART ELECTRIC AND SON INC	208.25	Replace Lamps-Stn 30 Flag Pole Light
212362	4/10/2015	KJ HART ELECTRIC AND SON INC	750.30	Install Cord Reels/Posts/Outlets-Stn 30 Trg Captain
212278	3/31/2015	KNIGHTS OF COLUMBUS ASSE...	330.00	FF of the Year Recognition Event (6)-4/24/15
212321	4/3/2015	KNIGHTS OF COLUMBUS ASSE...	55.00	FF of the Year Recognition Event-D Krause 4/24/15
212279	3/31/2015	L DOUGLAS OTT	900.00	2015 Medical Plan Opt Out-4/15-6/15
212183	3/20/2015	L N CURTIS AND SONS	2,760.24	Class A Foam Phos-Check (24)
	3/20/2015	L N CURTIS AND SONS	290.23	Uniform Pants/Shirts-Stevenson/S. Avery/Schwartz
212245	3/27/2015	L N CURTIS AND SONS	798.56	Wildland Gloves (20)-Stock
212363	4/10/2015	L N CURTIS AND SONS	(301.63)	Credit-Pre-Mix Ethanol Free Engine Oil (5 Cases)
	4/10/2015	L N CURTIS AND SONS	34.72	Ear Plugs (1 Box)-Stock
	4/10/2015	L N CURTIS AND SONS	651.00	Pelican Flashlights (10)-Stock
	4/10/2015	L N CURTIS AND SONS	195.30	Pelican Flashlights (3)-Stock
	4/10/2015	L N CURTIS AND SONS	325.50	Pelican Flashlights (5)-Stock
	4/10/2015	L N CURTIS AND SONS	1,253.39	Pre-Mix Chain Oil/Flashlights/Cobra Flash Hoods-S
	4/10/2015	L N CURTIS AND SONS	301.63	Pre-Mix Ethanol Free Engine Oil (5 Cases)
	4/10/2015	L N CURTIS AND SONS	2,463.38	Radio Holders (38)/Leather Radio Straps (50)-EBRC
	4/10/2015	L N CURTIS AND SONS	156.24	Rescue Seatbelt Cutter/Window Breaker (12)-Stock
	4/10/2015	L N CURTIS AND SONS	291.26	Safety 1-Gal Gas Cans (4)-Stock
	4/10/2015	L N CURTIS AND SONS	93.85	Uniform Shirt (1)-Schwartz
	4/10/2015	L N CURTIS AND SONS	768.19	Uniform Shirts (4)/Pants (4)-Anderson/Schwartz/Mi
212246	3/27/2015	LEADER EMERGENCY VEHICLES	343.78	Oxygen Regulator-Unit 704
212364	4/10/2015	LEGEND DATA SYSTEMS INC	348.50	Blank Collector Boards (15)
212184	3/20/2015	LINCOLN NATIONAL LIFE INS CO	31,052.91	Dental Insurance-4/15
	3/20/2015	LINCOLN NATIONAL LIFE INS CO	18,220.15	Dental Insurance-Retirees 4/15
212322	4/3/2015	LIVERMORE DUBLIN DISPOSAL	1,148.25	Garbage Service-3/15
212247	3/27/2015	M AND L OVERHEAD DOORS	638.82	App Bay Door Repairs/Install Center Stile-Stn 33
212248	3/27/2015	MANAGED HEALTH NETWORK I...	2,415.95	Employee Assistance Premium-4/15
212323	4/3/2015	MARGERIE REED	67.17	Reimb-Uniform Pants
212249	3/27/2015	MARK A MIRCHANDANI	250.00	Reimb-Paramedic Recertification
212185	3/20/2015	MARTIN ROSSEN	134.95	Reimb-Misc. Supplies-Stn 31 Pull-Up Bar Project
212250	3/27/2015	MAXIM SERVICES	1,782.31	Cleaning Service-Admin 3/15
212365	4/10/2015	MEERAL KHATRI	450.00	Ambulance Refund
212186	3/20/2015	MEYERS NAVE PROFESSIONAL ...	1,495.96	General Labor and Employment Services-2/15
212251	3/27/2015	MIKE ROSE AUTO BODY INC	820.60	Rear Cab Wheel/Scratch Repairs-Unit 706
212366	4/10/2015	MILLS PENINSULA HEALTH SER...	289.11	Ambulance Refund
212252	3/27/2015	MOORE MECHANICAL INC	6,099.00	Install Mini-Split A/C/10-yr Warranty-Admin Electr
	3/27/2015	MOORE MECHANICAL INC	7,471.00	Install Mini-Split A/C/10-yr Warranty-Admin Server
212324	4/3/2015	MOORE MECHANICAL INC	110.00	Service Call-Exhaust Fan-Stn 39 Dorm
212367	4/10/2015	MOORE MECHANICAL INC	650.00	Install New Exhaust Fan Motor-Stn 39 Dorm
	4/10/2015	MOORE MECHANICAL INC	294.00	Svc Call/Thermostat/A/C Repairs/Replace Belt-Adm
212253	3/27/2015	NATHAN R SMITH	175.00	Reimb-ACLS Recertification
212325	4/3/2015	NBS	4,998.00	Consulting Services-Fee Study Phase 1-3/15
212187	3/20/2015	NOB HILL CLEANERS INC	8.00	Patch on Uniform Shirt-Schwartz

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 3/16/2015 Through 4/12/2015

Check #	Check Date	Payee	Check Amount	Transaction Description
212368	4/10/2015	NOB HILL CLEANERS INC	40.00	Patch on Uniform Shirts (5)
212188	3/20/2015	OFFICE MAX INCORPORATED	129.88	Office/Kitchen Supplies
212254	3/27/2015	OFFICE MAX INCORPORATED	14.11	2015 Weekly Planner-FP
	3/27/2015	OFFICE MAX INCORPORATED	60.23	Personnel File Custom Stamp
212326	4/3/2015	OFFICE MAX INCORPORATED	260.60	Office Supplies
	4/3/2015	OFFICE MAX INCORPORATED	67.48	Office Supplies-FP
212369	4/10/2015	OFFICE MAX INCORPORATED	12.05	Coffee Supplies
	4/10/2015	OFFICE MAX INCORPORATED	204.53	Office/Coffee Supplies
212189	3/20/2015	OREILLY AUTOMOTIVE INC	93.35	Gas Shocks (2)-Unit 398
212255	3/27/2015	OREILLY AUTOMOTIVE INC	93.35	Rear Shocks (2)-Unit 398
212190	3/20/2015	ORKIN EXTERMINATING INC	92.83	Pest Control Service-3/12/15
212370	4/10/2015	ORKIN EXTERMINATING INC	92.83	Pest Control Service-4/1/15
212256	3/27/2015	OSBORN SPRAY SERVICE INC	75.00	Pest Control Service
212371	4/10/2015	OVERPAYMENT RECOVERY SE...	1,095.92	Ambulance Refund
212191	3/20/2015	OWEN DOYLE	157.99	Reimb-Self Funded Vision Plan
212257	3/27/2015	PACHECO BROTHERS GARDENI...	1,540.00	Landscape Maintenance-3/15
212372	4/10/2015	PAUL CONWAY SHIELDS	198.06	Structure Helmet Shields-Acting BCs
212192	3/20/2015	PAUL D TAYLOR	154.98	Reimb-Self Funded Vision Plan
212258	3/27/2015	PGE	1,021.92	Gas/Electric Service-Stn 36
212327	4/3/2015	PGE	12,552.28	Gas/Electric Service-3/15
212373	4/10/2015	PGE	36.04	Stn 34 Signal Light-3/15
212374	4/10/2015	PITNEY BOWES INC	266.91	Postage Meter Rental 1/1/15-3/31/15
212328	4/3/2015	PITNEY BOWES RESERVE ACCO...	1,000.00	Replenish Postage Reserve Account
212375	4/10/2015	PITNEY BOWES RESERVE ACCO...	1,000.00	Replenish Postage Reserve Account
212193	3/20/2015	PLANBAGS COM	78.34	Plan Review Shipping Bags (100)
212259	3/27/2015	PREMIER COMP MEDICAL GRO...	22,308.52	Wellness Fitness Exams/Colon & Bladder Cancer Sc
212194	3/20/2015	PRIORITY DISPATCH	395.00	AQUA Software Upgrade
212329	4/3/2015	PRIORITY DISPATCH	435.00	Annual AQUA ESP Maintenance-4/18/2016
212260	3/27/2015	RAYMOND RIORDAN	2,100.00	Emergency Svcs (26 Hrs)/Fire District (2 Hrs) 3/1-3/
212195	3/20/2015	RED WING SHOE STORE	233.26	Day Boots-Phares
212330	4/3/2015	RESPONSIVE COMMUNICATION...	344.50	Kenwood UHF Mobile Repairs-S/N 71000096
212376	4/10/2015	RIAN G EVITT	579.50	Meals Advance-ICC Group A Committee Action He
212377	4/10/2015	RON M HAGEN	900.00	Ambulance Refund
212196	3/20/2015	SAFETY GLASSES USA INC	249.12	Bifocal Safety Glasses (72)/Clear Lens Glasses (48)-
212197	3/20/2015	SAM BROWN SHIELDS	178.00	Wildland Helmet Shields (4)-Acting BC's
212198	3/20/2015	SAN MATEO REGIONAL NETWO...	415.00	FireDispatch.com CAD Interface/Radio Audio Strea
212199	3/20/2015	SCOTT A BALCH	237.52	Reimb-Lumber Supplies-Stn 31 Pull-Up Bar Project
	3/20/2015	SCOTT A BALCH	450.00	Reimb-Paramedic/PHTLS Recertification
212378	4/10/2015	SCOTTS PPE RECON INC	2,105.43	PPE Inspection/Turnout Gear Repairs-Week of 3/19/
	4/10/2015	SCOTTS PPE RECON INC	1,509.85	PPE Inspection/Turnout Gear Repairs-Week of 3/26/
212379	4/10/2015	SEEVER AND SONS TIRE	(568.55)	Credit-Tire (1)-Unit 509
	4/10/2015	SEEVER AND SONS TIRE	568.55	Tire (1)-Unit 509
	4/10/2015	SEEVER AND SONS TIRE	2,274.20	Tires (4)-Unit 509
212200	3/20/2015	SHANE BENNETT	200.00	Reimb-Paramedic Recertification
212331	4/3/2015	SPRINT	689.98	T1 Port AccessBundle-3/18/15
212283	4/1/2015	STEVEN A HARMAN ASSOCIATE...	9,350.00	HR Consulting Services (110.0 Hours)-Mar 2015
212201	3/20/2015	SUPERIOR AUTO PARTS WAREH...	7.45	Radiator Cap-Unit 707
212261	3/27/2015	SUPERIOR AUTO PARTS WAREH...	77.12	Battery-Unit 303
	3/27/2015	SUPERIOR AUTO PARTS WAREH...	29.23	Coolant Hose
	3/27/2015	SUPERIOR AUTO PARTS WAREH...	(29.23)	Credit-Coolant Hose
	3/27/2015	SUPERIOR AUTO PARTS WAREH...	104.68	Halogen Headlight Bulbs (12)-Stock
	3/27/2015	SUPERIOR AUTO PARTS WAREH...	18.88	Protectant Wipes/Tire Coat/Hose Splicer-Unit 806
	3/27/2015	SUPERIOR AUTO PARTS WAREH...	29.82	Radiator Caps (4)
	3/27/2015	SUPERIOR AUTO PARTS WAREH...	70.92	V-Belts (4)-Unit 678
212262	3/27/2015	THE HARTFORD PRIORITY ACC...	1,661.40	Life/AD&D Insurance-4/15
212263	3/27/2015	THE IMPRINT WORKS	411.33	Display Items-Admin Lobby Renovation Project

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register  
From 3/16/2015 Through 4/12/2015

Check No.	Check Date	Payee	Check Amount	Transaction Description
212264	3/27/2015	TIFCO INDUSTRIES INC	366.12	Misc Fleet Mechanic Shop Supplies
212380	4/10/2015	TIFCO INDUSTRIES INC	469.90	Cordless Wrench Kit/Screw Extractor Set-Fleet Shop
212381	4/10/2015	TODD W WORD	453.79	Reimb-Educ Assist-Reg Fee/Lodging-S404 Safety O
212265	3/27/2015	TRI VALLEY HOSE INC	108.98	Air Hoses (2)-Stn 30
	3/27/2015	TRI VALLEY HOSE INC	121.19	Air Hoses (2)/Couplers/Blow Gun-Stn 31
	3/27/2015	TRI VALLEY HOSE INC	64.62	Suction Hose (6)-Unit 523
212202	3/20/2015	TSI INCORPORATED	151.44	Fit Test Probe Refill Kit (1)
212332	4/3/2015	ULINE	700.08	Cart/Shelving-FP Barricades/Signs
212382	4/10/2015	UNISOURCE WORLDWIDE INC	451.75	Handwash Foam Soap Refills (7 Cases)-Admin
212203	3/20/2015	UNITED PARCEL SERVICE	136.74	Delivery Charges-3/14/15
212266	3/27/2015	UNITED PARCEL SERVICE	99.52	Delivery Charges-3/21/15
212333	4/3/2015	UNITED PARCEL SERVICE	81.42	Delivery Charges-3/28/15
212204	3/20/2015	US BANK	1,725.00	2013 COP Annual Trustee Fees 12/1/14-11/30/15
212206	3/20/2015	US BANK	6.50	Adhesive-Stn 34 Kitchen Linoleum Floor Repairs
	3/20/2015	US BANK	23.88	Annual Adobe ExportPDF Subscription-CERT Logo
	3/20/2015	US BANK	100.02	BeReadySRV.org Website (3-Years)
	3/20/2015	US BANK	8.00	Caulk/Nails-Stn 34 Kitchen Floor Repairs
	3/20/2015	US BANK	40.00	Constant Contact-CERT Renewal Email System
	3/20/2015	US BANK	165.00	Dewalt Variable Speed Polisher-Apparatus Gold Lea
	3/20/2015	US BANK	91.65	E-File 2014 Form 1099-MISC (47)
	3/20/2015	US BANK	80.00	Email System Upgrades-CERT Pictures/Logos Stora
	3/20/2015	US BANK	44.87	Light Bulbs-Stn 33 Stock
	3/20/2015	US BANK	66.00	Lodging-ICS 300 Class 1/27-1/30/15-Michaelson
	3/20/2015	US BANK	162.90	Lodging-ICS 400 Class 2/5-2/6/15-Michaelson
	3/20/2015	US BANK	88.60	Misc Electrical Supplies-Stn 34 Workout Room Out
	3/20/2015	US BANK	239.00	Payroll Pitfalls Teleconference-1/28/15
	3/20/2015	US BANK	30.35	Round Up/Wire Plug/Refrigerator Plug Adapter-Stn
212383	4/10/2015	US BANK	567.00	Airfare-CAE ECS Manikin Training-Michaelson 4/2
	4/10/2015	US BANK	321.50	BreakAway Vests (10)-Stock
	4/10/2015	US BANK	40.00	Constant Contact-CERT Renewal Email System
	4/10/2015	US BANK	232.63	Cordless Drill Set/Misc. Materials-Stn 39 Mail Box
	4/10/2015	US BANK	119.79	District Coffee Supplies
	4/10/2015	US BANK	1,182.77	First Responder Handbooks (16)/PALS/ACLS/ASHI
	4/10/2015	US BANK	97.00	HazMat Detector Calibration Fee
	4/10/2015	US BANK	113.22	Meals-Heartsafe Meeting 3/2/15
	4/10/2015	US BANK	11.97	Medeco Key Program-Apparatus
	4/10/2015	US BANK	161.32	Oxygen Tank Tracking Decals
	4/10/2015	US BANK	87.95	Stencil-FP Barricades
	4/10/2015	US BANK	636.00	Toner Cartridge (12)-Stock
212267	3/27/2015	UTILITY TELEPHONE INC	1,230.09	Internet Access/Ethernet Transport-3/15
212207	3/20/2015	VALLEY LEADERSHIP PRAYER ...	30.00	26th Annual Valley Leadership Prayer Event-M.Stan
212208	3/20/2015	VALLEY OIL COMPANY	1,234.19	Diesel Fuel
	3/20/2015	VALLEY OIL COMPANY	1,782.13	Unleaded Fuel
	3/20/2015	VALLEY OIL COMPANY	4,811.88	Unleaded/Diesel Fuel
212268	3/27/2015	VALLEY OIL COMPANY	1,484.51	Diesel Fuel
	3/27/2015	VALLEY OIL COMPANY	1,953.74	Unleaded Fuel
	3/27/2015	VALLEY OIL COMPANY	1,983.94	Unleaded/Diesel Fuel
212334	4/3/2015	VALLEY OIL COMPANY	221.65	Diesel Fuel
	4/3/2015	VALLEY OIL COMPANY	2,332.41	Unleaded Fuel
	4/3/2015	VALLEY OIL COMPANY	1,509.99	Unleaded/Diesel Fuel
212384	4/10/2015	VALLEY OIL COMPANY	1,513.19	Diesel Fuel
	4/10/2015	VALLEY OIL COMPANY	3,592.65	Unleaded Fuel
	4/10/2015	VALLEY OIL COMPANY	4,246.71	Unleaded/Diesel Fuel
212269	3/27/2015	VERIZON WIRELESS	417.47	Cell Phone Charges 2/4/15-3/3/15
212385	4/10/2015	VICKIE CALLAHAN	295.50	Baseball Caps (18)-Stock
	4/10/2015	VICKIE CALLAHAN	128.00	Navy Pullover/Halloway Jacket Name Embroidery-I

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 3/16/2015 Through 4/12/2015

Check ...	Check D...	Payee	Check Amount	Transaction Description
	4/10/2015	VICKIE CALLAHAN	108.00	Polo Uniform Shirts-Call
	4/10/2015	VICKIE CALLAHAN	2,244.00	T-Shirts (132)-Stock/Pullovers (5)
212386	4/10/2015	VIOLA V HUPKA	97.07	Ambulance Refund
212270	3/27/2015	VISION SERVICE PLAN	4,675.44	Vision Insurance-4/15
	3/27/2015	VISION SERVICE PLAN	3,461.04	Vision Insurance-Retirees 4/15
212387	4/10/2015	WALKERS HYDRAULICS INC	513.42	Install State Mandated Air Compressor V-Belt Guar
212271	3/27/2015	WASP BARCODE TECHNOLOGIES	4,858.50	Wasp Mobile Computer/Upgrade/Web Training-Stn
212335	4/3/2015	WASTE MANAGEMENT OF ALA...	488.63	Garbage Recycling Service-3/15
212272	3/27/2015	WATTCO	89.51	Halogen Bulbs (5)-Fleet Mechanic Shop
	3/27/2015	WATTCO	119.25	Strobe Light Bulbs (2)
212273	3/27/2015	WEST COAST CODE CONSULTA...	1,000.00	Prof Svcs-Bldg Plan Reviews (8.0-hrs)-Dorris Eaton
212209	3/20/2015	WILLIAM D ROSS ESQ	6,156.75	Legal Services-General 2/15
	3/20/2015	WILLIAM D ROSS ESQ	112.50	Legal Services-General/EMS Services 2/15
212274	3/27/2015	WITTMAN ENTERPRISES LLC	12,428.80	Ambulance Collection Fees-1/15
	3/27/2015	WITTMAN ENTERPRISES LLC	12,615.68	Ambulance Collection Fees-2/15
212388	4/10/2015	ZOLL MEDICAL CORPORATION ...	735.00	LifeBand 3-Pack (2)-Stock
Report Total			831,851.24	

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 3/16/2015 Through 4/12/2015

Check	Check D	Payee	Check Amount	Transaction Description
Wire 0	4/2/2015	CALPERS	256,937.27	Health Insurance-4/15
	4/2/2015	CALPERS	160,341.90	Health Insurance-Retirees 4/15
212184	3/20/2015	LINCOLN NATIONAL LIFE INS CO	31,052.91	Dental Insurance-4/15
212259	3/27/2015	PREMIER COMP MEDICAL GRO	22,308.52	Wellness Fitness Exams/Colon & Bladder Cancer Sc
212184	3/20/2015	LINCOLN NATIONAL LIFE INS CO	18,220.15	Dental Insurance-Retirees 4/15
212228	3/27/2015	DELL MARKETING LP	16,355.68	Windows Server 2012 Licensing
212274	3/27/2015	WITTMAN ENTERPRISES LLC	12,615.68	Ambulance Collection Fees-2/15
212327	4/3/2015	PGE	12,552.28	Gas/Electric Service-3/15
212274	3/27/2015	WITTMAN ENTERPRISES LLC	12,428.80	Ambulance Collection Fees-1/15
212287	4/3/2015	ALL STAR FIRE EQUIPMENT INC	12,000.00	Annual SCBA Flow Test (181 Scott Airpaks)
212283	4/1/2015	STEVEN A HARMAN ASSOCIATE	9,350.00	HR Consulting Services (110.0 Hours)-Mar 2015
212252	3/27/2015	MOORE MECHANICAL INC	7,471.00	Install Mini-Split A/C/10-yr Warranty-Admin Server
212282	4/1/2015	KENNETH R CAMPO CPA	7,140.00	Finance Consulting Services (59.5 Hours)-Mar 2015
212240	3/27/2015	INNOVATIVE CLAIM SOLUTIONS	6,843.17	Workers' Compensation Claim Admin Fees-Apr 201
212209	3/20/2015	WILLIAM D ROSS ESQ	6,156.75	Legal Services-General 2/15
212252	3/27/2015	MOORE MECHANICAL INC	6,099.00	Install Mini-Split A/C/10-yr Warranty-Admin Electr
212166	3/20/2015	CCC TAX COLLECTOR	5,043.50	Secured Property Taxes-FY 14/15
212325	4/3/2015	NBS	4,998.00	Consulting Services-Fee Study Phase 1-3/15
212244	3/27/2015	KJ HART ELECTRIC AND SON INC	4,991.00	Replace Ballasts/Lights/Man Lift Rental -Stn 31 Apj
212306	4/3/2015	DENTONIS WELDING WORKS INC	4,899.33	Spring Replacement-Unit 522
212303	4/3/2015	CUMMINS PACIFIC LLC	4,873.82	Oil Leak/Engine Repairs-Unit 508
212271	3/27/2015	WASP BARCODE TECHNOLOGIES	4,858.50	Wasp Mobile Computer/Upgrade/Web Training-Stn
212208	3/20/2015	VALLEY OIL COMPANY	4,811.88	Unleaded/Diesel Fuel
212343	4/10/2015	BAILEY FENCE COMPANY INC	4,750.00	Replace (5) Damaged Posts/Reinstall Wooden Panel
212270	3/27/2015	VISION SERVICE PLAN	4,675.44	Vision Insurance-4/15
212355	4/10/2015	DR HORTON	4,494.00	Refund-Plan Review Overpayment
212384	4/10/2015	VALLEY OIL COMPANY	4,246.71	Unleaded/Diesel Fuel
	4/10/2015	VALLEY OIL COMPANY	3,592.65	Unleaded Fuel
212311	4/3/2015	EXTRATEAM INC	3,500.00	Prof Services-Core Switch Upgrade
212270	3/27/2015	VISION SERVICE PLAN	3,461.04	Vision Insurance-Retirees 4/15
212347	4/10/2015	BOUNDTREE MEDICAL LLC	3,202.40	Medical Supplies
212168	3/20/2015	CITY OF PLEASANTON	3,000.00	Training Tower Rental Fee-10/10-11/22/14
212176	3/20/2015	FIRE TECH INSPECTION SERVICE	2,849.85	Inspect/Test Ground Ladders-NFPA/CAL-OSHA Sta
212225	3/27/2015	CONTRA COSTA HEALTH SERVI	2,813.00	EMT Recertification Fees (29)
212161	3/20/2015	BOUNDTREE MEDICAL LLC	2,800.39	CombiCarrier Backboards (3)/Stretchers (4)-Stock
212183	3/20/2015	L N CURTIS AND SONS	2,760.24	Class A Foam Phos-Check (24)
212228	3/27/2015	DELL MARKETING LP	2,673.25	McAfee Virus Scan Software License Renewal (185)
212305	4/3/2015	DELL MARKETING LP	2,582.00	KEMP Load Balancing Device
212363	4/10/2015	L N CURTIS AND SONS	2,463.38	Radio Holders (38)/Leather Radio Straps (50)-EBRC
212169	3/20/2015	CLEAN SOURCE	2,445.31	Household Supplies
212248	3/27/2015	MANAGED HEALTH NETWORK I	2,415.95	Employee Assistance Premium-4/15
212334	4/3/2015	VALLEY OIL COMPANY	2,332.41	Unleaded Fuel
Wire 0	4/2/2015	CALPERS	2,299.50	Health Insurance-BOD 4/15
212291	4/3/2015	BOUNDTREE MEDICAL LLC	2,283.70	Medical Supplies
212379	4/10/2015	SEEVER AND SONS TIRE	2,274.20	Tires (4)-Unit 509
212385	4/10/2015	VICKIE CALLAHAN	2,244.00	T-Shirts (132)-Stock/Pullovers (5)
212216	3/27/2015	BOUNDTREE MEDICAL LLC	2,159.55	CombiCarrier Backboards w/ Straps (3)
212378	4/10/2015	SCOTT'S PPE RECON INC	2,105.43	PPE Inspection/Turnout Gear Repairs-Week of 3/19/
212260	3/27/2015	RAYMOND RIORDAN	2,100.00	Emergency Svcs (26 Hrs)/Fire District (2 Hrs) 3/1-3/
212339	4/10/2015	ALLIED WASTE SERVICES 210	2,079.73	Garbage Service-4/15
212161	3/20/2015	BOUNDTREE MEDICAL LLC	2,074.40	Pharmaceutical Supplies
212268	3/27/2015	VALLEY OIL COMPANY	1,983.94	Unleaded/Diesel Fuel
	3/27/2015	VALLEY OIL COMPANY	1,953.74	Unleaded Fuel
212250	3/27/2015	MAXIM SERVICES	1,782.31	Cleaning Service-Admin 3/15
212208	3/20/2015	VALLEY OIL COMPANY	1,782.13	Unleaded Fuel
212204	3/20/2015	US BANK	1,725.00	2013 COP Annual Trustee Fees 12/1/14-11/30/15

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 3/16/2015 Through 4/12/2015

Check	Check D	Payee	Check Amount	Transaction Description
212161	3/20/2015	BOUNDTREE MEDICAL LLC	1,688.67	Medical Supplies
212262	3/27/2015	THE HARTFORD PRIORITY ACC...	1,661.40	Life/AD&D Insurance-4/15
212315	4/3/2015	HUNT AND SONS INC	1,581.30	Delo 400 Engine Oil (110-Gal)-Fleet Shop
212257	3/27/2015	PACHECO BROTHERS GARDENL...	1,540.00	Landscape Maintenance-3/15
212384	4/10/2015	VALLEY OIL COMPANY	1,513.19	Diesel Fuel
212334	4/3/2015	VALLEY OIL COMPANY	1,509.99	Unleaded/Diesel Fuel
212378	4/10/2015	SCOTTS PPE RECON INC	1,509.85	PPE Inspection/Turnout Gear Repairs-Week of 3/26/
212186	3/20/2015	MEYERS NAVE PROFESSIONAL ...	1,495.96	General Labor and Employment Services-2/15
212268	3/27/2015	VALLEY OIL COMPANY	1,484.51	Diesel Fuel
212284	4/3/2015	ACCELERATED CONCRETE CUT...	1,475.00	Replace Broken Concrete Section-Stn 31
Wire 0	4/2/2015	CALPERS	1,426.57	Health Insurance-Admin Fees 4/15
212345	4/10/2015	BLUE SHIELD OF CALIFORNIA	1,419.38	Ambulance Refund
212312	4/3/2015	GIVE SOMETHING BACK	1,403.83	MPS Printing-October 2014
212244	3/27/2015	KJ HART ELECTRIC AND SON INC	1,282.00	Replace Lights/Man Lift Rental-Stn 36 Rear Parking
212363	4/10/2015	L N CURTIS AND SONS	1,253.39	Pre-Mix Chain Oil/Flashlights/Cobra Flash Hoods-S
212208	3/20/2015	VALLEY OIL COMPANY	1,234.19	Diesel Fuel
212267	3/27/2015	UTILITY TELEPHONE INC	1,230.09	Internet Access/Ethernet Transport-3/15
212170	3/20/2015	CLIFFORD SCOTT BUXTON	1,230.00	CERT Instructor (41.0 hours) 2/19/15-3/7/15
212229	3/27/2015	DEPT OF FORESTRY AND FIRE P...	1,208.00	CFSTES Driver Operator 1B Course (15)-2/2/15-2/6
212383	4/10/2015	US BANK	1,182.77	First Responder Handbooks (16)/PALS/ACLS/ASHI
212158	3/20/2015	ASCOT STAFFING	1,178.00	Temporary Staffing-Reception (40.0 Hrs)-3/2-3/8/15
212288	4/3/2015	ASCOT STAFFING	1,178.00	Temporary Staffing-Reception (40.0 Hrs)-3/16-3/22/
212341	4/10/2015	ASCOT STAFFING	1,178.00	Temporary Staffing-Reception (40.0 Hrs)-3/23-3/29/
212322	4/3/2015	LIVERMORE DUBLIN DISPOSAL	1,148.25	Garbage Service-3/15
212371	4/10/2015	OVERPAYMENT RECOVERY SE...	1,095.92	Ambulance Refund
212258	3/27/2015	PGE	1,021.92	Gas/Electric Service-Stn 36
212231	3/27/2015	EBMUD	1,016.14	Water Service 1/13/15-3/16/15
212281	4/1/2015	CCC DEPT CONSERVATION AND...	1,000.00	LP02-2026 Condition Compliance Review-New 32
212273	3/27/2015	WEST COAST CODE CONSULTA...	1,000.00	Prof Svcs-Bldg Plan Reviews (8.0-hrs)-Dorris Eaton
212328	4/3/2015	PITNEY BOWES RESERVE ACCO...	1,000.00	Replenish Postage Reserve Account
212375	4/10/2015	PITNEY BOWES RESERVE ACCO...	1,000.00	Replenish Postage Reserve Account
212347	4/10/2015	BOUNDTREE MEDICAL LLC	921.25	Personal Protection Kit w/ Coveralls (25)
212312	4/3/2015	GIVE SOMETHING BACK	915.66	MPS Printing-January 2015
212276	3/31/2015	DONALD ARMARIO	900.00	2015 Medical Plan Opt Out-4/15-6/15
212277	3/31/2015	JEFFREY BREASHER	900.00	2015 Medical Plan Opt Out-4/15-6/15
212279	3/31/2015	L DOUGLAS OTT	900.00	2015 Medical Plan Opt Out-4/15-6/15
212377	4/10/2015	RON M HAGEN	900.00	Ambulance Refund
212216	3/27/2015	BOUNDTREE MEDICAL LLC	893.44	Pharmaceutical Supplies
212308	4/3/2015	DUBLIN CHEVROLET INC	891.39	Coolant Leak Repairs/Replace Heater Line Connect
212304	4/3/2015	DE LAGE LANDEN PUBLIC FINA...	867.00	Admin Copier Lease 3/31/15-4/29/15
212349	4/10/2015	CAPITOL CLUTCH AND BRAKE J...	824.83	Air Dryer Kits (11)-Fleet Mechanic Shop
212251	3/27/2015	MIKE ROSE AUTO BODY INC	820.60	Rear Cab Wheel/Scratch Repairs-Unit 706
212231	3/27/2015	EBMUD	808.76	Water Service 1/14/15-3/17/15
212245	3/27/2015	L N CURTIS AND SONS	798.56	Wildland Gloves (20)-Stock
212363	4/10/2015	L N CURTIS AND SONS	768.19	Uniform Shirts (4)/Pants (4)-Anderson/Schwartz/Mi
212362	4/10/2015	KJ HART ELECTRIC AND SON INC	750.30	Install Cord Reels/Posts/Outlets-Stn 30 Trg Captain
212388	4/10/2015	ZOLL MEDICAL CORPORATION ...	735.00	LifeBand 3-Pack (2)-Stock
212349	4/10/2015	CAPITOL CLUTCH AND BRAKE J...	719.48	Leveling Valves (4)-Fleet Mechanic Shop
212342	4/10/2015	B AND C TRUCK PARTS INC	705.47	Filters (14)-Fleet Mechanic Shop
212332	4/3/2015	ULINE	700.08	Cart/Shelving-FP Barricades/Signs
212151	3/20/2015	AEGIS FIRE SYSTEMS INC	698.00	Refund-Citation Fees Duplicate Payment-IN7781134
212331	4/3/2015	SPRINT	689.98	T1 Port AccessBundle-3/18/15
DK 2/...	3/23/2015	BANKCARD CENTER	683.54	Kenmore Refrigerator-Stn 34
DP 2/I...	3/23/2015	BANKCARD CENTER	662.36	Lodging-CalNENA Conference 2/8-2/12/15-T Klink
212363	4/10/2015	L N CURTIS AND SONS	651.00	Pelican Flashlights (10)-Stock
212367	4/10/2015	MOORE MECHANICAL INC	650.00	Install New Exhaust Fan Motor-Stn 39 Dorm



**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 3/16/2015 Through 4/12/2015

Check	Check D	Payee	Check Amount	Transaction Description
212247	3/27/2015	M AND L OVERHEAD DOORS	638.82	App Bay Door Repairs/Install Center Stile-Stn 33
212383	4/10/2015	US BANK	636.00	Toner Cartridge (12)-Stock
212177	3/20/2015	GALAXY PRESS	598.91	2-Color Window Envelopes (4000)-Weed Abatemen
212275	3/31/2015	CONTRA COSTA HEALTH SERVI...	582.00	EMT Recertification Fees (6)
212376	4/10/2015	RIAN G EVITT	579.50	Meals Advance-ICC Group A Committee Action He
212182	3/20/2015	KJ HART ELECTRIC AND SON INC	572.95	Replace Cord Drop/App Bay Ceiling/Relocate Outle
212379	4/10/2015	SEEVER AND SONS TIRE	568.55	Tire (1)-Unit 509
212383	4/10/2015	US BANK	567.00	Airfare-CAE ECS Manikin Training-Michaelson 4/2
212226	3/27/2015	CYTOSPORT INC	557.02	Cytomax Hydration Supplement (48 cases)
212353	4/10/2015	DAVID L STEVENS	544.96	Reimb-Reg Fee/Lodging-L962 Planning Section Chi
212214	3/27/2015	BAY AREA AIR QUALITY MGMT	526.00	Annual Generator Permit Renewal Fee-Stn 34 3/1/15
212222	3/27/2015	COMCAST	513.53	Cable Service 4/1/15-4/30/15
212387	4/10/2015	WALKERS HYDRAULICS INC	513.42	Install State Mandated Air Compressor V-Belt Guar
212214	3/27/2015	BAY AREA AIR QUALITY MGMT	512.00	Annual Generator Permit Renewal Fee-Stn 30 4/24/1
212312	4/3/2015	GIVE SOMETHING BACK	505.02	MPS Printing-November 2014
212335	4/3/2015	WASTE MANAGEMENT OF ALA...	488.63	Garbage Recycling Service-3/15
212349	4/10/2015	CAPITOL CLUTCH AND BRAKE I...	488.25	Front Disc Rotors (2)-Fleet Mechanic Shop
212338	4/10/2015	ALL STAR FIRE EQUIPMENT INC	488.25	Station Boots-Hubbard/Parsons
212310	4/3/2015	EMERGENCY ACCESS CONTROLS	480.85	MDC Installation-Unit 398
212380	4/10/2015	TIFCO INDUSTRIES INC	469.90	Cordless Wrench Kit/Screw Extractor Set-Fleet Shop
DP 2/1	3/23/2015	BANKCARD CENTER	455.20	Airfare-CalNENA Conference 2/8-2/12/15-T.Klink
212381	4/10/2015	TODD W WORD	453.79	Reimb-Educ Assist-Reg Fee/Lodging-S404 Safety O
212382	4/10/2015	UNISOURCE WORLDWIDE INC	451.75	Handwash Foam Soap Refills (7 Cases)-Admin
212365	4/10/2015	MEERAL KHATRI	450.00	Ambulance Refund
212199	3/20/2015	SCOTT A BALCH	450.00	Reimb-Paramedic/PHTLS Recertification
212312	4/3/2015	GIVE SOMETHING BACK	441.56	MPS Printing-December 2014
212329	4/3/2015	PRIORITY DISPATCH	435.00	Annual AQUA ESP Maintenance-4/18/2016
212336	4/10/2015	AETNA LIFE INSURANCE COMP...	425.00	Ambulance Refund
212269	3/27/2015	VERIZON WIRELESS	417.47	Cell Phone Charges 2/4/15-3/3/15
212198	3/20/2015	SAN MATEO REGIONAL NETWO...	415.00	FireDispatch.com CAD Interface/Radio Audio Strea
CK 2/1	3/23/2015	BANKCARD CENTER	415.00	CALBO Annual Business Mtg-Kiefer 3/3-3/5/15
212263	3/27/2015	THE IMPRINT WORKS	411.33	Display Items-Admin Lobby Renovation Project
212318	4/3/2015	JEAN GAUTHIER	411.15	Vacuum Cleaner Repairs (2)-Stn 31
212218	3/27/2015	BUCHANAN AUTO ELECTRIC INC	402.21	65CP Batteries (4)-Fleet Mechanic Shop
212194	3/20/2015	PRIORITY DISPATCH	395.00	AQUA Software Upgrade
212347	4/10/2015	BOUNDTREE MEDICAL LLC	393.47	Fasplint Carry Case (6)/Stethoscope (5)-Stock
212320	4/3/2015	KJ HART ELECTRIC AND SON INC	387.40	Install Outlet on 20amp Breaker/Cord Reel-Stn 30 A
212180	3/20/2015	HOME DEPOT CREDIT SERVICES	383.25	Toolbox/Misc. Tools-Unit 398
212292	4/3/2015	CARPENTER ROBBINS	379.00	Consult Fee-New Farm/Springer Lease/Cell Site 12/
212302	4/3/2015	COMCAST	374.08	Cable Service 3/27/15-4/26/15
DP 2/1	3/23/2015	BANKCARD CENTER	370.00	Reg Fee-CalNENA Conference 2/8-2/12/15-T.Klink
212264	3/27/2015	TIFCO INDUSTRIES INC	366.12	Misc. Fleet Mechanic Shop Supplies
212158	3/20/2015	ASCOT STAFFING	353.40	Temporary Staffing-Reception (12.0 Hrs)-2/23-3/1/1
212179	3/20/2015	GRAINGER INC	352.09	Safety Flares (2 Packs)
212364	4/10/2015	LEGEND DATA SYSTEMS INC	348.50	Blank Collector Boards (15)
212211	3/27/2015	AMERICAN SERVICES OF CA INC	346.00	Roof Leak Repairs-Stn 31 Dispatch
212348	4/10/2015	BRYAN SHAFER	345.00	Reimb-Educ Assistance-Fire Management 2A 2/9-2/
212330	4/3/2015	RESPONSIVE COMMUNICATION...	344.50	Kenwood UHF Mobile Repairs-S/N 71000096
212246	3/27/2015	LEADER EMERGENCY VEHICLES	343.78	Oxygen Regulator-Unit 704
212234	3/27/2015	GALAXY PRESS	331.70	Business Cards-Costa/#10 Regular Envelopes (2500
212211	3/27/2015	AMERICAN SERVICES OF CA INC	331.00	Foam Leak Repairs-Admin Conference Room
212155	3/20/2015	ALL STAR FIRE EQUIPMENT INC	330.93	Structure Boots-Sauve
212278	3/31/2015	KNIGHTS OF COLUMBUS ASSE...	330.00	FF of the Year Recognition Event (6)-4/24/15
212180	3/20/2015	HOME DEPOT CREDIT SERVICES	329.21	Toilet Seat/Cable Cutter/CLR Cleaner (10)-Stock
212363	4/10/2015	L N CURTIS AND SONS	325.50	Pelican Flashlights (5)-Stock
212383	4/10/2015	US BANK	321.50	BreakAway Vests (10)-Stock

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 3/16/2015 Through 4/12/2015

Check	Check D	Payee	Check Amount	Transaction Description
212178	3/20/2015	GOT E WASTE	316.50	Remove/Recycle Fluorescent Lamps/8-Ft Lamps
212224	3/27/2015	COMCAST	305.06	Cable Service/High-Speed Internet 3/17/15-4/16/15
212316	4/3/2015	IAFC MEMBERSHIP	304.00	IAFC Membership Renewal-C. Kiefer
212363	4/10/2015	L N CURTIS AND SONS	301.63	Pre-Mix Ethanol Free Engine Oil (5 Cases)
212359	4/10/2015	GLOBALSTAR USA	296.61	Satellite Phone Service (6)-3/15
212385	4/10/2015	VICKIE CALLAHAN	295.50	Baseball Caps (18)-Stock
212351	4/10/2015	CASEY M RIVERS	295.00	Reimb-Educ Assistance-Fire Management 1 2/9-2/1
212367	4/10/2015	MOORE MECHANICAL INC	294.00	Svc Call/Thermostat/A/C Repairs/Replace Belt-Adm
212363	4/10/2015	L N CURTIS AND SONS	291.26	Safety 1-Gal Gas Cans (4)-Stock
212183	3/20/2015	L N CURTIS AND SONS	290.23	Uniform Pants/Shirts-Stevenson/S. Avery/Schwartz
DK 2/	3/23/2015	BANKCARD CENTER	289.99	Detailing Cost-Unit 337
212366	4/10/2015	MILLS PENINSULA HEALTH SER	289.11	Ambulance Refund
212360	4/10/2015	HAVE AIR WILL TRAVEL INC	281.71	Service Call/Replace Tires (2)-Unit 303
212295	4/3/2015	CCMA	280.00	Everyday Heroes of 911 Luncheon (8)-Dispatchers
212238	3/27/2015	HI TECH EMERGENCY VEHICLE	277.17	Akron Valve Kits (6)-Fleet Mechanic Shop
212220	3/27/2015	CDW GOVERNMENT INC	271.50	Yellow Ink Cartridge (1)-Plotter Printer
212182	3/20/2015	KJ HART ELECTRIC AND SON INC	271.25	Svc Call/Trace Wires/Breakers-Admin Server AC In
SC 2/1	3/23/2015	BANKCARD CENTER	269.00	Stn 35/39 Stencil Laptop Repairs-Camera
212374	4/10/2015	PITNEY BOWES INC	266.91	Postage Meter Rental 1/1/15-3/31/15
212350	4/10/2015	CASCADE FIRE EQUIPMENT	266.57	Station Boots-Trilevsky
212238	3/27/2015	HI TECH EMERGENCY VEHICLE	261.17	Cab Tilt Control-Unit 523
212326	4/3/2015	OFFICE MAX INCORPORATED	260.60	Office Supplies
212171	3/20/2015	CONTRA COSTA P AND S	250.85	Engine Wash Supplies (16-Gal)-Stock
212307	4/3/2015	DONNEL HALSEY	250.00	Reimb-ACLS Recertification
212249	3/27/2015	MARK A MIRCHANDANI	250.00	Reimb-Paramedic Recertification
212196	3/20/2015	SAFETY GLASSES USA INC	249.12	Bifocal Safety Glasses (72)/Clear Lens Glasses (48)-
212241	3/27/2015	IRON MOUNTAIN	245.78	Off-Site Backup Media Storage Fee-2/15
212155	3/20/2015	ALL STAR FIRE EQUIPMENT INC	244.13	Station Boots-Falkenstrom
212175	3/20/2015	FEDERAL REALTY INVESTMENT	242.00	Refund-Inspection Fee Overpayment-IN7783540 (IN
212206	3/20/2015	US BANK	239.00	Payroll Pitfalls Teleconference-1/28/15
212199	3/20/2015	SCOTT A BALCH	237.52	Reimb-Lumber Supplies-Stn 31 Pull-Up Bar Project
212195	3/20/2015	RED WING SHOE STORE	233.26	Day Boots-Phares
212383	4/10/2015	US BANK	232.63	Cordless Drill Set/Misc. Materials-Stn 39 Mail Box
212160	3/20/2015	BENJAMIN A WYLIE	230.00	Reimb-PALS Certification/PALS Book
212314	4/3/2015	HAVE AIR WILL TRAVEL INC	229.78	Tire/Service Call/Mounts/Dismounts-Unit 705
212346	4/10/2015	BONNEY PLUMBING HEATING A	229.00	Women's Toilet Leak Repairs/Base Seal-Admin
212334	4/3/2015	VALLEY OIL COMPANY	221.65	Diesel Fuel
212310	4/3/2015	EMERGENCY ACCESS CONTROLS	217.50	Mobile Radio Repairs-Unit 513
	4/3/2015	EMERGENCY ACCESS CONTROLS	217.50	Headset Repairs-Unit 509
212320	4/3/2015	KJ HART ELECTRIC AND SON INC	208.25	Replace Lamps-Stn 30 Flag Pole Light
212152	3/20/2015	AIR LIQUIDE HEALTHCARE AM	205.98	Oxygen Tank Cylinders (31)-3/10/15
212369	4/10/2015	OFFICE MAX INCORPORATED	204.53	Office/Coffee Supplies
212300	4/3/2015	COMCAST	202.29	Cable Service 3/27/15-4/26/15
212243	3/27/2015	JONAS AGUIAR	200.00	Reimb-Paramedic Recertification
212200	3/20/2015	SHANE BENNETT	200.00	Reimb-Paramedic Recertification
212353	4/10/2015	DAVID L STEVENS	200.00	Reimb-Reg Fee-S290 Wildand Fire Behavior 3/31-4
212361	4/10/2015	IAIN McCULLOCH	200.00	Reimb-PHTLS Recertification
212372	4/10/2015	PAUL CONWAY SHIELDS	198.06	Structure Helmet Shields-Acting BCS
212211	3/27/2015	AMERICAN SERVICES OF CA INC	196.00	Water Leak Repairs-Stn 38 App Bay North Side Doc
212363	4/10/2015	L N CURTIS AND SONS	195.30	Pelican Flashlights (3)-Stock
212314	4/3/2015	HAVE AIR WILL TRAVEL INC	195.00	Service Call/Mounts/Dismounts-Unit 509
212298	4/3/2015	COMCAST	193.20	Cable Service 3/26/15-4/25/15
212234	3/27/2015	GALAXY PRESS	183.70	Window Envelopes (500)-FP Legal Notices
212300	4/3/2015	COMCAST	183.61	Cable Service 3/26/15-4/25/15
212159	3/20/2015	BENEFIT ADMINISTRATION CORP	180.00	Section 125 Plan Admin Fees-2/15
212180	3/20/2015	HOME DEPOT CREDIT SERVICES	179.50	Light Bulbs/Toilet Seat/Round Up/Misc. Painting St

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 3/16/2015 Through 4/12/2015

Check #	Check Date	Payee	Check Amount	Transaction Description
212312	4/3/2015	GIVE SOMETHING BACK	179.01	MPS Printing-February 2015
212238	3/27/2015	HI TECH EMERGENCY VEHICLE	178.96	Trans Dip Stick Tube (1)
212180	3/20/2015	HOME DEPOT CREDIT SERVICES	178.36	Plug Connectors-Fleet Shop
212197	3/20/2015	SAM BROWN SHIELDS	178.00	Wildland Helmet Shields (4)-Acting BC's
212253	3/27/2015	NATHAN R SMITH	175.00	Reimb-ACLS Recertification
212293	4/3/2015	CASEY M RIVERS	175.00	Reimb-ACLS Recertification
212286	4/3/2015	ALEX SIMI	175.00	Reimb-PALS Recertification
212232	3/27/2015	ED JONES COMPANY INC	167.16	Captain Badge/Name Bar-Michaelson
212206	3/20/2015	US BANK	165.00	Dewalt Variable Speed Polisher-Apparatus Gold Lea
212221	3/27/2015	CHRISTINA KIEFER	163.97	Reimb-CALBO Annual Business Mtg 3/3-3/5/15
212206	3/20/2015	US BANK	162.90	Lodging-ICS 400 Class 2/5-2/6/15-Michaelson
212358	4/10/2015	EBMUD	162.40	Water Service 1/23/15-3/24/15
212337	4/10/2015	AIR EXCHANGE INC	162.32	Plymovent Service/Replace Lower Hose/Airline-Stn
212383	4/10/2015	US BANK	161.32	Oxygen Tank Tracking Decals
212213	3/27/2015	B AND C TRUCK PARTS INC	158.70	Air Filters (2)-Fleet Mechanic Shop
212191	3/20/2015	OWEN DOYLE	157.99	Reimb-Self Funded Vision Plan
212363	4/10/2015	L N CURTIS AND SONS	156.24	Rescue Seatbelt Cutter/Window Breaker (12)-Stock
212192	3/20/2015	PAUL D TAYLOR	154.98	Reimb-Self Funded Vision Plan
212157	3/20/2015	ANNABEL INVESTMENT COMP...	153.00	Refund-Plan Review Overpayment-IN7783766-8 (IN
212202	3/20/2015	TSI INCORPORATED	151.44	Fit Test Probe Refill Kit (1)
212180	3/20/2015	HOME DEPOT CREDIT SERVICES	150.55	Galvanized Pipes/Flange/Screws-Stn 31 Pull-Up Bar
212319	4/3/2015	JOYCE CASTRO	149.60	Reimb-Meals/Gasoline-CFPI Fire Prevention Works
212181	3/20/2015	KEVIN RAWITZER	148.75	Reimb-ACLS Recertification
CK 2/...	3/23/2015	BANKCARD CENTER	144.84	Instructor Meals-HeartSafe 7th Grade CPR Event 2/
212157	3/20/2015	ANNABEL INVESTMENT COMP...	141.00	Refund-Plan Review Overpayment-IN7783766-8 (IN
212203	3/20/2015	UNITED PARCEL SERVICE	136.74	Delivery Charges-3/14/15
212185	3/20/2015	MARTIN ROSSEN	134.95	Reimb-Misc. Supplies-Stn 31 Pull-Up Bar Project
212223	3/27/2015	COMCAST	134.00	High-Speed Internet 3/23/15-4/22/15
212188	3/20/2015	OFFICE MAX INCORPORATED	129.88	Office/Kitchen Supplies
212385	4/10/2015	VICKIE CALLAHAN	128.00	Navy Pullover/Halloway Jacket Name Embroidery-E
212232	3/27/2015	ED JONES COMPANY INC	127.55	Retired District Clerk Badge-Brooks
212309	4/3/2015	ED JONES COMPANY INC	127.55	Captain Badge-J.Michaelson
212310	4/3/2015	EMERGENCY ACCESS CONTROLS	126.88	Mobile Radio Repairs-Unit 615
CK 2/...	3/23/2015	BANKCARD CENTER	126.86	Instructor Meals-HeartSafe 7th Grade CPR Event 2/
212236	3/27/2015	GREGORY C WALKER	126.20	Reimb-Self Funded Vision Plan
212357	4/10/2015	DUBLIN SAN RAMON SERVICES...	125.34	Recycled Water Service 2/1-3/31/15
212313	4/3/2015	GOOGLE INC	125.17	Google Spam Filtering-Feb 2015
212237	3/27/2015	HAVE AIR WILL TRAVEL INC	125.00	Service Call/Mounts/Dismounts-Unit 509
212265	3/27/2015	TRI VALLEY HOSE INC	121.19	Air Hoses (2)/Couplers/Blow Gun-Stn 31
212383	4/10/2015	US BANK	119.79	District Coffee Supplies
212272	3/27/2015	WATTCO	119.25	Strobe Light Bulbs (2)
212383	4/10/2015	US BANK	113.22	Meals-Heartsafe Meeting 3/2/15
212209	3/20/2015	WILLIAM D ROSS ESQ	112.50	Legal Services-General/EMS Services 2/15
212347	4/10/2015	BOUNDTREE MEDICAL LLC	110.45	Pharmaceutical Supplies
212324	4/3/2015	MOORE MECHANICAL INC	110.00	Service Call-Exhaust Fan-Stn 39 Dorm
212242	3/27/2015	JAMES C HARDER	109.90	Reimb-Educ Assistance-Rubes Rules Leadership Cl
212265	3/27/2015	TRI VALLEY HOSE INC	108.98	Air Hoses (2)-Stn 30
212385	4/10/2015	VICKIE CALLAHAN	108.00	Polo Uniform Shirts-Call
PM 2/...	3/23/2015	BANKCARD CENTER	106.63	Working District Priorities/Accreditation Lunch
212294	4/3/2015	CCMA	105.00	Everyday Heroes of 911 Luncheon-Meyer/Phares/Kr
212314	4/3/2015	HAVE AIR WILL TRAVEL INC	105.00	Service Call/Flat Repairs-Unit 704
212290	4/3/2015	ATT	104.76	Phone Service 2/20/15-3/19/15
212261	3/27/2015	SUPERIOR AUTO PARTS WAREH...	104.68	Halogen Headlight Bulbs (12)-Stock
212299	4/3/2015	COMCAST	103.95	High Speed Internet-Alamo Webcam 3/27/15-4/26/1
212301	4/3/2015	COMCAST	100.81	High Speed Internet/Cable Service 3/26/15-4/25/15
212206	3/20/2015	US BANK	100.02	BeReadySRV org Website (3-Years)

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 3/16/2015 Through 4/12/2015

Check ...	Check D...	Payee	Check Amount	Transaction Description
212266	3/27/2015	UNITED PARCEL SERVICE	99.52	Delivery Charges-3/21/15
212219	3/27/2015	CCC PUBLIC WORKS DEPARTM...	98.35	Road Encroachment Permit #EL1228489-New 32 1/
212386	4/10/2015	VIOLA V HUPKA	97.07	Ambulance Refund
212383	4/10/2015	US BANK	97.00	HazMat Detector Calibration Fee
PM 2/...	3/23/2015	BANKCARD CENTER	95.90	Meals-Labor Management Meeting 2/2/15
212238	3/27/2015	HI TECH EMERGENCY VEHICLE...	95.52	Transmission Dip Stick-Unit 509
212363	4/10/2015	L N CURTIS AND SONS	93.85	Uniform Shirt (1)-Schwartz
212189	3/20/2015	OREILLY AUTOMOTIVE INC	93.35	Gas Shocks (2)-Unit 398
212255	3/27/2015	OREILLY AUTOMOTIVE INC	93.35	Rear Shocks (2)-Unit 398
212190	3/20/2015	ORKIN EXTERMINATING INC	92.83	Pest Control Service-3/12/15
212370	4/10/2015	ORKIN EXTERMINATING INC	92.83	Pest Control Service-4/1/15
212206	3/20/2015	US BANK	91.65	E-File 2014 Form 1099-MISC (47)
212272	3/27/2015	WATTCO	89.51	Halogen Bulbs (5)-Fleet Mechanic Shop
212215	3/27/2015	BIOMEDICAL WASTE DISPOSAL ...	89.00	Bio-Hazard Waste Collection Service-Stn 31
	3/27/2015	BIOMEDICAL WASTE DISPOSAL ...	89.00	Bio-Hazard Waste Collection Service-Stn 32
	3/27/2015	BIOMEDICAL WASTE DISPOSAL ...	89.00	Bio-Hazard Waste Collection Service-Stn 33
	3/27/2015	BIOMEDICAL WASTE DISPOSAL ...	89.00	Bio-Hazard Waste Collection Service-Stn 34
	3/27/2015	BIOMEDICAL WASTE DISPOSAL ...	89.00	Bio-Hazard Waste Collection Service-Stn 35
	3/27/2015	BIOMEDICAL WASTE DISPOSAL ...	89.00	Bio-Hazard Waste Collection Service-Stn 39
212206	3/20/2015	US BANK	88.60	Misc. Electrical Supplies-Stn 34 Workout Room Out
212285	4/3/2015	AIR LIQUIDE HEALTHCARE AM...	88.38	Oxygen Tank Cylinders (8)-3/17/15
212237	3/27/2015	HAVE AIR WILL TRAVEL INC	88.02	Service Call/Air Gauge Repairs-Unit 706
212383	4/10/2015	US BANK	87.95	Stencil-FP Barricades
212333	4/3/2015	UNITED PARCEL SERVICE	81.42	Delivery Charges-3/28/15
212206	3/20/2015	US BANK	80.00	Email System Upgrades-CERT Pictures/Logos Stora
212296	4/3/2015	CINTAS CORPORATION	79.69	Carpet Runners/Mechanics Coverall Cleaning Fee-2.
	4/3/2015	CINTAS CORPORATION	79.69	Carpet Runners/Mechanics Coverall Cleaning Fee-2.
212152	3/20/2015	AIR LIQUIDE HEALTHCARE AM...	79.55	Oxygen Tank Cylinders (5)-3/3/15
212296	4/3/2015	CINTAS CORPORATION	79.23	Carpet Runners/Mechanics Coverall Cleaning Fee-1.
212193	3/20/2015	PLANBAGS COM	78.34	Plan Review Shipping Bags (100)
212152	3/20/2015	AIR LIQUIDE HEALTHCARE AM...	78.16	Oxygen Tank Cylinders (6)-3/3/15
212261	3/27/2015	SUPERIOR AUTO PARTS WAREH...	77.12	Battery-Unit 303
SC 2/1...	3/23/2015	BANKCARD CENTER	77.00	Cisco Office Phone Stand Repairs-Moniz
212317	4/3/2015	ISINGS CULLIGAN	76.55	Drinking Water Service-Stn 31 3/15
SC 2/1...	3/23/2015	BANKCARD CENTER	75.99	MDC Battery-Taylor
212317	4/3/2015	ISINGS CULLIGAN	75.24	Drinking Water Service-Stn 30 3/15
212256	3/27/2015	OSBORN SPRAY SERVICE INC	75.00	Pest Control Service
212164	3/20/2015	CALIFORNIA UST SERVICES	75.00	Troubleshoot Unleaded Nozzle/Tightened Fittings-St
212174	3/20/2015	ETHER WEB NETWORK LLC	75.00	Wireless Internet Service-Nov 2014-Jan 2015
212165	3/20/2015	CAPITOL CLUTCH AND BRAKE I...	74.98	Dessicant Kit
212296	4/3/2015	CINTAS CORPORATION	73.90	Carpet Runners/Mechanics Coverall Cleaning Fee-1.
212261	3/27/2015	SUPERIOR AUTO PARTS WAREH...	70.92	V-Belts (4)-Unit 678
212154	3/20/2015	ALEX SIMI	70.00	Reimb-Self Funded Vision Plan
PM 2/...	3/23/2015	BANKCARD CENTER	70.00	San Ramon Mayor State of City Address Luncheon (
212162	3/20/2015	BUCHANAN AUTO ELECTRIC INC	69.48	Test Leads (2)
212326	4/3/2015	OFFICE MAX INCORPORATED	67.48	Office Supplies-FP
212323	4/3/2015	MARGERIE REED	67.17	Reimb-Uniform Pants
PM 2/...	3/23/2015	BANKCARD CENTER	66.69	Working Lunch-Parker/Meyer
212206	3/20/2015	US BANK	66.00	Lodging-ICS 300 Class 1/27-1/30/15-Michaelson
212356	4/10/2015	DUBLIN CHEVROLET INC	65.15	Faulty Evap Vent Valve Repairs/Oil Change-Unit 34
212265	3/27/2015	TRI VALLEY HOSE INC	64.62	Suction Hose (6)-Unit 523
212239	3/27/2015	HUNT AND SONS INC	62.39	Diesel Exhaust Fluid (4)
212180	3/20/2015	HOME DEPOT CREDIT SERVICES	60.87	Concrete-Stn 31 Pull-Up Bar Project
212254	3/27/2015	OFFICE MAX INCORPORATED	60.23	Personnel File Custom Stamp
SC 2/1...	3/23/2015	BANKCARD CENTER	60.00	Annual Password Keeper Software
SC 2/1...	3/23/2015	BANKCARD CENTER	59.95	Video Sharing Subscription Fee-Training Videos on

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 3/16/2015 Through 4/12/2015

Check	Check D...	Payee	Check Amount	Transaction Description
212210	3/27/2015	ALL STAR FIRE EQUIPMENT INC	58.28	SCBA Regulator Repairs
212321	4/3/2015	KNIGHTS OF COLUMBUS ASSE...	55.00	FF of the Year Recognition Event-D Krause 4/24/15
212173	3/20/2015	DIRECTV	53.32	Cable Service 3/12/15-4/11/15
SC 2/1...	3/23/2015	BANKCARD CENTER	51.76	Flash Drives-ISO Rep/Spares
PM 2/...	3/23/2015	BANKCARD CENTER	50.00	Departing Staff Member Gift Card
212163	3/20/2015	CA FIRE MECHANICS ACADEMY...	50.00	CFMA Welding Class Materials Fee-R Nogueira 3/2
SC 2/1...	3/23/2015	BANKCARD CENTER	49.95	Hostgator-2/15
212206	3/20/2015	US BANK	44.87	Light Bulbs-Stn 33 Stock
212235	3/27/2015	GLOBALSTAR USA	43.91	Satellite Phone Service-Dispatch 3/15
	3/27/2015	GLOBALSTAR USA	43.91	Satellite Phone Service-EOC 3/15
212206	3/20/2015	US BANK	40.00	Constant Contact-CERT Renewal Email System
212383	4/10/2015	US BANK	40.00	Constant Contact-CERT Renewal Email System
212368	4/10/2015	NOB HILL CLEANERS INC	40.00	Patch on Uniform Shirts (5)
212227	3/27/2015	DADS LOCKSMITH AND SECURI...	38.25	District Medeco Keys/Tags
PM 2/...	3/23/2015	BANKCARD CENTER	36.49	Badge Pinning Ceremony Gifts-1/27/15 Board Mtg
212167	3/20/2015	CINTAS CORPORATION	36.37	Carpet Runners/Mechanics Coverall Cleaning Fee-S
212296	4/3/2015	CINTAS CORPORATION	36.37	Carpet Runners/Mechanics Coverall Cleaning Fee-2
	4/3/2015	CINTAS CORPORATION	36.37	Carpet Runners/Mechanics Coverall Cleaning Fee-2
212373	4/10/2015	PGE	36.04	Stn 34 Signal Light-3/15
212212	3/27/2015	ASBURY ENVIRONMENTAL SER...	35.00	Disposal Oil/Gasoline Filter
212217	3/27/2015	BRICKER MINCOLA ASR	34.95	Uniform Belt
212363	4/10/2015	L N CURTIS AND SONS	34.72	Ear Plugs (1 Box)-Stock
212340	4/10/2015	AMERICAN HEART ASSOCIATION	33.95	ACLS Instructor Essentials
LP 2/15	3/23/2015	BANKCARD CENTER	31.45	Spare Keys/Key Tag-Training Division
212206	3/20/2015	US BANK	30.35	Round Up/Wire Plug/Refrigerator Plug Adapter-Stn
212207	3/20/2015	VALLEY LEADERSHIP PRAYER ...	30.00	26th Annual Valley Leadership Prayer Event-M,Star
DK 2/...	3/23/2015	BANKCARD CENTER	30.00	2015 Credit Card Annual Membership Fee-Krause
DP 2/1...	3/23/2015	BANKCARD CENTER	30.00	2015 Credit Card Annual Membership Fee-Pangelin
JD 2/15	3/23/2015	BANKCARD CENTER	30.00	2015 Credit Card Annual Membership Fee-Duggan
JV 2/15	3/23/2015	BANKCARD CENTER	30.00	2015 Credit Card Annual Membership Fee-Viera
AS 2/15	3/23/2015	BANKCARD CENTER	30.00	2015 Credit Card Annual Membership Fee-Swartzell
SC 2/1...	3/23/2015	BANKCARD CENTER	30.00	2015 Credit Card Annual Membership Fee-Call
SRV 2...	3/23/2015	BANKCARD CENTER	30.00	2015 Credit Card Annual Membership Fee-District
212261	3/27/2015	SUPERIOR AUTO PARTS WAREH...	29.82	Radiator Caps (4)
PM 2/...	3/23/2015	BANKCARD CENTER	29.38	Drinks/Refreshments-1/27/15 Board Meeting
212261	3/27/2015	SUPERIOR AUTO PARTS WAREH...	29.23	Coolant Hose
212156	3/20/2015	AMERICAN HEART ASSOCIATION	29.10	BLS Instructor Essentials-Michaelson
212352	4/10/2015	DAKSHA MUTHA	26.72	Ambulance Refund
212230	3/27/2015	DON HOMAN	25.00	Water Tank Lease-4/15
212344	4/10/2015	BLUE SHIELD OF CALIFORNIA	24.00	Ambulance Refund
212206	3/20/2015	US BANK	23.88	Annual Adobe ExportPDF Subscription-CERT Logo
212180	3/20/2015	HOME DEPOT CREDIT SERVICES	20.51	Keys/Key Rings-Stn 39 Office Building
SC 2/1...	3/23/2015	BANKCARD CENTER	19.99	CFO Adobe Software-2/15
212261	3/27/2015	SUPERIOR AUTO PARTS WAREH...	18.88	Protectant Wipes/Tire Coat/Hose Splicer-Unit 806
212289	4/3/2015	ATT	17.27	Phone Service 2/19/15-3/18/15
212297	4/3/2015	CLINTON D PRUETT	16.34	Reimb-Electric Shaver-EKG Lead Pads Feasibility S
SC 2/1...	3/23/2015	BANKCARD CENTER	15.65	Masking Tape-Equipment Labelling Project
212153	3/20/2015	ALAMO ACE HARDWARE	14.85	Duct Tapes/Fasteners-Stn 35
212180	3/20/2015	HOME DEPOT CREDIT SERVICES	14.79	Lightbulbs-Stn 38
212153	3/20/2015	ALAMO ACE HARDWARE	14.12	Mouse Traps/Baits-Stn 32
212254	3/27/2015	OFFICE MAX INCORPORATED	14.11	2015 Weekly Planner-FP
212354	4/10/2015	DELTA TRUCK CENTER	12.33	LED Marker Lights-Unit 524
212369	4/10/2015	OFFICE MAX INCORPORATED	12.05	Coffee Supplies
212383	4/10/2015	US BANK	11.97	Medeco Key Program-Apparatus
212180	3/20/2015	HOME DEPOT CREDIT SERVICES	10.81	3v Batteries-Fleet Mechanic Shop
212233	3/27/2015	FRANCHISE TAX BOARD	10.00	2013 CA Exempt Tax Return e-File Fee-SRVFPD Fi

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 3/16/2015 Through 4/12/2015

Check No.	Check Date	Payee	Check Amount	Transaction Description
PM 2/...	3/23/2015	BANKCARD CENTER	8.69	Refreshments-1/27/15 Board Mtg
212206	3/20/2015	US BANK	8.00	Caulk/Nails-Stn 34 Kitchen Floor Repairs
212187	3/20/2015	NOB HILL CLEANERS INC	8.00	Patch on Uniform Shirt-Schwartz
212317	4/3/2015	ISINGS CULLIGAN	7.49	Water Softener Salt-Stn 30 3/15
212201	3/20/2015	SUPERIOR AUTO PARTS WAREH...	7.45	Radiator Cap-Unit 707
212206	3/20/2015	US BANK	6.50	Adhesive-Stn 34 Kitchen Linoleum Floor Repairs
212172	3/20/2015	DELTA TRUCK CENTER	1.25	Gasket Cover
212280			0.00	
212261	3/27/2015	SUPERIOR AUTO PARTS WAREH...	(29.23)	Credit-Coolant Hose
212180	3/20/2015	HOME DEPOT CREDIT SERVICES	(148.43)	Credit-Bathroom Faucet-Stn 39
211719	3/26/2015	AMERICAN SERVICES OF CA INC	(196.00)	Water Leak Repairs-Stn 38 App Bay North Side Doc
212363	4/10/2015	L N CURTIS AND SONS	(301.63)	Credit-Pre-Mix Ethanol Free Engine Oil (5 Cases)
211719	3/26/2015	AMERICAN SERVICES OF CA INC	(331.00)	Foam Leak Repairs-Admin Conference Room
	3/26/2015	AMERICAN SERVICES OF CA INC	(346.00)	Roof Leak Repairs-Stn 31 Dispatch
212379	4/10/2015	SEEVER AND SONS TIRE	(568.55)	Credit-Tire (1)-Unit 509
212161	3/20/2015	BOUNDTREE MEDICAL LLC	(601.00)	Credit-Medical Supplies
Report Total			831,851.24	



# 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: April 22, 2015  
To: Board of Directors  
From: Martin Koran, Controller  
Subject: Quarterly Investment Report – March 31, 2015

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## **Background**

Pursuant to Section 5.3 of the District's Investment Policy, staff is required to present a quarterly report of investments to the Board of Directors. The investment report for the quarter ended March 31, 2015, is attached. The investments held on behalf of the District are in compliance with the District's investment policy.

In March 2015, the District invested \$5,000,000 in debt proceeds (for the Station 32 Project Fund) into a short-term laddered portfolio at U.S. Bank maturing at intervals from 60 – 270 days and an average weighted yield-to-maturity of 0.23%.

Also attached is the quarterly statement for the District's California Employers' Retiree Benefit Trust account for the quarter ended March 31, 2015. The purpose of this trust fund is to set-aside funds to pay for health care benefits for retired employees. These investments are in a pooled fund managed by CalPERS. In July, the District made a deposit of \$1,900,000 into the OPEB Trust fund. This amount consisted of the \$1,000,000 OPEB prefunding amount budgeted for fiscal year 2014/2015, along with \$900,000 prefunding of retiree medical premiums for the period July through December 2014. Additional prefunding of \$900,000 occurred in January 2015 for the period January through June 2015. These amounts were paid early to take advantage of the higher earnings rate on OPEB assets. Fiscal year-to-date, the District has received reimbursements for retiree medical premiums of \$1,211,000.

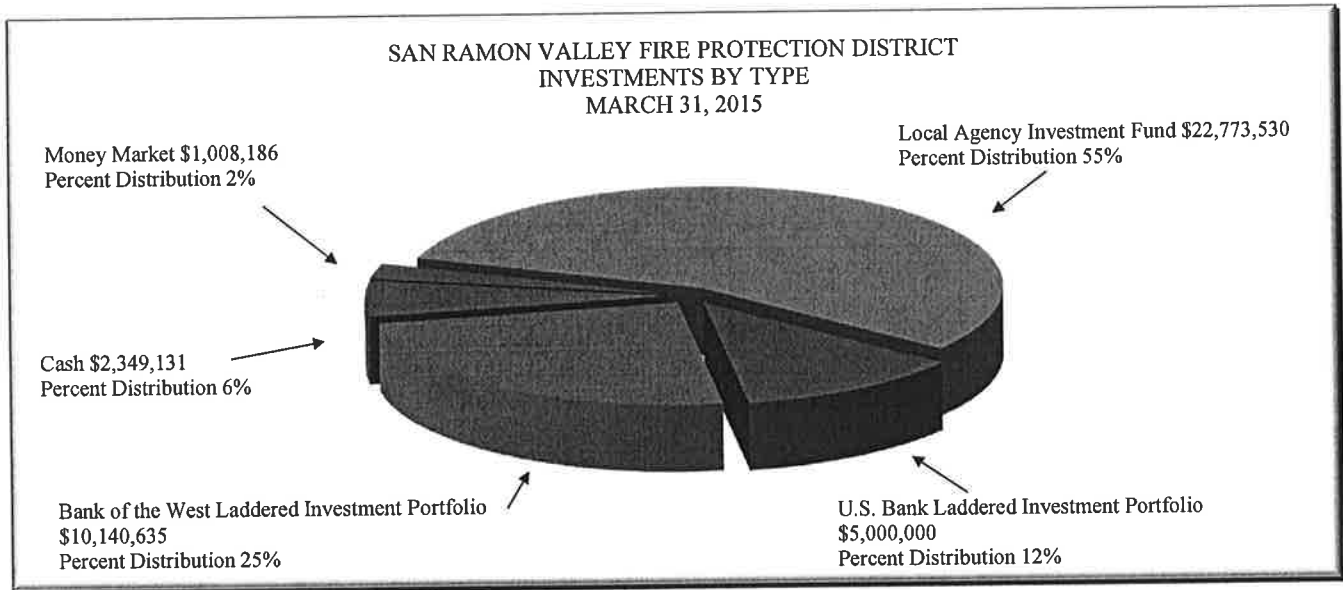
## **Recommendation**

Staff recommends that the Board receive and review the investment report for the quarter ended March 31, 2015, and receive and review the California Employers' Retiree Benefit Trust Statement for the quarter ended March 31, 2015.

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
INVESTMENT REPORT  
March 31, 2015**

Type of Investment	Financial Institution	Date of Maturity	Par Value/ Original	Market Value	Rate of Interest	Fiscal Year-to-Date Income
Cash	Bank of the West	N/A	2,288,757	2,288,757	0.00%	0
Cash	Bank of the West - CERT Funds	N/A	60,374	60,374	0.00%	0
Money Market	Bank of the West - Money Market	N/A	1,000,265	1,000,446	0.09%	5,077
Laddered Portfolio	Bank of the West - Investments	Various	10,140,635	10,127,725	1.42%	34,209
Laddered Portfolio	U.S. Bank - Investments	Various	5,000,000	4,994,624	0.23%	0
Local Agency Investment Fund	Local Agency Investment Fund	N/A	22,773,530	22,777,658	0.25%	38,482
Local Agency Investment Fund	Local Agency Investment Fund CERT Funds	N/A	0	0	0.25%	0
Money Market	U.S. Bank Money Market Deposit Account	N/A	7,921	7,921	0.03%	114
<b>Total</b>			<b>\$41,271,482</b>	<b>\$41,257,505</b>		<b>\$77,882</b>

Average weighted yield 0.52%  
 Total return 0.48%  
 Market values obtained from monthly statements issued by Bank of the West and U.S. Bank.



The District has sufficient funds available to meet the next six months of financial obligations.  
 The March 31, 2015 investments are in compliance with the District adopted Investment Policy.

April 22, 2015  
Date

Martin Koran  
Controller





**Market Value Summary:**

	QTD Current Period	Fiscal Year to Date
Beginning Balance	\$8,349,882.74	\$7,217,135.27
Contribution	900,000.00	2,962,800.00
Distribution	(606,786.00)	(1,211,207.00)
Transfer In	0.00	0.00
Transfer Out	0.00	0.00
Investment Earnings	222,061.44	64,103.14
Admin Expense	(1,950.38)	(6,823.61)
Other	0.00	0.00
Ending Balance	\$8,863,207.80	\$9,026,007.80
YTD Accrual	0.00	(162,800.00)
Grand Total	\$8,863,207.80	\$8,863,207.80

**Unit Value Summary:**

	QTD Current Period	Fiscal Year to Date
Beginning Units	642,554.180	533,854.886
Unit Purchases from Contributions	69,198.730	224,903.855
Unit Sales for Withdrawals	(45,959.731)	(92,965.562)
Unit Transfer In	0.000	0.000
Unit Transfer Out	0.000	0.000
Ending Units	665,793.179	665,793.179
Period Beginning Unit Value	12.994831	13.213957
Period Ending Unit Value	13.312254	13.312254

Please note that the Grand Total is your actual fund account balance at the end of the period, including all accrued Contributions and Distributions. Please review your statement promptly. All information contained in your statement will be considered true and accurate unless you contact us within 30 days of receipt of this statement. If you have questions about the validity of this information, please contact CERBT4U@calpers.ca.gov.



Statement of Transaction Detail for the Quarter Ending 03/31/2015

San Ramon Valley Fire Protection District

Entity #: SKB0-6056948863

Date	Description	Amount	Unit Value	Units	Check/Wire	Notes
01/05/2015	Distribution	(\$151,351.00)	\$12.875598	(11,754.872)		
01/20/2015	Contribution	\$900,000.00	\$13.006019	69,198.730	wire ME835277	
02/05/2015	Distribution	(\$151,315.00)	\$13.263474	(11,408.399)		
03/05/2015	Distribution	(\$304,120.00)	\$13.340668	(22,796.460)		

---

Client Contact:  
CERBT4U@CalPERS.ca.gov



# 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: 4/22/2015  
To: Board of Directors  
From: Derek Krause, Deputy Chief EMS/Logistics  
Steve Call, Technology Systems Manager  
Subject: Communications Center Audio Logging Recorder

---

## **Background:**

The District owns and maintains voice and data equipment in the Communications Center in support of emergency operations. An essential component of the Communications Center is the audio logging recorder, which allows all District telephone and radio traffic to be recorded and stored for litigation purposes and quality improvement. The existing audio logger was manufactured by Nice Systems and has been in service for over 6 years. The Nice audio logging recorder is at end of life and end of support. Operating system updates are no longer available and parts are in limited supply.

The Capital Improvement Plan (CIP) and the FY 2014-2015 Annual Budget have proposed the replacement of the Communications Center audio logging recorder this fiscal year. Several audio logging recorder manufacturers were evaluated to determine the most appropriate solution based on functionality, ease of use, procurement and support costs, availability of support, financial viability of the vendor and compatibility with the East Bay Regional Communications System (EBRCS) master site audio logging recorder. Nice Systems was selected as the manufacturer that would best meet the needs of the District based on the above criteria. Quotes for the replacement of the audio logging recorder were obtained from three vendors in compliance with District purchasing procedures.

Capture Technologies provided the lowest bid in the amount of \$40,691.04. Bids from the vendors varied from a low of \$40,691.04 to a high of \$57,752.00. Staff requests authorization to enter into a contract with Capture Technologies to replace the existing audio logging recorder with a Nice Systems NRX audio logging recorder in an amount not to exceed \$40,691.04.

## **Recommended Board Action:**

Authorize staff to enter into a contract with Capture Technologies for the replacement of the Communications Center audio logging recorder in an amount not to exceed \$40,691.04.

## **Financial Impacts:**

None. Funds are allocated in the Annual Budget Fiscal Year 2014-2015.



# 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: 4/22/2015  
To: Board of Directors  
From: Derek Krause, Deputy Chief EMS/Logistics  
Steve Call, Technology Systems Manager  
Subject: Administration Phone System Upgrade

---

## **Background:**

The District owns and maintains voice and data equipment in the Administration building in support of District operations. Personnel in the Administration building utilize a Voice over IP (VoIP) phone system for voice communications and voicemail. The existing phone system was manufactured by Cisco, has been in service for over 6 years and has reached end of support. Operating system updates are no longer available and parts are in limited supply.

The Capital Improvement Plan (CIP) and the FY 2014-2015 Annual Budget have proposed the replacement of the Administration VoIP phone system this fiscal year. Several VoIP phone system providers were evaluated to determine the most appropriate solution based on functionality, ease of use, procurement and support costs, availability of support, financial viability of the vendor and compatibility with the District's Cisco VoIP phones. Cisco was selected as the software provider that would best meet the needs of the District based on the above criteria. Quotes for the replacement of the Administration VoIP phone system were obtained from five vendors in compliance with District purchasing procedures.

ExtraTeam provided the lowest bid for the phone system, including 5 years of software support, in the amount of \$24,960.05. Bids from the vendors varied from a low of \$24,960.05 to a high of \$38,069.90. Staff requests authorization to enter into a contract with ExtraTeam to replace the existing Administration VoIP phone system with a Cisco Unified Communications VoIP phone system in an amount not to exceed \$24,960.05.

## **Recommended Board Action:**

Authorize staff to enter into a contract with ExtraTeam for the replacement of the Administration VoIP phone system in an amount not to exceed \$24,960.05.

## **Financial Impacts:**

None. Funds are allocated in the Annual Budget Fiscal Year 2014-2015.

**SPECIAL ANNOUNCEMENTS/  
PRESENTATIONS/  
GENERAL BUSINESS**

# OLD BUSINESS

# **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: April 22, 2015

To: Board of Directors

From: Paige Meyer, Fire Chief  
Ken Campo, Financial Consultant/Interim CFO

Subject: Subordination Request Relating to Proposed Bond Issue for the Successor Agency to the San Ramon Community Redevelopment Project of the San Ramon Redevelopment Agency

---

## **Background:**

The San Ramon Valley Fire Protection District receives “statutory” pass-through property tax payments from the Successor Agency (“Agency”) to the former San Ramon Redevelopment Agency. This fiscal year we expect \$242,000 of statutory payments and \$307,000 of prior year subordinated pass-through payments. Going forward we expect to receive annual “residual” property tax payments as well, representing the allocation of property tax revenue collected by the former Redevelopment Agency in excess of what is needed to meet the Agency’s annual debt and statutory pass-through requirements (i.e., surplus property tax revenue).

The Agency would like to refund its existing bonded debt obligations to take advantage of lower interest rates; similar to the refunding transactions undertaken recently by the District. In order to move forward with the refunding transaction, however, the Agency needs the District to subordinate its’ receipt of the pass-through payments noted above to the Agency’s annual payment obligations on the proposed refunding bonds. The subordination of payments is required pursuant to Section 34177.5(c)(1) of the California Health and Safety Code. With respect to the proposed 2015 refunding bonds:

1. The 2015 Bonds would be issued solely for the purpose of refunding the Agency’s currently outstanding tax allocation bonds, for debt service savings.
2. The 2015 Bonds would refund tax allocation bonds issued in 1998, 2004, and 2006 (Series A and B), and will generate estimated debt service savings of approximately \$4.9 million, without extending the term of the existing bonds (the new final term dates will match the final term dates of the bonds being refunded).
3. The District is projected to continue receiving its existing pass through payments without interruption. Subordination would only come into play if there were a substantial reduction in tax revenues (for example due to a catastrophic event), and any pass through payments deferred



would be paid back to taxing entities (directly by the County Auditor) from first available surplus revenues.

4. The Fire District will receive its share of additional residual revenues generated by the refunding savings.

**Recommended Board Action:**

Approve the subordination of the Agency's obligation to pay statutory pass-through payments to the District in connection with the Agency's obligation to pay debt service on the 2015 refunding bonds, and authorize the Fire Chief to execute the formal acknowledgement provided by the Agency.

**Financial Impacts:**

The Agency has provided projections which indicate there will be sufficient property tax revenue collected over the term of the proposed 2015 refunding bonds to pay debt service on the bonds and make all statutory pass-through payments owed to the District. In addition, the reduced debt service obligations on the refunding bonds (projected \$4.9 million) would provide more revenue to the District in the form of increased residual property tax payments.

**Attachments:**

- (1) Subordination request from Successor Agency to the San Ramon Community Redevelopment Project of the San Ramon Redevelopment Agency.
- (2) ACKNOWLEDGEMENT of subordination



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## CITY OF SAN RAMON

March 23, 2015

2226 CAMINO RAMON  
SAN RAMON, CALIFORNIA 94583  
PHONE: (925) 973-2500  
www.santamon.ca.gov

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William Ross, Attorney  
San Ramon Valley Fire Protection District  
520 S. Grand Ave. Suite 300  
Los Angeles, CA 90071

Re: Subordination Request Relating to Proposed Bond Issue for the  
Successor Agency to the San Ramon Community Redevelopment  
Project of the San Ramon Redevelopment Agency

Dear Mr. Ross:

I am writing to you on behalf of the Successor Agency to the San Ramon Redevelopment Agency (the "Agency") pursuant to Section 34177.5(c)(1) of the California Health and Safety Code (the "Code"). Under Section 34177.5(c)(1) of the Code, with a taxing entity's approval (which must be granted except as provided below), the Agency may subordinate amounts (which are payable from tax increments of a redevelopment project area) that the Agency is required to pay such taxing entity under Section 33607.5 of the Code (the "Statutory Pass-through Payments") to bonds, loans or other indebtedness issued or incurred by the Agency, including refunding bonds.

At this time, the Agency is expecting to issue one or more series of bonds or to enter into one or more loan agreements (collectively, the "Bonds") in the approximate principal amount of \$58,000,000 to be secured by the tax increment revenues from the San Ramon Community Redevelopment Project Area of the Agency (the "Project Area"). The proceeds from the Bonds will be used refund the Agency's 1998, 2004, (a portion of) the 2006A, and all of the 2006B tax allocation bonds, to provide debt service savings. By this letter, the Agency requests that San Ramon Valley Fire Protection District (the "District") agree to the subordination of Statutory Pass-through Payments that the Agency is required to pay the District in connection with the Project Area to the Agency's payment obligations for the Bonds.

The Agency is planning to issue the Bonds in fiscal year 2014-15. Enclosed for your review is a tax increment revenue projection summary, which includes a debt service coverage analysis prepared by Agency with the assistance of Urban Futures, Inc. (the "Consultant"). The Consultant's analysis shows that the Agency can reasonably expect to have sufficient funds available to pay both debt service on the Bonds and all of the Pass-through Payments owed to the District and the other affected taxing entities.

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CITY COUNCIL: 973-2530  
CITY MANAGER: 973-2530  
CITY ATTORNEY: 973-2549

CITY CLERK: 973-2539  
ADMINISTRATIVE SERVICES: 973-2500  
PLANNING/COMMUNITY DEVELOPMENT: 973-2560

ENGINEERING SERVICES: 973-2670  
POLICE SERVICES: 973-2700  
PUBLIC SERVICES: 973-2800

PARKS & COMMUNITY SERVICES: 973-3200  
ECONOMIC DEVELOPMENT: 973-2554

For the benefit of the Agency's records, please complete the attached Acknowledgement and return a pdf copy to me via e-mail at [ephelps@sanramon.ca.gov](mailto:ephelps@sanramon.ca.gov) as soon as possible.

Please note that, in accordance with Section 34177.5(c)(3) of the Code, if the District does not respond to the requested subordination within 45 days of the receipt of this letter, the subordination will be automatically deemed approved by the District and such approval will be final and conclusive. Furthermore, to disapprove this subordination, the District must find, based on substantial evidence, that the Agency will not be able to pay the debt service on the Bonds and the Pass-through Payments that it is required to pay the District and other taxing entities.

Thank you in advance for your cooperation in this matter. If you have any questions regarding this matter, please contact me directly at (925) 973-2514.

Sincerely,



Eva Phelps  
Administrative Services Director  
City of San Ramon  
(925) 973-2514

Enclosures

ACKNOWLEDGEMENT

*Successor Agency to the San Ramon Redevelopment Agency  
San Ramon Community Redevelopment Project Area  
2015 Subordinate Tax Allocation Refunding Bonds, Series A & B*

In response to the request by the Successor Agency to the San Ramon Redevelopment Agency (the "Agency") set forth in a letter dated March 23, 2015 from Eva Phelps, the City's Administrative Services Director (the "Subordination Request"), to approve the Agency's subordination of Statutory Pass-through Payments, San Ramon Valley Fire Protection District (the "District") hereby confirms its approval of the subordination of the Agency's obligation to pay Statutory Pass-through Payments to the District in connection with the San Ramon Community Redevelopment Project Area to the Agency's payment obligations for the Bonds. All capitalized terms used but not defined in this Acknowledgement have the meanings given them in the Subordination Request.

IN WITNESS WHEREOF, the undersigned has caused this Acknowledgement to be signed by its authorized representative on this \_\_\_\_ day of \_\_\_\_\_, 2015.

San Ramon Valley Fire Protection District

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Projected Taxable Valuation and Pledged Tax Revenues									
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
Fiscal Year	Assessed Valuation	Gross Tax Increment	County Admin. Fees	HSC 33676 Pass Through Payments	Pledged Tax Revenues	Agency Bond Debt Service	County Agmt. Pass Throughs	Statutory Pass Through Pmts.	Surplus Revenues
15-16	1,182,596,016	9,393,463	118,358	928,160	8,346,945	3,855,842	1,647,307	260,839	2,843,795
16-17	1,206,247,937	9,629,982	121,338	974,977	8,533,667	4,433,701	1,688,785	300,560	2,411,181
17-18	1,230,372,895	9,871,231	124,378	1,022,730	8,724,124	5,495,113	1,731,092	375,109	1,497,919
18-19	1,254,980,353	10,117,306	127,478	1,071,438	8,918,390	5,633,836	1,774,246	451,149	1,510,309
19-20	1,280,079,960	10,368,302	130,641	1,121,120	9,116,541	5,650,708	1,818,262	528,709	1,647,572
20-21	1,305,681,559	10,624,318	133,866	1,171,796	9,318,656	5,633,044	1,863,159	607,820	1,822,452
21-22	1,331,795,191	10,885,454	137,157	1,223,485	9,524,812	5,641,773	1,908,954	688,514	1,974,085
22-23	1,358,431,094	11,151,813	140,513	1,276,208	9,735,092	5,631,167	1,955,665	770,822	2,148,260
23-24	1,385,599,716	11,423,500	143,936	1,329,986	9,949,578	5,641,093	2,003,309	854,776	2,305,175
24-25	1,413,311,711	11,700,620	147,428	1,384,839	10,168,353	5,640,805	2,051,907	940,408	2,475,641
25-26	1,441,577,945	11,983,282	150,989	1,440,789	10,391,503	5,639,950	2,101,477	1,027,754	2,650,076
26-27	1,470,409,504	12,271,597	154,622	1,497,858	10,619,117	5,643,449	2,152,038	1,116,846	2,823,630
27-28	1,499,817,694	12,565,679	158,328	1,556,069	10,851,283	5,637,907	2,203,611	1,207,721	3,009,766
28-29	1,529,814,048	12,865,643	162,107	1,615,444	11,088,092	5,643,841	2,256,214	1,300,413	3,188,036
29-30	1,560,410,329	13,171,606	165,962	1,676,006	11,329,637	5,642,843	2,309,870	1,394,958	3,376,924
30-31	1,591,618,535	13,483,688	169,894	1,737,780	11,576,014	5,640,153	2,364,599	1,491,395	3,571,261
31-32	1,623,450,906	13,802,011	173,905	1,800,789	11,827,318	5,640,772	2,420,423	1,589,760	3,766,122
32-33	1,655,919,924	14,126,702	177,996	1,865,058	12,083,647	5,604,459	2,477,363	1,690,092	4,001,826
33-34	1,689,038,323	14,457,886	182,169	1,930,612	12,345,104	5,606,212	2,535,442	1,792,432	4,203,450
34-35	1,722,819,089	14,795,693	186,426	1,997,478	12,611,790	5,606,111	2,594,682	1,896,818	4,410,996
35-36	1,757,275,471	15,140,257	190,767	2,065,681	12,883,809	5,604,541	2,655,108	2,003,291	4,624,161
36-37	1,792,420,980	15,491,712	195,196	2,135,248	13,161,269	5,601,001	2,716,741	2,111,895	4,843,526
37-38	1,828,269,400	15,850,196	199,712	2,206,206	13,444,277		2,779,608	2,222,670	10,664,670

- (1) Based on 2% annual valuation growth, over actual FY 14-15 Assessed Valuation of \$1,159,407,859 as provided by Contra Costa County Auditor Controller.
- (2) Gross Tax Revenues based on 1% tax rate, applied to incremental valuation over base AV of \$246,870,059. Includes unitary revenues in the amount of \$36,203 each year.
- (3) Estimated, based on 1.26% of Gross Tax Increment amounts.
- (4) Pass Through payments made by the County to affected taxing entities, per Health & Safety Code Section 33676 (pre-AB 1290).
- (5) Includes amounts equivalent to the (former) Housing Set-Aside requirement, and subordinated pass through payments.
- (6) For Bond Year ending Feb. 1st of subsequent year. Includes estimated debt service for 2015 Bonds.
- (7) Pass through payments to County are subordinated to bond debt service, per Agreement with County.
- (8) Statutory pass through payments are assumed to be subordinate to bond debt service (request letters sent 3/23/15)
- (9) The County will deduct \$450,989 in FY 15-16 for repayment of prior subordinated pass through payments.



# 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](http://www.firedepartment.org) | [info@firedepartment.org](mailto:info@firedepartment.org)

Date: April 22, 2015

To: Board of Directors

From: Paige Meyer, Fire Chief

Subject: Approval of Letter of Understanding Between San Ramon Valley Fire Protection District and Local 3546 IAFF

---

## **Summary:**

The attached Letter of Understanding (LOU) confirms the understandings that have been reached by the parties as those apply to the Memorandum of Understanding (MOU) between San Ramon Valley Fire Protection District and International Association of Firefighters Local 3546 for the term of August 1, 2009 through June 30, 2018.

## **Discussion:**

In 2013, the Board approved changes to the MOU that provided for (1) "Classic" employees (as that term is used in the California Public Employees' Pension Reform Act of 2013, or "PEPRA") to pick up a portion of the employer retirement cost; (2) capping the District's contribution toward active and retiree medical premiums; (3) prefunding retiree medical benefits; (4) reducing the minimum shift staffing; (5) extending the duration of the MOU to June 30, 2018; and (6) providing for re-openers on salary and health benefits in 2015 and 2016.

In 2014, the parties to the MOU approved a LoU to accelerate the minimum shift staffing reduction effective 7/1/2014, a 3% across-the-board wage increase effective 4/1/2015 (except for the position of Fire Chief) and drop the 2015 re-opener on salary and health benefits.

The parties to the MOU have now reached a tentative agreement on the attached LoU. Significant elements of the LoU include:

- A 5% across-the-board wage increase effective 1/1/2016 (except for the position of Fire Chief);
- Defers the last 4% pension cost share on the part of Safety employees until July 1, 2017;
- Implements a retiree medical vesting requirement for employees hired after the effective date of the LoU;
- Extends the term of the MoU to June 30, 2020;

- Provides for re-openers by either party on salary and/or medical benefits in 2017, 2018 and 2019;
- Affords the Fire Chief the opportunity for restructuring of the Fire Prevention Division and Communication Center to enhance service delivery, and potentially expanding public safety dispatch services to neighboring agencies.

### **Financial Implications:**

The financial impact on the 2015/16 projected budget of the 5% wage increase, and deferring the additional 4% pension cost share on the part of Safety employees, is roughly \$1,898,000 of additional cost. Given the strong rebound in property values, the District is well positioned to absorb the added cost. Staff has updated the 10-year cash flow model with the added costs, and the model indicates the District is able to cover ongoing operating expenses and debt service obligations, fund the Capital Improvement Program (CIP), maintain "Dry Period" and "Budget Stabilization" reserve funds pursuant to Board policy and continue to add to the General Fund ending balance throughout the ten year period of the forecast.

Adopting a vesting requirement for retiree medical benefits should reduce the current unfunded liability and lower the annual required contribution associated with this benefit.

The ability to reorganize the Fire Prevention Division affords the opportunity for enhanced community services at the same or lower cost; and the opportunity to expand dispatch services too neighboring public safety service providers affords the opportunity for long term cost savings.

### **Recommended Action**

Staff recommends the Board approve the changes to the MOU outlined above and authorize the Fire Chief to execute the Letter of Understanding documenting the MOU changes.

**LETTER OF UNDERSTANDING**  
**between**  
**San Ramon Valley Fire Protection District**  
**and**  
**San Ramon Valley Firefighters, IAFF Local 3546**

The San Ramon Valley Fire Protection District (District) and the San Ramon Valley Firefighters, International Association of Fire Fighters Local 3546 (Union) agree to modify the existing Memorandum of Agreement (MOU), as previously modified, effective August 1, 2009 through June 30, 2018. All terms and conditions of the existing MOU currently in effect will continue except as provided below.

1. Section 6.2 is amended as follows:

Effective July 1, 2015 the Training Captain classification salary will be increased by 5%.

2. Section 8 is amended as follows:

Effective July 1, 2015 the new 40-hour EMS Captain classification salary is established and compensation is set equal to the compensation for the Captain classification assigned to the 24 hour Suppression Line.

3. Section 10 is amended as follows:

Notwithstanding the provisions of this section, Fire Inspectors first employed in that classification on and after July 1, 2015 shall not be eligible for and shall not receive Fire Inspector stand-by compensation.

4. Section 16.1 is amended to read as follows:

Salary Adjustments: The salaries in effect on December 31, 2015 shall be



increased January 1, 2016 by 5%.

5. Section 16.3 of the MOU is amended to read in full as follows:

16.3 Retirement Contributions

A. New Members under the Public Employee Pension Reform Act of 2012 (PEPRA) : Effective January 1, 2013, both Public Safety and Non-Safety employees as defined by the PEPRA as New Members shall pay 50% of the normal cost of their applicable retirement benefit as required by the PEPRA and determined by CCCERA.

B. Safety Classic (non-PEPRA) Employees: Effective July 1, 2013, all safety "classic" employees shall contribute 4.0% of pensionable compensation toward the employer retirement contribution rate. Effective July 1, 2014, all safety "classic" employees shall contribute 8.0% of pensionable compensation toward the employer retirement contribution rate. Effective July 1, 2017, all public safety "classic" employees shall contribute 12.0% of pensionable compensation toward the employer retirement contribution rate. Classic employees shall also continue to pay the "Employee Cost of Living Adjustment" as determined annually and required by CCCERA.

C. Non-Safety Classic Employees: Effective July 1, 2013, all non-safety "classic" employees shall contribute 4.0% of pensionable compensation toward the employer retirement contribution rate. Effective July 1, 2014, all non-safety "classic" employees shall contribute 8.0% of pensionable compensation toward the employer retirement contribution rate. Classic non-safety employees shall also continue to pay the "Employee Cost of Living Adjustment" as determined annually

and required by CCCERA.

D. For both safety and non-safety classic employees, the District shall continue to pay 100% of the employee retirement Basic Contribution Rate, as determined by CCCERA based on the employee's age of entry at the date of hire. The amount of the employee retirement Basic Contribution Rate paid by the District to CCCERA is considered a part of salary and appears on the paycheck as taxable earnings. The parties intend that the District will continue the "pick-up" of the employee retirement Basic Contribution Rate after the expiration of this Agreement, for so long as legally permitted.

E. The District shall utilize the provisions of section 414(h)(2) of the Internal Revenue Code for all employee contributions. This shall not be construed as a guarantee by the District of the existence or continuation of any tax benefits arising from this section of the Internal Revenue Code.

6. Section 17.2 is amended as follows:

An employee hired on or after the effective date of this Letter of Understanding will be eligible to participate in the District's retiree medical plan in accordance with the vesting schedule listed below:

Years of Service with SRVFPD	Employer Contribution
10	50%
11	55%
12	60%
13	65%
14	70%
15	75%
16	80%
17	85%
18	90%

19	95%
20	100%

7. The parties have discussed the Communication Center Reorganization plan as proposed by the Fire Chief, including the possible consolidation of surrounding agencies within the District's geographical boundaries in the current dispatching model. The parties acknowledge that the Communication Center Reorganization may include the provision of additional dispatch services for agencies currently not dispatched by the District.

8. The parties have discussed the reorganization of the Fire Prevention Division as discussed by the Fire Chief. Changes in the reorganization are within the managerial discretion of the Fire Chief. All employees in the Fire Prevention Division, as of the effective date this Letter of Understanding, will maintain and receive no less than their current compensation for the duration of the MOU. Any other changes affecting matters within the scope of representation may be subject to the meet and confer process.

9. A Captain acting as Battalion Chief will receive 20% additional pay for all such hours while working as a Battalion Chief.

10. Section 31 is amended as follows:

In calendar year 2017, 2018 and 2019, either the Union or the District may request and require a re-opener of negotiations on the subjects of salary (Section 16) and/or Medical, Dental and/or Life Insurance benefits (Section 17) by sending written notification prior to March 15, 2017, March 15, 2018 or March 15, 2019.

11. Section 32 is amended as follows:

The MOU shall be effective as of the first day of August 2009 and shall remain in full force and effect until June 30, 2020.

This Letter of Understanding shall be effective following the signatures indicated below and ratification by the membership of the Union and by the District's Board of Directors.

\_\_\_\_\_  
Paige Meyer, Fire Chief  
San Ramon Valley Fire  
Protection District

\_\_\_\_\_  
Mike Mohun, President  
IAFF Local 3546

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

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# San Ramon Valley Fire Protection District

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**Date:** April 22, 2015  
**To:** Board of Directors  
**From:** Paige Meyer, Fire Chief  
**Subject:** Approval of Memorandum of Understanding with Local 3546-A

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## **Background:**

International Association of Fire Fighters Local 3546-A, comprised of the Battalion Chief, Battalion Chief Special Operations, Division Chief Training and Communications Center Manager positions, and representatives of the San Ramon Valley Fire Protection District (District), have met and conferred in good faith regarding wages, hours and other terms and conditions of employment of employees in the representation unit specified in Section 1.1, have exchanged freely information, opinions and proposals and have reached agreement on all matters relating to the employment conditions and employer-employee relations of such employees. The District agrees that representatives of Local 3546-A will be offered the opportunity to meet and confer on those items of the Personnel Rules and Regulations that fall within the scope of meet and confer prior to those items being changed. In addition, it is understood that the District will offer to meet and confer with Local 3546-A representatives regarding the impact of any change on those items that do not fall within the scope of meet and confer that the District proposes to change in the Personnel Rules and Regulations.

This Memorandum of Understanding is entered into pursuant to the Meyers-Milias-Brown Act (Government Code Section 3500 et. seq.) and has been jointly prepared by the parties.

This Memorandum of Understanding is being presented to the District Board of Directors as the joint recommendations of the Local 3546-A members and the Fire Chief for salary and employee benefit adjustments for the period commencing July 1, 2013 and ending June 30, 2018. The terms of this MOU shall be subject to immediate review and modification by the parties if the State of California, through executive or legislative action, substantially affects the ability of the District to provide funding for required fire and emergency medical services.

## **Recommended Board Action:**

Approve the attached Memorandum of Understanding between the San Ramon Valley Fire Protection District and IAFF Local 3546-A.

## **Financial Impacts:**

There is no added financial impact to the District as a result of approving this MoU.



**MEMORANDUM OF UNDERSTANDING**

**Between**

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

**And**

**INTERNATIONAL ASSOCIATION OF FIREFIGHTERS**

**LOCAL 3546-A**

**July 1, 2013 – June 30, 2018**

Memorandum of Understanding  
Table of Contents

Section 1	Recognition.....	4
	1.1 Union Recognition.....	4
	1.2 Employer Recognition.....	4
	1.3 Definitions.....	4
Section 2	Discrimination.....	5
Section 3	Agency Shop, Collection of Fees, Dues and Assessments.....	5
	3.1 General Provisions.....	5
	3.2 Service Fee.....	5
	3.3 Religious Objection.....	5
	3.4 Dues Deduction.....	6
Section 4	Access to Work Areas.....	6
Section 5	Bulletin Boards.....	6
Section 6	Hours of Work and Overtime.....	6
	6.1 Shift Employees.....	6
	6.2 Forty (40) Hour Personnel.....	7
	6.3 Overtime Compensation Administration.....	8
Section 7	EMT Certification.....	8
Section 8	Advanced Life Support Service.....	8
Section 9	Battalion Chief Standby Duty.....	9
	9.1 Fire Investigator Unavailable for Stand-By.....	9
Section 10	Team Compensation.....	9
	10.1 Hazardous Materials.....	9
	10.2 Rescue.....	9
Section 11	Holiday Compensation.....	10
Section 12	Sick Leave.....	10
Section 13	Vacation.....	10
	13.1 General Provisions.....	10
	13.2 Definitions.....	10
	13.3 Vacation Accruals per Month.....	11
	13.4 Vacation Selection (Shift Employees).....	11
	13.5 Cancellation Policy.....	12
	13.6 Openings for Other Reasons (Shift Change, Death, etc.).....	12
	13.7 Shift Changes.....	12
	13.8 Vacation Selection (Forty 40-Hour per Week Employees).....	13
	13.9 Vacation Cash-Out.....	13
	13.10 Annual Administrative Leave.....	13
Section 14	Compensatory Time-Off (CTO).....	13
Section 15	Salaries & Retirement.....	14
	15.1 Retirement Formulas.....	14
	15.2 Retirement Component.....	14
	15.3 Deferred Compensation Plans.....	15
	15.4 Salary and Retirement Components.....	15

Section 16	Hospital-Medical, Dental and Life Insurance .....	15
	16.1 Active Employee Health Benefits .....	15
	16.2 Retiree Health Benefits .....	16
	16.3 District CERBT Contribution .....	17
	16.4 Changes in Health Benefit Coverage .....	17
	16.5 IRS Code 125 .....	17
Section 17	Education Assistance Program .....	18
Section 18	Mileage Reimbursement .....	19
Section 19	Medical Examination .....	19
Section 20	Living Boundaries .....	19
Section 21	Overtime Recall Procedures .....	19
	21.1 Non-Emergency Recall .....	19
	21.2 Immediate Need Overtime .....	22
	21.3 Known Vacancy .....	22
	21.4 "Order Back" Procedures .....	22
	21.5 Use of Acting Battalion Chief in Lieu of Order Back .....	24
Section 22	Layoff and Re-employment .....	24
	22.1 Notice of Layoff .....	24
	22.2 Precedence by Employment Status .....	24
	22.3 Re-employment Eligibility List .....	24
	22.4 Accrual of Benefits during Layoff .....	25
	22.5 Recall of Employees .....	25
Section 23	Uniform and Safety Equipment .....	25
Section 24	Shift Trades .....	25
Section 25	Acting Status .....	26
Section 26	Request to Fill Vacancies .....	27
Section 27	Shift Staffing .....	27
Section 28	Grievance Procedure .....	27
	28.1 Definition of a Grievance .....	27
	28.2 Initial Discussion .....	27
	28.3 Referral to Fire Chief .....	28
	28.4 State Mediation .....	28
	28.5 Arbitration .....	28
	28.6 Time Limit and Level Waiver .....	29
Section 29	Miscellaneous .....	29
	29.1 Policies .....	29
	29.2 Catastrophic Leave Bank .....	29
	29.3 District Partnership Classes .....	29
	29.4 Wellness/Fitness Program .....	30
	29.5 Station Bidding .....	30
Section 30	Re-openers .....	30
Section 31	Separability of Provisions and Mutual Agreement .....	30
Section 32	Terms of Memorandum of Understanding .....	30



Appendix A	Mid-Level Management Unit Classifications .....	31
Appendix B	Monthly Salary Schedules .....	32
Appendix C	Mileage Reimbursement Matrix .....	34

MEMORANDUM OF UNDERSTANDING

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This Memorandum of Understanding is entered into pursuant to the Meyers-Miliias-Brown Act (Government Code Section 3500 et. seq.) and has been jointly prepared by the parties.

This Memorandum of Understanding shall be presented to the District Board of Directors as the joint recommendations of the undersigned for salary and employee benefit adjustments for the period commencing July 1, 2013 and ending June 30, 2018. The terms of this MOU shall be subject to immediate review and modification by the parties if the State of California, through executive or legislative action, substantially affects the ability of the District to provide funding for required fire and emergency medical services.

Section 1. Recognition

1.1 Union Recognition

The International Association of Fire Fighters Local 3546-A hereinafter referred to as the "Union A-Group", is adjunct and equal to the International Association of Fire Fighters Local 3546, hereinafter referred to as the "Union." The Union A-Group has been recognized as the majority representative, pursuant to the Employer-Employee Relations Resolution of the District adopted May 26, 1977 for the permanent full-time employees assigned to the classes as set forth in Appendix A of this Memorandum of Understanding. This unit of employees shall for the purposes of identification be titled the "Mid-Level Management Unit", or "Mid-Level Managers."

1.2 Employer Recognition

The Fire Chief is the representative of the San Ramon Valley Fire Protection District, hereinafter referred to as the "District," in employer-employee relations pursuant to the Employer-Employee Relations Resolution of the District adopted May 26, 1977.

1.3 Definitions

"Forty (40) Hour per Week Employees" means: those employees working eight (8) hours per day, five (5) days per week, employees assigned to a 9/80 schedule, or employees assigned to a 4/10 schedule.

"Employee" means: any person employed in a represented classification of the District.

"Shift Employee" means: those employees working twenty-four (24) hour duty shifts commencing at 0700 hours and ending the following day at 0700 hours.

"Proper Relief" for Shift Employees means: a rank-for-rank, qualified employee (utilization of actors will be accepted as qualified), coming on duty. Proper relief shall also require, when possible, that a face to face exchange of information and responsibility will occur with the employee filling the off-going employee's position. As an element of proper relief, it is the responsibility of Mid-Level Management Unit employees working a shift schedule, at or around shift change, to ensure the Duty Battalion Chief position is always filled.

“Rank for Rank” means: a replacement person has the same rank as the person creating a vacancy.

“Public Safety Employee” means: any employee enrolled in the Public Safety category of the retirement system.

## Section 2. Discrimination

There shall be no discrimination because of race, creed, color, national origin, sex, sexual orientation, disability (unless that disability prevents the person from meeting the minimum standards established for the relevant classification), or legitimate employee organization activities against any employee or applicant for employment by the Union A-Group or by the District or by anyone employed by the District, and to the extent prohibited by applicable state and federal law there shall be no discrimination because of age.

## Section 3. Agency Shop, Collection of Fees, Dues and Assessments

### 3.1 General Provisions

As a condition of employment, pursuant to Government Code § 3502.5, all employees in the represented classifications shall either join the Union A-Group or pay the Union A-Group a service fee in the amount that shall not exceed the standard initiation fee, monthly dues and general assessments of the Union A-Group.

An employee who is subsequently employed in a classification outside of the unit represented by the Union A-Group shall not be required to pay dues to the Union A-Group.

The provisions of this section shall remain in effect for the duration of this agreement and any mutually agreed upon extension.

### 3.2 Service Fee

In computing the service fee, the Union A-Group shall exclude expenditures for members' only benefits, expenditures for the political action committee and expenditures for ideological purposes unrelated to collective bargaining, contract administration and grievance resolution. Any dispute as to the service fee shall be directed solely to the Union A-Group. The District shall not be party to the dispute.

For the duration of this contract, the service fee shall be ninety-five (95) percent of the regular Union A-Group dues, plus assessments, uniformly levied against all Union A-Group members.

### 3.3 Religious Objection

Any employee required to pay a service fee under this section and who is a member of a bona fide religious body or sect which has historically held conscientious objection to joining or financially supporting public employee organizations shall not be required to join or financially support any public employee organization as condition of continued employment. Such an employee shall be required, as a condition of continued employment, in lieu of the service fee, to pay a sum equal to the service fee to a non-labor charitable fund exempt from taxation under IRS Section 501(3) (c). Such employees shall be required to submit to the Union proof of payment of the in-lieu fee. For purposes of this section, such employees shall choose from the following three organizations:

1. California Burn Foundation
2. American Heart Association
3. United Way

Employees claiming religious exemption shall be required to file a written affirmation with the Union A-Group which identifies the religious organization by name, and which establishes that the employee and the organization meet all the requirements for claiming the exemption.

3.4 Dues Deduction

The District agrees to pay the Union, on behalf of the Union A-Group, through payroll deduction, all fees, dues and assessments certified by the Union A-Group. There is no obligation on the part of the District to provide payroll deductions for the three organizations listed in Section 3.3.

IAFF, Local 3546-A, shall defend, save, indemnify and hold harmless the District, and its officers, agents and employees from any and all liabilities and damages, from any cause arising from or connected with and on account of dues deductions made on behalf of and received by IAFF Local 3546-A.

Section 4. Access to Work Areas

Representatives of IAFF Local 3546-A shall be allowed access to work locations in which the Union A-Group has membership for the following purposes: to post literature on bulletin boards, to leave and/or distribute a supply of literature, to represent an employee on a grievance, or to contact a Union/Union A-Group officer on a matter within the scope of such a grievance. However, the District may deny such access if (1) advance arrangements are not made, including disclosure of which of the above purposes is the reason for the visit; and/or (2) the visit interferes with District business. Union/Union A-Group meetings shall not be conducted at the District's public facilities unless approved by the Board of Directors or someone designated by the Board of Directors to make such a decision and such meetings shall be conducted before or after District office hours and shall not be in conflict with any District activity.

Section 5. Bulletin Boards

The District shall provide suitable space for bulletin boards in District fire stations and other District facilities. The Union/Union A-Group shall use existing, designated bulletin board space no larger than 30" x 40". The Union/Union A-Group shall be allowed to use such bulletin boards for communications having to do with official Union/Union A-Group business.

Section 6. Hours of Work and Overtime

6.1 Shift Employees

The work schedule for a Shift Battalion Chief shall consist of two (2) consecutive twenty-four (24) hour duty shifts commencing and ending at 7:00 A.M.

The work schedule shall consist of two (2) twenty-four (24) hour on-duty shifts within six- (6) day cycle to be worked in accordance with the following chart:

X = 24 hour on-duty period  
O = 24 hour off-duty period

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The Fair Labor Standards Act (FLSA) cycle shall be a twenty-four (24) day cycle.

Personnel will be required to arrive at scheduled meetings, work details, and other events on time, with appropriate equipment, and in appropriate uniform.

No employee shall be allowed to work in excess of 122 consecutive hours. Any overtime or trade, in combination with a regularly scheduled duty day, which would lead to an employee exceeding this maximum, is not allowed. The next period of work or shift shall not begin until the employee has had a minimum of twelve (12) hours off duty.

In case of an emergency, the Fire Chief or his/her designee may authorize the waiver of this consecutive hour maximum. In the event of a non-emergency District need, this maximum may be waived upon mutual agreement of the Fire Chief or his/her designee and the employee.

Employees shall be responsible to ensure that a combination of overtime and trades will not impact their ability to work their normally assigned shifts by creating a situation in which more than the maximum consecutive hours are scheduled.

All shift employees covered by this Memorandum of Understanding shall receive overtime compensation for all hours worked in excess of the employee's normal work schedule. All overtime shall be on an hour-for-hour basis, with a minimum of two (2) hours for emergency overtime. Emergency overtime will be defined as emergencies which occur that require personnel to return to work from regularly scheduled time off to assist in the mitigation of an incident, or provide coverage for personnel of like rank who are involved in mitigating an emergency incident. One (1) hour minimum will be paid for Non-Emergency Overtime. Non-Emergency Overtime will be defined as work performed which exceeds the normal time of the regularly scheduled shift. Example: miscellaneous staffing to fill a scheduled vacancy, completion of a call after 0700 hours, special events, training assignments, meetings, special projects, staff assignments, etc. All overtime is to be paid at the rate of time and one-half (1-1/2X) of the PBMS.

No employee in the bargaining unit shall order any other employee in the bargaining unit to work overtime unless such overtime has been authorized by the Chief or designated representative.

The TeleStaff software system will be the method utilized by the Battalion Chiefs or their representative for overtime recall tracking, overtime availability pick-list development and mandatory overtime pick-list development. The long-term commitment to the full utilization of the TeleStaff software system may require the alteration of some work rules, the integration of existing software, the modification of some procedures, as well as the designation of "super users" who will be responsible for obtaining system usage and maintenance expertise in order to ensure the efficient operation of the software and to also ensure software updates are installed in a timely manner and incorporated effectively from both a technical and a user-training standpoint.

Emergency recall overtime will be compensated from the time of the emergency call to the time the employee is released. The recalled employee must notify the Emergency Communication Center (ECC) they are responding and communicate their specific response time.

## 6.2 Forty (40) Hour per Week Employees

The normal work schedule of Forty (40) Hour per Week Employees shall commence Monday and end Friday, excepting holidays, commencing at 0800 hours and ending at 1700 hours. Non-Public Safety Forty-Hour personnel may choose from one of the following alternate schedules made available by the District. Those schedules are either an eight (8) hour work day (0800 to 1700 hours), identified as a "normal schedule", a schedule of eight (8) nine (9) hour workdays and one (1) eight (8) hour workday, identified as a "9/80 schedule", or a schedule of four (4) ten (10) hour workdays per week, identified as a "4/10 schedule". Public Safety Forty-Hour personnel are limited to the normal Forty (40) Hour per Week Employees schedule.

Employees assigned to a 9/80 schedule will commence work at 07:30 and end at 17:30 hours, or commence work at 07:00 and end at 17:00 hours, Monday through Friday, with one day off every two (2) weeks. Non-Exempt Employees assigned a 9/80 schedule shall have any time differential resulting from a holiday falling on a regularly scheduled nine (9) hour workday deducted from the employee's vacation or compensatory time accrual. Employees working a 9/80 schedule having a holiday fall on their regular day off (RDO) shall have Thursday off preceding a Friday RDO and Tuesday off following a Monday RDO.

Employees assigned to a 4/10 schedule will commence work at 07:00 and end at 18:00 hours, or commence work at 07:30 and end at 18:30 hours, Monday through Friday, with one day off each week. Alternatives to start and end times, as well as the coordination of the employee's Regular Day Off (RDO), with the operational needs of the District will be established by mutual agreement between the employee and the Fire Chief, or the Chief's designee. Employees working a 4/10 schedule having a holiday fall on their RDO shall have Thursday off preceding a Friday RDO and Tuesday off following a Monday RDO.

All employees covered by this Memorandum of Understanding shall receive overtime compensation for all hours worked in excess of the employee's normal work schedule, except Mid-Level Management employees assigned to a forty (40) hour work schedule. Mid-Level Managers are eligible for overtime only when working as a duty Battalion Chief. Forty-hour Mid-Level Management employees may work

available shift overtime within their rank and assignment classification, outside of their normal work week (e.g. weekends and after normal work hours). All overtime shall be on an hour-for-hour basis, with a minimum of two (2) hours for emergency overtime. Emergency overtime will be defined as emergencies which occur that require personnel to return to work from regularly scheduled time off to assist in the mitigation of an incident, or provide coverage for personnel of like rank who are involved in mitigating an emergency incident. One (1) hour minimum will be paid for non-emergency overtime. Non-emergency overtime for Exempt Mid-Level Management employees will be defined as work performed which exceeds the normal time of the regularly scheduled work period, which would normally be assigned to a Non-Exempt Mid-Level Management employee, and is approved by the Fire Chief or the Chief's designee. Example: completion of special work assignments after regular business hours, special events, training assignments, special meetings, special projects, special staff assignments, etc. All overtime is to be paid at the rate of time and one-half (1-1/2X) of the PBMS.

Emergency recall overtime will be compensated from the time of the emergency call to the time the employee is released. The recalled employee must notify the Emergency Communication Center (ECC) they are responding and communicate their specific response time.

Overtime for employees assigned a forty (40) hour workweek must first be authorized by the Chief or his/her designated representative. No employee in the bargaining unit shall order any other employee in the bargaining unit to work overtime unless such overtime has been authorized by the Chief or designated representative.

Partial shift overtime for 40 hour per week employees shall be allowed only in circumstances where there is no break in service and where no additional financial cost is incurred by the District (e.g., no overlaps in work time and no additional travel time cost).

Forty (40) hour employees may elect to receive overtime compensation paid at the rate of time and one-half (1-1/2X) of the PBMS or receive compensatory time off at the rate of time and one-half (1-1/2X). Compensatory time off (CTO) may be accumulated to a maximum of eighty-one (81) hours and shall be limited to a maximum annual accrual of one hundred twenty (120) hours. An employee must designate the option for pay or CTO once annually prior to July 1 of each year. Failure to state a preference will result in the employee being compensated at time and one-half (1-1/2X) pay. Forty (40) hour Battalion Chiefs working suppression overtime will be paid the 56 hour overtime hourly rate.

### 6.3 Overtime Compensation Administration

All overtime shall be paid in fifteen (15) minute increments, with time to be rounded up to the nearest fifteen (15) minute increment. There shall be a minimum of two (2) hours for emergency overtime and a one (1) hour minimum for non-emergency overtime as specified in Section 6.1 and Section 6.2 above.

Paid time off shall be counted as hours worked for Fair Labor Standards Act overtime calculation purposes.

### Section 7. EMT Certification

Mid-Level Managers not assigned to the Suppression Division who received EMT Pay differential as part of their management agreement at the time of their promotion, and who were promoted to a Mid-Level Management position prior to September 1, 2010, will continue to receive EMT Pay differential of 5% of PBMS for top-step Engineer, and will be allowed to maintain their EMT certification training and accreditation maintenance, through the District EMT recertification process. Battalion Chiefs assigned to the Suppression Division are not eligible for EMT Pay differential.

### Section 8. Advanced Life Support Service

Mid-Level Managers who wish to maintain their Paramedic licensure will be reimbursed for fees for classes and license fees required to maintain County and State Paramedic accreditation and licensure.

## Section 9. Battalion Chief Standby Duty

The Battalion Chief Standby Duty (BC Standby), assignment is intended to provide a backup shift commander constantly available for immediate recall during times when the Duty Battalion Chief is committed to an incident and unable to respond to a subsequent or simultaneous incident, during major incidents requiring additional command staff, or when the Duty Battalion Chief or an executive Chief Officer determines that immediate command support within the District is necessary. Personnel on BC Standby are required to immediately respond back to District upon notification and advise the SRM Communications Center when they are available within District boundaries. BC Standby is distinct from Red Flag or Special Event up-staffing which is both for planned needs and is not regular or recurring need/assignments whereas BC Standby is regular and recurring.

The BC Standby assignment is mandatory and is to be shared equally among all Battalion Chiefs each month. The Battalion Chiefs (Public Safety Mid-Level Managers) will arrange for and maintain a schedule of daily BC Standby coverage and post the schedule to the District Standby Chief/District Chief calendar, by the first of each month, on a monthly basis. Battalion Chiefs may voluntarily trade individual BC Standby shifts with other Battalion Chiefs. Traded BC Standby shifts must be repaid within each calendar year so that no Battalion Chief works more BC Standby than any other Battalion Chief.

Compensation for BC Standby is 5% of PBMS. Compensation for BC Standby is for personnel availability only. Any incident or occasion requiring a Battalion Chief on BC Standby to be recalled to Battalion Chief duty will be compensated according to Emergency Recall Overtime parameters as prescribed in Section 6 above, when responding outside of normal work hours.

### 9.1 Fire Investigator Unavailable for Stand-By

The on-duty Battalion Chief (Duty BC), may be required to perform fire cause and origin investigations for minor fire incidents when no Fire Inspectors or Deputy Fire Marshals are available, however, no Battalion Chief will be required to perform Fire Inspector Stand-By duty in place of the Fire Inspectors or Deputy Fire Marshals.

## Section 10. Team Compensation

Special Operations Battalion Chiefs not assigned to the Suppression Division, who are on one or both special teams, Hazardous Materials or Rescue, at the time of their assignment to Special Operations Battalion Chief, will maintain their team status, as long as they fulfill all of the normal team requirements for training and team participation, as outlined in policy and other parts of the Memorandum of Understanding. A Special Operations Battalion Chief who is unable to maintain their special team training and participation requirements will be reclassified as a Battalion Chief without the incorporated percentage wage increases of the Special Operations Battalion Chief classification. The Special Operations Battalion Chief in a special-team classification will not be counted as part of the minimum daily staffing status or maximum team member limits.

No already assigned Battalion Chief will be provided initial Hazardous Materials Team or Rescue Team training and certification at the District expense. Employees having an "R" or an "H" designation as of June 30, 2007 will be classified as Special Operations Battalion Chief upon assignment to a Special Operations Battalion Chief assignment, beginning July 1, 2013. Battalion Chiefs assigned to the Suppression Division are not eligible for Hazardous Materials or Rescue Pay differentials.

### 10.1 Hazardous Materials

Compensation in the amount of two and one-half percent (2.5%) per month over the premium base monthly salary (PBMS) of top step Fire Engineer will be provided to the Special Operations Battalion Chief for Special Operations Battalion Chiefs assigned to the Hazardous Materials Team.

### 10.2 Rescue

Compensation in the amount of two and one-half percent (2.5%) per month over the premium base monthly salary (PBMS) of top step Fire Engineer will be provided to the Special Operations Battalion Chief for Special Operations Battalion Chiefs assigned to the Rescue Team.

## Section 11. Holiday Compensation

Shift employees shall receive in lieu of time off for holidays an additional six percent (6%) per month of their premium base month salary (PBMS) in recognition of such holidays.

Forty (40) hour employees shall receive the following holidays: New Year's Day, Martin Luther King Jr.'s Birthday, President's Day, Memorial Day, Independence Day, Labor Day, Admission Day, Columbus Day, Veteran's Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas Day.

For forty (40) hour employees, a Saturday holiday shall be celebrated on the previous Friday. A Sunday holiday shall be celebrated on the following Monday.

When a holiday falls on a nine-hour day for an employee working a 9/80<sub>2</sub> or a ten-hour day for an employee working a 4/10 schedule, that employee shall have the option of utilizing District Policy 611 (Make-up Time), to account for the additional hour of time off on the holiday. The make-up time must be worked during two or more lunch periods in the same week as the holiday off.

## Section 12. Sick Leave

Shift employees shall accrue a sick leave credit of twelve (12) hours per month for each completed calendar month of service. Forty (40) hour employees shall accrue a sick leave credit of eight (8) hours per month for each completed calendar month of service. All sick leave credits accrued, but not used, shall be accumulated. At the time of retirement, an employee may apply any unused sick leave credits toward retirement as provided for under the Contra Costa County Employees' Retirement Plan.

New Shift employees shall receive one hundred forty-four (144) hours of advanced sick leave credit with a pay back from the employee's final paycheck if the employee leaves District employment prior to accrual, but after use of the sick leave.

New forty (40) hour employees shall receive ninety-six (96) hours of advanced sick leave credit with a pay back from the employee's final paycheck if the employee leaves District employment prior to accrual, but after use of the sick leave.

## Section 13. Vacation

### 13.1 General Provisions

Employees of the District are entitled to a vacation, with pay. Accrual is earned on a calendar month basis and begins on the date of appointment. Increased accruals granted in recognition of length of service begin on the first of the month following the month in which the employee qualifies for the corresponding service credit. Accruals for portions of a month shall be in minimum amounts of one (1) hour calculated on the same basis as for partial month compensation.

Vacation credits may be used only after completion of twelve (12) months of service in a position with the District, but may be used to supplement exhausted sick leave in cases of absence during the first twelve (12) months, and none shall be allowed in excess of actual accrual at the time vacation is taken. On separation from District service, an employee shall be paid for any unused vacation credits at the employee's then current rate of pay.

### 13.2 Definitions

For the purposes of Section 14, the following definitions will apply:

- (a) "Employee" means: any person employed in a represented classification of the District.
- (b) "Shift Employee" means: those employees working twenty-four (24) hour duty shifts commencing at 0700 hours and ending the following day at 0700 hours.
- (c) "Accrued Vacation Credits" means: those vacation credits as provided herein.

(d) "Forty (40) Hour Per Week Employees" means: those employees working eight (8) hours per day, five (5) days per week, or employees assigned to a 9/80 or a 4/10 schedule.

(e) "Notification Date" means: the date on the written notice to shift employees of cancelled vacation.

(f) "District" means: those Battalion Chiefs assigned to schedule the vacation selections for their respective shifts.

### 13.3 Vacation Accruals per Month

The rates at which vacation credits accrue are as follows:

#### (a) Shift Employee

Length of Service	Monthly Accrual Hours	Maximum Accumulation Hours
Less Than 5 years	14	336
Over 5 - Less than 10 years	17	408
Over 10 - Less than 15 years	20	480
Over 15 - Less than 20 years	24	576
Over 20 - Less than 25 years	26	624
Over 25 - Less than 30 years	28	672
Over 30 years	30	720

#### (b) Forty (40) Hour Employees

Length of Service	Monthly Accrual Hours	Maximum Accumulation Hours
Less Than 5 years	10.00	240
Over 5 - Less Than 10 years	12.00	288
Over 10 - Less Than 15 years	14.28	343
Over 15 - Less than 20 years	17.14	411
Over 20 - Less than 25 years	18.56	445
Over 25 - Less than 30 years	20.00	480
Over 30 year	21.42	514

### 13.4 Vacation Selection (Shift Employees)

Vacation selections shall be separated into first, second and third choices.

Employees may waive any or all of the selection choices. Such waiver(s) shall be in writing to the District. First, second and third choice vacation selections shall be determined by the District seniority list of each respective shift, starting from the most senior employee.

The length of the first, second, and third choice selections shall be limited to the amount of shifts accrued, rounded off by shift to the nearest multiple of two. Selections shall be in multiples of two (2) consecutive work shifts, (e.g., 2, 4, 6).

After the vacation schedule has been established, additional choices are determined by a first-come first-serve method, without regard to seniority.

Vacation selections of less than 12 hours will be treated as Short Hour Vacation, wherein the employee seeking vacation relief is required to find their own qualified replacement prior to logging vacation in TeleStaff.

One (1), shift Battalion Chief shall be allowed off on vacation per shift at one time.



Vacation selections shall start not later than October 1 of each year. If a shift employee is scheduled for vacation, or for any other reason will have a prolonged absence from duty after October 1, it will be the employee's responsibility to notify the District in writing of at least three (3) selections for his/her first choice prior to the employee's vacation or prolonged absence. Second and third choices will not be assigned by the District without written notice as provided in the first choice selection. In order to avoid delays, it shall be the responsibility of all shift employees to be prepared to choose their respective vacation selections by October 1. In no case shall an employee be scheduled for vacation in excess of vacation credits accrued at such time the vacation may be taken. All requests for pre-selected vacation shall be sent to the shift Battalion Chiefs Group by October 1<sup>st</sup>. If there are no requests or if there are no conflicting requests for vacation received by the shift Battalion Chiefs Group by October 15<sup>th</sup>, any shift Battalion Chief may log their vacation in TeleStaff.

The District shall have completed entering all pre-selected vacation into TeleStaff no later than November 30.

Vacation trading between employees will not be allowed.

### 13.5 Cancellation Policy

If a vacation time is scheduled for an employee who is on duty and there is not proper relief for the time period affected by the scheduled vacation, the vacation time is cancelled.

After the vacation list is completed (November 30), cancellation of any scheduled two day tours of vacation shall be made in writing to the District at least ten (10) calendar days prior to the scheduled starting date. All first, second and third choice selections must be cancelled in multiples of two (2) consecutive work shifts, (e.g., 2, 4, 6). However, scheduled two-day tours of vacation or portions of tours of vacation may be cancelled up to five (5) days prior to the starting date as long as there is twenty-four (24) hours available on both consecutive days of the tour previously scheduled.

If a shift employee is absent from duty due to an on-the-job injury and it is anticipated that the employee will not be able to use his/her vacation as scheduled ten (10) calendar days prior to such scheduled starting date, the anticipated opening will be posted tentatively as cancelled. A shift employee absent from duty due to an on the job injury may cancel vacation at any time.

In the event the absent employee returns to duty prior to his/her scheduled vacation starting date, the employee's vacation as scheduled shall be honored at the employee's request, and those employees, if any, applying for the opening may have such application cancelled.

All vacation cancellations shall be made in writing to the District.

Cancellation of additional vacation choices determined without regard for seniority shall require the Duty Battalion Chief to be notified by 1000 hours the day before the beginning of the of the two day tour.

Employee seniority will be utilized to award vacation leave made available as a result of the cancelled vacation, with preference starting with the next lower senior employee below the seniority of the employee cancelling the vacation leave.

### 13.6 Openings for Other Reasons (Shift Change, Death, etc.)

When vacation openings occur less than thirty (30) days prior to the scheduled vacation date a reasonable attempt shall be made to contact all employees regarding the vacation opening. The filling of these openings will be on departmental seniority basis at the discretion of the Battalion Chiefs.

### 13.7 Shift Changes

In the event an employee changes shifts for whatever reason prior to the employee's first, second, or third choice, the employee's seniority shall be inserted in accordance with the department seniority list for that respective shift.

An employee who changes shifts involuntarily or due to the employee being promoted shall maintain similar vacation dates as previously scheduled, unless cancelled by the employee. If the vacation being honored creates a situation where more than the maximum number of employees is scheduled, cancellations will not open vacation spots for any additional shift employees.

Employees who voluntarily change shifts will have to reschedule their respective vacation selections as may be available.

#### 13.8 Vacation Selection Forty (40) Hour Employees

Forty-Hour Battalion Chiefs/Mid-Managers whose positions are not covered by relief personnel are not required to compete for vacation selections. Forty-Hour Battalion Chiefs/Mid-Managers are required to request and receive their supervisor's approval prior to logging vacation in TeleStaff. Approval will be subject to the business needs of the District.

In no case shall an employee be scheduled for vacation in excess of the vacation credits that will be accrued at the time the vacation may be taken.

#### 13.9 Vacation Cash-Out

An employee covered by this Memorandum of Understanding may elect to cash out up to eighty hours (40 hour work week employee) or one hundred and twelve hours (56 hour work week employee) of accumulated vacation by notifying the District by December 1 of each year. The employee shall be paid in the final paycheck of that year.

Fifty-Six-Hour Employees (shift) who are reassigned to a Forty-Hour Employee status (Admin) and who will exceed their limit of accrued vacation hours will be allowed to bank their excess accrued hours until the next established opportunity to sell back vacation hours or maintain the banked hours pending reassignment to a non-Admin position or retirement.

#### 13.10 Annual Administrative Leave

Administrative Leave will be accrued and credited to the employee's leave balance on a monthly basis. The Administrative Leave balance may not exceed one year's accrual at any time. If the accrual reaches one year's accrual, no further accrual will be credited until such time as the balance is below the annual accrual.

Exempt Mid-Level Management employees are granted 80 hours of Administrative Leave annually, accrued and credited at the rate of 6.67 hours each month.

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

### Section 14. Compensatory Time Off (CTO)

Employees earning Compensatory Time off (CTO) may use CTO in accordance with the established provisions for vacation usage.

Requests for CTO leave during a time selected by another employee in the same group either on CTO or vacation will not be permitted. Employees may request CTO a maximum of 45 days in advance. A minimum of one business day notice for request of CTO shall be made. However, requests for CTO with shorter than one business day notice may be granted at the discretion of the Fire Chief or his/her designee. CTO usage shall be in minimum of one (1) hour increments.

An employee must have, at time of the request, sufficient hours to cover the request. CTO balances shall not exceed eighty-one (81) hours at any one time and shall be limited to a maximum annual accrual of one-hundred-twenty (120) hours. Overtime worked in excess of one-hundred twenty (120) hours will be paid at the rate of time and one half (1-1/2X) of the PBMS plus required premiums.

## Section 15. Salaries & Retirement

### 15.1 Retirement Formulas

The District shall continue to provide retirement pension benefits through the Contra Costa County Employee's Retirement Association.

- A. Retirement Formula For Public Safety "New Members" as defined under the Public Employees' Pension Reform Act of 2013 (PEPRA) who are hired by the District on or after January 1, 2013 shall be entitled to the 2.7% at 57 years of age retirement formula with highest three year average compensation as set forth in PEPRA.
- B. Retirement Formula for Non-Public Safety "New Members" as defined under PEPRA who are hired by the District on or after January 1, 2013, shall be entitled to the 2.0% at 62 years of age retirement formula with highest three year average compensation as set forth in PEPRA.
- C. Retirement Formula for Public Safety Classic Employees (Employees Who Do Not Qualify as "New Members" under PEPRA), shall continue to be entitled to the 3% at 50 years of age retirement formula with single highest year compensation formula.
- D. Retirement Formula for Non-Public Safety Classic Employees (Employees Who Do Not Qualify as "New Members" under PEPRA), shall continue to be entitled to the 2.0% at 55 years of age retirement formula with single highest year compensation formula.

### 15.2 Retirement Contributions

- (a) New Members: Both Public Safety and Non-Public Safety employees defined by PEPRA as New Members shall pay 50% of the normal cost of their applicable retirement benefit as required by PEPRA and determined by CCCERA.
- (b) Public Safety Classic Employees: Effective July 1, 2013, all public safety "classic" employees shall contribute 4.0% of pensionable compensation toward the employer retirement contribution rate. Effective July 1, 2014, all public safety "classic" employees shall contribute 8.0% of pensionable compensation toward the employer retirement contribution rate. Effective July 1, 2015, all public safety "classic" employees shall contribute 12.0% of pensionable compensation toward the employer retirement contribution rate. Classic employees shall continue to also pay the "Employee Cost of Living Adjustment" as determined annually and required by CCCERA.
- (c) Non-Public Safety Classic Employees: Effective July 1, 2013, all non-public safety "classic" employees shall contribute 4.0% of pensionable compensation toward the employer retirement contribution rate. Effective July 1, 2014, all non-public safety "classic" employees shall contribute 8.0% of pensionable compensation toward the employer retirement contribution rate. Classic employees shall continue to also pay the "Employee Cost of Living Adjustment" as determined annually and required by CCCERA.
- (d) For both public safety and non-public safety classic employees, the District shall continue to pay 100% of the employee retirement Basic Contribution Rate, which is a percent designated by CCCERA based on the employee's age of entry at the date of hire. The amount of the employee retirement Basic Contribution Rate paid by the District to CCCERA is considered a part of salary and appears on the paycheck as a taxable earning. The parties intend to continue the District's "pick-up" of the employee retirement Basic Contribution Rate after the expiration of this Agreement, for so long as legally permitted.
- (e) The District shall utilize the provisions of section 414(h) (2) of the Internal Revenue Code for all employee contributions. This shall not be construed as a guarantee by the District of the existence or continuation of any tax benefits arising from this section of the Internal Revenue Code.

### 15.3 Deferred Compensation Plans

The District offers to all employees a minimum of three (3) deferred compensation plans identified herein as the Nationwide Retirement Solutions and International City Manager's Association (ICMA) and Public Employees Retirement System (PERS). Employees shall have the option to participate in any of the three plans, at no cost to the District.

### 15.4 Salary and Retirement Components

(a) Base Monthly Salary (BMS): The base monthly salary is determined for all ranks through the MOU negotiation process. The Base Monthly Salary is the associated salary for the Position Classification as listed in Appendix (B). The base monthly salary does not include the individual retirement allotment of the following premium pays: Permanent Acting Pay, Holiday pay, FLSA pay and overtime.

(b) Employee Retirement Contribution Rate: The employee retirement contribution rate ("retirement rate") is a percent that has been designated by the Contra Costa County Employees Retirement Association (CCCERA) based on the age of entry of the employee at the date of hire.

(c) Average Retirement Contribution (ARC) Percentage: The percentage is the sum of all of the retirement rates for represented employees divided by the number of represented employees. This percentage shall be reviewed and recalculated on July 1, 2013 and shall be reviewed and recalculated every 5 years thereafter.

(d) Premium Base Monthly Standard (PBMS): The premium base monthly standard is the sum of an employee's BMS and the ARC. This premium base is used to calculate all differentials that are based on a percentage of the base salary (PAP, Holiday pay, FLSA pay, and overtime).

(e) Permanent Acting Pay (PAP): An employee's BMS times 5%

(f) Acting Pay: An employee's PBMS times 5%

(g) Holiday Pay: An employee's PBMS times 6%

(h) Straight Time (Hourly Rate): An employee's PBMS divided by hours per month (56 hrs. = 242.67 per mo. 2,912 hrs. /yr. or 40 hrs. = 173.33 per mo. / 2,080 hrs. /yr.)

(i) Overtime (Hourly Rate): An employee's PBMS divided by hours per month (56 hrs. = 242.67 per mo. 2,912 hrs. /yr. or 40 hrs. = 173.33 per mo. /2,080 hrs. /yr.) times 1.50.

(j) Longevity Pay: - A "longevity pay" will be implemented for those Safety employees who: (1) were hired prior to April 1, 1973; (2) have 30 years of service credit; (3) who no longer owe a retirement contribution; or, (4) as stipulated in the 1937 County Retirement Act. This pay will be calculated on the employee's PBMS, not including any cost of living adjustments.

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

## Section 16. Hospital-Medical, Dental and Life Insurance

### 16.1 Active Employee Health Benefits

The District will provide medical plans from The Public Employees' Medical and Hospital Care Act Program ("PERS Health"). From July 21, 2009 through December 31, 2013, the District will contribute 100% of the cost of the applicable health plan premium for any of the CalPERS Regional Health Plan Rates, Bay Area Region, Basic Monthly Rate (B). Currently, Blue Shield Access +, Blue Shield Net Value, Kaiser, PERS Choice, PERS Select and PERS Care are included. Effective January 1, 2014 through and including June 30, 2018, the District shall contribute 92% of the applicable health plan premium for any but the most expensive of the CalPERS' Regional Health Plan Rates, Bay Area Region, Basic Monthly Rate

(B). The District's contribution towards health plan premium for the most expensive of the CalPERS' Regional Health Plan rates shall be capped at the amount equal to 92% of the second most expensive plan. Employees shall pay the remaining cost of their health premiums through a pre-tax payroll deduction, as permitted under the Internal Revenue Code.

Vision: The District will provide at no cost to the employee, Vision Service Plan (VSP), Plan C, plus Contact lens coverage and second pair of glasses coverage through the District's self-funded program. The availability of coverage under this benefit is such that a covered person may purchase either a second pair of glasses or contact lenses up to the allowable limits described in the SRVFPD Self-Funded Vision Plan Options.

Dental: The District will provide, at no cost to the employee, the monthly premium for dental care coverage through the Jefferson Pilot Financial Services.

In the event that Jefferson Pilot Financial Services Company increases their rate during the term of this Memorandum of Understanding, the District will increase its contribution accordingly.

An Employee Assistance Program (EAP) provides seven visits per employee, spouse, and dependents. Presently, Managed Health Network, Inc. (MHN) is the EAP provider. Should the need arise to change providers, the District will meet with union representatives and discuss the matter.

## 16.2 Retiree Health Benefits

Effective February 1, 1996 eligible retired employees will be eligible to participate in the same health plans and receive the same District contributions to health premiums for those health plans as active employees.

For those eligible retirees who currently participate in the District's vision, dental plan, life insurance plans, and EAP, the District will contribute twenty-five percent (25%) of the premium.

Elections for these plans must be made and communicated to the District at least 15 days before retirement in order to become effective at the time of retirement. Post-retirement elections and changes to elections may be made only during the annual open enrollment period, or at such time as a life change event occurs as defined in the plan document.

The retiree health benefits paid for by the District only apply to the retiree, spouse, and immediate family members that had that same status and relationship with the retiree prior to the retiree's retirement from the District.

In addition to any other obligations to contribute toward health premiums, the retiree will pay all premium amounts applicable to any new spouse or dependent acquired after retirement.

Retirees who are currently covered shall maintain their benefits under the medical agreement presently in place. Spouses that have been added to the medical benefits will be allowed to continue coverage.

Future retirees adding spouses after retirement will be responsible to pay the additional premiums for the added spouse and/or dependents.

In the event the District "self-funds" auxiliary programs such as vision care, dental and life insurance, eligible retirees will be qualified to participate in such programs. This benefit is available to those current retirees participating in District health plans and future employees who may retire, in good standing, under a "service" or "disability retirement" granted by the Contra Costa County Employees' Retirement Association and who wish to participate in the medical coverage plans.

To retire or resign employment in good standing, an employee must comply with the requirements set forth in the Administrative Policy and Procedures, Policy No. 124.

An employee who retires or resigns in lieu of imminent termination will be considered to have resigned "not in good standing" and may be ineligible for continued health care benefits.

Full-time employees retiring on a "service-connected disability retirement" are eligible regardless of length of service or age.

To be eligible for retirement health benefits, full-time employees retiring on a "non-service connected disability retirement" must qualify under the service "retirement" criteria.

A "service retirement" is defined as: Retirement directly from active employment without first terminating employment or taking a disability retirement.

A "service connected disability retirement" is defined as: Retirement from service due to a "job-connected" illness or injury that prevents the employee from performing the "essential functions" of the classification occupied.

A "non-service connected disability retirement" is defined as: Retirement from employment as a result of an illness or injury arising from factors not associated with the performance of duty.

In the instance where the eligible employee is deceased, the continuation of health care benefits to the surviving spouse will be determined by the policies and regulations established by the Public Employees' Medical and Hospital Care Act Program (PERS Health).

Surviving spouses shall be covered by the medical coverage if they are eligible for pension benefits at the time of the District employee's retirement. They may also continue auxiliary programs they were participating in at their own expense.

Surviving spouses shall not add a new spouse if they re-marry after the retiree's death.

No incarcerated person shall be eligible for retiree benefits during any period of incarceration. Eligible spouse and/or dependent(s) who otherwise meet eligibility requirements for coverage shall not be disqualified as a result of the retiree's incarceration.

#### 16.3 District CERBT Contribution

Effective July 1, 2013, and in recognition of employees and retirees now contributing toward the cost of their health premiums, the District will contribute each month to the District account in the California Employers' Retiree Benefit Trust for retiree health premium costs, an amount equal to the total amounts contributed each month by participating employees and retirees to the cost of their health premiums.

#### 16.4 Changes in Health Benefit Coverage

The District may request to meet and confer with the Union if, in the District's opinion, the costs of medical plan coverage necessitate a change in companies or benefits.

#### 16.5 IRS Code 125

The District has implemented an IRS Code 125 plan for the employees. In general, the Plan is funded on an employee salary reduction basis. It permits eligible employees to reduce their cash compensation by taking advantage of pre-tax dollars (dollars free from federal and state income tax, and FICA Medicare) for certain qualifying expenses. The following list identifies the most common qualifying expenses:

- (a) Medical Insurance Premiums
- (b) Child-Care/Dependent-care expenses up to \$5,000/household per year
- (c) Medical expenses not reimbursed by your medical insurance
- (d) Health counseling not reimbursed by your medical insurance (emotional/stress/family/marital, etc.)
- (e) Chiropractic and acupuncture expenses not reimbursed by your medical insurance
- (f) Prescription drugs not reimbursed by your medical insurance
- (g) Dental and orthodontia expenses not reimbursed by your dental insurance
- (h) Vision and eye wear expenses not reimbursed by your vision insurance
- (i) Parking expenses and transportation expenses including \$.09 per mile (medically related)

Under current tax laws, if there is any money left in your account at the end of the plan year, it will be forfeited. An employee should be aware that the election is irrevocable for the plan year. This means that once the payroll deductions have begun, the participant cannot change the amounts or drop out of the plan unless he or she terminates employment or has a "change in family status." A "change in family status" includes: birth, death, adoption, marriage, divorce, and change in spouse's employment status.

For other qualifying expenses and tax law restrictions refer to the plan document.

The plan document will be amended, effective January 1, 2009, to increase the medical expense ceiling to \$5,000

#### Section 17. Education Assistance Program

The purpose of this program is to financially assist employees in pursuit of professional development or training. This program strives to promote educational advancement for the success of each individual and as a benefit to the District.

This program applies to all employees of the District who, on their own initiative, are seeking additional education or training outside the scope of other District sponsored education or training.

The District will reimburse the costs of tuition for course enrollment fees, books and lodging for employees registered to receive relevant, position-applicable instruction through attendance at an industry recognized symposium/presentation, at an accredited college/university or at a State Fire Marshal course. A course need not necessarily be provided by an accredited college/university nor be a California State Fire Marshal certified course to be approved by the District for an employee's participation through the District Education Assistance program; rather, the approval criteria will be based on whether the course is job related, relevant, and of value to the District. The Fire Chief, or the Chief's designee, will determine the relevance and applicability of the requested training. The total maximum reimbursement amount may not exceed \$1,048.79 per fiscal year per employee. The tuition reimbursement amount will be increased at the same rate as the salary wage percentage for the upcoming fiscal year.

There is no provision for reimbursement for mileage, parking fees or compensation for time spent in class. All coursework will be scheduled on the employee's own time.

To qualify for reimbursement, an employee must have completed the specified course of study while employed with the District. An employee separated from employment due to a reduction in force will be reimbursed for all qualifying costs incurred up to the date of separation.

Since educational development and training under this policy is voluntary, the employee, in accordance with attendance rules and policies must initiate time away from the employee's regular assignment. The Training Division will maintain records of educational programs completed by each employee under this program.

Prior to enrolling in a class or course of study under this program, an employee must submit a written request to the Training Division for authorization. The Training Division will notify the employee as to their acceptance into the program.

Coursework will be granted based on job relatedness or job relevance. It is up to the employee to provide a detailed description of how the course or course of study would improve the employee's knowledge or skills as it relates to their present position or to prepare him or her for a higher position or a related field. If an employee is pursuing a degree, either undergraduate or graduate, the entire course of study should be submitted for approval in advance. Courses within the degree program which are determined to be job related will be eligible for reimbursement. The request should be prepared on the District's official "Request for Reimbursement" form.

In order to be reimbursed, employees must receive a grade of "C" or better for a graded class, a rating of "pass" in a "pass/fail" class, or a certificate of student participation for a class or presentation that is not graded, rated or otherwise quantified.

The employee must obtain and submit to the Finance Division all receipts for expenses being claimed, including a copy of the official grade report or certificate. Some instruction, including symposiums, do not offer grades or pass/fail options. For these courses, proof of attendance is sufficient for reimbursement. The proof of attendance method shall be mutually agreed to by the participant and the Chief's designee prior to the instruction.

An official District "Request for Reimbursement" must be used for reimbursement. The Fire Chief retains ultimate discretion in approving requests for specific items sought as reimbursement.

#### Section 18. Mileage Reimbursement

An employee transferred during the work shift and required to use his/her private vehicle for such a transfer will be entitled to mileage reimbursement for actual miles traveled. The mileage reimbursement rate will be the IRS rate as assigned each calendar year. The attached Appendix D specifies the distances between stations. The employee must maintain a monthly travel log, obtain approval for each trip and submit a reimbursement request to the Finance Division within thirty (30) days after completion of a calendar month.

#### Section 19. Medical Examination

In the event the Chief or the Board of Directors determines there is a necessity for a medical examination, an employee shall, after being informed in writing, submit to such medical examination at reasonable times during such employee's employment. Such examination shall be given by a physician selected by the District and the employee from a list of three (3) physicians mutually agreed to by the Union and the District and the full cost of such medical examination shall be borne by the District as shall any additional medical examinations required by the District.

The District shall comply with applicable state law regarding the employee's choice of a Workers' Compensation physician.

#### Section 20. Living Boundaries

District employees are required to live within the State of California, and no more than 250 road miles from the District.

#### Section 21. Overtime Recall Procedures

##### 21.1 Non-Emergency Recall

Non-emergency recall will be done via one or all of the following methods: District supplied alpha pagers, phone call, text, email, or other system implemented by represented employees performing overtime recall that ensures each notice of overtime availability is received and acknowledged by the applicable Mid-Level Managers Unit members. It will be the responsibility of the employee to provide the District with one (1) contact phone number. These procedures shall apply to non-emergency recall in duration of four (4) hours or more. This non-emergency recall procedure shall not apply to emergency overtime, nor shall it apply when employees are recalled to perform specialized duty assignments.

An employee who loses or destroys a District-owned notification device will comply with the lost or destroyed equipment policy.

##### (a) Recall Ranking

Public Safety Mid-Level Managers' names shall be listed in the TeleStaff system in the order of last 12-hour or greater shift of overtime accepted. The Public Safety Mid-Level Manager with the most recent shift of twelve hours or greater accepted will be at the bottom of the TeleStaff "\*BC" pick-list and the Public Safety Mid-Level Manager with the least recent twelve hour or greater shift will be placed at the top of the list, excluding emergency recall. All other Public Safety Mid-Level Managers will be placed on the list in order of their relative recency of twelve hour or greater shift accepted. All strike team response overtime greater than twelve hours will be included in each employee's overtime recency ranking as non-emergency recall. Strike Team and OES Assignment Lists are maintained by the Op Area Coordinator.



(b) Relief

Employees desiring to leave early must be properly relieved and must comply with current trade requirements. It is agreed that if there is not proper relief, employees cannot leave. Proper relief shall be rank for rank, or a qualified employee (utilization of actors will be accepted as qualified) coming on duty. Proper relief shall also require, when possible, that a face to face exchange of information and responsibility occurs with the employee filling the off going employee's position. It is the responsibility of all employees at or around shift change to ensure the normally staffed shift positions are always filled.

For shift-position mid-shift vacancies, the manger unable to fill their scheduled position assignment shall advise the as yet unrelieved manager or the Standby Battalion Chief as soon as the vacancy is known. A request to available managers will be sent through normal communication methods. If there are no available managers to fill the vacancy, the BC Mandate pick-list ("LC pick list overtime mandatory"), will be utilized to identify the manager required to fill the vacancy. If none of the managers on the BC Mandate pick-list can be contacted, the designated Standby BC will fill the position, until a manager from the BC Mandate pick-list can be contacted to return to duty. The goal is to get a qualified employee into the vacated position in the shortest amount of time, therefore the employee that can be on duty in the shortest amount time will be awarded the overtime. Mid-shift vacancy overtime will not be included in the overtime recency ranking list.

(c) List Rotation system

The Public Safety Mid-Level Manager overtime recency ranking will utilize a "rotating card system". No points or hours will be recorded, other than each Battalion Chief Overtime ("\*BC") shift accepted that is between 12 and 24 hours, inclusive.

When a Battalion Chief (BC) accepts 12 hours or more, the BC's name will rotate to the bottom of the list. The name will rotate at the time the shift is accepted.

The initial rotation list will be established according to District seniority.

Permanent Acting BCs will be placed at the bottom of the rotation list upon receipt of a Permanent Acting BC assignment and removed when their assignment ends.

Newly promoted BCs will be placed at the bottom of the rotation list upon promotion.

The rotation list will be maintained by using TeleStaff.

If BC overtime is cancelled, the BC who was awarded the overtime will be returned to their original position on the list, as administered by TeleStaff.

(d) Posting of Vacancies

Vacancies can be viewed by checking the TeleStaff Daily Roster.

Vacancies will be posted as soon as possible on TeleStaff.

(e) Procedures for Filling Vacancies

If the shift is over minimum staffing at the time the vacancy is filled, an Acting BC, if available on duty, will be used according to the MOU.

The duty BC will contact the BCs in the TeleStaff "\*BC" pick list order to fill the vacancies.

Phone (text or call), pager, e-mail, and/or face to face contact may be used to contact the BCs.

Overtime will be awarded and filled when the vacancy is known and in the order the vacancy is made known. No overtime shift may be accepted by an individual for a future vacancy prior to filling the most current known vacancy.

(f) 40 hour BC Eligibility

40 hour BCs are eligible to work nights, weekends and holidays, and Regular Days Off (RDO) while working a modified duty schedule.

40 hour BCs will be eligible to accept a 24 hour shift if on a RDO.

40 hour BCs will be paid at the 56 hour overtime hourly rate when working as a duty Battalion Chief.

(g) General

The Battalion Chief, or their representative, shall be responsible to administer and carry out the notification to employees who are, in accordance with the overtime record, next eligible to be recalled.

The recall records shall be kept in the District's main computer. Employees who have questions concerning recall shall address them to the duty Battalion Chief, employee representative, or both.

Any overtime of less than twelve (12) hours will not be added to the overtime recency ranking recall list.

Non-emergency overtime will be awarded based solely on the employee's position on the "\*BC" pick list, without regard to shift assignment.

Personnel recalled for periods of less than twenty-four (24) hours shall be given the first opportunity for any additional overtime in the same classification. If additional overtime occurs prior to their arrival, the recall process will start over.

Personnel accepting overtime recall shall report for duty at the assigned location as soon as possible. The employee going off duty, whether from normally assigned scheduled shift, overtime, or trades, will be held over on overtime until properly relieved by the recalled employee. Employees working trades on the first shift of the 2/24 shift tour, that are going off-duty at the beginning of, or during the second shift of the 2/24 tour shall be held over when overtime coverage staffing is needed and until staffing is filled with overtime.

Rank for rank personnel of the off-going shift shall be held over by the Battalion Chief to provide coverage while waiting for a recall person to arrive in District and able to respond.

The recalled employee shall notify the duty Battalion Chief immediately upon arrival to duty location.

Rank for rank means that the position which was vacated shall be filled by recall from the complement of personnel with the same classification when vacating the position causes the on-duty complement to be less than minimum staffing. If rank for rank is not available the Battalion Chief or his/her authorized representative, will go down the appropriate acting list and attempt to fill the opening with personnel from that list.

If no Acting Battalion Chief (actor) is available, a rank for rank person will be ordered back to fill the open position. An exception to the rank for rank process will occur if a Fire Captain(s) is working the specific day involved, and the Captain(s) is on the Acting Battalion Chief's list. In this case an Acting BC-qualified Fire Captain may be assigned as an Acting Battalion Chief during the vacancy and a Fire Captain recalled to fill the newly created Fire Captain vacancy, if a Battalion Chief does not voluntarily agree to work a Battalion Chief overtime opening. If an Acting BC-qualified Fire Captain does not voluntarily agree to work the overtime period, a Battalion Chief will be ordered back to work the overtime.

Unlike emergency recall, pay for non-emergency recall shall begin once the recalled Battalion Chief is in the District and able to respond to an incident.

Any change in classification status shall be indicated on the overtime computer record. The employee's respective position on the recency ranking recall pick list is determined by the recency of overtime accepted by the employee.

Personnel reassigned to a different shift without change in classification shall maintain their respective position, as determined by the recency ranking recall list ("\*BC").

Employees assigned to long-term acting positions of thirty (30) days or more will have their overtime record indicate the classification to which they are assigned. Position in the new classification will be determined by the recency of BC overtime assignment accepted, equal to or greater than 12 hours. First time Acting BCs will be placed at the bottom of the recency ranking recall list.

Employees shall be required to submit completed overtime report forms for all hours worked at the end of the overtime period or prior to leaving their overtime assignment. Overtime report forms for all specialized overtime assignments shall be submitted on or before the employees' next regularly scheduled workday. Overtime records shall be updated and maintained on a daily basis.

An employee accepting an overtime assignment will not be permitted to use another employee on a trade to work any portion of the overtime period; however, the overtime person is permitted to find his/her own replacement. Only one replacement is permitted during any non-mandatory overtime recall period. The District will allow Suppression Personnel working Special Projects or Training assignments for District purposes to take longer duration overtime staffing positions, and not have to find their own replacement for the shorter hour staffing. The District will notify all eligible employees for the shorter hour overtime position as per the MOU.

21.2 Immediate Need Overtime (Same day or after 1000 hours the day before the opening)

Recall begins as soon as the vacancy is known.

All eligible employees will be notified at once.

The group will be given twenty (20) minutes to respond.

If more than one employee responds to the notification, the employee highest on the TeleStaff recency ranking pick list ("\*BC") will be awarded the overtime position.

Failure to respond will be considered a decline and the District will move on.

Previously notified employees who contact the District after the twenty (20) minute period will be awarded the overtime, if it is still available.

The employee awarded the overtime shall contact the District to confirm assignment.

21.3 Known Vacancy (Vacancies known prior to 1000 hours the day before the start of the next shift's tour)

(a) Notification will be sent to the appropriate rank as soon as a need is identified.

(b) Employees will have until 1000 hours the shift prior to the start of the next shift's tour to contact the District.

(c) At 1000 hours, prior to the start of the next shift's tour, the overtime will be awarded to the employee who contacted the District via the BC notification process, and who is the highest on the TeleStaff recency ranking pick list ("\*BC").

(d) The employee being awarded the overtime will be notified by the District.

(e) The employee awarded the overtime shall contact the District to confirm assignment.

21.4 Order Back Procedures

When no Public Safety Mid-Level Manager has accepted an overtime assignment to fill a vacancy using the non-emergency recall procedures outlined in Sections 22.2 and/or 22.3 of the MOU, the following order back procedure will be used:

- (a) The overtime order back calling shall be performed by the duty BC.
- (b) 40 hour BCs will be excluded from the mandatory OT list ("LC pick list overtime mandatory"), in TeleStaff but can voluntarily work, outside of their normal work hours, for a mandated BC.
- (c) Newly promoted or Permanent Acting BCs will be placed on the top of the mandatory OT list ("LC pick list overtime mandatory").
- (d) Employees mandated to work overtime will not be excused from that assignment. However, it is permissible to have another employee(s) assume this responsibility on their behalf. An employee being mandated for periods of two (2) hours or more will have his/her card rotated, or may choose to have the replacement's card moved instead of his/her own. Only one person's card will be moved for any mandate.
- (e) Vacancies that are not voluntarily filled for one or both days of a two-day tour will each be filled with order back personnel, prior to shift change on the first day of the tour.
- (e) If the order back overtime needs are known prior to the overtime vacancy, the normally assigned employee on duty and going off-duty at shift change or sooner, will be considered first. Personnel on trades will be considered second. Personnel finishing overtime assignments will be considered last. Employees will be ordered back using the mandate list ("LC pick list overtime mandatory"). The order back person will be notified at the time the order back situation is known.
- (f) If the overtime need is known prior to 0700, a person on duty in the appropriate rank will be held over and not allowed to leave until properly relieved. An attempt will then be made to order back the appropriate person, utilizing the mandate list, or ordered back from home if there are no qualified personnel in the District. If a person who is higher on the mandate list than the person being held over cannot be contacted, the person who has been held over will become the order back person for the duration of the vacancy.
- (g) The order back person will not be permitted to use a shift trade to work any portion of the overtime period. However, the overtime person is permitted to find his/her own qualified replacement. Multiple replacements will be permitted during any mandatory overtime recall period, following the above notification procedure.
- (h) Order back overtime will be paid as non-emergency overtime.
- (i) In all cases, employees assigned to work must remain in their assigned positions until properly relieved. Properly relieved shall mean, when possible, a face to face exchange of information and responsibility will occur with the employee who will be filling the off-going employee's position. It is the responsibility of all employees at or around shift change to ensure the normally staffed positions are always filled.
- (j) If a person who has previously agreed to work a trade on the day an order back situation occurs and the trade is logged in the District staffing schedule (TeleStaff), he or she will be by-passed for the portion of the order back period that coincides with the trade; however, if an order-back situation does exist as the trade person is ending the trade assignment, the trade person may be ordered back and held on overtime to fill the vacancy.
- (k) An employee who is attending District sponsored training on the day an order back situation occurs and the training has already been authorized and any required forms signed, he or she will be by-passed for the portion of the order back period that coincides with the District sponsored training; however, if an order-back situation does exist as the sponsored training is ending, the person attending the training may be ordered back and held on overtime to fill the vacancy.
- (l) An employee who is assigned on District Business on the day an order back situation occurs and the assignment has already been authorized, he or she will be by-passed for the portion of the order back period that coincides with the District Business assignment; however, if an order-back situation does exist as the assignment is ending, the person on District Business may be ordered back and held on overtime to fill the remainder of the vacancy.

## 21.5 Use of Acting Battalion Chief in lieu of Order Back

Acting Battalion Chiefs are those who are on the current promotional list or those who have been deemed qualified by an alternate mutually agreed upon procedure.

- (a) If the number of personnel on duty exceeds minimum staffing, then the position is filled by an on-duty Acting Battalion Chief (actor), in promotional list order. If no actor is on duty then the position is filled with an off-duty Battalion Chief. If no off-duty Battalion Chief is available then the position is filled with an off-duty actor, on overtime, in order of the TeleStaff Pick List.
- (b) If the number of personnel on duty is at or below minimum staffing then the position is filled with an off-duty Battalion Chief. If no off-duty Battalion Chief is available then the position is filled with an on-duty actor (and the on-duty actor's position is backfilled by a Captain). If no on-duty actor is available then the position is filled with an off-duty actor, on overtime, in order of the TeleStaff Pick List.
- (c) If the use of an actor would directly result in the forced overtime of a lower rank, a Battalion Chief will be ordered back.

## Section 22. Layoff and Re-employment

### 22.1 Notice of Layoff

The Chief will give at least thirty (30) days advance written notice to employees to be laid off, unless a shorter period of time is authorized by the Board of Directors. In no case shall the Chief give less than fourteen (14) days written advance notice to employees to be laid off.

### 22.2 Precedence by Employment Status

In a reduction of forces, the last employee hired by the District shall be the first employee laid off. In a District return to previous force levels, rehiring employees laid off due to staffing reductions will be prioritized over hiring new employees. The last employee laid off shall be the first employee rehired, provided that, in the estimation of the Fire Chief, the employee rehired is capable of performing the work required. The sole criteria for making this estimation shall be the medical examination at the time of rehiring, as compared to the medical examination at the time of the layoff.

The following provisions shall apply in computing total continuous service time:

- (a) Time spent on military leave shall count as District service.
- (b) Time worked in a permanent or probationary status shall count as District service.

This Section 23.2 shall be subject to Section 53292 of the Government Code.

### 22.3 Re-Employment Eligibility List

The names of employees laid off shall be placed on a Re-Employment Eligibility List as hereinafter specified. Former employees appointed from a Re-employment Eligibility List shall be restored all rights. Such re-employed employees shall not be eligible for benefits for which they received compensation at the time of or subsequent to the date they were laid off. The Re-Employment Eligibility List shall consist of the names of employees and former employees having probationary or permanent status, and who were laid off. The rank order on such list shall be determined by relative seniority as specified in Section 23.2 (Precedence by Employment Status). Such list shall take precedence over all other eligibility lists in making appointments to the classification in which the employee worked.

The name of any person laid off shall continue on the appropriate Re-Employment Eligibility List for a period of two (2) years after it is placed thereon, provided that such person shall be continued on the list for an additional two (2) years if application in writing for extension of eligibility is made before the expiration of the original period of eligibility. The names of any eligible employees on a Re-Employment Eligibility List shall be automatically removed from said list at the expiration of the period of eligibility.

At the time of an employee's layoff the employee shall submit to a medical examination, unless the employee has submitted to a medical examination for the District in the time period one (1) year prior to the employee's layoff. An employee appointed from a Re-Employment Eligibility list shall submit to a medical examination. Cost of such examination shall be borne by the District.

#### 22.4 Accrual of Benefits During Layoff

Employees shall not accrue any benefits during the period of time they are on layoff.

Employees who are appointed from a Re-Employment Eligibility List to the classification they held at the time of their layoff shall be placed in the pay step they were in at the time of their layoff and shall retain the seniority they had at the time of the layoff.

#### 22.5 Recall of Employees

Notwithstanding applicable state and federal laws an employee on a Re-Employment Eligibility List shall report for duty twenty-four (24) hours after receipt of the recall letter, which shall be mailed by certified mail, to the employee's last known address. Failure to do so or to provide the Duty Officer with an acceptable reason for not reporting shall result in the removal of the employee's name from the Re-Employment Eligibility List.

It shall be the employee's responsibility at all times to advise the District as to the employee's current address and availability for employment.

### Section 23. Uniform and Safety Equipment

The District shall continue to provide the uniform and safety equipment for the classifications in the Fire Unit as specified in the Uniform Specifications, Operations and Procedures manual.

The District will replace or repair items of clothing damaged while on duty, but only those articles worn in accordance with the Uniform Specifications. Prescription eyeglasses required of employees as specified in Uniform Specifications, Operations and Procedures manual (OPM), will also be replaced. This policy shall not apply to any article such as jewelry or watches that is not required or necessary for the performance of the job in the classification the employee is assigned to.

Reimbursement for repairs or replacement of the above specified articles will be made to the employee upon presentation of the article having been repaired or replaced at the expense of the employee, and accompanied by a paid receipt.

No replacement will be made if such damage is caused by negligence on the part of the employee as determined by the Chief. In the event the Chief refuses to replace any damaged clothing, the Chief shall so inform the employee in writing as to the reason why.

### Section 24. Shift Trades

The District agrees that shift employees may, with the written approval of the designated management official in each instance, trade duty periods or portions thereof with qualified employees in the same classification, or identified as qualified based upon successfully being placed on the appropriate promotional list, provided however, that both employees wishing to make a trade have similar experience and ability and are able to pay back the trade.

Shift trades shall be made on a limited basis. Stacking trades and being gone for extended periods of time will only be allowed with prior application and approval from the District. A pattern of trades and significant absences is not a desired outcome of this schedule and will be considered as an alternate schedule. If significant absences are occurring on a consistent basis, trades may be denied.

Trades are not permitted to create a situation in which the person requesting time off misses mandated training (State or Federal). In such cases, it should be expected that trades will be denied. Employees are

responsible to ensure compliance with mandated training (State or Federal). If an employee is not able to attend scheduled mandated training due to being absent by trading a shift, attendance to mandated training is to be made up by the employee on their own time, without overtime compensation from the District. Therefore, trade requests initiated after the employee has been scheduled to attend mandated training, as identified on the operations calendar and/or the daily roster, will be denied unless the employee agrees to make up the training on their own time and at their own expense.

Employees are strongly encouraged to limit their trades in order to reduce the impact to the scheduling of training. Executive Staff Chiefs may deny a trade if an employee routinely misses training because of his/her trading practices.

Working hours are not to exceed 122 consecutive hours, unless authorized by the Chief or his/her management designee.

Short term trades cannot be used to avoid being available for mandatory overtime recall; patterns will be monitored and trades possibly denied if such patterns are found.

The Union agrees that all trades between employees shall be repaid and shall not involve any additional compensation from the District to the employees involved.

When a shift employee on a promotional list has been notified by the duty Battalion Chief or higher designated representative that the employee is scheduled to work in an acting position during a single shift or tour, if the employee wishes to trade during the acting shift(s), the employee is obligated to trade with personnel qualified to fill the scheduled position. Qualified personnel shall be on the appropriate promotional list or in the same classification for which the trade is being made. The District will honor all shift trades that were approved prior to the notification of the employee that they will be assigned to work a shift or shifts in an acting position. Battalion Chiefs are to deny any trade requests which do not meet this agreement.

All requests for shift trades may be approved by the employee's immediate supervisor and shall be logged in the District staffing program (TeleStaff), prior to the trade commencing.

Trades involving shift employees, who have become incapacitated and are on workers' compensation temporary disability time, are subsequently cancelled. One of the following alternatives must take place:

- (a) A new trade between active employees is created and signed.
- (b) The normally assigned employee works.
- (c) Vacation from the normally assigned employee is used to cover the vacancy, if available.
- (d) In the event the normally scheduled employee cannot be notified that their trade has been cancelled, the incapacitated employee can submit a letter to the District requesting the trade be covered by their own sick leave. This letter is required in order to prevent confusion pertaining to workers' compensation issues.

#### Section 25. Acting Status

Whenever a temporary non-emergency vacancy occurs and it is determined by the District the position should be temporarily filled, an employee may be assigned by the Chief or designated representative to work in the higher classification, at a five percent (5%) pay increase above current step, calculated from the employee's premium base monthly salary (PBMS), under the following conditions:

- (a) The nature of the assignment is such that the employee in the lower classification becomes fully responsible for the duties of the position of the higher classification.
- (b) Employees selected for the assignment shall meet the minimum qualifications for the higher classification. Preference shall be given to those on the appropriate promotional list. Positions vacated on a daily basis shall be filled by the respective shift employee next highest on the eligibility list for that position. If the vacancy is twelve (12) hours or less, it may be filled by an employee from any position on the eligibility list.

- (c) Pay for work in a higher classification shall not be utilized as a substitute for regular promotional procedures.
- (d) Personnel assigned to acting status shall remain in such status for the duration of the vacancy.
- (e) Personnel working long-term acting positions (30 days or more) will have their overtime record indicate the classification to which they are assigned. Personnel newly added to the Acting BCs list will be placed at the bottom of the BC recency ranking recall list ("\*BC"). Thereafter, the actor's relative recency of acceptance of overtime will determine their position on the BC overtime list.
- (f) Active positions temporarily vacated on a monthly or longer-term basis shall be filled from the top three (3) candidates on the appropriate eligibility list. At the beginning of any long-term actor's assignment the actor's base monthly salary (BMS) will be automatically increased by five percent (5%) as part of the payroll function.
- (g) At the conclusion of a long-term acting assignment, the employee's salary will be returned to their previous status.
- (h) During significant emergency operations, the Chief or his/her designee may assign an employee of a lower rank or separate classification to perform the functions of a position of a higher rank or separate classification in order to maintain the safety, efficiency and effectiveness of District personnel throughout the emergency operation, so long as the employee working out of rank or class possesses the requisite knowledge, skills and abilities to perform according to the above criteria. Personnel need not be on a promotional list or have met all of the promotional qualifications at the time of the emergency operation. This allowance is for short-term acting assignments only and only for the duration of the emergency operation. Non-emergency needs for temporary Mid-Level Manager position staffing will be filled per section 22 above.
- (i) The Chief may reassign permanent Mid-Level Managers from/to Forty (40) Hour Per Week Employee positions and from/to Fifty Six (56) Hour Per Week/Shift Employee positions, as well as change Mid-Level Managers' areas of responsibility and supervision as part of periodic organizational restructuring.

#### Section 26. Request to Fill Vacancies

Employees may request a transfer to a shift or work place assignment when full-time vacancies occur. Such transfer may be granted at the discretion of the District. The District will give reasonable consideration to requests to fill vacant positions and not impose unreasonable requirements or unprecedented challenges intended to obstruct such requests.

#### Section 27. Shift Staffing

Notwithstanding staffing changes for District special events or high-hazard warnings or watches, the current minimum staffing of shift Battalion Chiefs is one (1).

For the duration of this Memorandum of Understanding the District will continue its present policies with regard to staffing, as described above.

Notwithstanding the above, the District reserves the right to change the Battalion Chief staffing levels to accommodate operational needs. The District shall discuss the changes with the Union before making any such changes.

#### Section 28. Grievance Procedure

##### 28.1 Definition of a Grievance

A grievance is any dispute which involves the interpretation or application of any provision of this Memorandum of Understanding or of any written District policies, regulations or personnel rules regarding personnel practices within the scope of representation as defined in California Government Code Section 3504.



## 28.2 Initial Discussion

Any employee or Union representative may discuss a grievance with the appropriate Manager within fifteen (15) calendar days of when the employee knew of, or should have known of, the incident or occurrence which gives rise to the grievance. The Human Resource Director or his/her designee shall provide his/her response within seven (7) calendar days of the initial discussion. If no response is given within the seven (7) calendar day period, the grievance may be moved up to the next level.

## 28.3 Referral to Fire Chief

Should the grievance remain unresolved, the employee or Union representative may submit the grievance, in writing, to the Fire Chief. The presentation to the Fire Chief shall be made within seven (7) calendar days of receipt of the response to the initial discussion, or, if no response is received, at the expiration of the seven (7) day period of response. If the grievance is not submitted within these timelines, the grievance shall be considered resolved and the employee and/or the Union will be deemed to have waived the right to further appeal the grievance.

The presentation of the grievance to the Fire Chief shall be written and shall identify the following:

- (a) The aggrieved
- (b) The specific nature of the grievance
- (c) The time and/or place of its occurrence
- (d) The MOU Section, regulation, policy or rules alleged to have been violated, improperly interpreted or misapplied.
- (e) The steps taken to resolve the dispute at the initial discussion(s).
- (f) Remedy sought.

Within seven (7) calendar days of receipt of the grievance the Fire Chief shall meet with the grievant and his/her Union representative and attempt to settle the grievance. The Fire Chief shall provide his/her response within seven (7) calendar days of this meeting.

## 28.4 State Mediation

In the event the Union and the District are unable to reach a mutually satisfactory accord on any grievance, the parties may submit the grievance to State Mediation. If the parties are unable to reach agreement through mediation, either party may move the grievance to arbitration. The request for arbitration must be made within fifteen (15) calendar days after the mediation process is completed.

## 28.5 Arbitration

Either the Union or the District may decide to forego mediation and instead have the grievance proceed directly to arbitration. The request for arbitration must be made within fifteen (15) calendar days of receipt of the Fire Chief's written response, or, if no response is received, at the expiration of the seven (7) day period for response.

The impartial arbitrator shall be mutually selected by the District and the Union. If the District and the Union are unable to agree on the selection of an arbitrator, they shall jointly request the State Mediation and Conciliation Service to provide a list of five (5) qualified arbitrators. The District and the Union shall alternatively strike names from the list until only one name remains and that person shall serve as the arbitrator.

It shall be the duty of the arbitrator to hear and consider facts submitted by the parties and to make written findings of fact and disposition of the grievance. The arbitrator's decision shall be final and binding on all parties and the arbitrator's fees shall be borne equally by the District and the Union.

The arbitrator shall have no power to add to or subtract from the provisions of the MOU or the District's policies, rules and regulations.

No changes in the Memorandum of Understanding or interpretations thereof will be recognized unless agreed to by the Fire Chief and the Union.

#### 28.6 Time Limit and Level Waiver

Any of the time limits and levels contained in this Section may be waived upon the mutual written consent of the parties.

### Section 29. Miscellaneous

#### 29.1 Policies

The parties have agreed to the formal District Policies that were in effect as of the signing of this MOU.

#### 29.2 Catastrophic Leave Bank

The District agrees to establish a Catastrophic Leave Bank (CLB) to assist employees who have exhausted accrued leave time due to a catastrophic illness/injury/condition. The CLB will allow other employees to donate time to the affected employee so that he/she can remain in a paid status for a longer period of time, thus partially reducing the financial impact of the catastrophic illness, injury or condition.

##### Eligibility

To be eligible for this benefit, the receiving employee must: 1) be a regular full time employee in the bargaining unit who has passed his/her initial District probationary period; 2) have sustained a catastrophic illness, injury or condition certified by a physician; 3) obtain the approval of Fire Chief; 4) have exhausted all accumulated paid leave including vacation, holiday, sick leave, and/or compensatory time and; 5) be unable to return to work at the time his/her accrued paid leave is exhausted.

##### Benefits

Accrued vacation and compensatory time off hours donated by other employees will be converted to sick leave and credited to the receiving employee's sick leave time balance on an hour-for-hour basis and shall be paid at the rate of pay of the receiving employee. For as long as the receiving employee remains in a paid status, seniority and all other benefits will continue.

##### Guidelines for Donating Leave Credits to CLB

- (a) Accrued vacation leave and compensatory time may be donated by any regular full-time employee who has completed his/her initial District probationary period.
- (b) Time donated will be converted from vacation or CTO to sick leave hours and credited to the receiving employee's sick leave balance on an hour-for-hour basis and shall be paid at the rate of pay of the receiving employee.
- (c) The use of donated leave hours will be in consecutive one work shift increments (e.g., 24 hours for a shift employee; eight hours for 40 hour/week employees.)
- (d) In the event that the receiving employee does not use all transferred leave for the catastrophic illness/injury/condition, any balance will remain in the CLB to be used by other bargaining unit employees who meet the criteria set forth above.

#### 29.3 District Partnership Classes

Approval for District Partnership classes is at the discretion of the Fire Chief and as funds are available. For employees working the 9/80 or 4/10 schedule, the District will provide time off for employees to attend training/classes, up to 2 weeks (80 hours) per fiscal year. Requests for more than one employee from each Division need to be approved by the Chief or his/her designee prior to taking District Partnership leave. An employee working a 9/80 schedule will not be debited the eight (8) hours beyond the authorized eighty (80) hours when attending two one-week training classes that both occur on the 44-hour work weeks within the

same fiscal year. For non-shift positions that do not require back-fill staffing and thus no additional cost to the District, the criteria for the supervisor's approval of the District Partnership request will be based on the individual's workload and potential negative impact to District business operations.

#### 29.4 Wellness/Fitness Program

Annual medical exams are required for Hazardous Material Team members and for all Safety employees hired after January 1, 2002. For other safety employees hired prior to this date medical exams are voluntary. Medical exams also may be required for individuals seeking assignments requiring physical capability statements, such as National Wildfire Coordinating Group (NWCG) task book initiation. Annual exams will be provided by the District's physician at no cost to the employee. Employees may choose to have the exam performed by their personal physician if they so desire, provided their physician completes a District-provided form. This form would outline and certify the scope of the exam which would be essentially identical to the District-provided exam. The District will reimburse the employee actual out-of-pocket expenses for this exam up to the amount the District would have paid the District's physician. All immunizations will be administered and recorded by the District provider.

##### Voluntary Program

- (a) Participants may use any of the District approved exam providers, or the participant's own physician, as specified above.
- (b) Participants will be offered on-duty time for blood/urine collection (prior to exam).
- (c) Participants will be offered on-duty time for the participant's physical exam, if using the District approved physician(s).

#### 29.5 Station Bidding

Should the normal daily staffing number of the shift Battalion Chief position increase, station bidding rules will be developed by the Mid-Level Managers Unit and bidding rules will apply to the affected members.

#### Section 30. Re-Openers

In calendar year 2016, either the Union or the District may request and require re-opener negotiations on the subjects of salary (Section 16) and/or Medical, Dental and/or Life Insurance benefits (Section 17), by sending written notification prior to March 15, 2016.

#### Section 31. Separability of Provisions and Mutual Agreement

Should any section, clause or provision of this Memorandum of Understanding be declared illegal by final judgment of a court of competent jurisdiction, such invalidation of such section, clause or provision shall not invalidate the remaining portions hereof, and such remaining portions shall remain in full force and effect for the duration of this Memorandum of Understanding.

Nothing herein shall prohibit the parties from changing the terms of this Memorandum of Understanding by mutual agreement.

#### Section 32. Terms of Memorandum of Understanding

It is understood and agreed by the parties that this Memorandum of Understanding supersedes all previous Agreements between the parties, and that upon approval by the San Ramon Valley Fire Protection District Board of Directors it shall be binding and enforceable to the full extent permitted by law. In the event provisions of this Memorandum of Understanding are inconsistent with any District laws, resolutions, rules, or regulations, the terms of the Memorandum of Understanding shall prevail.

This Agreement shall be effective as of the first day of July 2013 and shall remain in full force and effect until June 30, 2018.

Made and entered into this \_\_\_\_ day July of 2014.

**Local 3546-A, IAFF  
DISTRICT**

By \_\_\_\_\_

By \_\_\_\_\_

By \_\_\_\_\_

**SAN RAMON VALLEY FIRE PROTECTION**

By \_\_\_\_\_

By \_\_\_\_\_

By \_\_\_\_\_

By \_\_\_\_\_

By \_\_\_\_\_

# **Tables to be replaced With M-LM classifications/calculations**

## **APPENDIX A**

### **San Ramon Valley Fire Protection District Mid-Level Management Unit Classifications**

**Battalion Chief**

**Battalion Chief Special Operations**

**Division Chief Training**

**Communications Center Manager**

**EMS Battalion Chief**

## APPENDIX B

### San Ramon Valley Fire Protection District Monthly Compensation Schedule Represented Personnel July 1, 2013

Code	Title	Hours/BMS	Step 1	Step 2	Step 3	Step 4	Step 5
BC	Battalion Chief	56 BMS	\$ 10,128	\$ 10,569	\$ 11,066	\$ 11,558	\$ 12,063
BC/40	Battalion Chief-Spec Ops	40 BMS	\$ 10,128	\$ 10,569	\$ 11,066	\$ 11,558	\$ 12,063
DC/T	Division Chief-Training	40 BMS	\$ 10,128	\$ 10,569	\$ 11,066	\$ 11,556	\$ 12,063
CPT/A	Fire Captain/ Training	40 BMS	\$ 7,445	\$ 7,820	\$ 8,214	\$ 8,627	\$ 9,049
CPT	Captain	56 BMS	\$ 7,433	\$ 7,756	\$ 8,121	\$ 8,481	\$ 8,853
CPT/P	(Paramedic)	HP	\$ 483	\$ 504	\$ 528	\$ 551	\$ 575
ENG	Engineer	56 BMS	\$ 6,511	\$ 6,800	\$ 7,111	\$ 7,447	\$ 7,773
ENG/P	(Paramedic)	HP	\$ 423	\$ 442	\$ 462	\$ 484	\$ 505
FF	Firefighter	56 BMS	\$ 5,974	\$ 6,240	\$ 6,526	\$ 6,833	\$ 7,129
FF/P	(Paramedic)	HP	\$ 388	\$ 405	\$ 424	\$ 444	\$ 463
CM	Communications Center Manager	40 BMS	\$ 8,729	\$ 9,166	\$ 9,624	\$ 10,106	\$ 10,611
DSP/S	Supervising Dispatcher	56 BMS HP	\$ 5,905 \$ 384	\$ 6,217 \$ 404	\$ 6,538 \$ 425	\$ 6,875 \$ 447	\$ 7,220 \$ 469
DSP	Dispatcher	56 BMS HP	\$ 5,345 \$ 347	\$ 5,626 \$ 366	\$ 5,921 \$ 385	\$ 6,226 \$ 405	\$ 6,549 \$ 426
EMSQI	EMS QI Coordinator	40 BMS	\$ 7,445	\$ 7,821	\$ 8,213	\$ 8,626	\$ 9,049
EMSS	EMS Specialist	40 BMS	\$ 6,491	\$ 6,816	\$ 7,157	\$ 7,514	\$ 7,890
DFM	Deputy Fire Marshal	40 BMS	\$ 8,190	\$ 8,602	\$ 9,035	\$ 9,490	\$ 9,954
	Standby		\$ 222	\$ 233	\$ 245	\$ 257	\$ 270
INSP	Inspector	40 BMS	\$ 7,445	\$ 7,820	\$ 8,214	\$ 8,627	\$ 9,049
	Standby		\$ 202	\$ 212	\$ 222	\$ 234	\$ 245
PE	Plans Examiner	40 BMS	\$ 7,259	\$ 7,625	\$ 8,009	\$ 8,410	\$ 8,823
CCO	Code Compliance Officer	40 BMS	\$ 6,837	\$ 7,179	\$ 7,538	\$ 7,917	\$ 8,311
FPS	Fire Prevention Specialist	40 BMS	\$ 6,204	\$ 6,534	\$ 6,873	\$ 7,205	\$ 7,538

All suppression personnel that are Emergency Medical Technician I qualified receive Basic Life Support pay of: \$ 422 per month  
This is equal to 5% of the PBMS for Fire Engineer, Step 5

All suppression personnel that are Paramedic qualified receive Advanced Life Support pay of: \$ 1,054 per month  
This is equal to 12.5% of the PBMS for Fire Engineer, Step 5

Effective April 1, 2015, an across the board wage increase of three percent (3%).

San Ramon Valley Fire Protection District  
Monthly Compensation Schedule  
Represented Personnel  
July 1, 2013

Holiday pay is equal to PBMS x 6%

Inspection Standby Pay is equal to PBMS x 2.5%

HazMat Pay is equal to 2.5% of the PBMS for Fire Engineer, Step 5

\$ 211 per month

Rescue Pay is equal to 2.5% of the PBMS for Fire Engineer, Step 5

\$ 211 per month

HazMat Non-Entry Pay is equal to 1.25% of the PBMS for Fire Engineer, Step 5

\$ 105 per month

Emergency Medical Dispatch is equal to 2.5% of a Dispatcher's PBMS

Designated safety managers on a 40-hour work week may receive a monthly standby differential of 5% of PBMS for emergency response after hours

All managers, appointed to a management position prior to January 1, 2010, serving in a management capacity for over one (1) year may receive management incentive pay of:

\$ 422 per month

--Employees hired on or after January 1, 2010, or those promoted into a management capacity on or after this date will not receive this benefit

Note: Retirement weight factor effective 7/1/13: 108.510%

\* PBMS = Base Monthly Salary (BMS) \* Average Retirement Contribution (ARC)

Updated 7/1/13 (Reflects new retirement weight factor of 108.510%)

NOTE: The following positions were moved to the "Represented" 2013 Salary Schedule:

- Battalion chief
- Battalion Chief - Spec OPs
- Division Chief - Training
- Communications Center Manager
- EMS QI Coordinator
- EMS Specialist

APPENDIX C

**San Ramon Valley Fire Protection District  
Mileage Reimbursement Matrix**

**Driving Distance Between Fire Stations**

<b>Station</b>	<b>30</b>	<b>31</b>	<b>32</b>	<b>33</b>	<b>34</b>	<b>35</b>	<b>36</b>	<b>38</b>	<b>39</b>
<b>30</b>	<b>0.0</b>	8.1	11.8	10.0	4.1	3.8	7.7	6.1	3.2
<b>31</b>	8.1	<b>0.0</b>	4.3	2.5	4.5	5.0	8.9	3.7	8.1
<b>32</b>	11.8	4.3	<b>0.0</b>	3.4	8.2	8.2	12.9	7.7	11.8
<b>33</b>	10.0	2.5	3.4	<b>0.0</b>	6.4	4.8	9.5	5.9	10.0
<b>34</b>	4.1	4.5	8.2	6.4	<b>0.0</b>	4.7	8.7	2.9	3.3
<b>35</b>	3.8	5.0	8.2	4.8	4.7	<b>0.0</b>	4.7	5.5	8.1
<b>36</b>	7.7	8.9	12.9	9.5	8.7	4.7	<b>0.0</b>	9.4	12.0
<b>38</b>	6.1	3.7	7.7	5.9	2.9	5.5	9.4	<b>0.0</b>	6.0
<b>39</b>	3.2	8.1	11.8	10.0	3.3	8.1	12.0	6.0	<b>0.0</b>

# **CORRESPONDENCE**



**Maxwell, Donna**

---

**From:** Meyer, Paige  
**Sent:** Friday, March 27, 2015 10:53 AM  
**To:** Maxwell, Donna  
**Subject:** FW: Outstanding service

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

---

**From:** ~~Stephanie Senogly~~ [mailto:~~senogly@sanramon.org~~]  
**Sent:** Thursday, March 26, 2015 11:33 PM  
**To:** Meyer, Paige  
**Subject:** Outstanding service

Dear Ms. Meyer,

This is a note of appreciation that is long overdue. On December 21, 2014, I experienced a sudden seizure at La Jolla Equestrian Center. My daughter, 15, was there and witnessed me fainting and then convulsing. As I have never had anything like this happen to me before, it was quite terrifying for her. I did not come to until I was already en route to the hospital. Though I was sent home from the San Ramon Medical ER that day, the incident is still rather vague. I do remember being treated very well by the EMTs/paramedics, especially as I was piecing things together on the way to the hospital.

As a mother of three kids, I am not used to being the one who has people taking care of me. It is a strange and humbling position to find oneself in. But somehow it all felt like it was going to be okay. More importantly, I found out that the men who were on the scene were very helpful in assisting my daughter and helping to ease her fears.

Ironically, on the three month anniversary of that episode, March 21 – the day I could drive again! – I was cleaning out the horse trailer at the same facility after we had come back from an all-day show. I felt light headed, and informed my daughter that I was going to sit down in the car. Then it happened again. Fortunately, the second seizure was not as long-lived, and not quite as traumatic for her (she followed me to the car, not trusting that I was just tired!) I woke up to yet more friendly SRVFPD folks. While once again my memory is foggy, I do remember the reassuring treatment on the way to the hospital. And of course more compassionate treatment toward my daughter.

It seems like an awful lot of folks had to get involved, but I would like to extend my gratitude to each of them for their exemplary service. I was informed that the first episode involved:

Engine 36:

Captain Mark Anderson, Engineer David Bonnie, Firefighter/Paramedic Mark Trilevsky  
Transporting Unit RM35:  
Captain/Paramedic Ray Alex, Engineer/Paramedic Steve Avery,  
Firefighter/Paramedic Brian Medley

And the second time I was privileged to be assisted by:

Engine 36:

Captain Jim Colon, Engineer Scott Fulwood, Firefighter/Paramedic Shane Smith

Transporting Unit RM35:

Captain/Paramedic John Bahorski, Engineer/Paramedic Jeff Ho,  
Captain/Paramedic Todd Thomas

Again, I was very foggy/confused (and from what I am told, really angry that it happened again!) and can't even say which individuals were in the ambulance attending to me (either time.) All I know is that while I have always had an enormous amount of respect for the people who choose public service as a career, as the recipient of those services, I will be forever grateful and humbled.

Additionally, I appreciated that you took the time to send a note inquiring about my experience. As you can tell, I am extremely impressed with all aspects of the SRVFPD. Thank you so very much!

Sincerely,


**Maxwell, Donna**

---

**From:** Meyer, Paige  
**Sent:** Tuesday, April 07, 2015 9:12 AM  
**To:** Maxwell, Donna  
**Subject:** FW: O'Brien Service

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

**From:** Chris Campbell [<mailto:chrisbcampbell@comcast.net>]  
**Sent:** Wednesday, April 01, 2015 3:24 PM  
**To:** Meyer, Paige  
**Subject:** O'Brien Service

Chief,

I wanted to take a moment to express my gratitude for having the engine and the crew from 32 at the service yesterday. It was a terrible day but seeing our brothers there representing all of us and supporting one of our own made everyone feel good. I was so proud to be a part of SRVFPD. The first words Chris O'Brien spoke at his daughters funeral was how grateful he was for the first responders and how professional they were. I know it was a very tough call for all involved.

As tragic as the situation was and continues to be for the ones left behind, I am extremely proud of our crew and department.

Most Sincerely,

Director Campbell

Chris Campbell  
Broker Associates  
J Rockcliff Realtors  
DRE #0354618  
925-838-5700  
[chrisbcampbell@comcast.net](mailto:chrisbcampbell@comcast.net)

April, 3, 2015

Dear Mrs. Castro,

Thank you for teaching fire  
Safety. I learned if you have  
smoke on your clothes you stop drop  
and roll. You should not bring your  
toys with you because that is a  
way that you can get burned.

I like when you got to visit  
us. You are a great fire fiter.

fire triagle



Love,

Sahar

→ oxygen

4-3-15

Dear, Mrs. Castriani

I learned you should have a  
Smoke alarm in every room. I  
also learned you should have a  
meeting place outside your house.

I also learned about the fire triangle.

I want to be a fire fighter

when I grow up. my favorite

color is orange and my favorite

food is pizza. Do you like being

a firefighter? I hope you do!

Have a great time being a LOVE,  
firefighter. Kaylee

Bruce Thom

I love

on my iPad

my favorite thing to do is play

yellow pink.

my favorite color is blue-green

I am 7 years old.

Oxygen fuel



for a fire to start it needs heat

I learned

us fire safety.

Thank you for teaching

Dear Mrs. Castro

April 3, 2015

I learned the fire  
triangle. I learned to  
not bring my toys, I  
learned there are  
two ways out. I have  
a dog he has three  
I have a brother  
a dog he has three  
brothers  
I have a brother  
a dog he has three  
brothers

Thank you for teaching  
us fire safety

Dear Mrs. Carter,  
April 2, 2015

4-3-15

Dear Mrs. Castro,

Thank you for teaching our class fire  
safety. I learned that you should check  
your smoke alarm every week. I also  
learned about the fire triangle. And that  
you should duck for smoke.

I have a little sister that is almost 4.  
And I like keeping her safe. I'll make  
sure to make a fire escape plan.

Sincerely,

Emery



# **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:** April 22, 2015  
**To:** Board of Directors  
**From:** Lon Phares, Deputy Chief Operations  
**Subject:** Monthly Operations Report for March 2015

---

## **Operations & Training**

- Pipeline Safety Training Completed
- Annual SCBA Flow Testing Completed
- Annual SCBA Mask Fit Testing in Progress
- Automatic Vehicle Locator Training in Progress
- Annual Fire Trail Maintenance RFP out to bid
- Joint Apprenticeship Committee 1<sup>st</sup> Quarter Audit Completed
- Annual Wildland Refresher Training in Progress
- Accountability System Training in Progress
- Probationary Captain & Firefighter sign-offs in Progress
- Multi-Company Drills and Company Performance Standards in Progress
- Station 37 Volunteer Drill – Vehicle Extrication
- 2015/2016 Budget Preparation

## **Special Teams**

### Hazardous Materials Team

- Quarter 2 Training – Preparation (Shell Refinery)

### Technical Rescue Team

- Quarter 2 Training – Preparation (Heavy Lifting Obstacle Course)

## **Meetings**

County Operations

County Chiefs

County Training Officers

Coastal Regional Hazardous Materials Response Organization

CATF-4 Executive Committee

## Standards of Cover Policy Compliance Report March 1, 2015 - March 31, 2015

	SOC Goal 1, 5, 6			SOC Goal 2, 5, 6			SOC Goal 3, 5, 6			SOC Goal 5, 6		
	Urban (Count = 300)			Suburban (Count = 104)			Rural (Count = 4)			Wilderness (Count = 0)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
<b>First Unit Response</b>	7:00	6:46	6:58	8:00	7:38	7:40	15:00	9:56	12:06	45:00	0:00	30:43
		100%	100%		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
<b>ERF Fire Response</b>	11:00	0:00	13:25	12:00	0:00	18:07	21:00	0:00	0:00	45:00	0:00	0:00
		0%	25%		0%	0%		0%	0%		0%	0%

	SOC Goal 8											
	Urban (Count = 124)			Suburban (Count = 41)			Rural (Count = 1)			Wilderness (Count = 0)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
<b>ERF Medical Response</b>	9:00	9:06	9:03	10:00	9:52	9:13	21:00	9:27	13:40	45:00	0:00	35:34
		99%	99%		100%	100%		100%	100%		100%	100%

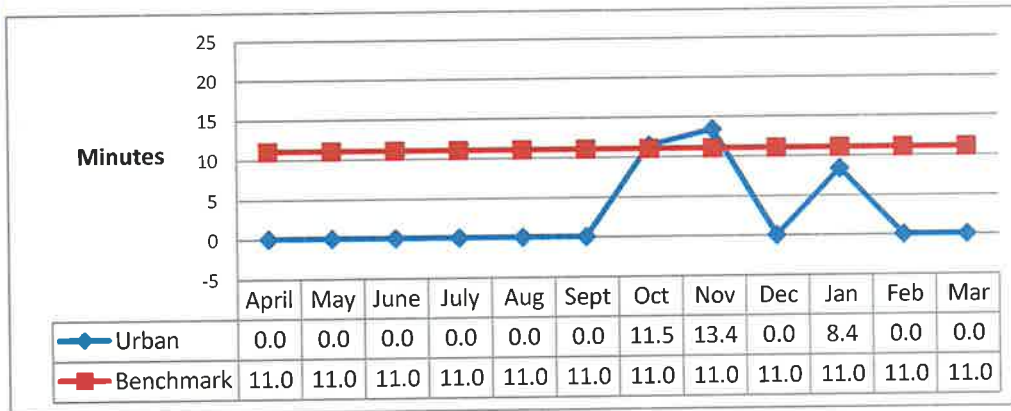
SOC Goal 7					
Call Processing Time			Turnout Time		
Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
1:00	0:44	0:50	2:00	1:57	1:56
	100%	100%		100%	100%





## 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, to stop wildfires less than 5 acres in size when noticed promptly, and to treat up to 5 medical patients at once, a multiple-unit response of at least 18 personnel should arrive within 11 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 8 minutes travel time spacing for multiple units. Suburban areas should receive the full first alarm within 12 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, to care for medical patients upon arrival, and to initiate operations on serious wildland fires.

**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.

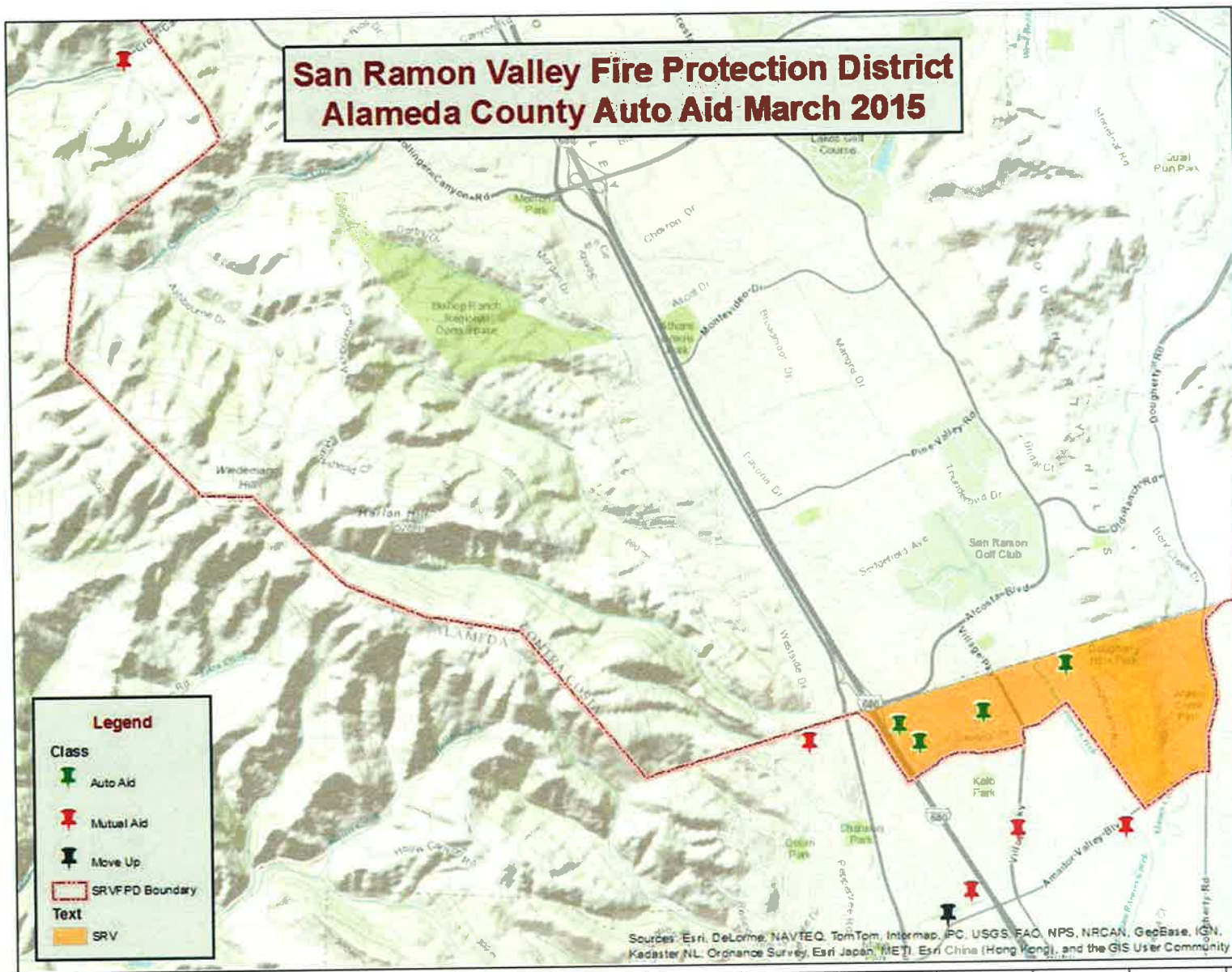
**Goal 7*****Call processing and turnout times***

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.

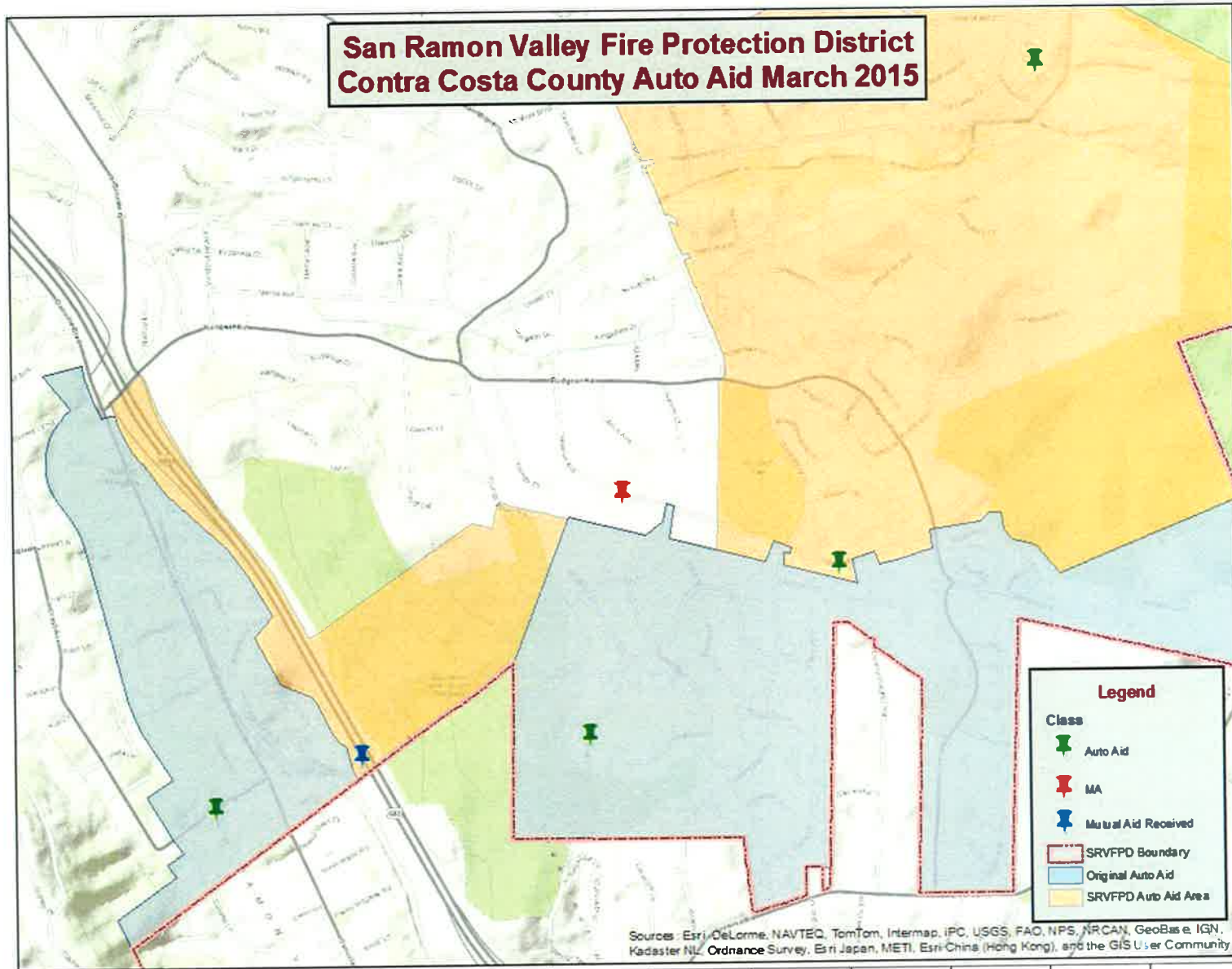
## San Ramon Valley Fire Protection District Alameda County Auto Aid March 2015



	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
<b>Auto Aid Given</b>	8	11	16	10	15	13	4	10	9	13	10	4
<b>Mutual Aid Given</b>	6	19	10	11	22	24	20	6	17	6	1	5
<b>Mutual Aid Received</b>	1	1	1	0	0	0	0	0	0	0	0	0
<b>Move-up</b>	0	0	0	3	2	0	3	0	1	0	0	3



## San Ramon Valley Fire Protection District Contra Costa County Auto Aid March 2015



Sources: Esri, DeLorme, NAVTEQ, TomTom, Intermap, IPC, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), and the GIS User Community

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

# **EMS/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:** April 22, 2015  
**To:** Board of Directors  
**From:** Derek Krause, Deputy Chief – EMS/Logistics  
**Subject:** Monthly EMS/Logistics Report for March 2015

---

## EMS

1. EMS Field Saves:
  - a. April: unresponsive patient was provided with pacing protocols, then CPR – undetermined disposition from hospital
2. Diablo Vista Middle School 7<sup>th</sup> graders trained in Hands Only CPR and AED use
3. EMS Coordinator worked Logistics for East Bay Incident Management Team to support Pinole FD Memorial Service
4. Conducted research and met with Stryker representative regarding gurney replacement options
5. Revised EMS Committee Scoping Document. Draft sent for review
6. Paramedic Field Internship Program initiated with one Paramedic intern. Two additional candidates in the process
7. Cardiac Arrest Registry for Enhanced Survival (CARES) report for 2014 completed
8. Meetings Participation:
  - a. Cal Chiefs EMS Section meeting
  - b. County EMS RFP Mandatory Proposers Meeting
  - c. Recognizing Pediatric Extremis Course rollout at Children's Hospital Oakland
  - d. Bi-County Trauma Audit Committee
9. Ongoing:
  - a. 2015 EMS Quarter 1 training completed
  - b. 2015 EMS Quarter 2 training development completed
  - c. Documents for EMT recertification submitted to CCCEMS for processing
  - d. Completed Provisional Assignment for FF / Paramedic Mirchandani and Engineer Matt Mariolle

## Facilities

1. Completed a purchasing specification for major replacement items to ensure competitive pricing and asset quality
2. Ongoing:

Conducted preventive maintenance and repairs to effectively manage costs and maintain service

## **Fleet**

1. Annual ground ladder testing completed– assisted with scheduling and coordination, District Aide assistance and placement of Engines. Testing dates March 16, 17 and 18
2. District Mechanic Rick Nogueira completed California Fire Mechanics Association annual Academy
3. Annual inspections on all apparatus have commenced
4. Apparatus pump testing and annual maintenance in progress
5. Ongoing:
  - a. Conducted preventive maintenance and repairs to effectively manage costs and maintain safety

## **Technology Systems**

1. New 911 phone system equipment installed by vendor in Communications Center
2. Updated hydrant maps to show locations of 2 ½" hydrants
3. Developed ISO map for Fire Prevention detailing locations of non-sprinklered buildings
4. Upgraded case review software for Emergency Medical Dispatch Quality Improvement
5. Attended Regional Radio and District working group meetings

## **Communications Center**

1. New standards for Emergency medical Dispatch Accreditation have been implemented in the Communications Center
2. New 911 phone equipment received at the Communications Center. The vendor, Carousel Industries, is coordinating the installation with their technicians
3. Facilitated Reserve Drills
4. Attended monthly Regional Radio Meeting

**FIRE PREVENTION  
DIVISION**



# 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: April 22, 2015  
To: Board of Directors  
From: David Stevens, Deputy Fire Marshal  
Subject: Report of Division Activities

---

## Activities

### Fire Prevention Activity Reports

Attached are the Fire Prevention Activity Reports for the month of March.

#### Completion of ISO Building Survey

Code Compliance Officer Rian Evitt took coordinated efforts among staff members to inspect 730 properties that were identified within ISO records as "non-sprinklered". Based on the inspections 535 buildings were identified as sprinklered, 131 identified as non-sprinklered and 64 as having incorrect data (ie, wrong city or address). Property owners were sent a letter advising that they contact their insurance provider to update their building information record.

#### Smoke Alarm Tester

Over the years it has been identified during annual fire code compliance inspections of Residential Care Facilities for the Elderly and Large Family Day Care's that many individuals are unclear about how to test smoke alarms. Inspector Natalie Probert took the initiative to research a tool that would better assist caregivers of these vulnerable populations. Teaming with the San Ramon Valley Emergency Preparedness Citizen Corps Council, a smoke alarm tester was purchased and is being distributed on annual fire code compliance inspections. Simple instructions on basic use, along with a monthly testing log, were created and have been attached to the smoke alarm testers. Each smoke alarm tester is provided with an adhesive style hook to ensure it is visible and easily accessible. The smoke alarm tester is uniquely identifiable, and allows staff to simply and safely perform monthly smoke alarm testing. It is a proven fact that smoke alarms save lives, and the key is to ensure proper maintenance, testing and use.

#### Update on Pre-Plan Booklets

Fire Specialist Joyce Castro has been coordinating the newly revised and updated edition of the pre-plan booklets. Pre-plan booklets were recently distributed to all in-service engines and ambulances and Chiefs. Pre-plans booklets were also printed for San Ramon and Danville Police Departments. This is an ongoing annual program, the process includes station crews

reviewing all pre-plans and identifying any necessary changes, documenting changes and forwarding information to Fire Specialist Castro. Fire Specialist Castro makes changes using photoshop software and then sends the pre-plan back to the appropriate Captain for final verification. Approximately 90% of the 484 pre-plans had changes submitted since the last printing in 2010. The process for maintaining the pre-plans in a current condition is being revised to utilize an adhesive type of paper to allow for individual pre-plan page updates rather than reprinting the entire booklet. This update will be done twice per year. The changes will also be maintained on a monthly basis and posted on the Ndrive which will be made available for the crews to access on their tablets. This process will provide significant cost savings to the program.

#### Preliminary Fee Study

Inspector Julie Bartusch has taken the lead in coordinating information to provide for a preliminary audit of current fees as compared to current costs for services and a current analysis of staff time for permit activities. This study will provide a basis for evaluating whether the current fee schedule is commensurate with the District's cost recovery policy.

#### Honor Guard Activities

Plans Examiner Ian Hardage and Inspector Natalie Probert participated in the Honor Guard funeral detail for Retired Battalion Chief James Lee. Inspector Probert also was the Honor Guard Liaison to the family during the planning and service events.

#### EBIMT Activation

##### Planning and Event Support for Funeral Service

Deputy Fire Marshal David Stevens participated in the activation of the East Bay Incident Management Team to assist the Pinole Fire Department with the funeral service for Firefighter Rich Voisey. DFM Stevens was the assigned Planning Section Chief and completed the development and implementation of the Incident Action Plan. Incident Commander David Gibson spoke very highly of DFM Stevens contribution to the activation and assignment.

#### Wildland 2015 Camp Parks Drill

Inspector Natalie Probert will be participating in the EBIMT activation to manage the Wildland 2015 Camp Parks Drill scheduled for June 17 and 18. Inspector Probert is assigned to the PIO section and is attending pre-planning meetings to support outreach efforts to residents and media. Fire Prevention staff members will also support activities in the Planning Section during the event.

#### Fuel Management System

Code Compliance Officer Roy Wendel has been working to complete the transition to the new fuel management system. Software has been installed on new servers and system is currently under construction to support implementation and hardware installation. It is anticipated that all fuel stations will be converted by the end of May.

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## 2018 International Building Code- Code Change Hearings

Fire Marshal Kiefer and Code Compliance Officer Rian Evitt will be attending the International Code Council Code Change Hearings in Memphis, TN to participate in the development of the 2018 International Building Code. Fire Marshal Kiefer is the Chair of the IBC General Committee, all travel costs are provided by the ICC. Officer Evitt is the Chair of the California Fire Chiefs Assoc, Northern California Fire Prevention Officers Section, Building Standards Committee and will have a lead role in coordinating California Code Officials during the event, all travel costs are provided by the CFCA Nor Cal FPO's.

## Berkeley Fire Marshal Assessment Panel

Fire Marshal Kiefer participated in the Berkeley Fire Marshal Assessment Panel on March 24.

## Upcoming Public Education Classes and Events Scheduled

Event	Location	Date/Time
Child Abuse Prevention Program	Danville, Lunardi's Parking Lot	April 18 (10:00 am - 12:00pm)
Heartsafe CPR Program	San Ramon Little League Jamboree	April 18 (10:00 am - 2:00pm)
7th Grade CPR Program	Iron Horse	April 20 (7:30am - 3:00 pm)
What a Girl Can Do—Girl Scout Event	Pine Valley Middle School	April 23 (7:00pm-8:30pm)
San Ramon Rotary-CO/Smoke Alarm Program	Sunny Glen Senior Community	April 25 (9:00am-12:00pm)
Heartsafe CPR Program Creekside Health Fair	Creekside Elementary	April 29 (5:00pm-7:00pm)
7th Grade CPR Program	Windermere Ranch	May 11 (7:30 - 3:00 pm)
CERT CEC-USGS Presentation	Administration Building	May 19(6:30-9:30pm)
CERT Class #66	Administration Building	March 31-May 12 Tuesdays (6:30-9:00pm)
CERT CEC-Autism Presentation	Administration Building	April 19 (6:30-9:30pm)
Evacuation Video for Residential Care Facilities Presentation	Colorado Fire And Life Safety Conference	April 22 (8:00-9:30 am)
CERT Class #67	Administration Building	May 1, 2, and 9 Friday Evening and Two Saturdays
Ready Person Class for Scouts	Administration Building and Fire Safety Trailer	May 6 (3:30-5:00pm)
San Ramon Resource Fair	San Ramon Senior Center	May 16 (10:00-5:00pm)

	Alcosta Blvd, San Ramon	
Art and Wind Festival	San Ramon Central Park	May 24 and May 25 (10:00-5:00pm)
CERT CEC- Lift and Carry Body Mechanics	Administration Building	May 19(6:30-9:30pm)
Danville Fine Arts Faire	Downtown Danville	June 20 and 21 (9:00am-6:00pm)
CERT CEC- PG&E Presentation	Administration Building	June 25(6:30-9:30pm)

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
FIRE PREVENTION DIVISION  
MONTHLY BOARD OF DIRECTORS ACTIVITY REPORT- March 2015**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
<b>CODE COMPLIANCE</b>													
INSPECTIONS	130	73	127	0	0	0	0	0	0	0	0	0	330
REINSPECTIONS	156	195	179	0	0	0	0	0	0	0	0	0	530
TOTAL *	286	268	306	0	0	0	0	0	0	0	0	0	860

OCCUPANCY PERMITS	44	22	52	0	0	0	0	0	0	0	0	0	118
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<b>ANNUAL INSPECTION PROGRAM</b>													
TOTAL INSPECTABLE OCCS	1428	1428	1428	1428	1428	1428	1428	1428	1428	1428	1428	1428	1428
TOTAL STARTED YTD †	102	75	138	0	0	0	0	0	0	0	0	0	315
% STARTED YTD	7.14%	5.25%	9.66%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	22.06%
TOTAL COMPLETED YTD ‡	88	56	92	0	0	0	0	0	0	0	0	0	236
% COMPLETED YTD	6.16%	3.92%	6.44%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	16.53%

<b>CONSTRUCTION</b>													
NEW PROJECTS	134	46	60	0	0	0	0	0	0	0	0	0	240
PLAN REVIEWS SUBMITTED	67	112	127	0	0	0	0	0	0	0	0	0	306
PLAN REVIEWS COMPLETED	95	115	112	0	0	0	0	0	0	0	0	0	322
INSPECTIONS	65	73	94	0	0	0	0	0	0	0	0	0	232

\* 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.

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

**FIRE PREVENTION DIVISION**

**MONTHLY PLAN REVIEW INTAKE REPORT**

**March 2015**

<b>PROJECT</b>	<b>PLAN REVIEW TYPE</b>	<b>SUBMITTAL</b>	<b>COMPLETED</b>
Danville Medical	Automatic fire-extinguishing systems	03/02/2015 11:09:03	03/05/2015 19:10:23
Harney Residence	Automatic fire-extinguishing systems	03/02/2015 13:38:56	03/04/2015 17:31:30
Harney Residence	After hours plan review and inspection	03/03/2015 09:17:26	03/04/2015 13:53:04
Sunset Development New 2nd Office	Fire alarm and detection systems and related equipment	03/03/2015 10:54:30	03/11/2015 15:32:15
ATT Chiller and Infrastructure Upgrade	Fire alarm and detection systems and related equipment	03/03/2015 11:37:03	03/03/2015 11:51:09
KB Home St James Place Bldg 11	Automatic fire-extinguishing systems	03/03/2015 12:41:49	03/11/2015 15:37:56
Norms Addition	Construction, alteration, or renovation of a building	03/03/2015 13:40:08	03/03/2015 13:43:47
City of San Ramon City Hall	Fire alarm and detection systems and related equipment	03/03/2015 17:05:18	03/11/2015 18:57:54
Proposed remodel	Automatic fire-extinguishing systems	03/04/2015 14:10:46	03/11/2015 15:39:39
Miller Residence	Construction, alteration, or renovation of a building	03/05/2015 09:12:21	03/11/2015 16:00:09
JEI Learning Center Temporary Location	Miscellaneous construction permit	03/05/2015 10:57:04	03/05/2015 19:04:16
Summit Financial	Fire alarm and detection systems and related equipment	03/05/2015 12:34:03	03/11/2015 16:02:46
Darcy Davidson Residence	Construction, alteration, or renovation of a building	03/05/2015 14:20:39	03/11/2015 16:07:20
501 Crocus Hill Ct - Iriana Lot 30 Plan 3	Automatic fire-extinguishing systems	03/06/2015 12:59:55	03/10/2015 07:42:57
505 Crocus Hill Ct - Iriana Lot 29 Plan 4	Automatic fire-extinguishing systems	03/06/2015 14:08:32	03/10/2015 14:55:06
533 Wycombe Ct - Norris Canyon Lot 254 Plan Piedmont	Automatic fire-extinguishing systems	03/06/2015 14:12:19	03/10/2015 07:39:45
Lewis Jepson Residence	Automatic fire-extinguishing systems	03/06/2015 14:42:49	03/11/2015 18:59:12
107 Gatekeeper Rd SD 9303 Lot 1	Automatic fire-extinguishing systems	03/09/2015 11:08:26	03/16/2015 09:03:10
105 Gatekeeper Rd SD 9303 Plan 1	Automatic fire-extinguishing systems	03/09/2015 11:14:44	03/16/2015 09:04:00
103 Gatekeeper Rd SD 9303 Plan 2	Automatic fire-extinguishing systems	03/09/2015 11:17:01	03/16/2015 09:04:22
101 Gatekeeper Rd SD 9303 Plan 3	Automatic fire-extinguishing systems	03/09/2015 11:25:16	03/16/2015 09:04:47
2063 Poinsetta St SD 9325 Plan 3	Automatic fire-extinguishing systems	03/09/2015 11:28:07	03/16/2015 09:05:09
2065 Poinsetta St SD 9325 Plan 2	Automatic fire-extinguishing systems	03/09/2015 11:31:00	03/16/2015 09:06:27
2067 Poinsetta St SD 9325 Plan 1	Automatic fire-extinguishing systems	03/09/2015 11:45:37	03/16/2015 09:06:57
2075 Poinsetta St SD 9325 Plan 3	Automatic fire-extinguishing systems	03/09/2015 11:47:51	03/16/2015 09:07:37
Glass	Construction, alteration, or renovation of a building	03/09/2015 13:55:08	03/16/2015 09:04:46
2073 Poinsetta St SD 9325 Plan 2	Automatic fire-extinguishing systems	03/09/2015 14:12:49	03/16/2015 09:08:12
2071 Poinsetta St SD 9325 Plan 1	Automatic fire-extinguishing systems	03/09/2015 14:15:36	03/16/2015 09:08:35
2069 Poinsetta St SD 9325 Plan 3	Automatic fire-extinguishing systems	03/09/2015 14:16:54	03/16/2015 09:08:59
Reutlinger Community for Jewish Living	Construction, alteration, or renovation of a building	03/09/2015 15:27:46	03/17/2015 15:43:39
Blackhawk Montessori	Construction, alteration, or renovation of a building	03/10/2015 10:04:03	03/11/2015 19:17:28
Verizon Wireless Emergency Generator	Flammable and combustible liquids	03/10/2015 10:15:33	03/24/2015 17:40:31
Blackhawk Montessori	After hours plan review and inspection	03/10/2015 11:03:14	03/11/2015 19:00:48
761 Diablo Rd Danville	Construction, alteration, or renovation of a building	03/10/2015 11:25:44	03/17/2015 17:13:34
Brown Residence Solar	Miscellaneous System Plans	03/10/2015 11:54:35	03/16/2015 09:10:00
James Werle - Secondary Residence	Automatic fire-extinguishing systems	03/10/2015 12:03:38	03/24/2015 17:54:58
Hemme Residence	Construction, alteration, or renovation of a building	03/10/2015 15:46:52	03/17/2015 17:35:29

New Residence	Automatic fire-extinguishing systems	03/11/2015 09:04:50	03/24/2015 18:04:26
Laverock Lane Residence	Automatic fire-extinguishing systems	03/11/2015 09:18:49	03/24/2015 18:06:40
122 Linhares Lane Residence	Automatic fire-extinguishing systems	03/11/2015 09:28:57	03/24/2015 18:14:37
Avery @ Alamo Creek SD9315/9036		03/11/2015 09:45:17	03/16/2015 09:11:18
415 Vendeen Ct Avery @ Alamo Creek Lot 483 Plan 3	Construction, alteration, or renovation of a building	03/11/2015 09:50:40	03/16/2015 09:12:38
405 Vendeen Ct Avery @ Alamo Creek Lot 484 Plan 2	Construction, alteration, or renovation of a building	03/11/2015 10:02:28	03/16/2015 09:16:41
Avery @ Alamo Creek Lot 509 Plan 1	Construction, alteration, or renovation of a building	03/11/2015 10:09:20	03/16/2015 09:19:07
Ashbury @ Alamo Creek Ad9314-9315		03/11/2015 10:15:36	03/16/2015 09:20:49
412 Vendeen Ct Ashbury @ Alamo Creek Lot 478 Plan 2	Construction, alteration, or renovation of a building	03/11/2015 10:17:36	03/16/2015 09:22:33
Ashbury @ Alamo Creek Lot 477 Plan 3	Construction, alteration, or renovation of a building	03/11/2015 10:21:27	03/16/2015 09:23:48
418 Vendeen Ct Ashbury @ Alamo Creek Lot 479 Plan 3	Construction, alteration, or renovation of a building	03/11/2015 10:33:54	03/16/2015 09:25:12
Verizon Generator	Flammable and combustible liquids	03/11/2015 11:14:30	03/24/2015 18:26:29
Bishop Ranch Vet Accessory Bldg	Compressed Gases	03/11/2015 11:36:55	03/13/2015 09:49:53
CTDN Donor Network	Construction, alteration, or renovation of a building	03/11/2015 11:45:10	03/31/2015 17:01:50
Summit Financial	Automatic fire-extinguishing systems	03/11/2015 12:44:00	03/24/2015 14:40:06
Melo's Pizza	Automatic fire-extinguishing systems	03/11/2015 12:51:17	02/25/2015 14:41:27
Linda Guma	Automatic fire-extinguishing systems	03/11/2015 13:16:10	03/25/2015 14:43:26
RJ's Asian Fusion Restaurant	Automatic fire-extinguishing systems	03/11/2015 15:38:48	03/12/2015 10:37:08
PG&E Turnstile Project	Construction, alteration, or renovation of a building	03/11/2015 16:40:57	03/25/2015 14:44:49
Room addition - Variance for sideyard set back and front yard set back	Planning and site development review	03/11/2015 17:06:01	03/11/2015 17:10:10
San Ramon Urgent Care & Clinic	Construction, alteration, or renovation of a building	03/12/2015 10:23:39	03/12/2015 09:56:14
Old Danville Hotel Historical Building	Construction, alteration, or renovation of a building	03/12/2015 14:16:24	03/27/2015 14:21:17
M/N Ready Suites	Automatic fire-extinguishing systems	03/12/2015 16:26:00	03/25/2015 14:49:50
2051 Poinsetta St SD 9325 Plan 1	Automatic fire-extinguishing systems	03/13/2015 09:37:02	03/16/2015 09:39:02
Linda and Karl Lovett	Miscellaneous System Plans	03/13/2015 10:13:41	03/13/2015 10:28:25
2053 Poinsetta St SD 9325 Plan 2	Automatic fire-extinguishing systems	03/13/2015 11:09:26	03/16/2015 09:39:42
2055 Poinsetta St SD 9325 Plan 3	Automatic fire-extinguishing systems	03/13/2015 11:12:08	03/16/2015 09:40:12
2015 Farmers Market Series	After hours plan review and inspection	03/13/2015 11:15:29	03/13/2015 11:25:00
2059 Poinsetta St SD 9325 Plan 3	Automatic fire-extinguishing systems	03/13/2015 11:15:43	03/16/2015 09:40:55
2061 Poinsetta St SD 9325 Plan 2	Automatic fire-extinguishing systems	03/13/2015 11:37:19	03/16/2015 09:41:36
Brookstone Lane Bldg 4	Automatic fire-extinguishing systems	03/13/2015 11:43:52	03/24/2015 16:40:22
Brookstone Lane Bldg 1	Automatic fire-extinguishing systems	03/13/2015 11:46:21	03/24/2015 16:41:09
Hemme New Residence	Automatic fire-extinguishing systems	03/13/2015 12:48:32	03/25/2015 14:46:42
Maragita Lachica	Construction, alteration, or renovation of a building	03/13/2015 14:52:18	03/27/2015 14:50:31
Maragita Lachica	Automatic fire-extinguishing systems	03/13/2015 14:58:36	03/27/2015 15:25:52
Maragita Lachica	Fire alarm and detection systems and related equipment	03/13/2015 15:04:42	03/27/2015 14:52:55
Iriana Lot 28 Plan 3	Automatic fire-extinguishing systems	03/13/2015 15:08:42	03/16/2015 09:33:27
513 Crocus Hill Ct Iriana Lot 27 Plan 5	Automatic fire-extinguishing systems	03/13/2015 15:17:12	03/16/2015 09:42:42
517 Crocus Hill Ct Iriana Lot 26 Plan 3	Automatic fire-extinguishing systems	03/13/2015 15:20:52	03/16/2015 09:43:33
Brookstone Lane Bldg 2	Automatic fire-extinguishing systems	03/13/2015 15:26:56	03/24/2015 16:39:23
Brookstone Lane Bldg 3	Automatic fire-extinguishing systems	03/13/2015 15:31:03	03/24/2015 16:41:41
Brookstone Lane Bldg 1	Automatic fire-extinguishing systems	03/13/2015 15:35:30	03/24/2015 16:42:03
Genius Kids	Construction, alteration, or renovation of a building	03/16/2015 16:26:04	03/27/2015 15:30:18

T-4	Automatic fire-extinguishing systems	03/17/2015 11:41:59	03/17/2015 13:06:42
Sudhir Residence	Miscellaneous System Plans	03/17/2015 12:02:19	03/17/2015 12:05:59
Legacy	Automatic fire-extinguishing systems	03/17/2015 13:03:08	03/31/2015 16:31:03
Hartz Plaza	Construction, alteration, or renovation of a building	03/18/2015 09:54:23	03/31/2015 17:02:03
KB Home St James Place Bldg 10	Fire alarm and detection systems and related equipment	03/18/2015 14:31:49	03/30/2015 17:31:26
KB Home St James Place Bldg 11	Fire alarm and detection systems and related equipment	03/18/2015 14:35:58	03/30/2015 07:47:44
Hwy 680 El Cerro Generator Verizon Cell Site	LP-Gas	03/19/2015 10:31:52	03/31/2015 17:02:17
CTDN Donor Network	Fire alarm and detection systems and related equipment	03/19/2015 15:17:58	
Gioffre Residence	Construction, alteration, or renovation of a building	03/19/2015 16:36:24	03/31/2015 17:02:36
Blackhawk Montessori	Construction, alteration, or renovation of a building	03/20/2015 09:28:09	03/21/2015 07:47:08
Blackhawk Montessori	After hours plan review and inspection	03/20/2015 09:28:56	03/21/2015 08:37:43
Genius Kids	Automatic fire-extinguishing systems	03/20/2015 10:34:12	
Central Area Phase 1	Automatic fire-extinguishing systems	03/20/2015 10:53:17	
Mike Rose Auto Body	Fire alarm and detection systems and related equipment	03/20/2015 13:04:51	
RJ's Asian Fusion Restaurant	Additional field inspection	03/23/2015 09:25:25	03/24/2015 16:31:59
T-4	Fire alarm and detection systems and related equipment	03/23/2015 09:49:04	
PV Solar Electric Panel	Miscellaneous System Plans	03/23/2015 12:05:02	03/23/2015 12:11:44
M/N Ready Suites	After hours plan review and inspection	03/23/2015 14:43:23	03/24/2015 16:32:26
Central Area Phase 1	Additional Plan Review	03/24/2015 11:21:00	
405 Vendeen Ct Avery @ Alamo Creek Lot 484 Plan 2	Automatic fire-extinguishing systems	03/24/2015 12:46:34	
415 Vendeen Ct Avery @ Alamo Creek Lot 483 Plan 3	Automatic fire-extinguishing systems	03/24/2015 12:49:01	
Central Area Phase 1	Fire alarm and detection systems and related equipment	03/24/2015 13:25:41	
CTDN Donor Network	Fire alarm and detection systems and related equipment	03/24/2015 14:36:55	
San Ramon Urgent Care & Clinic	Construction, alteration, or renovation of a building	03/25/2015 09:40:46	03/25/2015 09:56:56
MUP 15-501-004 Brilliant Minds Academy	Planning and site development review	03/25/2015 13:19:11	03/25/2015 13:32:43
Virtual Learning Studio - E233	Automatic fire-extinguishing systems	03/26/2015 10:15:57	
M003/7 Crow Canyon - Suite J	Construction, alteration, or renovation of a building	03/26/2015 10:24:35	
Alamo Residence Home	Construction, alteration, or renovation of a building	03/26/2015 12:06:31	
Cheung Residence	Construction, alteration, or renovation of a building	03/26/2015 12:31:43	
Residence	Construction, alteration, or renovation of a building	03/26/2015 13:02:51	
San Ramon Urgent Care & Clinic	Automatic fire-extinguishing systems	03/26/2015 15:55:49	
Residence - Figueira	Construction, alteration, or renovation of a building	03/27/2015 09:46:39	
Yersen Gelato	Construction, alteration, or renovation of a building	03/27/2015 10:09:58	03/27/2015 10:28:22
Yonko Residence	Automatic fire-extinguishing systems	03/27/2015 11:27:20	
KB Home St James Place Bldg 8	Automatic fire-extinguishing systems	03/27/2015 13:21:16	
Reutlinger Community for Jewish Living	Fire alarm and detection systems and related equipment	03/27/2015 13:58:16	
Cleveland Residence	Automatic fire-extinguishing systems	03/27/2015 16:47:03	
LP15-2009 Wiedemann Ranch, Inc - Improved Access Road	Planning and site development review	03/28/2015 14:53:55	03/28/2015 15:00:02
Starbucks	Construction, alteration, or renovation of a building	03/30/2015 10:53:50	
Daly Residence Guest House	Construction, alteration, or renovation of a building	03/30/2015 11:18:19	
521 Crocus Hill Ct Iriana Lot 25 Plan 5	Automatic fire-extinguishing systems	03/30/2015 12:58:36	
418 Vendeen Ct Ashbury @ Alamo Creek Lot 479 Plan 3	Automatic fire-extinguishing systems	03/30/2015 14:09:13	
Ashbury @ Alamo Creek Lot 477 Plan 3	Automatic fire-extinguishing systems	03/30/2015 14:17:20	

412 Vendeen Ct Ashbury @ Alamo Creek Lot 478 Plan 2	Automatic fire-extinguishing systems	03/30/2015 14:22:50	
Celo Investments LLC	Fire alarm and detection systems and related equipment	03/30/2015 15:00:43	
PG&E San Ramon Technology Center	Construction, alteration, or renovation of a building	03/31/2015 08:50:22	03/31/2015 13:23:29
Engeo Incorporated	Automatic fire-extinguishing systems	03/31/2015 14:03:06	

# **ADMINISTRATIVE SERVICES**





# 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](http://www.firedepartment.org) | [info@firedepartment.org](mailto:info@firedepartment.org)

Date: April 22, 2015  
To: Board of Directors  
From: Ken Campo, Financial Consultant  
Re: Monthly Administrative Services Report for March 2015

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## Financials:

- Balance Sheet
- Revenues: Budget v. Actual (All Funds)
- General Fund Expenditures: Budget v. Actual (2011-2014)
- Monthly General Fund Revenue/Expense History (2009-2014)
- Capital, Debt Service, SRVF Community Fund Expenditures: Budget v. Actual (2011/12-2014/15)
- Employee Illness/Injury Report
- Monthly Overtime Analysis

## Meetings/Activities:

### Finance:

- Implemented FY14/15 mid-year adjustments and updated 10-Year Cash Flow Model.
- Invested \$5,000,000 of bond proceeds (for Station 32) into a short term laddered portfolio at U.S. Bank maturing in intervals from 60 – 270 days and an average weighted yield-to-maturity of 0.23%.
- Reviewed draft Purchasing Policy with staff and District Counsel.
- Went Live with Payee Positive Pay anti-fraud system.
- Successfully completed interim audit with District's external audit firm.
- Successfully completed CCCERA Annual Audit of District contributions for calendar year 2014.

### Human Resources:

- Reviewed policies pertaining to employee privacy.
- Began review of Human Resources/Payroll systems and technology.
- Facilitated promotional interviews for the position of Fire Captain.
- Processed promotion for Fire Captain position.
- Began scheduling and examination preparation for Engineer promotional examination.

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
COMBINED BALANCE SHEET OF ALL FUND TYPES  
March 31, 2015**

	GOVERNMENTAL FUND TYPES						AGENCY	ACCOUNT	GROUPS	Totals (Memo Only)
	General	Budget	Debt	Capital	Federal Grant	Special	CERT	General	General	
	Fund - 100	Stabilization - 110	Service Fund - 200	Projects Fund - 300	Capital Projects Fund - 310	Special Revenue Fund - 400	PROGRAM Fund - 700	Fixed Assets Fund - 800	Long-Term Debt Fund - 900	
<b>ASSETS</b>										
Cash - Bank of the West	\$ (873,081)	\$ 11,709	\$ -	\$ 3,150,119	\$ -	\$ 10	\$ 60,374	\$ -	\$ -	\$ 2,349,131
Cash - Bank of the West Money Market @ 0.09%	1,000,265									1,000,265
Cash - Bank of the West Workers' Compensation	(30,137)									(30,137)
Cash - Comerica Flexible Spending	10,714									10,714
Petty Cash	1,250									1,250
Investments - LAIF @ 0.25%	20,805,374	1,968,155								22,773,530
Investments - LAIF Market Value Adjustment	8,981									8,981
Investments - Bank of the West @ 1.28% avg		10,140,635								10,140,635
Cash with Fiscal Agent (Note #1)			7,921							7,921
Investments - US Bank @ 0.23% avg				5,000,000						5,000,000
Accounts Receivable	21,401									21,401
Interest Receivable										-
Prepaid Expenses/Deposits	4,572,129									4,810,129
Land				238,000						7,105,802
Buildings & Improvements/Construction									7,105,802	7,105,802
Equipment									28,076,383	28,076,383
Accumulated Depreciation									26,828,971	26,828,971
Amount to be Provided for General									(29,103,569)	(29,103,569)
Long Term Debt										
<b>Total Assets</b>	<b>\$ 25,516,896</b>	<b>\$ 12,120,499</b>	<b>\$ 7,921</b>	<b>\$ 8,388,119</b>	<b>\$ -</b>	<b>\$ 10</b>	<b>\$ 60,374</b>	<b>\$ 32,907,587</b>	<b>\$ 21,822,550</b>	<b>\$ 100,823,957</b>
<b>LIABILITIES</b>										
Accounts Payable	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accrued Expenses	1,877,174									1,877,174
Deposits Payable	13,164									13,164
Long Term Debt:										
(1) Certificates of Participation									14,826,000	14,826,000
(2) Vehicle Lease									1,774,658	1,774,658
Claims Payable	10,714								3,642,000	3,652,714
Compensated Absences									1,579,892	1,579,892
<b>Total Liabilities</b>	<b>1,901,052</b>								<b>21,822,550</b>	<b>23,723,603</b>
<b>FUND EQUITY</b>										
Investment in General Fixed Assets								32,907,587		32,907,587
Non-Spendable Fund Balance				238,000						238,000
Restricted Fund Balance			7,921							7,921
Committed Fund Balance:										
Dry Period Funding	23,534,624									23,534,624
Budget Stabilization	-	11,100,190								11,100,190
Workers' Compensation Claims	-	1,000,000								1,000,000
Budget Stabilization	-									-
Capital Projects				8,138,955						8,138,955
Assigned Fund Balance:										
Other Assigned Fund Balance	81,219			11,164		10				92,393
Unassigned Fund Balance	-	20,309					60,374			80,683
<b>Total Fund Balance</b>	<b>23,615,843</b>	<b>12,120,499</b>	<b>7,921</b>	<b>8,388,119</b>	<b>-</b>	<b>10</b>	<b>60,374</b>	<b>32,907,587</b>	<b>-</b>	<b>77,100,354</b>
<b>Total Liabilities and Fund Equity</b>	<b>\$ 25,516,896</b>	<b>\$ 12,120,499</b>	<b>\$ 7,921</b>	<b>\$ 8,388,119</b>	<b>\$ -</b>	<b>\$ 10</b>	<b>\$ 60,374</b>	<b>\$ 32,907,587</b>	<b>\$ 21,822,550</b>	<b>\$ 100,823,957</b>

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)

Reserve Fund (COP 2006) Market Value \$7,885; Interest Rate 0.03% (Money Market Fund)

Lease Fund (COP 2006) Market Value \$2; Interest Rate 0.00% (Money Market Fund)

Reserve Fund (COP 2015) Market Value \$5,000,000. Interest Rate 0.23% (Commercial Paper)

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
REVENUE (ALL FUNDS)  
FISCAL YEAR 2014-2015  
July 1, 2014 - March 31, 2015**

GL CODE	FISCAL YEAR COMPLETED: 75%	2011/2012	2012/2013	2013/2014	2014/2015	2014/2015
	DESCRIPTION	ACTUAL REVENUE	ACTUAL REVENUE	ACTUAL REVENUE	ESTIMATED REVENUE	REALIZED REVENUE
<b>4100</b>	<b>TAXES</b>					
4110	PROPERTY TAXES - CURRENT SECURED	\$47,933,548	\$47,131,813	\$49,002,743	\$53,661,662	\$29,290,232
4120	PROPERTY TAXES - SUPPLEMENTAL	489,994	653,870	1,118,173	-	117,653
4130	PROPERTY TAXES - UTILITIES (Unitary)	959,401	937,596	978,438	998,007	535,778
4140	PROPERTY TAXES - CURRENT UNSECURED	1,841,275	1,867,991	1,988,210	1,973,494	1,825,725
4145	HOMEOWNERS PROPERTY TAX RELIEF	526,371	506,644	502,858	509,177	-
4150	LESS TAXES RETURNED TO COUNTY	(1,251,584)	(1,290,812)	630,673	193,532	574,509
4160	LESS COUNTY TAX ADMINISTRATION	(496,473)	(494,146)	(511,904)	(521,885)	-
4170	PROPERTY TAXES - PRIOR SECURED	(449,320)	(564,431)	(423,621)	-	(156,204)
4180	PROPERTY TAXES - PRIOR SUPPLEMENTAL	(187,054)	(126,731)	(132,498)	-	(83,626)
4190	PROPERTY TAXES - PRIOR UNSECURED	(37,026)	(114,527)	(13,349)	-	32,039
		<b>49,329,132</b>	<b>48,507,267</b>	<b>53,139,723</b>	<b>56,813,987</b>	<b>32,136,107</b>
<b>4200</b>	<b>INTERGOVERNMENTAL REVENUE</b>					
4220	MEASURE "H"	112,184	33,000	33,000	33,000	33,000
4230	SB-90 MANDATED COSTS	13,323	(92,152)	(14,248)	33,000	33,659
4240	MISCELLANEOUS STATE AID/GRANTS	91,609	172,140	284,555	222,000	308,926
4245	FEDERAL GRANT REVENUE	-	1,627,579	1,060,830	-	-
4250	OTHER INTERGOVERNMENTAL REVENUE	245,151	74,070	62,335	-	-
		<b>462,267</b>	<b>1,814,637</b>	<b>1,426,472</b>	<b>288,000</b>	<b>375,585</b>
<b>4300</b>	<b>CHARGES FOR SERVICE</b>					
4310	INSPECTION FEES	60,324	63,974	110,954	120,900	93,468
4315	PLAN REVIEW	248,626	355,214	524,155	562,600	476,409
4320	WEED ABATEMENT CHARGES	2,984	26,031	5,762	4,000	1,841
4325	ADMINISTRATIVE CITATION CHARGES	35,321	58,485	61,775	60,000	38,900
4330	AMBULANCE SERVICES	2,439,773	2,743,005	2,937,305	2,986,000	2,252,978
4340	CPR CLASSES	2,555	735	800	1,000	290
4350	REPORTS/PHOTOCOPIES	5,464	6,214	21,555	7,500	3,382
		<b>2,795,047</b>	<b>3,253,658</b>	<b>3,662,306</b>	<b>3,742,000</b>	<b>2,867,267</b>
<b>4400</b>	<b>USE OF MONEY &amp; PROPERTY</b>					
4410	INVESTMENT EARNINGS	98,835	58,257	80,076	80,964	38,897
		<b>98,835</b>	<b>58,257</b>	<b>\$80,076</b>	<b>80,964</b>	<b>38,897</b>
<b>4500</b>	<b>RENTS, ROYALTIES AND COMMISSIONS</b>					
4510	RENT ON REAL ESTATE	189,978	322,020	242,098	70,448	50,180
		<b>189,978</b>	<b>322,020</b>	<b>\$242,098</b>	<b>70,448</b>	<b>50,180</b>
<b>4600</b>	<b>OTHER REVENUE</b>					
4610	DONATIONS/CONTRIBUTIONS	7,355	575	974	500	10
4620	SALE OF PROPERTY	7,960	367,722	27,400	769,750	780,427
4640	MISCELLANEOUS REVENUE	45,769	50,818	97,560	80,000	117,069
		<b>61,084</b>	<b>419,115</b>	<b>125,934</b>	<b>850,250</b>	<b>897,506</b>
<b>4900</b>	<b>OTHER FINANCING SOURCES</b>					
4920	Debt proceeds	-	-	3,227,000	13,136,000	13,132,249
		-	-	<b>3,227,000</b>	<b>13,136,000</b>	<b>13,132,249</b>
	<b>REVENUE TOTAL</b>	<b>\$52,936,343</b>	<b>\$54,374,954</b>	<b>\$61,903,609</b>	<b>\$74,981,649</b>	<b>\$49,497,791</b>

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**  
**GENERAL FUND EXPENDITURES**  
**FISCAL YEAR 2014-2015**  
**July 1, 2014 - March 31, 2015**

FISCAL YEAR COMPLETED - 75%								
DESCRIPTION	GL CODE	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 BUDGET	EXPENDITURES TO DATE	REMAINING BAL. TO DATE	PERCENT EXPENDED
PERMANENT SALARIES	5110	\$21,231,690	\$20,138,426	\$18,998,580	\$20,187,110	\$14,342,576	\$5,844,534	71.05%
TEMPORARY SALARIES	5115	170,887	209,966	225,349	243,600	211,520	32,080	86.83%
PERMANENT OVERTIME	5120	5,943,633	6,533,121	5,926,335	6,143,844	4,774,939	1,368,905	77.72%
FICA/MEDICARE	5140	385,010	380,153	357,070	387,733	279,297	108,436	72.03%
RETIREMENT CONTRIBUTIONS	5150	11,131,763	11,797,439	11,282,351	15,528,697	11,443,914	4,084,783	73.70%
EMPLOYEE GROUP INSURANCE	5160	3,678,610	3,430,654	3,126,726	3,281,124	2,415,028	866,096	73.60%
RETIREE HEALTH INSURANCE	5170	1,571,813	1,816,302	1,818,859	2,076,046	1,375,112	700,934	66.24%
OPEB CONTRIBUTION	5175	-	-	520,469	1,000,000	1,000,000	-	100.00%
UNEMPLOYMENT INSURANCE	5180	118	8,351	15,600	20,000	821	19,179	4.11%
WORKERS' COMPENSATION INS.	5190	671,135	905,118	807,044	850,000	728,643	121,357	85.72%
<b>TOTAL SALARIES AND BENEFITS</b>	<b>5100</b>	<b>44,784,659</b>	<b>45,219,530</b>	<b>43,078,384</b>	<b>49,718,154</b>	<b>36,571,850</b>	<b>13,146,304</b>	<b>73.56%</b>
OFFICE SUPPLIES	5202	30,218	27,951	21,051	33,600	17,735	15,865	52.78%
POSTAGE	5204	17,385	11,142	15,305	17,450	5,926	11,524	33.96%
TELECOMMUNICATIONS	5206	183,636	184,732	166,049	184,300	118,768	65,532	64.44%
UTILITIES	5208	322,361	327,386	344,009	339,700	247,935	91,765	72.99%
SMALL TOOLS/EQUIPMENT	5210	84,094	62,521	62,256	110,850	55,778	55,072	50.32%
MISCELLANEOUS SUPPLIES	5212	126,724	107,157	125,845	135,170	74,542	60,628	55.15%
MEDICAL SUPPLIES	5213	120,175	115,735	107,396	111,000	89,545	21,455	80.67%
FIREFIGHTING SUPPLIES	5214	71,452	68,903	61,937	110,750	53,731	57,019	48.52%
PHARMACEUTICAL SUPPLIES	5216	36,286	34,955	24,849	30,000	14,438	15,562	48.13%
COMPUTER SUPPLIES	5218	11,859	33,330	33,962	7,500	6,231	1,269	83.08%
RADIO EQUIPMENT & SUPPLIES	5219	72,432	58,493	19,547	25,000	9,080	15,920	36.32%
FILM PROCESSING/SUPPLIES	5220	-	660	-	-	-	-	-
FOOD SUPPLIES	5222	18,748	27,387	16,473	25,150	11,644	13,506	46.30%
PPE INSPECTION & REPAIRS	5223	29,267	27,417	19,584	36,000	10,749	25,251	29.86%
SAFETY CLOTHING/SUPPLIES	5224	231,465	139,645	94,323	161,500	76,793	84,707	47.55%
CLASS A UNIFORMS & SUPPLIES	5225	720	3,763	3,775	6,000	7,721	(1,721)	128.68%
NON-SAFETY CLOTHING/SUPPLIES	5226	24,689	8,137	9,756	21,000	6,165	14,835	29.36%
CLASS B UNIFORMS & SUPPLIES	5227	2,161	21,686	25,044	28,000	16,140	11,860	57.64%
HOUSEHOLD SUPPLIES	5228	40,553	42,006	36,886	40,000	33,448	6,552	83.62%
CENTRAL GARAGE - REPAIRS	5230	121,634	78,235	89,512	100,000	113,323	(13,323)	113.32%
CENTRAL GARAGE - MAINTENANCE	5231	6,784	10,050	11,818	18,000	7,525	10,475	41.81%
CENTRAL GARAGE - GAS, DIESEL & OIL	5232	174,886	171,440	202,299	216,750	112,241	104,509	51.78%
CENTRAL GARAGE - TIRES	5234	58,875	42,139	34,419	45,000	26,370	18,630	58.60%
CENTRAL GARAGE - MANDATED INSP.	5235	9,330	5,281	7,315	9,500	5,596	3,904	58.90%
MAINT./REPAIRS - EQUIPMENT	5236	107,632	169,846	116,530	144,150	113,449	30,701	78.70%
MAINT./REPAIRS - RADIO & ELECTRON	5238	331,986	267,874	316,272	328,650	217,337	111,313	66.13%
MAINT./REPAIRS - BUILDINGS	5240	132,488	124,859	127,738	212,385	88,197	124,188	41.53%
MAINT./REPAIRS - GROUNDS	5242	33,700	31,834	37,647	38,500	27,315	11,185	70.95%
RENTS & LEASES-EQUIP./PROPERTY	5246	48,938	58,090	36,466	63,000	34,778	28,222	55.20%
PROFESSIONAL/SPECIALIZED SERVICES	5250	653,019	618,566	733,356	945,905	454,542	491,363	48.05%
RECRUITING COSTS	5251	101,946	78,347	44,598	87,800	37,645	50,155	42.88%
LEGAL SERVICES	5252	391,532	289,481	186,452	200,000	66,641	133,359	33.32%
INFO TECHNOLOGY SURCHARGE	5253	-	-	5,000	-	-	-	0.00%
MEDICAL SERVICES	5254	95,857	80,761	68,483	106,100	61,470	44,630	57.94%
COMMUNICATIONS SERVICES	5258	-	-	78,600	79,500	79,800	(300)	100.38%
ELECTION SERVICES	5262	-	105,565	-	110,000	86,856	23,144	-
INSURANCE SERVICES	5264	497,815	388,379	432,616	466,000	435,810	30,190	93.52%
PUBLICATION OF LEGAL NOTICES	5270	1,578	(73)	1,353	500	231	269	46.28%
SPECIALIZED PRINTING	5272	18,454	14,813	18,661	23,825	9,779	14,046	41.05%
MEMBERSHIPS	5274	48,575	57,710	54,704	65,425	53,454	11,971	81.70%
Lease Fund (COP 2006) Market Valu	5276	52,091	39,463	33,911	61,500	26,349	35,151	42.84%
EDUCATIONAL ASSISTANCE	5277	22,051	24,037	15,982	15,000	7,729	7,271	51.53%
PUBLIC EDUCATIONAL SUPPLIES	5278	13,219	8,412	8,465	11,000	9,296	1,704	84.51%
BOOKS & PERIODICALS	5280	10,216	11,345	5,739	20,030	8,265	11,765	41.26%
RECOGNITION SUPPLIES	5282	3,364	2,909	1,163	4,000	1,355	2,645	33.88%
MEETINGS/TRAVEL EXPENSES	5284	39,734	23,885	19,687	29,900	14,615	15,285	48.88%
OTHER - CLAIMS EXPENSE	5286	-	-	9,182	-	41	(41)	-
<b>TOTAL SERVICES AND SUPPLIES</b>	<b>5200</b>	<b>4,399,929</b>	<b>4,006,252</b>	<b>3,886,016</b>	<b>4,825,390</b>	<b>2,956,379</b>	<b>1,869,011</b>	<b>61.27%</b>
<b>TOTAL G/F OPERATING EXPENDITURES</b>		<b>\$49,184,588</b>	<b>\$49,225,782</b>	<b>\$46,964,400</b>	<b>\$54,543,544</b>	<b>\$39,528,229</b>	<b>\$15,015,315</b>	<b>72.47%</b>

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

Month	2010-11		2011-12		2012-13		2013-14		2014-15	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
July	\$166,735	\$4,749,257	\$186,793	\$4,351,134	\$327,098	\$4,374,370	\$303,039	\$4,253,760	\$399,328	\$5,808,943
August	\$215,809	\$4,025,589	\$265,453	\$4,513,204	\$319,178	\$4,123,666	\$393,566	\$4,035,499	\$390,930	\$4,376,310
September	\$204,485	\$3,953,342	\$312,278	\$3,893,321	\$309,945	\$3,903,613	\$230,997	\$4,049,136	\$317,832	\$4,176,216
October	\$1,892,126	\$3,970,955	\$2,046,255	\$3,735,522	\$2,331,797	\$4,132,784	\$2,205,383	\$3,879,765	\$2,247,021	\$4,157,975
November	\$220,473	\$4,450,015	\$188,594	\$4,535,275	\$360,982	\$4,246,986	\$343,280	\$4,023,813	\$295,306	\$4,381,969
December	\$25,691,372	\$4,182,987	\$25,787,719	\$4,424,050	\$25,961,035	\$4,181,747	\$27,720,683	\$3,843,098	\$30,041,174	\$4,307,582
January	\$213,894	\$4,015,505	\$265,253	\$3,990,074	\$628,896	\$4,061,102	\$529,393	\$3,767,912	\$1,149,378	\$4,230,080
February	\$176,960	\$3,997,461	\$508,340	\$4,000,893	\$301,646	\$3,889,221	\$427,492	\$3,570,860	\$291,209	\$4,005,149
March	\$266,513	\$4,225,922	\$268,932	\$4,016,648	\$184,995	\$4,115,245	\$360,312	\$3,799,189	\$472,966	\$4,084,004
April	\$19,064,857	\$4,162,409	\$18,036,297	\$3,746,578	\$18,080,208	\$4,184,939	\$20,027,067	\$3,850,555		
May	\$270,777	\$4,149,354	\$344,774	\$3,770,965	\$332,777	\$3,999,974	\$324,465	\$3,752,225		
June	\$3,611,512	\$3,874,346	\$4,472,525	\$4,206,925	\$3,533,633	\$3,949,737	\$4,738,990	\$4,138,587		

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**  
**CAPITAL PROJECTS, EQUIP/VEHICLES, DEBT SERVICE, SAN RAMON VALLEY FIRE COMMUNITY FUND**  
**FISCAL YEAR 2014-2015**  
**July 1, 2014 - March 31, 2015**

FISCAL YEAR COMPLETED - 75%								
DESCRIPTION	GL CODE	2011/2012 ACTUAL	2012/2013 ACTUAL	2013/2014 ACTUAL	2014/2015 BUDGET	EXPENDITURES TO DATE	REMAINING BAL. TO DATE	PERCENT EXPENDED
RENTS & LEASES - PROPERTY	5246	\$12,500	\$12,500	\$0	\$0	\$0	\$0	
DESIGN/CONSTRUCTION	6105/6110	297,355	842,185	49,759	0	440	-440	
VARIOUS IMPROVEMENTS	6120	46,018	70,000	61,583	297,911	124,431	173,480	42%
RADIO/ELECTRONIC EQUIPMENT	6230	0	0	0	389,938	212,282	177,656	54%
TOOLS & SUNDRY EQUIPMENT	6240	0	0	0	68,310	15,008	53,302	22%
AUTOS & TRUCKS	6250	119,879	768	766,968	0	27,376	-27,376	
<b>TOTAL CAPITAL PROJECTS (FUND 300)</b>		<b>475,752</b>	<b>925,453</b>	<b>878,310</b>	<b>756,159</b>	<b>379,536</b>	<b>376,623</b>	<b>50%</b>
PROFESSIONAL SERVICES	5250		0	0	0	0	0	
RADIO/ELECTRONIC EQUIPMENT	6230	0	2,021,167	347,510	0	0	0	
TOOLS & SUNDRY EQUIPMENT (SCBA's)	6240	0	0	1,267,374	0	0	0	
<b>TOTAL FEDERAL GRANT CAPITAL PROJECTS (FUND 310)</b>		<b>0</b>	<b>2,021,167</b>	<b>1,614,884</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
BOND REDEMPTION - 2003/2006/2013/2015 COP	5310	1,328,630	1,324,708	5,289,519	9,999,393	9,987,291	12,102	100%
VEHICLE LEASE #2	5310	329,497	0	0	0	0	0	
VEHICLE LEASE #3	5310	756,033	0	0	0	0	0	
VEHICLE LEASE #4	5310	534,010	534,011	534,012	534,012	267,006	267,006	50%
<b>TOTAL DEBT SERVICE (FUND 200)</b>		<b>2,948,170</b>	<b>1,858,719</b>	<b>5,823,531</b>	<b>10,533,405</b>	<b>10,254,297</b>	<b>279,108</b>	<b>97%</b>
OTHER SPECIAL DISTRICT EXPENDITURES	5286	858	7,000	1,000	500	1,000	-500	200%
<b>TOTAL SRVF COMMUNITY FUND (FUND 400)</b>		<b>858</b>	<b>7,000</b>	<b>1,000</b>	<b>500</b>	<b>1,000</b>	<b>-500</b>	<b>200%</b>
<b>TOTAL - CAPITAL, EQUIPMENT, DEBT SERVICE, SRVF COMMUNITY &amp; FEDERAL GRANT FUND</b>		<b>\$3,424,780</b>	<b>\$4,812,339</b>	<b>\$8,317,724</b>	<b>\$11,290,064</b>	<b>\$10,634,833</b>	<b>\$655,231</b>	<b>94%</b>

## Employee Illness/Injury Report (March 2015)

### *Reportable Injuries – March 2015:*

#### Indemnity (Lost Time)

- March 20, 2015      DOI = 3/20/15 – A Firefighter/Paramedic strained back while exercising at station. Missed 2 shifts.  
*Status:* Remained out at month end.

#### Medical Only (No Lost Time)

- March 19, 2015      DOI = 3/19/15 – An Engineer contracted conjunctivitis (pink eye).  
*Status:* Medical Only – No lost time.
- March 23, 2015      DOI = 3/23/15 – An Engineer diagnosed with hernia. Presumptive under workers' compensation.  
*Status:* Medical Only – No lost time.
- March 23, 2015      DOI = 2/26/15 – A Firefighter strained lower back lifting a box of printer paper at station.  
*Status:* Medical Only – No lost time.

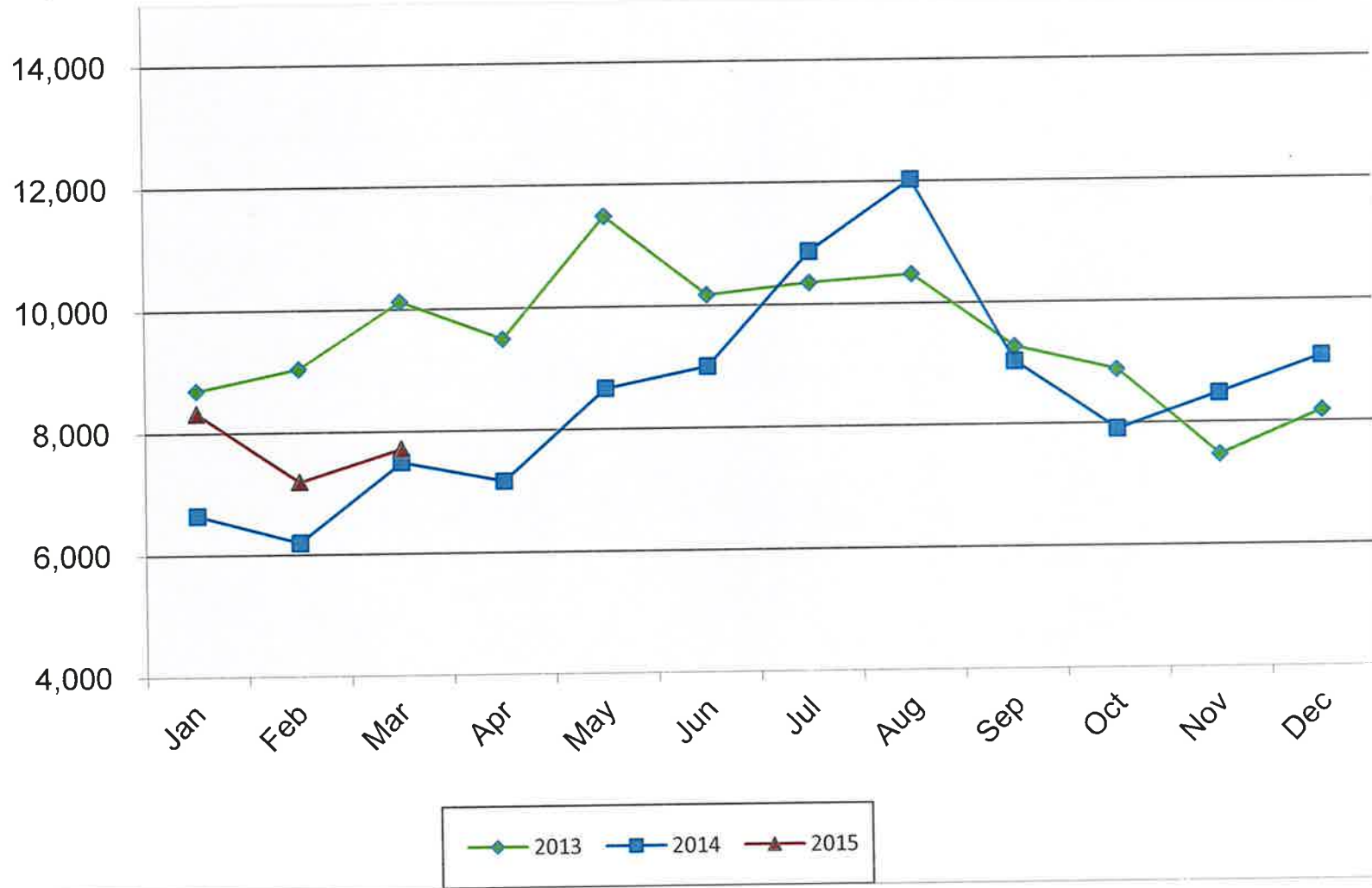
As of March 31, 2015, there were three (3) employees absent from their regular work assignment. Total lost time due to injuries for the month of March equaled 76 calendar days/25 shifts.

**Workers' Compensation Claim Totals  
(January 1, 2015 – March 31, 2015)**

<b># of New Medical Claims Filed:</b>	<b>6</b>	
<b># of New Indemnity (Lost Time) Claims Filed:</b>	<b>11</b>	
<b># of Shifts Missed (Suppression):</b>	<b>119</b>	
<b># of Work Days Missed (Admin):</b>	<b>5</b>	
<b># of New Claims:</b>	<b>17</b>	
<b># of Closed Claims:</b>	<b>18</b>	
<b># of Open Claims:</b>	<b>79</b>	<b>(From 1997 to March 31, 2015)</b>



### Total Overtime Hours by Month January 2013-March 2015



## Overtime Assignment Summary Report

3/1/2015 Through 3/31/2015

**WORK CODE: 1 STAFFING**

<b>ASSIGNMENT</b>	<b>Time Worked</b>	<b>Time Paid</b>
101 HOLD OVER FOR CALL	4.50	5.25
103 MISC. STAFFING COVE	7279.92	7280.50
107 LATE/STA. MOVE COVE	10.48	17.00
199 MID SHIFT RECALL	25.83	26.00
<b>Total All Assignments This Work Type:</b>	<b>7,320.73</b>	<b>7,328.75</b>

**WORK CODE: 2 TRAINING**

<b>ASSIGNMENT</b>	<b>Time Worked</b>	<b>Time Paid</b>
201 OPERATIONS TRAINING	16.50	16.50
204 EMS TRNG/INSTRUCTIO	3.50	3.50
209 RESCUE TRAINING	155.00	155.00
210 HAZ-MAT TRAINING	21.33	21.50
214 PARAMEDIC - CONT ED	25.00	25.00
<b>Total All Assignments This Work Type:</b>	<b>221.33</b>	<b>221.50</b>

**WORK CODE: 3 ASSIGNMENTS**

<b>ASSIGNMENT</b>	<b>Time Worked</b>	<b>Time Paid</b>
301 MEETINGS/PROJECT DE	23.25	23.25
306 WELLNESS PROGRAM	2.00	2.00
310 MISC. MAINTENANCE	21.50	21.50
317 RECRUITMENT EXTER	9.00	9.00
321 FP REIMBURSED OVER	6.25	6.50
340 PROJECT WORK	92.75	92.75
<b>Total All Assignments This Work Type:</b>	<b>154.75</b>	<b>155.00</b>

# Overtime Assignment Summary Report

3/1/2015 Through 3/31/2015

**WORK CODE: 7**      **EMERGENCY****ASSIGNMENT****Time Worked****Time Paid**

700      EMERGENCY RECALL

2.00

2.00

720      FIRE INVESTIGATION

16.50

16.50

**Total All Assignments This Work Type:****18.50****18.50****Report Grand Total:****7,715.31****7,723.75**

# Overtime Summary Report

3/1/2015 Through 3/31/2015

**WORK CODE:**

**Time Paid**

1	STAFFING	<b>7,328.75</b>
2	TRAINING	<b>221.50</b>
3	ASSIGNMENTS	<b>155.00</b>
7	EMERGENCY	<b>18.50</b>
	<b>Report Grand Total:</b>	<b>7,723.75</b>

# **GOOD OF THE ORDER**