

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
Minutes – December 16, 2010**

*MISSION STATEMENT*

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

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

**Board Members Present:** President Lindsay, Directors Linari, Price, Stamey and Umont.

**Staff Present:** Chief Price, Assistant Chief Collins, Assistant Chief Hart, Fire Marshal Jamison, Administrative Services Director Leete, District Counsel Ross, Battalion Chief Picard, Deputy Fire Marshal Stevens, Code Compliance Officer Wendel, and District Clerk Brooks.

**1. Call to Order**

Board President Lindsay called the meeting to order at 7:00 p.m.

**2. Pledge of Allegiance**

Board President Lindsay led the Pledge of Allegiance.

**3. Determination of Quorum and Confirmation of Agenda**

There was a quorum and no changes to the agenda. Chief Price mentioned that Chief Collins would be late as he is coming from an assessment center in Santa Cruz.

**4. Special Announcements**

**4.1 Introduction of New Board Member: Glenn Umont**

Board President Lindsay introduced new Board Member Glenn Umont and invited him up to take his seat at the dais. The Board and those present congratulated Director Umont and welcomed him.

**4.2 Administration of Oath of Office: Incumbents Jennifer G. Price, Matthew J. Stamey, and Director Elect Glenn Umont**

District Clerk Brooks administered the Oath of Office to Directors Price, Stamey and Umont and then congratulated them.

**4.3 Recognition of Volunteer Steve Springer – 20 Years of Service**

Board President Lindsay asked Captain Roger Lake to come to the podium to provide the background on Volunteer Steve Springer. Captain Lake and Chief Price then presented Volunteer Springer with his 20 year service pin. The Board congratulated Volunteer Springer.

4.4 Recognition of Volunteer Ed Miracle – 20 Years of Service

Board President Lindsay asked Captain Roger Lake to come to the podium to provide the background on Volunteer Ed Miracle. Captain Lake and Chief Price then presented Volunteer Miracle with his 20 year service pin. The Board congratulated Volunteer Miracle.

5. **Public Comment**

No comment.

6. **Consent Calendar**

Director Stamey moved approval of Consent Calendar items 6.1-6.6 1-3 Director Price seconded the motion. Motion carried.

7. **Old Business**

7.1 Open Public Hearing regarding possible final adoption of Ordinance No. 25 the District Fee Schedule.

Fire Marshal Jamison provided the background of this item briefly discussing the public notice process and stated that she has met with Sunset Development. Fire Marshal Jamison stated that no written comments have been received, and that this Ordinance would take effect March 1, 2011.

Motion by Director Price to adopt Ordinance No. 25, seconded by Director Linari. Motion carried by roll call vote.

8. **New Business**

8.1 Presentation of 2010 District Comprehensive Annual Finance Report (CAFR) by Maze and Associates.

Administrative Services Director Leete introduced Katherine Yuen from Maze and Associates, who walked through the audit for the Board. Ms. Yuen stated that the District received a clean opinion on all matters. Chief Price stated that the CAFR would now be uploaded to our website and that we expect to receive the award for excellence for our CAFR again this year. The Board accepted this report and thanked Ms. Yuen for her presentation.

8.2 Discussion and possible approval of disposal of two copy machines and one color printer; and discussion and possible approval of contract with Pacific Office Automation for Lease and Maintenance Service for printer/copier/scanner/fax machine.

Finance Supervisor Sasser provided the background stating that five firms submitted bids with staff recommending the bid from Pacific Office Automation for a total monthly cost of

\$867 which includes lease payments and maintenance charges for the period December 30, 2010 through December 29, 2015. Director Stamey thanked staff for a very thorough job on this project. Motion by Director Price to approve staff's recommendations as stated in the staff report. Director Stamey seconded the motion. Motion carried.

- 8.3 Discussion and possible approval of Resolution No. 2010-09 which establishes with the Contra Costa County Recorders Office the assessment in property tax liens for properties abated by the District for the period after October 1, 2010.

Fire Marshal Jamison provided the background stating the resolution would place liens on properties stated in the staff report. Motion by Director Stamey, seconded by Director Price to approve Resolution No. 2010-09. Motion carried by roll call vote.

- 8.4 Discussion of Announcement of Upcoming Special District Vacancy on LAFCO, Call for Nominations and Names of Voting Delegates.

Fire Chief Price provided the background of this item. District Clerk Brooks will follow up with LAFCO with the name of our representative who will attend the LAFCO meeting on January 24, 2011. There was informal direction of the Board to support Dick Olson, a Director for the Moraga/Orinda Fire District to serve on the LAFCO Board as a Special District candidate. Legal Counsel Ross stated that he has a very high regard for Mr. Olson who is very knowledgeable with regard to Special Districts and is a very qualified candidate and is familiar with LAFCO issues also. Director Price volunteered to attend the January 24, 2011 meeting, and Director Linari would be the alternate if Director Price could not attend. Motion by Director Stamey, seconded by Director Linari to support Dick Olson to serve on the LAFCO Board as a Special District candidate. Motion carried.

- 8.5 Nominations for Board President and Vice-President for 2011.

Director Stamey nominated Director Price for Board President for 2011. Director Linari seconded the motion. Motion carried. Director Stamey nominated Director Linari for Board Vice-President for 2011. Director Price seconded the motion. Motion carried.

## **9. Correspondence**

Director Price commented on the nice letters from the children at Golden View School thanking Code Compliance Officer Vanek for her presentation to the classes.

## **10. Monthly Activity Reports**

- 10.1 Operations - Assistant Chief Collins

Assistant Chief Collins reported on the monthly compliance report.

- 10.2 Support Services - Assistant Chief Hart

Assistant Chief Hart stated that regarding Station 36, the building has undergone final inspection, and that regarding Station 32, the CEQA initial study is complete. Assistant

Chief Hart also stated that the Toys for Tots program has been very successful again this year and thanked everyone for their contributions.

10.3 Fire Prevention – Fire Marshal Jamison

Fire Marshal Jamison discussed the monthly activity report highlighting the Caregiver Connection pamphlet included in the packet, stating that Code Compliance Officer Vanek has been doing an excellent job on this program. Director Linari stated that there is very valuable information in this pamphlet.

10.4 Administrative Services – Administrative Services Director Leete

Administrative Services Director Leete stated that the District's property tax revenue came in slightly higher than expected, and reminded staff and the Board that effective January 1, 2011, the District would be switching to Bank of the West for the District's banking needs.

10.5 Fire Chief – Fire Chief Price

Chief Price stated that this past month he attended the yearly Veterans of Foreign Wars dinner honoring our Employee and Firefighter of the Year. Chief Price stated that he also attended the installation for the new Mayor of Danville and also attended a conference honoring the 50<sup>th</sup> anniversary of CPR.

**11. Good of the Order**

Board President Lindsay referred to the CERT flyer of information regarding the upcoming winter months. Chief Price and Director Price discussed the recent successful racquetball Toys for Tots fund raiser, thanking our crews for being there. Chief Price thanked Mike Marchi who donated shirts for the fund raiser.

**12. Closed Session**

12.1 Conference with District Counsel – Potential Litigation

Possible exposure to litigation (two matters)

[Pursuant to Government Code §54956.9(b)(2) and 54954.5(c)]. Facts and circumstances that might result in litigation need not be disclosed. [Pursuant to Government Code § 54956.9(b) (3)(a)]

12.2 Status on labor negotiations between the District and the San Ramon Valley Firefighters Association under the provisions [Authorized under Government Code § 54957.6]

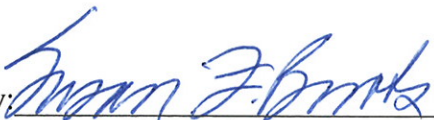
(John Bartel was present for closed session.)

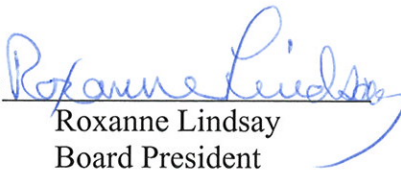
13. Return to Open Session

Regular session ended: 8:04 p.m.  
Closed session began: 8:15 p.m.  
Closed session ended: 9:32 p.m.  
Regular session reconvened: 9:32 p.m.

14. Adjournment

The meeting adjourned at 9:35 p.m.

Prepared by:   
Susan F. Brooks  
District Clerk

Approved by:   
Roxanne Lindsay  
Board President