

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
Board of Directors Regular Board Meeting**

**Wednesday June 26, 2019 – 1:00 p.m.**

*Dominique Yancey ~ Board President  
Don Parker, Board Vice-President ~ Ryan Crean, Director  
H. Jay Kerr, Director ~ Matthew 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**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA**
- 4. PUBLIC COMMENT**

Any person may address the District Board on any subject pertaining to District business, which is not listed on the agenda. This comment is provided by the Ralph M. Brown Open Meeting Act (Government Code § 54950 *et seq.*) and may be limited to three (3) minutes for any person addressing the Board. Please complete a “Request to Speak” form and submit it to the District Clerk.

**5. CONSENT CALENDAR**

Consent calendar items are considered routine and are acted upon by the Board with a single action. Members of the audience wishing to provide public input may request that the Board remove the item from the Consent Calendar. Comments may be limited to three (3) minutes.

- 5.1 Approve the demand register for the period May 13, 2019, through June 14, 2019 in the amount of \$2,533,293,64.
- 5.2 Approve the Board minutes from the May 22, 2019 Regular Board Meeting; and District Counsel’s Report Upon Return from Closed Session from May 22, 2019.
- 5.3 Approval of salary, payroll taxes and retirement contributions for the month of May 2019 in the amount of \$4,215,818.29.
- 5.4 Approve renewal of excess workers’ compensation with Safety National Casualty Corporation and related premium payment in the amount of \$312,236.
- 5.5 Approval for purchase of 45 Physio-Control LifePak 15 4G data modems at a cost not to exceed \$32,535, not including taxes and shipping.
- 5.6 Approval to declare apparatus/vehicles E-545, 305, 306 and 370 as Surplus Property.

5.7 **Personnel Actions:**

**Promotions:**

Approve staff recommendation to award the following promotions, effective June 13, 2019:

1. Firefighter Ryan Bock-Willmes, to Engineer 4, Step 6

**Step Increases:**

Approve staff recommendation to award the following step increases, effective July 1, 2019:

1. Public Safety Dispatch Supervisor Latasha Bouzek, to Public Safety Dispatch Supervisor Step 6
2. Public Safety Dispatch Supervisor Stephen Rodwell, to Public Safety Dispatch Supervisor Step 5
3. Public Safety Dispatcher Nicolette Reid, to Public Safety Dispatcher 2 Step 4
4. Public Safety Dispatcher Zachary Schiess, to Public Safety Dispatcher 2 Step 3
5. GIS Analyst Juan Pedreno II, to GIS Analyst Step 6

**New Hires:**

Confirmation of Employment effective July 1, 2019. Approve staff recommendation to hire:

1. Ryan Mahoney for Media Communications and Public Education Analyst Step 1

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

- 6.1 Special Presentation by Engineer Brian Olson and Captain Demian Bannister on the iQuest Program.

**7. OLD BUSINESS**

- 7.1 Approval to donate surplus apparatus 548, 547, 546 and 506.
- 7.2 Authorization to contract with ENGEIO, Inc., for Underground Tank Subsurface Assessment.

**8. NEW BUSINESS**

- 8.1 Open Public Hearing as set forth in the annual exterior hazard abatement notices mailed on April 12, 2019, stipulating June 26, 2019 at 1:00 p.m., 1500 Bollinger Canyon Road, San Ramon, California, as the date, time and place provided for the purpose of receiving public comment to show cause why exterior hazard abatement standards are not applicable to the appellant's property.
- 8.2 Open Public Hearing to receive public comment regarding the Adoption of the 2019-2020 Annual Operating and Capital Budgets. The 2019-2020 Proposed Budget can be found on the District's website at [www.firedepartment.org](http://www.firedepartment.org)
- 8.3 Approval of Agreement with Jeff Katz Architecture for design and construction administration services and Reimbursement Resolution No. 2019-05– San Ramon Public Safety Building.
- 8.4 Adoption of Resolution No. 2019-04 establishing the appropriations limit for Fiscal Year 2019-2020 at \$173,829,499.

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

## **10. MONTHLY ACTIVITY REPORTS:**

- 10.1 Operations Division-Deputy Chief Frank Drayton  
Operations Report of monthly activities.
- 10.2 EMS – Battalion Chief, John Duggan  
EMS Report of monthly activities.
- 10.3 Logistics – Deputy Chief Frank Drayton  
Logistics Report of monthly activities.
- 10.4 Fire and Life Safety Division – Deputy Chief Frank Drayton  
Fire and Life Safety Report of monthly activities.
- 10.5 Communications Division – Director of Emergency Communications, Denise Pangelinan  
Communication Report of monthly activities.
- 10.6 Human Resources Division – Human Resources Director, Natalie Korthamar Wong  
Human Resources Report of monthly activities.
- 10.7 Finance Division – Financial Consultant, Ken Campo  
Finance Report of monthly activities.
- 10.8 Fire Chief – Fire Chief, Paige Meyer  
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

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

- 11.1 Discussion of potential PG & E Ordinance regarding deployment of “Safety and Infrastructure Protection Teams” within the District.

## **12. UPCOMING CALENDAR OF EVENTS**

- Thursday, June 27, 2019 SF Giants Firefighter Appreciation Day
- Thursday, July 4, 2019 – Danville 4<sup>th</sup> of July Parade
- Sunday, July 21, 2019 – Fallen Heroes Tribute Event, San Ramon Marriott, 4 p.m.
- Wednesday, August 2, 2019 – CERT PAC Meeting – 9:00 a.m.

## **13. CLOSED SESSION**

- 13.1 Possible exposure to litigation (5 matters) pursuant to Government Code Section 54956.9(d)(2).  
Facts and circumstances that might result in litigation need not be disclosed.
- 13.2 Annual Fire Chief Evaluation and discussion of mutual goals, pursuant to Government Code Section 54957.

## **14. RETURN TO OPEN SESSION**

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

**16. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR  
WEDNESDAY AUGUST 28, 2019 AT 1:00 P.M.**

**\*\*THERE WILL BE NO REGULAR JULY BOARD MEETING, AS THE BOARD WILL TAKE  
A RECESS IN JULY\*\***

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on June 20, 2019 at the District's Administration Building, Fire Stations 30, 31, 32, 33, 34, 35, 36, 38, 39 and the San Ramon Valley Fire Protection Districts website at [www.firedepartment.org](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**

Check/Voucher Register  
From 5/13/2019 Through 6/14/2019

Check Number	Check Date	Payee	Check Amount	Transaction Description
222716	5/31/2019	ABACUS PRODUCTS INC	4,210.37	Weed Abatement Postcards
222670	5/29/2019	ACCUPRINT MINUTEMAN PRESS	1,930.56	Patient Care Forms (5500)
05/16/19-01	5/16/2019	ACE AUTO REPAIR AND TIRE CENTER	454.70	Service and Rear Brakes-Unit 395
05/16/19-02	5/16/2019	ACE AUTO REPAIR AND TIRE CENTER	531.35	Batteries-Unit 545
05/31/19-01	5/31/2019	ACE AUTO REPAIR AND TIRE CENTER	57.75	Smog Unit 340
06/13/19-01	6/13/2019	ACE AUTO REPAIR AND TIRE CENTER	73.00	Installed Laptop Mount-Unit 305
222671	5/29/2019	ACE AUTO REPAIR AND TIRE CENTER	72.74	Smog-Unit 335
222614	5/16/2019	AIR EXCHANGE INC	711.69	Repair Plymovent-Stn 38
222717	5/31/2019	AIR EXCHANGE INC	969.01	Plymovent-Pressure Sensor/Antenna/Transmitter-Stn 39
	5/31/2019	AIR EXCHANGE INC	1,147.60	Repair Plymovent Exhaust-Stn 30
222761	6/13/2019	AIR EXCHANGE INC	522.75	Plymovent Repair/Replaced Hose-Stn 39
	6/13/2019	AIR EXCHANGE INC	1,091.48	Plymovent Repair/Replaced Reducing Elbow-Stn 36
05/16/19-03	5/16/2019	AIR SOLUTIONS LLC	156.96	Portable Air Conditioner During HVAC Repairs-Stn 31
05/16/19-04	5/16/2019	AIR SOLUTIONS LLC	156.96	Portable Air Conditioner During HVAC Repairs-Stn 31
222672	5/29/2019	AIRGAS USA LLC	280.87	Oxygen Tank Cylinder Rental Fee-April 2019
	5/29/2019	AIRGAS USA LLC	357.89	Oxygen Tank Cylinders 5/13/19
	5/29/2019	AIRGAS USA LLC	395.26	Oxygen Tank Cylinders 5/6/19
	5/29/2019	AIRGAS USA LLC	225.41	Oxygen Tank Cylinders 5/9/19
222718	5/31/2019	AIRGAS USA LLC	154.44	Oxygen Tank Cylinders 5/21/19
222673	5/29/2019	ALAMEDA COUNTY FIRE DEPARTMENT	10,383.73	AC Recharge/Replaced Belts/Valves Brakes/Misc Repairs #509
	5/29/2019	ALAMEDA COUNTY FIRE DEPARTMENT	4,346.22	Annual Service-Misc Repairs/Replaced Valve/Climate Blen #604
	5/29/2019	ALAMEDA COUNTY FIRE DEPARTMENT	5,661.14	Annual Service-Misc Repairs/Water Leak/Broken Panel #605
	5/29/2019	ALAMEDA COUNTY FIRE DEPARTMENT	2,776.66	Coolant Leak/Broken Hose/Rewrap Exhaust #527
	5/29/2019	ALAMEDA COUNTY FIRE DEPARTMENT	5,160.57	Ladder Inspection/Replaced 5th Wheel Bushings #526
	5/29/2019	ALAMEDA COUNTY FIRE DEPARTMENT	1,355.65	Oil Leak/Throttle Sticks/Broken Door Handle-#368
	5/29/2019	ALAMEDA COUNTY FIRE DEPARTMENT	653.03	Repair Coolant Leak/Replaced Radiator Sight Glass #508
	5/29/2019	ALAMEDA COUNTY FIRE DEPARTMENT	502.00	Repair Light Bar/Bad Breaker-#603
	5/29/2019	ALAMEDA COUNTY FIRE DEPARTMENT	667.97	Repair Primer Leak/Replaced Primer Valve #527
	5/29/2019	ALAMEDA COUNTY FIRE DEPARTMENT	760.64	Replaced Leaking Air Bags/Misc Electrical #528
	5/29/2019	ALAMEDA COUNTY FIRE DEPARTMENT	2,137.23	Replaced Rear Air Bags/Leveling Valves/Adjust Brakes #509
	5/29/2019	ALAMEDA COUNTY FIRE DEPARTMENT	21,153.86	Spring Pack/Water Pump/Brakes/Transmission/Misc Repairs #508
222762	6/13/2019	ALAMEDA COUNTY FIRE DEPARTMENT	9,834.65	10-Hr Aerial Svc/Adj Aerial Cable/Replace Wheel Pin-Unit 525
	6/13/2019	ALAMEDA COUNTY FIRE DEPARTMENT	5,352.59	Annual/Defrost Blender/Siren Brake Repair/Air Line #607
	6/13/2019	ALAMEDA COUNTY FIRE DEPARTMENT	682.54	PTO Pump Line Leak Damaged Hose-Unit 527
	6/13/2019	ALAMEDA COUNTY FIRE DEPARTMENT	456.27	Pump Drain Leaking/#2 Discharge Leaking-Unit 602
	6/13/2019	ALAMEDA COUNTY FIRE DEPARTMENT	225.00	Reset Water Level Gauge/Search for Leak-Unit 606
222719	5/31/2019	ALAMO ACE HARDWARE	41.87	Ace Hardware Stmt 4/30/19-J. Leonard
	5/31/2019	ALAMO ACE HARDWARE	97.41	Replaced Kitchen Faucet-Stn 35
	5/31/2019	ALAMO ACE HARDWARE	5.83	Silicone to Seal Kitchen Sink
	5/31/2019	ALAMO ACE HARDWARE	50.53	Wooden Dowel for Forcible Entry Prop

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222615	5/16/2019	ALAMO FAMILY DENTISTRY	37.32	Refund-Permit Fees
222616	5/16/2019	ALEX SIMI	200.00	Reimb Paramedic Recertification
05/29/19-01	5/29/2019	ALL STAR FIRE EQUIPMENT INC	291.19	Station Boots-Bradley
222617	5/16/2019	AMAZON COM CREDIT SERVICES	19.99	Air Filter Cartridge
	5/16/2019	AMAZON COM CREDIT SERVICES	109.81	Air Filters
	5/16/2019	AMAZON COM CREDIT SERVICES	151.49	Amazon Stmt 3/10/19
	5/16/2019	AMAZON COM CREDIT SERVICES	120.35	Amazon Stmt 3/10/19-Excercise Equipment
	5/16/2019	AMAZON COM CREDIT SERVICES	43.64	Amazon Stmt 3/10/19-Jump Rope
	5/16/2019	AMAZON COM CREDIT SERVICES	194.99	Electric Hot Water Tank-Stn 32
	5/16/2019	AMAZON COM CREDIT SERVICES	422.64	Pots/Pans/Fridge Filter/Knives-Stn 32
	5/16/2019	AMAZON COM CREDIT SERVICES	101.78	Saw Blades
	5/16/2019	AMAZON COM CREDIT SERVICES	202.28	Saw/Grinder Blades
222720	5/31/2019	AMAZON COM CREDIT SERVICES	69.26	Amazon Stmt 5/10/19-T. Word
	5/31/2019	AMAZON COM CREDIT SERVICES	54.02	Pans for Station 38
	5/31/2019	AMAZON COM CREDIT SERVICES	282.35	Smoke Detectors-Public Education
222674	5/29/2019	AMERICAN MESSAGING	267.15	Paging Service-5/19
222763	6/13/2019	AMERICAN VALLEY WASTE OIL INC	4,185.00	Test and Clean 3 Oil Separators-Stn 36
222618	5/16/2019	AMERIGAS	272.80	Propane Tank Rent 4/1/19-3/31/20 Stn 30
	5/16/2019	AMERIGAS	119.08	Propane Tank Rent 4/1/19-3/31/20 Stn 37
222764	6/13/2019	AMERIGAS	153.72	Propane Tank Rent 5/1/19-4/30/20 Stn 31
222721	5/31/2019	ANGELA CALCAGNO	14.84	Reimb-Replacement Knife Set-Comm Center
222675	5/29/2019	AP TRITON LLC	4,375.00	EMS Advocate Consulting Services-May 2019
222765	6/13/2019	ARTURO PEREZ	150.00	Reimb ACLS Recertification
222619	5/16/2019	ATT	6,147.02	Phones/Data/Radio Circuit/Long Distance 3/20/19-4/19/19
222676	5/29/2019	ATT	20.63	Phone Service 4/19/19-5/18/19
222677	5/29/2019	ATT	6,086.23	Phones/Data/Radio Circuit/Long Distance 4/20/19-5/19/19
222678	5/29/2019	ATT	1,302.40	250Mb Internet Circuit-5/11/19-6/10/19
222679	5/29/2019	ATT MOBILITY	4,591.65	Cell Phones/Mobile Data 4/1-4/30/19
222680	5/29/2019	ATT MOBILITY	48.60	Cell Phone/Mobile Data-Chief Meyer 4/1-4/30/19
222766	6/13/2019	BART CORRIE	385.53	Reimb Mileage/Meals-Rope Rescue Tech Training 5/13-5/17
222620	5/16/2019	BAY AREA NEWS GROUP EAST BAY	244.80	Ad-Exterior Hazard Abatement Program
05/16/19-05	5/16/2019	BAYSPORT PREVENTIVE MEDICAL GROUP	5,620.00	Annual Wellness Fitness Exams
05/16/19-06	5/16/2019	BAYSPORT PREVENTIVE MEDICAL GROUP	625.00	Medical Exam Wellness Fitness
222722	5/31/2019	BICKMORE ACTUARIAL	4,100.00	Workers' Comp Actuarial Review-June 30, 2019
05/16/19-07	5/16/2019	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 30 Bio-Hazard Waste Collection Service 5/6/19
05/16/19-08	5/16/2019	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 31 Bio-Hazard Waste Collection Service 5/6/19
05/16/19-09	5/16/2019	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 32 Bio-Hazard Waste Collection Service 5/6/19
05/16/19-10	5/16/2019	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 33 Bio-Hazard Waste Collection Service 5/6/19
05/16/19-11	5/16/2019	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 34 Bio-Hazard Waste Collection Service 5/6/19
05/16/19-12	5/16/2019	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 35 Bio-Hazard Waste Collection Service 5/6/19

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05/16/19-13	5/16/2019	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 36 Bio-Hazard Waste Collection Service 5/6/19
05/16/19-14	5/16/2019	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 38 Bio-Hazard Waste Collection Service 5/6/19
05/16/19-15	5/16/2019	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 39 Bio-Hazard Waste Collection Service 5/6/19
06/13/19-02	6/13/2019	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 30 Bio-Hazard Waste Collection Service 6/3/19
06/13/19-03	6/13/2019	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 31 Bio-Hazard Waste Collection Service 6/3/19
06/13/19-04	6/13/2019	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 32 Bio-Hazard Waste Collection Service 6/3/19
06/13/19-05	6/13/2019	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 33 Bio-Hazard Waste Collection Service 6/3/19
06/13/19-06	6/13/2019	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 34 Bio-Hazard Waste Collection Service 6/3/19
06/13/19-07	6/13/2019	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 35 Bio-Hazard Waste Collection Service 6/3/19
06/13/19-08	6/13/2019	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 36 Bio-Hazard Waste Collection Service 6/3/19
06/13/19-09	6/13/2019	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 38 Bio-Hazard Waste Collection Service 6/3/19
06/13/19-10	6/13/2019	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 39 Bio-Hazard Waste Collection Service 6/3/19
222723	5/31/2019	BLUE SHIELD OF CALIFORNIA	407.54	Ambulance Refund
222724	5/31/2019	BLUE SHIELD OF CALIFORNIA	1,296.56	Ambulance Refund
222725	5/31/2019	BLUE SHIELD OF CALIFORNIA	952.00	Ambulance Refund
05/29/19-02	5/29/2019	BOUNDTREE MEDICAL LLC	5,979.59	Medical Supplies
05/29/19-03	5/29/2019	BOUNDTREE MEDICAL LLC	687.58	Pharmaceutical Supplies
05/29/19-04	5/29/2019	BOUNDTREE MEDICAL LLC	313.20	Pharmaceutical Supplies
05/31/19-02	5/31/2019	BOUNDTREE MEDICAL LLC	1,341.25	Pharmaceutical Supplies
	5/31/2019	BOUNDTREE MEDICAL LLC	(133.92)	Returned-Gauze Sponge Sterile
05/31/19-03	5/31/2019	BOUNDTREE MEDICAL LLC	4,482.64	Medical Supplies
222621	5/16/2019	BRANDON J EYNCK	200.00	Reimb PHTLS Recertification
222767	6/13/2019	BRETT HERENDEEN	200.00	Reimb Paramedic Recertification
222768	6/13/2019	BRIAN MEDLEY	269.43	Reimb Mileage/Meals-Rope Rescue Tech Training 5/13-5/17
222681	5/29/2019	BRIAN OLSON	82.07	Reimb-Supplies To Install Tablet In Ambulance
222769	6/13/2019	BRIAN OLSON	391.11	Reimb Education Asst-Company Officer 2A Class
	6/13/2019	BRIAN OLSON	200.00	Reimb Paramedic Recertification
222770	6/13/2019	CA BUILDING OFFICIALS	250.00	Registration-CALBO Training (R Wendel)
222622	5/16/2019	CA STATE DEPARTMENT OF JUSTICE	49.00	Fingerprint LiveScan
222771	6/13/2019	CA STATE DEPARTMENT OF JUSTICE	196.00	Fingerprinting Live Scan Pre-employment
222772	6/13/2019	CALIFORNIA FIRE CHIEFS ASSOCIATION	800.00	Registration-2019 Annual Cal Chiefs Conf (Meyer/Drayton)
222726	5/31/2019	CALIFORNIA UST SERVICES	1,887.46	Misc Gasoline Pump Repairs-Stn 30/35/38/34
222773	6/13/2019	CALIFORNIA UST SERVICES	340.75	Repair Failed Impeller
EFT 5/23/19	5/23/2019	CALPERS	537,975.77	CalPERS Health-June 2019
222774	6/13/2019	CASEY M RIVERS	34.64	Reimb-Survivor Reunion Dinner
05/16/19-16	5/16/2019	CCC EMPLOYEES RETIREMENT ASSOCIATION	452,557.72	Employee Retirement Contributions-4/19
Wire 6/13/19	6/13/2019	CCC EMPLOYEES RETIREMENT ASSOCIATION	455,239.59	Employee Retirement Contributions-5/19
222727	5/31/2019	CCC PUBLIC WORKS DEPARTMENT	773.76	Stn 32 Pedestrian Bridge-Permit
222682	5/29/2019	CDW GOVERNMENT INC	1,197.50	Adobe Licensing
222775	6/13/2019	CHRIS QUIRK	351.31	Reimb-Battery/Charger/Programming Software-CERT Comm Equip

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From 5/13/2019 Through 6/14/2019

Check Number	Check Date	Payee	Check Amount	Transaction Description
222623	5/16/2019	CINTAS CORPORATION #054	84.23	Stn 30 Carpet Runners/Mechanics Coverall Clean Fee
	5/16/2019	CINTAS CORPORATION #054	54.56	Stn 32 Carpet Runner Exchange Service-04/4/19
	5/16/2019	CINTAS CORPORATION #054	54.56	Stn 32 Carpet Runner Exchange Service-05/2/19
222728	5/31/2019	CINTAS CORPORATION #054	38.41	Stn 30 Carpet Runners/Mechanics Coverall Clean Fee-4/24/19
222624	5/16/2019	CLARK PEST CONTROL	200.00	Stn 31 Pest Control Service-5/1/19
	5/16/2019	CLARK PEST CONTROL	140.00	Stn 39 Pest Control Service-5/1/19
	5/16/2019	CLARK PEST CONTROL	118.00	Training Site Pest Control Service-5/6/19
222683	5/29/2019	CLARK PEST CONTROL	181.00	Stn 35 Pest Control Service-5/14/19
222729	5/31/2019	CLARK PEST CONTROL	108.00	Stn 32 Pest Control Service-5/16/19
222625	5/16/2019	CLIFFORD SCOTT BUXTON	28.59	Reimb-Food For CERT C8 Meeting
222776	6/13/2019	CLIFFORD SCOTT BUXTON	1,080.00	CERT Instructor (36.0 hours) 5/3/19-5/27/19
	6/13/2019	CLIFFORD SCOTT BUXTON	1,110.00	CERT Instructor (37.0 hours) 4/2-4/29/19
	6/13/2019	CLIFFORD SCOTT BUXTON	71.55	Reimb-Food for Drill/CERT Leadership Meeting
222777	6/13/2019	CLUB CARE INC	491.07	Repair Startrac Treadmill-Stn 31
222626	5/16/2019	COMCAST	234.22	Stn 30 Cable Service 5/13/19-6/12/19
222627	5/16/2019	COMCAST	148.25	Stn 35 High Speed Internet 5/08/19-6/07/19
222628	5/16/2019	COMCAST	238.25	Stn 32 High Speed Internet 5/6/19-6/5/19
222629	5/16/2019	COMCAST	146.06	Stn 32 Cable Service 5/4/19-6/3/19
222630	5/16/2019	COMCAST	153.59	Admin Broadband Internet Service 4/1/19-4/30/19
222631	5/16/2019	COMCAST	148.25	Stn 39 High Speed Internet 5/09/19-6/08/19
222632	5/16/2019	COMCAST	243.60	Stn 38 Cable Service/High-Speed Internet 5/8/19-6/7/19
222684	5/29/2019	COMCAST	153.25	Stn 31 High Speed Internet 5/23/19-6/22/19
222685	5/29/2019	COMCAST	191.70	Admin Cable Service 5/17/19-6/16/19
222686	5/29/2019	COMCAST	148.25	Stn 34 High Speed Internet 5/15/19-6/14/19
222730	5/31/2019	COMCAST	178.36	Stn 33 Cable Service 6/1-6/30/19
222731	5/31/2019	COMCAST	190.86	Stn 39 Cable Service 6/1-6/30/19
222778	6/13/2019	COMCAST	54.06	Old Stn 32 Internet for Security Camera 5/27/19-6/26/19
222779	6/13/2019	COMCAST	201.55	Stn 31 Cable Service 5/26/19-5/25/19
	6/13/2019	COMCAST	184.18	Stn 35 Cable Service 5/27/19-6/26/19
222780	6/13/2019	COMCAST	182.59	Training Site High Speed Internet/Cable Svc 5/26/19-6/25/19
222781	6/13/2019	COMCAST	234.22	Stn 30 Cable Service 6/13/19-7/12/19
	6/13/2019	COMCAST	271.56	Stn 36 Cable Service 5/26/19-6/25/19
222782	6/13/2019	COMCAST	148.25	Stn 30 High Speed Internet 5/30/19-6/29/19
	6/13/2019	COMCAST	238.25	Stn 32 High Speed Internet 6/06/19-7/05/19
	6/13/2019	COMCAST	148.25	Stn 35 High Speed Internet 6/08/19-7/07/19
	6/13/2019	COMCAST	148.25	Stn 36 High Speed Internet 6/1/19-6/30/19
222783	6/13/2019	COMCAST	146.06	Stn 32 Cable Service 6/4/19-7/3/19
222784	6/13/2019	COMCAST	148.25	Stn 33 High Speed Internet 5/31/19-6/30/19
222785	6/13/2019	COMCAST	167.33	Stn 34 Cable Service 5/27/19-6/26/19
	6/13/2019	COMCAST	224.04	Stn 38 Cable Service 5/27/19-6/26/19

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

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Check Number	Check Date	Payee	Check Amount	Transaction Description
222786	6/13/2019	COMCAST	153.59	Admin Broadband Internet Service 5/1/19-5/31/19
222787	6/13/2019	COMCAST	243.60	Stn 38 Cable Service/High-Speed Internet 6/8/19-7/7/19
222633	5/16/2019	CONCERN EAP	3,736.30	Employee Assistance Premium-5/19
222732	5/31/2019	CONCORD UNIFORMS	65.20	Class A Uniform Shoes for Bock-Willmes
222733	5/31/2019	CONTRA COSTA HEALTH SERVICES	1,854.00	Hazmat Cupa Operating Permit for 2019/2020-Stn 30
	5/31/2019	CONTRA COSTA HEALTH SERVICES	807.00	Hazmat Cupa Operating Permit for 2019/2020-Stn 31
	5/31/2019	CONTRA COSTA HEALTH SERVICES	1,369.00	Hazmat Cupa Operating Permit for 2019/2020-Stn 32
	5/31/2019	CONTRA COSTA HEALTH SERVICES	402.00	Hazmat Cupa Operating Permit for 2019/2020-Stn 33
	5/31/2019	CONTRA COSTA HEALTH SERVICES	1,369.00	Hazmat Cupa Operating Permit for 2019/2020-Stn 34
	5/31/2019	CONTRA COSTA HEALTH SERVICES	402.00	Hazmat Cupa Operating Permit for 2019/2020-Stn 35
	5/31/2019	CONTRA COSTA HEALTH SERVICES	402.00	Hazmat Cupa Operating Permit for 2019/2020-Stn 36
	5/31/2019	CONTRA COSTA HEALTH SERVICES	402.00	Hazmat Cupa Operating Permit for 2019/2020-Stn 37
	5/31/2019	CONTRA COSTA HEALTH SERVICES	1,369.00	Hazmat Cupa Operating Permit for 2019/2020-Stn 38
	5/31/2019	CONTRA COSTA HEALTH SERVICES	402.00	Hazmat Cupa Operating Permit for 2019/2020-Stn 39
	5/31/2019	CONTRA COSTA HEALTH SERVICES	402.00	Hazmat Cupa Operating Permit for 2019/2020-Training Site
222734	5/31/2019	CONTRA COSTA SPECIAL DISTRICTS ASSOCIAT..	100.00	CCSDA Annual Dues FY 2019-2020
222113	5/22/2019	COTIVITI HEALTHCARE AND KAISER FOUNDA...	(1,882.20)	Ambulance Refund
222114	5/22/2019	COTIVITI HEALTHCARE AND KAISER FOUNDA...	(1,627.64)	Ambulance Refund
222115	5/22/2019	COTIVITI HEALTHCARE AND KAISER FOUNDA...	(1,264.74)	Ambulance Refund
222788	6/13/2019	CROSS CONNECTIONS MOBILE COMMUNICAT...	481.94	Belt Clips for Bendix King Portables (27)
	6/13/2019	CROSS CONNECTIONS MOBILE COMMUNICAT...	19,914.89	Bendix King Portable Radios (9)
222735	5/31/2019	CUSHING PAINTING AND DRYWALL	450.00	Fix and Paint Wall-Stn 36
	5/31/2019	CUSHING PAINTING AND DRYWALL	1,100.00	Locker Installation-Stn 38
	5/31/2019	CUSHING PAINTING AND DRYWALL	3,800.00	Paint Additional Area (Due to Peeling)-Stn 33
	5/31/2019	CUSHING PAINTING AND DRYWALL	6,800.00	Paint Exterior Walls-Stn 33
	5/31/2019	CUSHING PAINTING AND DRYWALL	2,700.00	Paint ExteriorAnnex Building Stn 33
	5/31/2019	CUSHING PAINTING AND DRYWALL	450.00	Paint-Apparatus Room Stn 38
	5/31/2019	CUSHING PAINTING AND DRYWALL	700.00	Touch Up/Sill Repair-Apparatus Room Stn 38
222687	5/29/2019	D SCHEME STUDIO	36.00	Refund For Overpayment
05/16/19-17	5/16/2019	DA PAGE LLC	425.00	Paging Software-5/19
06/13/19-11	6/13/2019	DA PAGE LLC	425.00	Paging Software-6/19
222789	6/13/2019	DAMIEN A ALVAREZ	350.00	Reimb-PHTLS/ACLS Recertification
222790	6/13/2019	DAVID GARCIA	200.00	Reimb-PHTLS Recertification
05/16/19-18	5/16/2019	DEFINITIVE NETWORKS INC	23,244.43	Panasonic CF-33 EMS Tablets (6)
05/16/19-19	5/16/2019	DEFINITIVE NETWORKS INC	4,800.00	ePCR Data Review Service-May 2019
222688	5/29/2019	DEL CONTES LANDSCAPING INC	2,555.00	Admin/Stn 38/Stn 30/Stn 31/Stn 35 Landscape Maint-5/19
	5/29/2019	DEL CONTES LANDSCAPING INC	285.00	Irrigation Repair-Stn 36
	5/29/2019	DEL CONTES LANDSCAPING INC	95.00	Irrigation Repair-Stn 39
222634	5/16/2019	DENTONIS WELDING WORKS INC	823.58	Labor-Inspect Ambulance Unit #706
222791	6/13/2019	DEPT OF FORESTRY AND FIRE PROTECTION	168.00	Driver Operator 1B (3/12/19-3/15/19)

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	6/13/2019	DEPT OF FORESTRY AND FIRE PROTECTION	888.00	Fire Investigation 1A Course Fees
222635	5/16/2019	DIABLO PRINTING AND COPYING	243.57	District Mailing Labels (1000)
222689	5/29/2019	DIRECTV	66.99	Cable Service 5/12/19-6/11/19
222792	6/13/2019	DUBLIN SAN RAMON SERVICES DISTRICT	411.25	Stn 30-Recycled Water Service 4/1/19-5/31/19
222690	5/29/2019	EBMUD	1,020.60	Admin Water Service (Meter 1.5) 3/15/19-5/15/19
	5/29/2019	EBMUD	499.84	Admin Water Service (Meter 6.0) 3/15/19-5/15/19
	5/29/2019	EBMUD	280.50	Stn 36 Water Service (Meter 1.0) 3/14/19-5/14/19
	5/29/2019	EBMUD	295.31	Stn 36 Water Service (Meter 1.5) 3/14/19-5/14/19
	5/29/2019	EBMUD	499.84	Stn 36 Water Service (Meter 6.0) 3/14/19-5/14/19
222736	5/31/2019	EBMUD	74.40	Old Stn 32 Water Service (Meter 1.0) 3/25/19-5/22/19
222793	6/13/2019	EBMUD	793.52	Stn 31 Water Service (Meter 2.0) 4/4/19-6/3/19
	6/13/2019	EBMUD	255.70	Stn 31 Water Service (Meter 4.0) 4/4/19-6/3/19
	6/13/2019	EBMUD	503.01	Stn 31 Water Service (Meter 5/8) 4/4/19-6/3/19
	6/13/2019	EBMUD	499.84	Stn 31 Water Service (Meter 6.0) 4/1/19-6/3/19
	6/13/2019	EBMUD	292.20	Stn 34 Water Service (Meter 1.0) 4/2/19-5/30/19
	6/13/2019	EBMUD	255.70	Stn 34 Water Service (Meter 4.0) 4/2/19-5/30/19
222794	6/13/2019	ED JONES COMPANY INC	924.97	Badges for Retirees
05/29/19-05	5/29/2019	EFAX CORPORATE	119.80	eFax Usage-4/19
05/16/19-20	5/16/2019	ELECTRONIC INNOVATIONS INC	544.72	Gate Repair-Stn 30
05/16/19-21	5/16/2019	ELECTRONIC INNOVATIONS INC	275.00	Gate Repair-Stn 30
222737	5/31/2019	ELITE AUTO GLASS INC	363.82	Windshield Replacement-Unit 342
222795	6/13/2019	EMERGENCY CONSTRUCTION SERVICES INC	1,468.40	Board Up/Permanent Repairs-110 Rassani Dr. Danville
222691	5/29/2019	EMPIRE COMMUNICATIONS INC	920.00	CS131 Phone System Repair
222636	5/16/2019	ENTERPRISE FM TRUST	8,991.22	Monthly Fleet Lease Payment (16) 5/1/19-5/31/19
222796	6/13/2019	ERGOMETRICS	202.87	Fire Team Test for FF PM Recruitment
222692	5/29/2019	ERIK KING	180.00	Reimb PALS Recertification
222637	5/16/2019	ETHER WEB NETWORK LLC	75.00	Stn 37 Wireless Internet Service 3/1/19-5/31/19
222797	6/13/2019	FIRE DISTRICTS ASSOC OF CALIFORNIA	440.00	Membership Dues 2019-2020
222638	5/16/2019	FIRE TECH INSPECTION SERVICE	525.00	Inspect/Test Aerial Ladder-Unit 525
06/13/19-12	6/13/2019	FIRECOM INC	2,231.99	Apparatus Headsets (8)
222738	5/31/2019	FLOORTEX DESIGN 1ST CHOICE ABBEY	2,185.00	Blinds-Office and Dorm Stn 34
222798	6/13/2019	FORCIBLE ENTRY INC	1,072.50	Repairs-Forcible Entry Door Prop
222739	5/31/2019	GALLS LLC	45.05	Uniform Belt
222799	6/13/2019	GALLS LLC	113.25	Uniform Belt-Suppression/Academy
222800	6/13/2019	GARY MARCIEL EXCAVATING	24,750.00	Annual Fire Trail Maintenance-FY 2019
222639	5/16/2019	GEARGRID LLC	8,992.70	PPE Lockers-Stn 38
222801	6/13/2019	GEARGRID LLC	4,352.00	Two Rolling Metal Grid PPE Cabinets
222740	5/31/2019	GEMS ENVIRONMENTAL MANAGEMENT SERV...	1,254.00	Replace Unleaded Pump Switch-Stn 34
	5/31/2019	GEMS ENVIRONMENTAL MANAGEMENT SERV...	1,505.25	Replaced Malfunctioning Key Pad-Fuel System Stn 39
222640	5/16/2019	GEORGE ALBERTO ROJAS	165.00	CERT Instructor (5.5 hours) 5/3-5/4/19

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222641	5/16/2019	GLOBALSTAR USA	640.22	Satellite Phone Service (6)-4/19
	5/16/2019	GLOBALSTAR USA	260.93	Satellite Phone Service-Dispatch 4/19
	5/16/2019	GLOBALSTAR USA	(48.03)	Satellite Phone Service-EOC 4/19
222802	6/13/2019	GLOBALSTAR USA	638.59	Satellite Phone Service (6)-5/19
	6/13/2019	GLOBALSTAR USA	212.86	Satellite Phone Service-Dispatch 5/19
06/13/19-13	6/13/2019	GOOGLE LLC	220.72	Google Apps Usage-May 2019
05/16/19-22	5/16/2019	GRANICUS INC	508.00	Civica CMS Intranet Hosting Fee-May 2019
05/29/19-06	5/29/2019	GRANICUS INC	1,480.00	Civica CMS 3/1/19-6/30/19
06/13/19-14	6/13/2019	GRANICUS INC	508.00	Civica CMS Intranet Hosting Fee-June 2019
222642	5/16/2019	GREAT AMERICA FINANCIAL SERVICES CORP...	180.08	FY 18/19 Training Copier Maint Agreement-4/19
222803	6/13/2019	GREAT AMERICA FINANCIAL SERVICES CORP...	180.08	FY 18/19 Training Copier Maint Agreement-5/19
222643	5/16/2019	HAVE AIR WILL TRAVEL INC	395.00	Repair Broken Studs (4)-Unit 708
	5/16/2019	HAVE AIR WILL TRAVEL INC	150.00	Service Call/Flat Tire Repairs-Unit 713
	5/16/2019	HAVE AIR WILL TRAVEL INC	125.00	Service Call/Mounts/Dismounts New Tire (1)-Unit 811
222693	5/29/2019	HOME DEPOT CREDIT SERVICES	10.26	Air Filters-Stn 33
	5/29/2019	HOME DEPOT CREDIT SERVICES	131.58	Misc Supplies/Tools
	5/29/2019	HOME DEPOT CREDIT SERVICES	1,842.93	New Engines Misc Equipment-532,533,534,535,610,611,612,613
	5/29/2019	HOME DEPOT CREDIT SERVICES	25.57	New Engines-Paint Supplies
05/16/19-23	5/16/2019	HUNT AND SONS INC	1,809.66	Stn 30 Unleaded/Diesel Fuel-4/30/19
05/16/19-24	5/16/2019	HUNT AND SONS INC	3,043.88	Stn 31 Unleaded/Diesel Fuel-5/1/19
05/16/19-25	5/16/2019	HUNT AND SONS INC	367.53	Stn 34 Diesel Fuel-5/3/19
05/16/19-26	5/16/2019	HUNT AND SONS INC	1,718.10	Stn 35 Diesel Fuel-5/7/19
05/16/19-27	5/16/2019	HUNT AND SONS INC	2,177.62	Stn 38 Unleaded Fuel-5/3/19
05/16/19-28	5/16/2019	HUNT AND SONS INC	625.13	Stn 39 Diesel Fuel-5/1/19
05/16/19-29	5/16/2019	HUNT AND SONS INC	654.30	Stn 30 Unleaded Fuel-5/1/19
05/16/19-30	5/16/2019	HUNT AND SONS INC	1,233.24	Stn 31 Unleaded/Diesel Fuel-5/8/19
05/16/19-31	5/16/2019	HUNT AND SONS INC	2,381.73	Stn 38 Unleaded Fuel-5/8/19
05/16/19-32	5/16/2019	HUNT AND SONS INC	1,346.34	Stn 36 Unleaded/Diesel Fuel-5/8/19
05/29/19-07	5/29/2019	HUNT AND SONS INC	1,101.31	Stn 36 Diesel Fuel-5/14/19
05/29/19-08	5/29/2019	HUNT AND SONS INC	1,416.26	Stn 30 Unleaded/Diesel Fuel-5/17/19
05/29/19-09	5/29/2019	HUNT AND SONS INC	2,437.11	Stn 31 Unleaded/Diesel Fuel-5/17/19
05/29/19-10	5/29/2019	HUNT AND SONS INC	820.18	Stn 34 Diesel Fuel-5/20/19
05/29/19-11	5/29/2019	HUNT AND SONS INC	3,100.63	Stn 38 Unleaded/Diesel Fuel-5/16/19
05/29/19-12	5/29/2019	HUNT AND SONS INC	761.24	Stn 39 Diesel Fuel-5/20/19
05/29/19-13	5/29/2019	HUNT AND SONS INC	765.45	Stn 30 Unleaded/Diesel Fuel-5/16/19
05/29/19-14	5/29/2019	HUNT AND SONS INC	1,506.39	Stn 31 Unleaded/Diesel Fuel-5/21/19
05/29/19-15	5/29/2019	HUNT AND SONS INC	1,189.39	Stn 35 Diesel Fuel-5/21/19
05/31/19-04	5/31/2019	HUNT AND SONS INC	4,152.04	Stn 38 Unleaded/Diesel Fuel-5/22/19
05/31/19-05	5/31/2019	HUNT AND SONS INC	547.88	Stn 31 Diesel Fuel-5/27/19
06/13/19-15	6/13/2019	HUNT AND SONS INC	3,701.99	Stn 38 Unleaded Fuel-5/30/19

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06/13/19-16	6/13/2019	HUNT AND SONS INC	927.08	Stn 36 Diesel Fuel-5/30/19
06/13/19-17	6/13/2019	HUNT AND SONS INC	1,602.75	Stn 31 Unleaded/Diesel Fuel-6/3/19
06/13/19-18	6/13/2019	HUNT AND SONS INC	907.05	Stn 30 Unleaded Fuel-6/5/19
06/13/19-19	6/13/2019	HUNT AND SONS INC	906.09	Stn 33 Diesel Fuel-6/6/19
06/13/19-20	6/13/2019	HUNT AND SONS INC	882.19	Stn 34 Diesel Fuel-6/6/19
06/13/19-21	6/13/2019	HUNT AND SONS INC	637.19	Stn 35 Diesel Fuel-6/6/19
06/13/19-22	6/13/2019	HUNT AND SONS INC	598.36	Stn 39 Diesel Fuel-6/6/19
06/13/19-23	6/13/2019	HUNT AND SONS INC	605.32	Stn 32 Diesel Fuel-5/31/19
06/13/19-24	6/13/2019	HUNT AND SONS INC	622.34	Stn 31 Unleaded/Diesel Fuel-6/5/19
222644	5/16/2019	HWW INC	820.00	Job Posting-EMS Coordinator RN
222804	6/13/2019	IAIN McCULLOCH	309.68	Reimb Mileage/Meals-Rope Rescue Tech Training 5/13-5/17
06/13/19-25	6/13/2019	INDUSTRIAL SCIENTIFIC CORP	1,223.64	Monthly iNet Gas Monitoring Subscription-May 2019
222741	5/31/2019	INNOVATIVE CLAIM SOLUTIONS	9,036.92	Workers' Comp Claim Admin Fees 6/1/19-6/30/19
222805	6/13/2019	INNOVATIVE CLAIM SOLUTIONS	9,036.92	Workers' Comp Claim Admin Fees 5/1/19-5/31/19
222694	5/29/2019	INTERNATIONAL ACADEMIES OF EMERGENCY..	650.00	EMD ACE Re-Accreditation Plan 2019
05/29/19-16	5/29/2019	INTERWEST CONSULTING GROUP INC	1,291.25	Fire Protection Plan Review Services-4/19
06/13/19-26	6/13/2019	iPRINT TECHNOLOGIES	130.33	Toner-BC Printer
06/13/19-27	6/13/2019	iPRINT TECHNOLOGIES	174.46	Toner-Stn 35
06/13/19-28	6/13/2019	iPRINT TECHNOLOGIES	174.46	Toner-Stn 31 FF Office
06/13/19-29	6/13/2019	iPRINT TECHNOLOGIES	260.65	Toners-Stn 31 BC and FF Printers
222806	6/13/2019	IPROMOTEU	1,267.50	District Hats
222695	5/29/2019	IRON MOUNTAIN	411.79	Off-Site Backup Media Storage Fee-4/19
222645	5/16/2019	ISINGS CULLIGAN	37.37	Stn 30 Water Softener Salt-4/19
222742	5/31/2019	ISINGS CULLIGAN	87.86	Stn 31 Drinking Water Service-5/19
222743	5/31/2019	ISINGS CULLIGAN	88.87	Stn 30 Drinking Water Service-5/19
222744	5/31/2019	ISINGS CULLIGAN	72.00	Admin Drinking Water Service-5/19
222696	5/29/2019	JD PARTNERS CONCRETE	2,430.00	Grind Out/Replace Caulking-Stn 33
	5/29/2019	JD PARTNERS CONCRETE	18,100.00	Grind Out/Replace Caulking/Patch Spalding Area
	5/29/2019	JD PARTNERS CONCRETE	13,980.00	Grind Out/Replace Caulking/Patch Spalding Area-Stn 36
	5/29/2019	JD PARTNERS CONCRETE	10,700.00	Grind Out/Replace Caulking/Repair Damaged Concrete-Stn 35
	5/29/2019	JD PARTNERS CONCRETE	3,800.00	New Patio to Relocate BBQ-Stn 32
	5/29/2019	JD PARTNERS CONCRETE	1,390.00	Replace Failing Elastic Caulking/Patch Concrete-Admin
222745	5/31/2019	JEAN GAUTHIER	265.48	Fix Leaking Water Valve-Stn 31
05/31/19-06	5/31/2019	JEFF KATZ ARCHITECTURAL CORPORATION	14,700.00	Added Geotechnical Services-60% of Balance Due
222646	5/16/2019	JOHN ROBERTSON	75.00	CERT Instructor (2.5 hours)-5/11/19
222671	5/29/2019	JONAS AGUIAR	345.00	Educational Asst-Chief Officer 3A
222807	6/13/2019	JULIE BARTUSCH	45.80	Reimb Parking/Mileage-District Business
222697	5/29/2019	KAISER	1,882.20	Ambulance Refund
222698	5/29/2019	KAISER	1,627.64	Ambulance Refund
222699	5/29/2019	KAISER	1,264.74	Ambulance Refund

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222746	5/31/2019	KAISER	378.85	Ambulance Refund
222747	5/31/2019	KAISER	2,674.45	Ambulance Refund
222748	5/31/2019	KAISER	3,100.00	Ambulance Refund
222647	5/16/2019	KATY'S CORNER	52.00	Refund-Inspection Fee
222808	6/13/2019	KENNETH A DAY	606.01	Reimb Education Asst-S-290 Wildland Fire Behavior/Lodging
06/13/19-30	6/13/2019	KENNETH R CAMPO CPA	16,022.50	Finance Consulting Services (110.5 Hrs)-May 2019
05/16/19-33	5/16/2019	KJ HART ELECTRIC AND SON INC	305.50	Replace Patio Light-Stn 38
05/16/19-34	5/16/2019	KJ HART ELECTRIC AND SON INC	286.25	Add Outlet-Kitchen Stn 34
05/16/19-35	5/16/2019	KJ HART ELECTRIC AND SON INC	657.60	Replace Shore Power With Proper AMP/AWG-Stn 35
05/31/19-07	5/31/2019	KJ HART ELECTRIC AND SON INC	1,046.75	Change Day Room Lights to LED-Stn 34
05/31/19-08	5/31/2019	KJ HART ELECTRIC AND SON INC	884.80	Change Kitchen Light to LED-Stn 34
05/31/19-09	5/31/2019	KJ HART ELECTRIC AND SON INC	1,266.85	Repair/Change Lights to LED-Office/Hallway Stn 34
05/16/19-36	5/16/2019	L N CURTIS AND SONS	(438.41)	Returned Station Boots-Comm Reserve Ritchie
	5/16/2019	L N CURTIS AND SONS	817.28	Station Boots-Comm Reserve Ritchie
05/16/19-37	5/16/2019	L N CURTIS AND SONS	1,282.76	Uniform Pants/Shirts-Suppression/FLSD
05/16/19-38	5/16/2019	L N CURTIS AND SONS	112.64	Structure Helmet Tetrahedron Sheets
05/16/19-39	5/16/2019	L N CURTIS AND SONS	266.30	Uniform Pants
05/29/19-17	5/29/2019	L N CURTIS AND SONS	438.41	Balance Due-Station Boots (Comm Reserve Ritchie)
	5/29/2019	L N CURTIS AND SONS	(38.97)	Returned-Foam Earplugs
05/29/19-18	5/29/2019	L N CURTIS AND SONS	1,930.22	New Engines Misc Equipment-532,533,534,535,610,611,612,613
05/29/19-19	5/29/2019	L N CURTIS AND SONS	1,102.98	New Engines Misc Equipment-532,533,534,535,610,611,612,613
05/29/19-20	5/29/2019	L N CURTIS AND SONS	167.79	Station Boots-Doyle
05/29/19-21	5/29/2019	L N CURTIS AND SONS	238.06	New Engine Equipment
05/29/19-22	5/29/2019	L N CURTIS AND SONS	167.79	Station Boots-Bower
05/29/19-23	5/29/2019	L N CURTIS AND SONS	560.74	EMS Jackets-Robertson/Rincon
05/29/19-24	5/29/2019	L N CURTIS AND SONS	280.37	EMS Jacket-M. Garcia
05/29/19-25	5/29/2019	L N CURTIS AND SONS	449.24	Station Boots-D. Garcia
05/29/19-26	5/29/2019	L N CURTIS AND SONS	286.86	Station Boots-Romero
05/29/19-27	5/29/2019	L N CURTIS AND SONS	88.77	Gear Bag-Bennett
05/29/19-28	5/29/2019	L N CURTIS AND SONS	1,121.47	EMS Jackets-BockWillmes/Clay/Martin/Lomker
05/29/19-29	5/29/2019	L N CURTIS AND SONS	2,500.58	Turnouts-DC Drayton
05/29/19-30	5/29/2019	L N CURTIS AND SONS	2,630.48	Replacement Lamphead-USAR 134
05/29/19-31	5/29/2019	L N CURTIS AND SONS	692.80	Wildland/Station Boots-Viera
05/29/19-32	5/29/2019	L N CURTIS AND SONS	48.66	Gear Bag-Bakalar
05/29/19-33	5/29/2019	L N CURTIS AND SONS	276.04	Wildland Boots-T. Thomas
05/29/19-34	5/29/2019	L N CURTIS AND SONS	59.08	Helmet Tetras
05/31/19-10	5/31/2019	L N CURTIS AND SONS	178.61	Uniform Boots-Vanek
05/31/19-11	5/31/2019	L N CURTIS AND SONS	595.38	Life Hazard-Do Not Enter Tape
06/13/19-31	6/13/2019	L N CURTIS AND SONS	167.79	Station Boots-Mirchandani
06/13/19-32	6/13/2019	L N CURTIS AND SONS	276.04	Wildland Boots-Bannister

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06/13/19-33	6/13/2019	L N CURTIS AND SONS	276.04	Wildland Boots-Suave
06/13/19-34	6/13/2019	L N CURTIS AND SONS	276.04	Wildland Boots-T. Thomas
06/13/19-35	6/13/2019	L N CURTIS AND SONS	454.65	Station/Wildland Boots-O'Connor
06/13/19-36	6/13/2019	L N CURTIS AND SONS	75.72	Fire Red Bag
06/13/19-37	6/13/2019	L N CURTIS AND SONS	167.79	Station Boots-Suave
06/13/19-38	6/13/2019	L N CURTIS AND SONS	178.61	Station Boots-Terrazas
06/13/19-39	6/13/2019	L N CURTIS AND SONS	122.32	Uniform LS Shirt-Suppression
06/13/19-40	6/13/2019	L N CURTIS AND SONS	276.04	Wildland Boots-Bahorski
06/13/19-41	6/13/2019	L N CURTIS AND SONS	167.79	Station Boots-Laniohan
06/13/19-42	6/13/2019	L N CURTIS AND SONS	276.04	Wildland Boots-Batista
06/13/19-43	6/13/2019	L N CURTIS AND SONS	276.04	Wildland Boots-Reed
06/13/19-44	6/13/2019	L N CURTIS AND SONS	167.79	Station Boots-Sparkes
06/13/19-45	6/13/2019	L N CURTIS AND SONS	276.04	Wildland Boots-J Martin
06/13/19-46	6/13/2019	L N CURTIS AND SONS	2,875.34	Bullard TIC Mounts for New Apparatus
06/13/19-47	6/13/2019	L N CURTIS AND SONS	665.74	Uniform Shirts/Pants-Suppression
06/13/19-48	6/13/2019	L N CURTIS AND SONS	167.79	Station Boots-Eynck
06/13/19-49	6/13/2019	L N CURTIS AND SONS	765.33	Uniform Shirts
06/13/19-50	6/13/2019	L N CURTIS AND SONS	280.37	EMS Jacket-K. Day
222809	6/13/2019	LA-Z BOY FURNITURE GALLERIES	1,004.01	Replaced Broken Chair-Stn 31
222700	5/29/2019	LIEBERT CASSIDY WHITMORE	185.00	Professional Services-General 4/30/19
	5/29/2019	LIEBERT CASSIDY WHITMORE	296.00	Professional Services-Personnel Matters 4/30/19
222749	5/31/2019	LIVERMORE DUBLIN DISPOSAL	290.10	Stn 30 Garbage Service-5/19
	5/31/2019	LIVERMORE DUBLIN DISPOSAL	523.79	Stn 34 Garbage Service-5/19
	5/31/2019	LIVERMORE DUBLIN DISPOSAL	716.17	Stn 38 Garbage Service-5/19
	5/31/2019	LIVERMORE DUBLIN DISPOSAL	290.10	Stn 39 Garbage Service-5/19
222810	6/13/2019	LOVELAND AND SMART INSURANCE AGENCY...	312,613.00	Excess WC Insurance Premium FY-19/20
222701	5/29/2019	MARK A MIRCHANDANI	200.00	Reimb Paramedic Recertification
05/29/19-35	5/29/2019	MAXIM SERVICES	2,515.00	Admin Cleaning Service-5/19
05/29/19-36	5/29/2019	MAXIM SERVICES	393.22	Household Supplies-Admin
05/29/19-37	5/29/2019	MAXIM SERVICES	146.98	Household Supplies-Admin
05/16/19-40	5/16/2019	MEYERS NAVE PROFESSIONAL LAW CORP	1,347.50	Prof. Services-Contract Review/Negotiations
222702	5/29/2019	MICHAEL BAKALAR	180.00	Reimb-ACLS Recertification
222811	6/13/2019	MICHAEL BAKALAR	200.00	Reimb Paramedic Recertification
222812	6/13/2019	MICHAEL G COOK	975.00	CS131 Emergency and Business Line Configuration
	6/13/2019	MICHAEL G COOK	375.00	CS131 Emergency and Business Line Terminations
	6/13/2019	MICHAEL G COOK	325.00	Repair of Station 36 Emergency Phone
	6/13/2019	MICHAEL G COOK	675.00	Station 31 Phone System Replacement
222648	5/16/2019	NICHOLS CARPET CLEANING INC	600.00	Clean Carpet-Stn 36
05/16/19-41	5/16/2019	NOB HILL CLEANERS INC	70.00	Patches on Uniform Shirts (7)
06/13/19-51	6/13/2019	NOB HILL CLEANERS INC	34.20	Patches/Dry Clean Uniform Shirts

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222649	5/16/2019	OFFICE DEPOT	377.52	Office Supplies-Admin
222750	5/31/2019	OFFICE DEPOT	142.58	Office Supplies
222813	6/13/2019	OFFICE DEPOT	702.82	Office Supplies
05/29/19-38	5/29/2019	ORKIN	171.70	Stn 36 Pest Control Service-5/17/19
05/16/19-42	5/16/2019	OSBORN SPRAY SERVICE INC	67.00	Stn 32 Pest Control Service-4/20/19
05/16/19-43	5/16/2019	OSBORN SPRAY SERVICE INC	55.00	Stn 30 Pest Control Service-4/30/19
05/16/19-44	5/16/2019	OSBORN SPRAY SERVICE INC	55.00	Stn 36 Pest Control Service-4/26/19
05/16/19-45	5/16/2019	OSBORN SPRAY SERVICE INC	75.00	Admin Pest Control Service-4/20/19
05/16/19-46	5/16/2019	OSBORN SPRAY SERVICE INC	55.00	Stn 35 Pest Control Service-4/20/19
05/16/19-47	5/16/2019	OSBORN SPRAY SERVICE INC	55.00	Stn 33 Pest Control Service-4/20/19
05/16/19-48	5/16/2019	OSBORN SPRAY SERVICE INC	55.00	Stn 39 Pest Control Service-4/20/19
05/16/19-49	5/16/2019	OSBORN SPRAY SERVICE INC	150.00	Stn 38 Pest Control Service-4/20/19
06/13/19-52	6/13/2019	OSBORN SPRAY SERVICE INC	75.00	Admin Pest Control Service-5/30/19
06/13/19-53	6/13/2019	OSBORN SPRAY SERVICE INC	55.00	Stn 30 Pest Control Service-5/31/19
06/13/19-54	6/13/2019	OSBORN SPRAY SERVICE INC	55.00	Stn 36 Pest Control Service-5/31/19
06/13/19-55	6/13/2019	OSBORN SPRAY SERVICE INC	55.00	Stn 35 Pest Control Service-5/25/19
06/13/19-56	6/13/2019	OSBORN SPRAY SERVICE INC	55.00	Stn 33 Pest Control Service-5/31/19
06/13/19-57	6/13/2019	OSBORN SPRAY SERVICE INC	55.00	Stn 39 Pest Control Service-5/25/19
222650	5/16/2019	PAUL TURNER	330.00	CERT Instructor (11.0 hours) 5/3-5/11/19
	5/16/2019	PAUL TURNER	46.55	Reimb-Food For CERT Training
222814	6/13/2019	PAUL TURNER	75.00	CERT Instructor (2.50 hours)-6/3/19
05/16/19-50	5/16/2019	PETER C BENSON	10,960.00	EMS Medical Director-Consulting Services 4/19
06/13/19-58	6/13/2019	PETER C BENSON	10,880.00	EMS Medical Director-Consulting Services 5/19
222651	5/16/2019	PGE	51.12	Stn 34 Signal Light-5/19
222703	5/29/2019	PGE	796.71	Stn 32 Gas/Electric Service-5/19
222751	5/31/2019	PGE	1,127.79	Stn 36 Gas/Electric Service-5/19
222815	6/13/2019	PGE	47.38	Stn 34 Signal Light-6/19
222816	6/13/2019	PGE	14,837.80	Gas/Electric Service-5/19
222652	5/16/2019	POINT ONE ELECTRICAL SYSTEMS INC	393.00	Refund-Plan Review Fees
222704	5/29/2019	PRIMO ESPRESSO COMPANY	63.59	Admin Coffee Supplies
05/29/19-39	5/29/2019	PUBLIC AGENCY RETIREMENT SERVICES	300.00	PARS ARS Fees
222705	5/29/2019	QUESTYS SOLUTIONS	8,347.82	Software Maintenance/Upgrade July 2019-June 2020
06/13/19-59	6/13/2019	RAHUL MAHARAJ	900.00	CCC EMS Compliance Review Services (20.0 Hours)-4/19
06/13/19-60	6/13/2019	RAHUL MAHARAJ	945.00	CCC EMS Compliance Review Services (21.0 Hours)-5/19
06/13/19-61	6/13/2019	RAHUL MAHARAJ	3,015.00	EMDQ/EFDQ Review (67.0 Hours)-4/19
06/13/19-62	6/13/2019	RAHUL MAHARAJ	4,410.00	EMDQ/EFDQ Review (98.0 Hours)-5/19
222752	5/31/2019	RAMMOHAN ALLENI	1,887.10	Ambulance Refund
222653	5/16/2019	RANDALL C WYATT	450.00	Psychological Evaluation/Assessment Pre-Employment
222706	5/29/2019	REBECCA GILMAN	43.45	Reimb Uniform Shoes
222817	6/13/2019	RED CLOUD INC	605.12	Motorola XPR 2500 Backup Alerting Radio

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05/16/19-51	5/16/2019	REPUBLIC SERVICES 210	652.12	Stn 36 Garbage Service-5/19
05/16/19-52	5/16/2019	REPUBLIC SERVICES 210	326.04	Stn 33 Garbage Service-5/19
05/16/19-53	5/16/2019	REPUBLIC SERVICES 210	652.12	Stn 31 Garbage Service-5/19
05/16/19-54	5/16/2019	REPUBLIC SERVICES 210	313.36	Stn 35 Garbage Service-5/19
05/16/19-55	5/16/2019	REPUBLIC SERVICES 210	626.69	Training Site Garbage Service-5/19
05/16/19-56	5/16/2019	REPUBLIC SERVICES 210	313.36	Stn 32 Garbage Service-5/19
06/13/19-63	6/13/2019	REPUBLIC SERVICES 210	652.12	Stn 36 Garbage Service-6/19
06/13/19-64	6/13/2019	REPUBLIC SERVICES 210	326.04	Stn 33 Garbage Service-6/19
06/13/19-65	6/13/2019	REPUBLIC SERVICES 210	652.12	Stn 31 Garbage Service-6/19
06/13/19-66	6/13/2019	REPUBLIC SERVICES 210	313.36	Stn 35 Garbage Service-6/19
06/13/19-67	6/13/2019	REPUBLIC SERVICES 210	626.69	Training Site Garbage Service-6/19
06/13/19-68	6/13/2019	REPUBLIC SERVICES 210	313.36	Stn 32 Garbage Service-6/19
05/29/19-40	5/29/2019	RESPONSIVE COMMUNICATION SERVICES	145.00	UPS Battery Installation-Stn 32
06/13/19-69	6/13/2019	RESPONSIVE COMMUNICATION SERVICES	139.00	Wi-Fi Issue on CS131
222654	5/16/2019	ROBERT FOUTS	200.00	Reimb Paramedic Recertification
222655	5/16/2019	RYAN BOCK-WILLMES	200.00	Reimb Paramedic Recertification
222818	6/13/2019	RYAN TERRES	340.00	Reimb ACLS/PALS Recertification
05/29/19-41	5/29/2019	SAFETY GLASSES USA INC	708.46	Safety Glasses (120)-Stn 33 Stock
222656	5/16/2019	SAN MATEO REGIONAL NETWORK INC	415.00	FireDispatch.com CAD Interface/Radio Audio Streaming
222707	5/29/2019	SCOTT F DWYER	200.00	Reimb Paramedic Recertification
222753	5/31/2019	SCOTT J RAFFERTY	10,000.00	Prof Services for CA Voting Rights Act-Partial Payment
222657	5/16/2019	SCOTT SAUVE	171.76	Reimb Task Force Clothing/Lunch Mtg-Chief Meyer/Dir Yancey
222658	5/16/2019	SEAN MEDINA	90.00	CERT Instructor (3.0 hours) 5/4/19
222819	6/13/2019	SEAN ODWYER	159.61	Reimb Mileage/Meals-Rope Rescue Tech Training 5/13-5/17
222659	5/16/2019	SEEVER AND SONS TIRE	841.39	New Tires (1)-Unit 525
222660	5/16/2019	SHAMROCK OFFICE SOLUTIONS INC	22.74	Print Cartridge Shipping Fee-Admin Copier
222708	5/29/2019	SHAMROCK OFFICE SOLUTIONS INC	11.37	Print Cartridge Shipping Fee-Admin Copier
222754	5/31/2019	SHAMROCK OFFICE SOLUTIONS INC	403.24	Admin Copier Overage Charge 5/1/19-5/31/19
	5/31/2019	SHAMROCK OFFICE SOLUTIONS INC	22.74	Print Cartridge Shipping Fee-Admin Copier
222820	6/13/2019	SHAMROCK OFFICE SOLUTIONS INC	11.37	Print Cartridge Shipping Fee-Admin Copier
222709	5/29/2019	SHRED IT USA LLC	265.66	Admin/Stn 31 Documents Shredding Service-April 2019
222710	5/29/2019	SMILE BUSINESS PRODUCTS INC	135.47	Sharp Color Copier Rental Agreement 9/18-6/19
222661	5/16/2019	SOFTWARE ONE INC	844.08	Cisco Umbrella Subscription
05/16/19-57	5/16/2019	STAT MED URGENT CARE	210.00	Pre-Employment Physical N. Riccobono
222755	5/31/2019	STEPHEN RODWELL	12.40	Reimb Lunch for Training 4/4/19
222662	5/16/2019	STEVE AND SUE SPRINGER	29.42	Reimb Replacement Lamps for Units 437/440
222663	5/16/2019	STONERIDGE CHRYSLER JEEP DODGE	168.22	Oil Change Service-Unit 712
222711	5/29/2019	STONERIDGE CHRYSLER JEEP DODGE	422.47	Fuel Filter-Unit 713
222756	5/31/2019	STONERIDGE CHRYSLER JEEP DODGE	168.22	Oil Change-Unit 714
	5/31/2019	STONERIDGE CHRYSLER JEEP DODGE	590.69	Oil Change/Replace Fuel Filter-Unit 711

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222821	6/13/2019	STONERIDGE CHRYSLER JEEP DODGE	590.69	Routine Fuel Filter/Oil Change-Unit 710
222664	5/16/2019	SUCCESS WATER SYSTEMS INC	301.45	Water Conditioner Service-Stn 30
222712	5/29/2019	SUN LIFE FINANCIAL	52,287.51	Dental Insurance-6/19
222665	5/16/2019	SUNBELT RENTALS INC	2,894.18	Forklift Rental-Electric Vehicle Training
222757	5/31/2019	SUPERIOR AUTO PARTS WAREHOUSE	53.83	Tire Filling/Checking Tools-Stn 32
222666	5/16/2019	SUPPLYWORKS	343.29	Stn 32 Misc. Janitorial Products/Chemicals-FY2018-19
222667	5/16/2019	THE HARTFORD	60.10	Adj. For Retirees Life/AD&D Insurance-4/19
	5/16/2019	THE HARTFORD	2,848.74	Life/AD&D Insurance-5/19
222822	6/13/2019	THE HARTFORD	2,836.72	Life/AD&D Insurance-6/19
222823	6/13/2019	THE HOME DEPOT PRO	356.49	Stn 32 Misc. Janitorial Products/Chemicals-FY2018-19
05/16/19-58	5/16/2019	TIFCO INDUSTRIES INC	272.89	Thread Sealant/Electrical Connectors-Shop
05/16/19-59	5/16/2019	TIFCO INDUSTRIES INC	108.00	Brass Ployline Fitting-Union
222758	5/31/2019	TODD THOMAS	416.75	Reimb ACLS/PALS Recertification
222759	5/31/2019	UNITED HEALTHCARE	1,180.67	Ambulance Refund
222668	5/16/2019	UNITED PARCEL SERVICE	102.69	Delivery Charges-5/11/19
222824	6/13/2019	UNITED PARCEL SERVICE	227.38	Delivery Charges-6/8/19
AP 04/19-1	5/21/2019	US BANK	70.95	Retiree Gift-L Phares
AP 04/19-2	5/21/2019	US BANK	23.57	FF Recruitment-Display Metal Bins
AP 04/19-3	5/21/2019	US BANK	27.54	FF Recruitment-Display Brochure Holders
AP 04/19-4	5/21/2019	US BANK	2.67	Extension Cord
AP 04/19-5	5/21/2019	US BANK	79.00	Video Microphone
AP 04/19-6	5/21/2019	US BANK	558.82	Medic Backpack
AP 04/19-7	5/21/2019	US BANK	39.99	Membership-Creative Cloud Suite
BCS 04/19-1	5/21/2019	US BANK	48.22	Aspirin for Apparatus
BCS 04/19-2	5/21/2019	US BANK	39.90	Breakfast (10)-Engineer Test
BCS 04/19-3	5/21/2019	US BANK	16.95	Coffee (10)-Engineer Test
BSS 04/19	5/21/2019	US BANK	25.97	Plumbing Supplies/Tool-Stn 30
BW 04/19-1	5/21/2019	US BANK	30.20	New Engine-Paint Supplies
BW 04/19-2	5/21/2019	US BANK	47.41	New Engine-Sign Template
BW 04/19-3	5/21/2019	US BANK	59.88	Shower Curtain-Stn 31
BW 04/19-4	5/21/2019	US BANK	5.97	New Engine-Paint Supplies
BW 04/19-5	5/21/2019	US BANK	96.35	Household Supplies-Stn 31
BW 04/19-6	5/21/2019	US BANK	292.26	Replacement Pump-Stn 31
CH 04/19	5/21/2019	US BANK	74.13	Fuel-Investigation Burn in Dixon
DB 04/19-1	5/21/2019	US BANK	9.30	Moulage Supplies-CERT Drills
DB 04/19-2	5/21/2019	US BANK	13.98	Moulage Supplies-CERT Drills
DB 04/19-3	5/21/2019	US BANK	51.94	Moulage Supplies-CERT Drills
DB 04/19-4	5/21/2019	US BANK	52.50	Moulage Supplies-CERT Drills
DB 04/19-5	5/21/2019	US BANK	45.00	Constant Contact-CERT Renewal Email System
DH 04/19-1	5/21/2019	US BANK	120.43	Coffee Supplies-Admin

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DH 04/19-2	5/21/2019	US BANK	30.00	CSMFO-Local Chapter Meeting
DM 04/19-1	5/21/2019	US BANK	22.60	Fuel-Unit 350
DM 04/19-2	5/21/2019	US BANK	16.95	Coffee for Meeting
DM 04/19-3	5/21/2019	US BANK	50.96	Repair Windshield-Unit 350
DM 04/19-4	5/21/2019	US BANK	68.88	Fuel-Unit 350
DM 04/19-5	5/21/2019	US BANK	164.63	Car Rental-CWCG Conference 4/8-4/11/19
DM 04/19-6	5/21/2019	US BANK	422.61	Lodgingl-CWCG Conference 4/8-4/11/19
DM 04/19-7	5/21/2019	US BANK	48.00	Parking-CWCG Conference 4/8-4/11/19
DVM 04/19-1	5/21/2019	US BANK	512.67	Lodging-NFPA Inspector Course 3/17-3/21/19
DVM 04/19-2	5/21/2019	US BANK	5.20	Breakfast-NFPA Inspector Course 3/17-3/21/19
DVM 04/19-3	5/21/2019	US BANK	15.29	Lunch-NFPA Inspector Course 3/17-3/21/19
DVM 04/19-4	5/21/2019	US BANK	24.38	Taxi-NFPA Inspector Course 3/17-3/21/19
DVM 04/19-5	5/21/2019	US BANK	(8.65)	Returned Calculator
ES 04/19	5/21/2019	US BANK	11.34	Supplies-Repair Tiller Door on Unit 524
Falkenstrom4...	5/21/2019	US BANK	894.70	Erik Falkenstrom-CalCard Stmt 4/22/19
FD 04/19-1	5/21/2019	US BANK	417.73	Dinner-Director Yancy/Parker/Stamey/Chief Meyer/Drayton-4/3
FD 04/19-2	5/21/2019	US BANK	285.45	Napa Lodging (Drayton) 4/2/19
FD 04/19-3	5/21/2019	US BANK	458.66	Napa Lodging (Drayton) 4/3-4/5/19
FD 04/19-4	5/21/2019	US BANK	548.08	Napa Lodging (Meyer) 4/3-4/5/19
FD 04/19-5	5/21/2019	US BANK	82.65	Fuel
JA 04/19-1	5/21/2019	US BANK	76.36	Fuel-Recruiting Trip
JA 04/19-10	5/21/2019	US BANK	89.69	Chief Officer Book
JA 04/19-11	5/21/2019	US BANK	943.77	Airfare-CFED Conference (Drayton/Selover/Aguiar)
JA 04/19-12	5/21/2019	US BANK	1,050.00	Registration-CFED Conference (Selover/Drayton)
JA 04/19-13	5/21/2019	US BANK	525.00	Registration-CFED Conference (Aguiar)
JA 04/19-14	5/21/2019	US BANK	767.69	Lodging-Rope Rescue Tech
JA 04/19-15	5/21/2019	US BANK	767.69	Lodging-Rope Rescue Tech
JA 04/19-16	5/21/2019	US BANK	216.00	Training Website
JA 04/19-2	5/21/2019	US BANK	64.63	Fuel-Recruiting Trip
JA 04/19-3	5/21/2019	US BANK	62.10	Fuel-Recruiting Trip
JA 04/19-4	5/21/2019	US BANK	38.27	Lunch (2)-Recruiting Trip
JA 04/19-5	5/21/2019	US BANK	34.17	Lunch (2)-Recruiting Trip
JA 04/19-6	5/21/2019	US BANK	36.72	Lunch (2)-Recruiting Trip
JA 04/19-7	5/21/2019	US BANK	34.69	Lunch (2)-Recruiting Trip
JA 04/19-8	5/21/2019	US BANK	50.00	Membership-CA Training Officers
JA 04/19-9	5/21/2019	US BANK	65.00	Membership-Fire Prevention Officers Assoc
JB 04/19-1	5/21/2019	US BANK	165.00	Registration-ICC HazMat Class
JB 04/19-2	5/21/2019	US BANK	125.00	NCNSPE-FPE Seminar
JD 04/19-1	5/21/2019	US BANK	700.00	Registration-CA Fire/EMS Disaster Conference
JD 04/19-2	5/21/2019	US BANK	14.99	Lodging Deposit-CA Fire/EMS Disaster Conf

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JD 04/19-3	5/21/2019	US BANK	51.93	Controlled Substance Audit Materials
JS 04/19-1	5/21/2019	US BANK	1.43	Cabinet Part for Repair
JS 04/19-2	5/21/2019	US BANK	816.67	Gold Leaf for New Engine
JS 04/19-3	5/21/2019	US BANK	127.96	Car Wash Vouchers
JS 04/19-4	5/21/2019	US BANK	84.77	Oil Change-Chief Meyer's Vehicle
JS 04/19-5	5/21/2019	US BANK	49.99	Detail Clean-Passenger Vehicle
JS 04/19-6	5/21/2019	US BANK	28.68	Loss of Electricity Alarm-Stn 35
JS 04/19-7	5/21/2019	US BANK	215.42	Electric Fans-Dry Out for Water Leaks
JS 04/19-8	5/21/2019	US BANK	309.58	Gold Leaf-New Engine
JS 04/19-9	5/21/2019	US BANK	37.30	FOB Case/Repair
KS 04/19-1	5/21/2019	US BANK	513.91	Dishwasher Soap-Stn 33
KS 04/19-10	5/21/2019	US BANK	550.62	Multi-Fold Towels-Stn 33
KS 04/19-2	5/21/2019	US BANK	119.02	Packing Tape-Stn 33
KS 04/19-3	5/21/2019	US BANK	49.79	Transparent Tape/Office Supplies-Stn 33
KS 04/19-4	5/21/2019	US BANK	456.40	Hand Dish Soap/Disinfectant-Stn 33
KS 04/19-5	5/21/2019	US BANK	132.41	Trash Can Liners-Stn 33
KS 04/19-6	5/21/2019	US BANK	48.60	Dish Brushes-Stn 33
KS 04/19-7	5/21/2019	US BANK	349.90	Sports Drink-Stn 33
KS 04/19-8	5/21/2019	US BANK	14.89	Computer Mouse Pad
KS 04/19-9	5/21/2019	US BANK	600.63	Printer Paper-Stn 33
Leonard 4/19	5/21/2019	US BANK	173.59	John Leonard-CalCard Stmt 4/22/19
LP 04/19	5/21/2019	US BANK	359.50	Subscription-Wellness Fitness Magazine (10)
MJR 04/19	5/21/2019	US BANK	246.58	Misc Supplies-Stn 31
NKW 04/19-1	5/21/2019	US BANK	23.00	Drinks-Recruitment
NKW 04/19-10	5/21/2019	US BANK	75.00	Gift Cards for Raters-Engineer Recruitment
NKW 04/19-11	5/21/2019	US BANK	14.06	Membership-Amazon Prime
NKW 04/19-12	5/21/2019	US BANK	59.54	Stop Watches-Engineer Recruitment
NKW 04/19-13	5/21/2019	US BANK	19.80	Snacks-Engineer Recruitment
NKW 04/19-14	5/21/2019	US BANK	260.45	Breakfast-Engineer Recruitment
NKW 04/19-15	5/21/2019	US BANK	32.77	Snacks-Engineer Recruitment
NKW 04/19-16	5/21/2019	US BANK	784.43	Lunch-Engineer Recruitment
NKW 04/19-17	5/21/2019	US BANK	2,718.90	Lodging for Raters-Engineer Recruitment
NKW 04/19-2	5/21/2019	US BANK	2.15	Membership-Amazon Prime
NKW 04/19-25	5/21/2019	US BANK	315.89	Lunch-Engineer Recruitment
NKW 04/19-26	5/21/2019	US BANK	13.97	Snacks-Engineer Recruitment
NKW 04/19-27	5/21/2019	US BANK	436.73	Lunch-Engineer Recruitment
NKW 04/19-28	5/21/2019	US BANK	695.00	Registration-CALPELRA Conference (Korthamar)
NKW 04/19-29	5/21/2019	US BANK	370.00	Membership-CALPELRA (Korthamar)
NKW 04/19-3	5/21/2019	US BANK	26.54	Snacks-Engineer Recruitment
NKW 04/19-30	5/21/2019	US BANK	695.00	Registration-CALPELRA Conference (Tamori)

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register  
From 5/13/2019 Through 6/14/2019

<u>Check Number</u>	<u>Check Date</u>	<u>Payee</u>	<u>Check Amount</u>	<u>Transaction Description</u>
NKW 04/19-31	5/21/2019	US BANK	370.00	Membersip-CALPELRA (Tamori)
NKW 04/19-32	5/21/2019	US BANK	92.00	Ergo Keyboard-S Caughey
NKW 04/19-33	5/21/2019	US BANK	85.32	Snacks-EMS Coordinator Recruitment
NKW 04/19-34	5/21/2019	US BANK	37.21	Lunch-EMS Coordinator Recruitment
NKW 04/19-35	5/21/2019	US BANK	152.62	Office Supplies
NKW 04/19-36	5/21/2019	US BANK	108.24	Office Supplies
NKW 04/19-37	5/21/2019	US BANK	60.62	Drinks-Recruitment
NKW 04/19-4	5/21/2019	US BANK	105.96	Snacks-Engineer Recruitment
NKW 04/19-5	5/21/2019	US BANK	122.98	Airfare-CALPELRA Conference (Korthamar)
NKW 04/19-6	5/21/2019	US BANK	45.00	Airfare-CALPELRA Conference (Korthamar)
NKW 04/19-7	5/21/2019	US BANK	182.59	Snacks-Engineer Recruitment
NKW 04/19-8	5/21/2019	US BANK	42.31	Snacks-Engineer Recruitment
NKW 04/19-9	5/21/2019	US BANK	384.91	Lunch-Engineer Recruitment
Pangelinan 4/...	5/21/2019	US BANK	3,032.82	Denise Pangelinan-CalCard Stmt 4/22/19
Parsons 4/19	5/21/2019	US BANK	32.74	Chris Parsons-CalCard Stmt 4/22/19
PM 04/19	5/21/2019	US BANK	304.88	Napa Lodging (Meyer) 4/2/19
RE 04/19	5/21/2019	US BANK	375.98	Airfare-ICC Code Hearings (Evitt)
RE 04/19-1	5/21/2019	US BANK	(200.00)	Refund Registration-FPE Conference
RE 04/19-2	5/21/2019	US BANK	(200.00)	Refund Registration-FPE Conference
RKH 04/19	5/21/2019	US BANK	22.17	Food-Meeting
RN 04/19-1	5/21/2019	US BANK	44.81	Dinner-Fire Academy 3/31-4/5/19 (Noguiera)
RN 04/19-10	5/21/2019	US BANK	110.58	Fuel-Unit 529
RN 04/19-2	5/21/2019	US BANK	12.72	Dinner-Fire Academy 3/31-4/5/19 (Noguiera)
RN 04/19-3	5/21/2019	US BANK	13.84	Lunch-Fire Academy 3/31-4/5/19 (Noguiera)
RN 04/19-4	5/21/2019	US BANK	13.33	Lunch-Fire Academy 3/31-4/5/19 (Noguiera)
RN 04/19-5	5/21/2019	US BANK	12.69	Lunch-Fire Academy 3/31-4/5/19 (Noguiera)
RN 04/19-6	5/21/2019	US BANK	9.50	Lunch-Fire Academy 3/31-4/5/19 (Noguiera)
RN 04/19-7	5/21/2019	US BANK	10.80	Lunch-Fire Academy 3/31-4/5/19 (Noguiera)
RN 04/19-9	5/21/2019	US BANK	592.60	Loding-Fire Academy 3/31-4/5/19 (Noguiera)
RW 04/19-1	5/21/2019	US BANK	42.64	Flashlight
RW 04/19-2	5/21/2019	US BANK	47.69	Measuring Wheel/Hat Hanger
RW 04/19-3	5/21/2019	US BANK	34.52	Gloves/Safety Glasses
RW 04/19-4	5/21/2019	US BANK	77.42	Fuel-Unit 322
SB 04/19-1	5/21/2019	US BANK	856.50	Airfare-Navigator Conference (Yancey)
SB 04/19-10	5/21/2019	US BANK	70.90	Flowers-Sympathy
SB 04/19-11	5/21/2019	US BANK	10.59	Refreshments
SB 04/19-12	5/21/2019	US BANK	54.67	Lunch Meeting
SB 04/19-13	5/21/2019	US BANK	8.38	Refreshments
SB 04/19-14	5/21/2019	US BANK	140.10	Coffee-Leadership SRV Meeting
SB 04/19-2	5/21/2019	US BANK	(100.00)	Credit Registration-Navigator Conference (Yancey)

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register  
From 5/13/2019 Through 6/14/2019

<u>Check Number</u>	<u>Check Date</u>	<u>Payee</u>	<u>Check Amount</u>	<u>Transaction Description</u>
SB 04/19-3	5/21/2019	US BANK	(100.00)	Credit Registration-Navigator Conference (Stamey)
SB 04/19-4	5/21/2019	US BANK	320.00	Danville Chamber-State of Town Luncheon (Staff)
SB 04/19-5	5/21/2019	US BANK	40.00	Danville Chamber-State of Town Luncheon (Staff)
SB 04/19-6	5/21/2019	US BANK	25.54	Refreshments-Board Meeting
SB 04/19-7	5/21/2019	US BANK	9.88	Refreshments-Board Meeting
SB 04/19-8	5/21/2019	US BANK	1,930.33	Retirement Event
SB 04/19-9	5/21/2019	US BANK	108.25	Flowers for Retirement
SC 04/19-01	5/21/2019	US BANK	795.58	iPad Cases (7)-Grant iPads
SC 04/19-10	5/21/2019	US BANK	15.14	iPad Screen Protector-Brooks
SC 04/19-11	5/21/2019	US BANK	77.84	Display Port Cables (8)-Computer Replacements
SC 04/19-12	5/21/2019	US BANK	114.64	Grant iPads Labels (100)
SC 04/19-13	5/21/2019	US BANK	16.97	Metroline RMA Repair
SC 04/19-14	5/21/2019	US BANK	216.48	Wireless Access Points (3)-Stn 33
SC 04/19-15	5/21/2019	US BANK	8.56	Mouse Pads (2)-Stn 36
SC 04/19-16	5/21/2019	US BANK	24.88	Admin Hand Truck Tire Pump
SC 04/19-17	5/21/2019	US BANK	8.56	Mouse Pads (2)-Stn 38
SC 04/19-18	5/21/2019	US BANK	216.48	Wireless Access Points (3)-Stn 38
SC 04/19-2	5/21/2019	US BANK	90.90	USB iPhone/iPad Chargers (3)-BC Office
SC 04/19-3	5/21/2019	US BANK	208.90	CD Labeling Software/Labels
SC 04/19-4	5/21/2019	US BANK	0.99	Apple iCloud Storage-S. Call
SC 04/19-5	5/21/2019	US BANK	1,499.95	Dell Monitors (5)-Stations
SC 04/19-6	5/21/2019	US BANK	102.00	Replacement Fire Station Phone (1)
SC 04/19-7	5/21/2019	US BANK	54.11	Wireless Presenter-Boardroom
SC 04/19-8	5/21/2019	US BANK	279.99	Wireless Access Points (3)-Stn 35
SC 04/19-9	5/21/2019	US BANK	81.42	Lunch-Dispatcher Appreciation Week
SH 04/19-1	5/21/2019	US BANK	16.95	Refreshments-Fire Investigation 1B Class
SH 04/19-2	5/21/2019	US BANK	146.42	Lodging-Fire Investigation 1B Class
TW 04/19	5/21/2019	US BANK	108.68	Floor Liners-Unit 354
Vanek 4/19	5/21/2019	US BANK	223.73	Debbie Vanek-CalCard Stmt 4/22/19
222713	5/29/2019	US BANK EQUIPMENT FINANCE	1,216.98	Admin Ricoh Copiers Lease (2) 5/1/19-6/1/19
222669	5/16/2019	VAL BETTI PLUMBING	4,025.00	Install Gas Line for Apparatus Room Furnace-Stn 30
	5/16/2019	VAL BETTI PLUMBING	231.56	Repair Sinks/Faucets-Admin Women Bathroom
	5/16/2019	VAL BETTI PLUMBING	313.77	Replaced Leaking Faucet-Stn 35
222825	6/13/2019	VAL BETTI PLUMBING	281.52	Repair Kitchen Sink Plumbing Line Leak
222714	5/29/2019	VERIZON WIRELESS	2,467.56	Cell Phone Charges/iPhoneBook Apps 4/4/19-5/3/19
222826	6/13/2019	VERIZON WIRELESS	252.25	Physio-Control Heart Monitor Modems 4/24/19-5/23/19
222827	6/13/2019	VICKIE CALLAHAN	1,512.56	Uniform Job Shirts/Fleece Jackets/Polos
222715	5/29/2019	VISION SERVICE PLAN	9,271.62	Vision Insurance-6/19
222760	5/31/2019	WASTE MANAGEMENT OF ALAMEDA COUNTY	230.62	Stn 30 Garbage Recycling Service-5/19
	5/31/2019	WASTE MANAGEMENT OF ALAMEDA COUNTY	408.24	Stn 34 Garbage Recycling Service-5/19

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 5/13/2019 Through 6/14/2019

<u>Check Number</u>	<u>Check Date</u>	<u>Payee</u>	<u>Check Amount</u>	<u>Transaction Description</u>
	5/31/2019	WASTE MANAGEMENT OF ALAMEDA COUNTY	709.22	Stn 38 Garbage Recycling Service-5/19
	5/31/2019	WASTE MANAGEMENT OF ALAMEDA COUNTY	108.24	Stn 39 Garbage Recycling Service-5/19
06/13/19-70	6/13/2019	WATTCO EQUIPMENT INC.	126.24	Check Master Battery Light-Unit 522
06/13/19-71	6/13/2019	WATTCO EQUIPMENT INC.	220.00	Repair Charging Issue/Battery Failed-Unit 354
06/13/19-72	6/13/2019	WATTCO EQUIPMENT INC.	476.30	Repair Radio Issue/Charger Configuration-Unit 393
06/13/19-73	6/13/2019	WATTCO EQUIPMENT INC.	53.04	Light Bulb Code Three Bumper-Unit 523
06/13/19-74	6/13/2019	WATTCO EQUIPMENT INC.	165.00	Repair Pole Lights on USAR/Upgrade to LED
06/13/19-75	6/13/2019	WATTCO EQUIPMENT INC.	220.00	Replaced C3 Strobe/Medivault Hooked Up-Unit 512
06/13/19-76	6/13/2019	WATTCO EQUIPMENT INC.	85.00	Repair Locks Defective Camper Shell-Unit 355
05/16/19-60	5/16/2019	WESTERN MACHINERY ELECTRIC INC	8,761.42	Progress Invoice-Generator CIP Project Stn 39
05/16/19-61	5/16/2019	WESTERN MACHINERY ELECTRIC INC	5,943.86	Progress Invoice-Generator CIP Project Stn 35
05/16/19-62	5/16/2019	WESTERN MACHINERY ELECTRIC INC	5,200.96	Progress Invoice-Generator CIP Project Stn 33
05/31/19-12	5/31/2019	WESTERN MACHINERY ELECTRIC INC	740.93	Replaced Three Position Switch-Stn 35
05/31/19-13	5/31/2019	WESTERN MACHINERY ELECTRIC INC	641.65	Repair Generator/Replace Plugs/Wires-Stn 34
05/16/19-63	5/16/2019	WILLIAM D ROSS ESQ	6,217.74	Legal Services-General Matters 4/19
05/16/19-64	5/16/2019	WILLIAM D ROSS ESQ	152.00	Legal Services-CA Voters Rights Act 4/19
06/13/19-77	6/13/2019	WILLIAM D ROSS ESQ	6,179.24	Legal Services-General Matters 5/19
05/31/19-14	5/31/2019	WITTMAN ENTERPRISES LLC	<u>14,012.08</u>	Ambulance Collection Fees-3/19
Report Total			<u><u>2,533,293.64</u></u>	

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File No: 45/3

May 29, 2019

**VIA ELECTRONIC TRANSMISSION**

[sbrooks@srvfire.ca.gov](mailto:sbrooks@srvfire.ca.gov)

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

Re: Report Upon Return from Closed Session; Regular Meeting of the San  
Ramon Valley Fire Protection District Board of Directors; May 22, 2019

Dear President Yancey and Members of the District Board of Directors:

This communication sets forth reportable action, if any, of the Board of Directors ("Board") of the San Ramon Valley Fire Protection District ("District") consistent with provisions of the Ralph M. Brown Open Meeting Act (Government Code section 54950 *et seq.*), resulting from the Closed Session of the May 22, 2019 Regular District Board Meeting.

The Open Session convened at 1:00 p.m. to address matters agendized for Board consideration. The Open Session concluded at 2:15 p.m. and your Board then adjourned into Closed Session at 2:24 p.m., after a short recess.

There was one item agendized for Closed Session consideration:

- 13.1 Possible exposure to litigation (3 matters) pursuant to Government Code Section 54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.

The Honorable Dominique Yancey, President  
and Members of the District Board of Directors  
San Ramon Valley Fire Protection District  
May 29, 2019  
Page 2

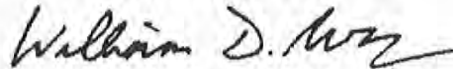
With respect to Agenda Item 13.1, three matters were considered and with respect to each of those matters, there was no reportable action under the common law attorney-client privilege and that provided by Government Code section 54956.9(d)(2).

The Closed Session concluded at 3:20 p.m. with the indication that a written Report Upon Return from Closed Session would be prepared consistent with the provisions of Government Code section 54957.1 for the matters agendized for Closed Session consideration.

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

If there are any questions concerning its content, it may be taken off the Consent Calendar at that time or our office may be contacted in the interim.

Very truly yours,



William D. Ross

WDR:bk

cc: Paige Meyer, District Chief

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
May 22, 2019 Minutes**

**Board of Directors Regular Board Meeting**

*MISSION STATEMENT*

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

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

**Board Members Present:** Board President Yancey, Directors Crean, Kerr, Parker and Stamey

**Staff Present:** Fire Chief Meyer, Director of Human Resources Korthamar Wong, Technology Systems Manager Call, Deputy Chief Drayton, EMS Battalion Chief Duggan, Interim Deputy Chief Selover; Controller Hatfield, District Counsel Ross, Financial Consultant Campo and District Clerk Brooks.

**1. CALL TO ORDER**

Board President Yancey chaired the meeting and called for order at 1:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

San Ramon Valley Rotary President Valerie Munoz led the Pledge of Allegiance.

**3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA**

There was a quorum and no changes to the agenda.

**4. PUBLIC COMMENT**

There was one comment card regarding weed abatement from Mr. Schardt, 841 Hawthorne Drive, Walnut Creek, CA.

**5. CONSENT CALENDAR**

Director Kerr asked that Consent Calendar item 5.4 be pulled for discussion.

Director Parker moved approval of the consent calendar items 5.1, 5.2, 5.3, 5.5 and 5.6. Director Stamey seconded the motion. Motion carried.

Chief Meyer mentioned the tax payment the District made. Financial Consultant Campo explained the agreement with the City of San Ramon regarding sales tax and out of state purchases.

Regarding item 5.4 Chief Meyer explained the approval of the contract amendment with One Concern regarding seismic events where the contract shows a bump up in 20/21 and that the District can cancel this contract anytime with 90 days' notice. Director Kerr thanked Chief Meyer for the clarification.

Director Kerr moved approval of Consent Calendar item 5.4. Director Stamey seconded the motion. Motion carried.

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

- 6.1 Recognition of San Ramon Valley Rotary's Fundraising for the California Fire Foundation at Giannis Tips for Change.

Chief Meyer introduced San Ramon Valley Rotary President Munoz along with Rotary member Dani Gregory. The Rotary presented a check for \$2006.00 which Chief Meyer accepted on behalf of the California Fire Foundation stating how happy he was to accept the check on behalf of the CFF. Ms. Munoz provided background on the check which the Cal Fire Foundation would receive. Board President Yancey thanked Ms. Gregory and Ms. Munoz for their dedication and presented them with a certificate of recognition.

Chief Meyer then recognized resident Don Reid on his birthday. The Board and those present sang Happy Birthday to Mr. Reid.

## **7. OLD BUSINESS**

- 7.1 Open Public Hearing to Consider Annual CPI Adjustment to Service Fees and Charges Contained within Ordinance No. 28, and adoption of Resolution No. 2019-03.

Board President Yancey opened the Public Hearing. No one came forward.

Chief Meyer provided the background of simple Resolution that is done every year.

Board President Yancey closed the Public Hearing.

Motion by Vice-President Parker to approve Resolution No. 2019-03. Director Kerr seconded the motion. Motion carried by roll call vote.

## **8. NEW BUSINESS**

- 8.1 Open Public Hearing as set forth in the annual exterior hazard abatement notices mailed on April 12, 2019, stipulating May 22, 2019 at 1:00 p.m., 1500 Bollinger Canyon Road, San Ramon, California, as the date, time and place provided for the purpose of receiving public comment to show cause why exterior hazard abatement standards are not applicable to the appellant's property.

Board President Yancey opened the Public Hearing.

There was one speaker card from Bill Schardt, a Walnut Creek resident and weed abatement contractor. Mr. Schardt stated that due to the recent rains he has not been able to get out and do weed abatement. Mr. Schardt stated that usually prior to May 15 all work could be done if the weather was dry, but rains hindered the work stating that the first week in June will be when they can start again. Mr. Schardt stated that in certain rainy years the abatement deadline should be

on a sliding scale stating that May 31 this year is not realistic and asked that the District work with him on abatement.

Chief Meyer stated that our weed abatement flyers have standard language every year and that in the last two years weather/fire weather has changed. Chief Meyer stated that the District always works with homeowners and contractors and understands all the challenges of homeowners and will be reasonable with requests as they come up.

Board President Yancey closed the Public Hearing and thanked Mr. Shardt for his comments.

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

- 9.1 Chief Meyer mentioned the thank you card that was received from former Director Roxanne Lindsay stating that during copying it looked like some of the wording was cut off. The District Clerk stated she will be very cautious copying correspondence in the future.

## **10. MONTHLY ACTIVITY REPORTS**

- 10.1 Operations Division-Deputy Chief, Frank Drayton  
Operations Report of monthly activities

Deputy Chief Drayton provided his monthly report highlighting live burns scheduled for May and June 2019. Chief Drayton also stated that the District Haz Mat team held a training session in Antioch.

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

EMS Battalion Chief Duggan stated that 675 medical incidents were responded to this past month.

- 10.3 Logistics – Interim Deputy Chief Jim Selover  
Logistics Report of monthly activities.

Interim Chief Selover stated that the Hazardous Materials Business Plan is complete, and that maintenance repairs/concrete, landscape work is also complete. Interim Chief Selover also stated that the outfitting of new District Engines is complete.

- 10.4 Fire and Life Safety Division – Deputy Chief Frank Drayton  
Fire and Life Safety Report of monthly activities.

Chief Drayton highlighted staff completed inspections at 33% of the year and that 536 plan reviews were received and completed. Chief Drayton stated that the weed abatement deadline in the county will be moved back a week or two and the District would work with anyone that contacts us regarding abatement of high risk first then low risk properties. Director Kerr stated that the San Ramon Resource Fair and pancake breakfast was wonderful and thank all involved.

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

Technology Systems Manager Call provided the Communications report highlighting the First 15 Minutes Mock scenario recently took place; and that computers in all fire stations have been updated. A question came up about the District’s new Instagram account and who is monitoring the account. Technology Manager Call stated that Director of Emergency Communications Pangelinan and her staff are monitoring the account. Chief Meyer commented that he reviews and approves all posts to the account.

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

Director of Human Resources Korthamar Wong stated that feedback on the District hiring application process and new hires has been great and our on-line application process has also received positive feedback. The recent Recruitment Fair attended by staff was well received.

- 10.7 Finance Division – Controller Davina Hatfield Monthly Finance Report of monthly activities.

Financial Consultant Campo highlighted his monthly report – GEMT and quality assurance fees were discussed. The annual state controllers report has been done for calendar year 2018 and the annual request from Transparent California on public agency compensation has also been complete.

Controller Hatfield provided the monthly power point presentation explaining the different district funds; and that District revenues are up due to the recent property tax payment.

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

Chief Meyer referred to the flyer staff provided dealing with wildland training in Windemere stating this burn might concern some residents due to the amount of smoke it will cause. Chief Meyer stated that we trying to educate the public, so they know about this training event. Chief Meyer stated he attended a Red Cross event at Round hill Country Club in Alamo “Sound the Alarm” and he has had meetings with Contra Costa County Supervisors regarding 201 rights and these meetings are going well. Chief Meyer also met with Supervisor Candace Anderson and the County Public Works department regarding the Hemme property in Alamo, stating the District will work with them and would bring this item back to Board as more information becomes available.

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

### 11.1 Confirmation of Annual Board Recess for month of July 2019.

The Board confirmed the Board meeting recess in July 2019.

Reschedule Board Meeting dates for November and December 2019, due to the Thanksgiving and Christmas holidays.

The Board agreed to the following revised dates for the November and December 2019 Board meetings which are as follows:

Wednesday, November 20, 2019 (instead of November 27, 2019)

Wednesday, December 18, 2019 (instead of December 25, 2019)

Chief Meyer also asked that the regular September 25, 2019 Board meeting date be rescheduled due to the Annual Cal Fire Chief's Conference September 24-26, 2019. The new September 2019 Board meeting date is as follows:

Wednesday, September 18, 2019 at 1 p.m. (instead of September 25, 2019)

## **12. UPCOMING CALENDAR OF EVENTS**

The Board and staff reviewed the upcoming calendar of events.

Chief Meyer stated that San Ramon Police Chief Craig Stevens has asked to schedule public meetings regarding the new public safety building. Dates would be June 3, 4 and 5<sup>th</sup>. All of these meetings would be from 6-7 p.m., as follows:

Monday June 3, 2019 San Ramon Valley Fire, Boardroom

Tuesday June 4, 2019 Dougherty Valley Community Center, small theater

Wednesday June 5, 2019 San Ramon City Hall, EOC training classroom

Due to the above meetings, the date for the annual budget workshop would be pushed back. Chief Meyer stated that these presentations will be done with the District fire board and San Ramon City Council to get public feedback and input. District staff will be in attendance providing the presentation and taking notes on feedback received.

At this time, Chief Meyer asked for a new date in June for the annual budget workshop, suggesting the morning of the regular June board meeting – June 26<sup>th</sup>. It was confirmed that the Board Budget Workshop would be held at 10:30 a.m. on Wednesday, June 26. Lunch would be provided, followed by the regular June Board meeting at 1 p.m.

**13. CLOSED SESSION**

- 13.1 Conference with Legal Counsel – Possible exposure to litigation (3 matters) pursuant to Government Code Section 54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.

**14. RETURN TO OPEN SESSION**

**15. REPORT UPON RETURN FROM CLOSED SESSION (if applicable)**

**16. ADJOURNMENT**

The regular meeting adjourned at 2:15 p.m. The Board adjourned to Closed Session at 2:24 p.m. with the Closed Session and meeting concluding at 3:20 p.m.

Prepared by: \_\_\_\_\_  
Susan F. Brooks  
District Clerk

Approved by: \_\_\_\_\_  
Dominique Yancey  
Board President

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

For the Month of: **May 2019**

Department	# Reg Employees	Gross Wages	Payroll Taxes	Retirement	Total	% of Total
GL Acct Number		(5110,5115,5120,5121)	(5140)	(5150,5151)		
Board of Directors	5	760.00	11.02	-	771.02	0.02%
Fire Chief	1	28,916.17	415.36	18,750.36	48,081.89	1.14%
Personnel	2	27,140.19	376.87	8,657.51	36,174.57	0.86%
Finance	3	32,257.83	458.60	10,877.53	43,593.96	1.03%
Fire Life & Safety	9	96,858.17	1,383.63	34,754.70	132,996.50	3.15%
Technology	2	26,824.91	380.06	8,206.74	35,411.71	0.84%
Communication Center	14	205,947.86	2,950.85	52,034.31	260,933.02	6.19%
Facilities	0	4,830.70	70.04	-	4,900.74	0.12%
Fire Suppression	121	2,283,835.20	32,466.91	1,173,080.63	3,489,382.74	82.77%
Fleet	1	9,250.74	169.52	3,119.41	12,539.67	0.30%
Training	2	24,375.17	386.71	15,385.14	40,147.02	0.95%
EMS	2	27,916.97	431.33	14,856.26	43,204.56	1.02%
Rescue		27,341.03	-	14,853.52	42,194.55	1.00%
HazMat		15,068.24	-	10,418.10	25,486.34	0.60%
<b>TOTALS</b>	<b>162</b>	<b>2,811,323.18</b>	<b>39,500.90</b>	<b>1,364,994.21</b>	<b>4,215,818.29</b>	<b>100.00%</b>



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

Date: June 26, 2019

To: Board of Directors

From: Ken Campo, Interim CFO

Subject: FY 2019-20 Excess Workers' Compensation Insurance

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## Background:

The District is self-insured for workers' compensation insurance. Customary claims are budgeted in the Human Resources Division and paid as claims occur. To mitigate the loss exposure associated with a catastrophic claim, the District purchases excess workers' compensation for claims exceeding \$1,500,000 per occurrence. The District maintains a reserve of \$4,000,000 for the liability associated with open workers' compensation claims; and these reserve funds would be used to cover the self-insured retention in the event of a catastrophic claim. The term of the current excess workers' compensation policy is from July 1, 2018 through July 1, 2019.

Our current broker, Morris & Associates, sought quotes from a number of different carriers, all but one declined to quote on a fire district. Our existing carrier, Safety National Casualty Corporation ("SNCC"), was the one company that provided a quote.

Given the market is down to one private carrier willing to insure a fire district, staff is recommending renewal of the existing excess workers' compensation policy, with a self-insured retention of \$1,500,000, through our current carrier, Safety National Casualty Corporation. Based on our projected payroll for 2019-20, the premium will be \$312,236; which was derived using a rate of \$0.97 per \$100 of payroll, and is the same as last year's premium.

## Recommended Board Action:

Approve the renewal of excess workers' compensation with Safety National Casualty Corporation and related premium payment in the amount of \$312,236.



# San Ramon Valley Fire Protection District

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www.firedepartment.org | info@firedepartment.org

Date: June 26, 2019

To: Board of Directors

From: Denise Pangelinan, Director of Emergency Communications  
Steve Call, Technology Systems Manager

Subject: Purchase of Physio-Control LifePak 15 data modems

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## **Background:**

The District currently owns 45 Physio-Control LifePak 15 heart monitors. Each monitor utilizes an external Verizon CDMA-only (3G) data modem to transmit 12 lead data to hospitals, Contra Costa County EMS, as well as to a District server for inclusion in Patient Care Reports (PCR). Verizon is in the process of retiring its CDMA (3G) network. As a result, Verizon is no longer allowing activation of CDMA-only devices. Verizon will end support for all CDMA-only devices starting January 1, 2020.

To ensure uninterrupted communications from the District's LifePak 15 heart monitors, the District will be required to upgrade to LTE-enabled (4G) LifePak 15 data modems recently made available by Physio-Control. Each new data modem will cost \$1,205.00, with the District receiving a \$482 trade-in credit for each existing 3G data modem, for a net cost of \$723 per data modem. To purchase 45 new 4G data modems, the total cost is \$32,535, not including taxes and shipping. As part of the purchase, Physio-Control will provide on-site services to seamlessly transition from the current 3G data modems to the new 4G data modems.

Physio-Control provided an option of purchasing data modems equipped with Verizon cellular and Wi-Fi at a cost of \$1,377 per data modem after the trade-in credit. The EMS Committee reviewed the advantages and disadvantages of these cellular/Wi-Fi enabled devices and opted for cellular-only data modems. By purchasing cellular-only data modems, the purchase will come in \$32,670 under the budgeted amount, not including taxes and shipping.

## **Recommended Board Action:**

Authorize staff to purchase 45 Physio-Control LifePak 15 4G data modems at a cost not to exceed \$32,535, not including taxes and shipping.

## **Financial Impacts:**

CIP funds were allocated in the Annual Budget Fiscal Year 2018-2019.



# San Ramon Valley Fire Protection District

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www.firedepartment.org | info@firedepartment.org

Date: June 26, 2019

To: Board of Directors

From: Jim Selover, Interim Deputy Chief

Subject: Approval to Declare Apparatus/Vehicles E-545, 305, 306, 370 as Surplus Property.

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## **Background:**

All apparatus/vehicles have outlived their service life. The cost for maintenance/repairs required to be considered safe and compliant are close to equaling the estimated value of the vehicles.

Once declared surplus, these vehicles will be disposed of as deemed appropriate by the Board of Directors. Staff requests E-545 be used as a special events engine. The proceeds from selling units 305, 306 and 370 will be deposited into the Capital Projects funds and used to offset leased vehicle expenses. All Fire District equipment and markings will be removed from the vehicles.

## **Recommended Board Action:**

Staff recommends the Board declare Engine 545 and vehicles 305, 306 and 370 as surplus property.

# **OLD BUSINESS**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

Date: June 26, 2019

To: Board of Directors

From: Jim Selover, Interim Deputy Chief

Subject: Approval to Donate Surplus Apparatus- 548, 547, 546, 506

---

## **Background:**

At the May 2019 Board Meeting, direction was given to reach out to fire agencies that have expressed interest in our surplus fire apparatus and have them provide us with a brief explanation of their situation and needs. Below is a list of agencies that submitted a request for apparatus in order of arrival. For additional details see attached agency reports.

1. Coffee Creek Volunteer Fire District
2. Winters Fire Department
3. East Contra Costa County Fire District
4. Marysville Fire Department
5. Garden Valley Fire Protection District

## **Recommended Board Action:**

Staff recommends the Board donate apparatus 548, 547, 546, 506 as appropriate.



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

**Date:** June 26, 2019

**To:** Board of Directors

**From:** Jim Selover, Interim Deputy Chief

**Subject:** Contract with ENGEO Inc. for Underground Tank Subsurface Assessment – Additionally Required Evaluation

---

## **Background:**

In 2004, an underground fuel storage tank was removed from the former Station 32 site on Stone Valley Road in Alamo. The District however did not seek a final closure letter from the Regional Water Quality Control Board (RWQCB) as to whether the site was free of any ground contamination because it was deemed not necessary at the time if the station was to remain in operation for the foreseeable future. Now that the station has been decommissioned, the District needs to determine to the extent of any ground contamination and whether any remediation measures are needed.

At the June 2017, meeting, the Board authorized staff, following a Request for Proposals, to contract with a hydrogeological firm, ENGEO, to develop a work plan for approval by the local RWQCB. The plan outlined a process to collect samples, prepare a conceptual site model, conduct risk analysis and request a “No Further Action” letter and closure of the underground storage tank (UST) case under the Low Threat Closure policy and criteria. That work was conducted, and a closure letter was requested by ENGEO. The RWQCB denied the closure letter based on the fact that soil contamination was detected at the boundaries of the test field. The RWQCB feels that the extent of contamination cannot be determined without further testing and identification of an uncontaminated perimeter. Based on the report from the RWQCB and in furtherance of obtaining a closure letter, a revised plan has been developed, new meters need to be placed in additional locations, borings conducted, samples taken, additional laboratory analysis conducted, and a new closure letter requested. ENGEO has developed a proposal for additional site characterization at the request of staff for the additional monitoring measures.

## **Recommendation Board Action:**

Authorize staff to contract with ENGEO for the services outlined above for an amount of \$71,800.

## **Fiscal Impact:**

Funds are currently available in the Capital budget and will be recouped through the sale or lease of the surplus property.



2010 Crow Canyon Place, Suite 250  
San Ramon, CA 94583-4634  
(925) 866-9000 ♦ FAX (888) 279-2698

**REQUEST FOR CHANGE ORDER**

**TO:** Chief Frank Drayton  
San Ramon Valley Fire Protection District  
1500 Bollinger Canyon Road  
San Ramon, CA 94583

**DATE:** August 21, 2018  
Revised April 5, 2019

**ENGEO PROJECT NO.:** 8575.000.005  
**Phase:** 001

**PROJECT NAME:** San Ramon Valley Fire Protection District Station #32  
Alamo, California

**ENGEO Contact:** Robert Peck

**ORIGINAL CONTRACT:** Standard Agreement for Independent Contractor Services  
(ENGEO Project No. 8575.000.005)

**ORIGINAL CONTRACT DATE:** June 27, 2017

**Additional Scope of Services:**

- Preparation of Quarterly Groundwater and Soil Gas Monitoring Work Plan..... \$ 2,500
  - Contra Costa County Environmental Health Department Permit Fees..... \$ 4,400
  - Installation of four groundwater monitoring wells and four soil gas monitoring wells ..... \$22,750
  - Survey of groundwater monitoring wells ..... \$ 1,350
  - Four quarterly soil gas and groundwater sampling events ..... \$21,800
  - Four quarterly sampling reports. .... \$10,000
  - Final request for closure report following four quarters of monitoring..... \$ 5,000
  - Professional consultation (assuming 20 hours over the course of monitoring and reporting period) ..... \$ 4,000
- TOTAL FEES..... \$71,800**

If you are in agreement with the scope of services and fees outlined in this request, please forward a change order to the above-referenced original contract.

**ENGEO INCORPORATED**

BY: 

PRINTED NAME: Jeffrey A. Adams

TITLE: Principal

DATE: April 5, 2019

# **NEW BUSINESS**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

Date: June 26, 2019  
To: Board of Directors  
From: Paige Meyer  
Subject: Adoption of Annual Operating and Capital Budgets for Fiscal Year 2019-20

---

## **Background:**

I am pleased to present the Board with a proposed budget for fiscal year 2019-20 that balances an enhanced level of fire suppression and EMS services with a prudent level of reserves and maintains the long-term fiscal integrity of the District. Ongoing operating revenues remain sufficient to fully cover ongoing operating costs, fund annual debt service and capital contributions, accelerate the paydown of our unfunded liabilities and add to District reserves. This would not be possible without the support, guidance and strategic direction from the Board with respect to fiscal policies and development of the budget. I also wish to express my appreciation to the union representatives and employees of the District for their ongoing collaboration and willingness to work with the Board and Administration for the long-term good of the District and the communities we serve. With their cooperation and commitment to providing the best possible service within available funding constraints, we have been able to stabilize our finances, enhance the delivery of essential emergency services and keep the District on a fiscally sustainable path going forward.

Overall, the financial condition of the District remains sound and on a positive trajectory. The General Fund is expected to end the 2018-19 fiscal year with an operating surplus of \$6.4 million, bringing the ending fund balance to a combined \$69.5 million (General Fund & Budget Stabilization Fund). This is \$10.1 million above the Board's reserve policy requirement of \$59.4 million. The projected ending balance at June 30, 2020, is a combined \$74 million, which is \$12.8 million above the reserve requirement of \$61.3 million ("Dry Period" reserve of \$41.5 million and "Budget Stabilization" reserve of \$19.7 million). The Capital Projects Fund encompasses the District's long-range *Capital Improvement Plan* (or CIP), and is expected to end the 2018-19 fiscal year with a balance of \$8.4 million. The proposed General Fund transfer into the CIP for 2019-20 is \$3.1 million and proposed capital expenditures are \$4.5 million, resulting in a projected CIP balance of \$7.2 million at June 30, 2020. The transfer from the General Fund to the Debt Service Fund was increased by \$2 million for FY 2019-20, which is the estimated debt service on a new issuance associated with the joint San Ramon Public Safety Building/Training Center project should that project continue forward.

General Fund operating revenues are projected to increase by approximately \$2 million for a total of \$83 million, mainly due to the increased property tax revenue of \$2.9 million, offset by a

reduction in other revenue of \$1.1 million, which is due primarily the District's policy of not projecting revenue associated with strike-team deployments. General Fund expenditures are projected to increase by \$3.5 million for a total of \$79.4 million. Due to the number of retirements that occurred in March 2019, combined with other personnel changes and a slight decrease in pension rates, overall salaries and benefits are expected to increase by \$1 million, or 1.7%. Expenditures for services and supplies is projected to increase by \$1 million, or 17%, due mainly to the new technology services contract with DNI, the newly enacted emergency medical transport quality assurance fee (or QAF), and costs associated with implementing the California Voters Rights Act.

The long-range CIP is funded primarily through an ongoing transfer from the General Fund, supplemented with grant revenue and other financing sources, when and if available. As noted above, the transfer for 2019-20 is \$3.1 million. The CIP is used to anticipate and fund the replacement/maintenance needs of District apparatus, vehicles, equipment, technology, and facilities.

The Fiscal Year 2019-20 Annual Operating & CIP Budget is balanced and sustainable for the long-term. Efforts over the past several years to stabilize the District's finances and restore reserves used during the recession have been successful and the District continues to be well positioned to weather an economic downturn like that experienced during the last major recession. The budget provides for continued improvement in core emergency services, while at the same time responsibly paying down long-term liabilities, fulfilling the District's post-employment commitments to its employees, and maintaining the District's significant investment in the capital infrastructure required for the delivery essential emergency services. Included in the budget document is a detailed two-year operating budget, updated long-range financial forecast and a long-range capital improvement plan. The proposed budget will be reviewed at length with the Board at their Budget Workshop on June 26th, and with District employees on June 25th. The Board and other interested parties are encouraged to read the budget Transmittal Letter for a better understanding of the significant financial transactions and initiatives impacting the District's budget.

The proposed budget is also available for public inspection on the District's website: [http://www.firedepartment.org/about/key\\_documents.asp](http://www.firedepartment.org/about/key_documents.asp).

### **Recommended Board Action:**

Staff recommends the Board adopt the proposed:

1. Annual Operating Budget for FY 2019-20
2. Capital Improvement Plan

### **Financial Impacts:**

Adoption of the proposed Annual Operating Budget is projected to increase the General Fund ending balance by approximately \$4 million and maintain reserves above Board policy.



# San Ramon Valley Fire Protection District

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www.firedepartment.org | info@firedepartment.org

Date: June 26, 2019

To: Board of Directors

From: Paige Meyer, Fire Chief  
Kenneth Campo, Interim CFO

Subject: Approval of Agreement with Jeff Katz Architecture for design and construction administration services and Reimbursement Resolution – San Ramon Public Safety Building Project

---

## **Background:**

Presented for the Board’s review and approval, based on a recommendation from Chief Meyer, is a professional consulting services agreement with Jeff Katz Architecture (“JKA”) for design and construction administration services for the San Ramon Public Safety Project. Specifically, the scope of work is based on a requested proposal for schematic design, design development, construction documents, bidding and construction administration services. The proposed project delivery approach is traditional design-bid-build.

The project is to incorporate renovations to the existing building at 2401 Crown Canyon Road for Fire Administration, San Ramon Police, and the construction of a new, essential services Emergency Operations Center (EOC)/Dispatch facility. The estimated project budget is \$27,000,000. Specific parts and portions of the JKA proposal, dated May 9, 2019, are a part of the Agreement; otherwise, it is not wholly incorporated into the Agreement.

In addition to the standard professional consulting services agreement terms and conditions, staff recommends that the Board approve as part of the scope of work specific clarifications from the American Institute of Architects (AIA) Document B141, Owner/Architect Agreement that were requested by JKA. Special Counsel to the District, Richard D. Pio Roda of Meyers Nave, reviewed the requested clarifications, and recommended to staff certain ones be included, others excluded, and others modified to be consistent with the District’s professional consulting services agreement.

## **Cancellation:**

The Public Safety Building project has not received formal approval from the District Board or San Ramon City Council. If it is decided to not move forward with the project, the District can terminate the Agreement and would be financially liable only for time and expenses incurred through the date of cancellation.

## **Financial Impacts:**

Basic services fixed fee of One Million Six Hundred and Thirty-Five Thousand Dollars (\$1,635,000.00).

The proposed breakdown for the Basic Services charges will be as follows:

Schematic Design Phase \$180,000.00

Design Development Phase \$500,000.00

Construction Documents Phase \$765,000.00

Bidding Phase \$ 10,000.00

Construction Administration Phase \$175,000.00

Reimbursable Expenses (Not to Exceed) \$ 5,000.00

TOTAL \$1,635,000.00

Special Counsel Pio Roda recommends that because of inherent uncertainty related to the Project including but not limited to that it's a renovation and not new construction, and possible owner changes because of unforeseen circumstances, the Board should grant Chief Meyer, or his designee, the authority to negotiate amendments to the agreement while it is in progress up to 1.5% of the basic services fixed fee (or \$25,000). Cumulative amendments greater than 3.0% (or \$50,000) would have to come back to the Board for review and approval.

Finally, the consultant provides, in its proposal, a list of additional services available on an hourly basis. Such additional services would only be included after negotiation of an agreement amendment and would be subject to the above amendment authority.

Initially, funding for the Agreement will come from the District's Capital Outlay Fund. However, it is anticipated that if the project does receive formal approval, the District would issue bonds (in the form of Certificates of Participation or COP's) to finance the design and construction of the improvements. By adopting a "Reimbursement Resolution" the District can reimburse the Capital Outlay Fund from bond proceeds for expenditures related to the project.

## **Recommended Board Action:**

1. Authorize staff to enter into an agreement with Jeff Katz Architecture for architectural services in an amount not to exceed \$1,635,000.
2. Approve the attached Reimbursement Resolution.

Attachments: JKA Agreement  
Reimbursement Resolution

**CONSULTING SERVICES AGREEMENT BETWEEN  
SAN RAMON VALLEY FIRE PROTECTION DISTRICT AND  
JEFF KATZ ARCHITECTURE  
FOR  
SAN RAMON PUBLIC SAFETY PROJECT  
(DESIGN & CONSTRUCTION ADMINISTRATION SERVICES)**

THIS AGREEMENT for consulting services is made by and between San Ramon Valley Fire Protection District ("District" or "Owner" ) and Jeff Katz Architecture ("Consultant") (together sometimes referred to as the "Parties") as of \_\_\_\_\_, 2019 (the "Effective Date").

**Section 1. SERVICES.** Subject to the terms and conditions set forth in this Agreement, Consultant shall provide to District the services described in the Scope of Work attached as Exhibit A at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, the Agreement shall prevail.

- 1.1 **Term of Services.** The term of this Agreement shall begin on the Effective Date and shall end on \_\_\_\_\_, the date of completion specified in Exhibit A, and Consultant shall complete the work described in Exhibit A on or before that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Consultant to complete the services required by this Agreement shall not affect the District's right to terminate the Agreement, as referenced in Section 8.
- 1.2 **Standard of Performance.** Consultant shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent architect in the San Francisco Bay Area.
- 1.3 **Assignment of Personnel.** Consultant shall assign only competent personnel to perform services pursuant to this Agreement. In the event that District, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Consultant shall, immediately upon receiving notice from District, reassign such person or persons.
- 1.4 **Time.** Consultant shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Subsection 1.2 above and to satisfy Consultant's obligations hereunder.
- 1.5 **Public Works Requirements.** Because the services described in Exhibit A include "work performed during the design and preconstruction phases of construction including, but not limited to, inspection and land surveying work," the services constitute a public works within the definition of Section 1720(a)(1) of the California Labor Code. As a result, Consultant is required to comply with the provisions of the California Labor Code applicable to public works, to the extent set forth in Exhibit D.
- 1.6 **Reserved.**

1.7 **Public Works Contractor Registration.** Consultant agrees, in accordance with Section 1771.1 of the California Labor Code, that Consultant or any subconsultant shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in Chapter 1 of Part 7 of Division 2 of the California Labor Code, unless currently registered and qualified to perform public work pursuant to California Labor Code section 1725.5. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded. No contractor or subcontractor may be awarded a contract for public work on a public works project unless registered with the Department of Industrial Relations pursuant to California Labor Code section 1725.5. Consultant agrees, in accordance with Section 1771.4 of the California Labor Code, that if the work under this Agreement qualifies as public work, it is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

**Section 2. COMPENSATION.** District hereby agrees to pay Consultant a sum not to exceed **ONE MILLION SIX HUNDRED THIRTY-FIVE THOUSAND (\$1,635,000)**, notwithstanding any contrary indications that may be contained in Consultant's proposal, for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Consultant's proposal regarding the amount of compensation, the Agreement shall prevail. District shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from District to Consultant for services rendered pursuant to this Agreement. Consultant shall submit all invoices to District in the manner specified herein. Except as specifically authorized by District in writing, Consultant shall not bill District for duplicate services performed by more than one person.

Consultant and District acknowledge and agree that compensation paid by District to Consultant under this Agreement is based upon Consultant's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of Consultant. Consequently, the Parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Consultant and its employees, agents, and subcontractors may be eligible. District therefore has no responsibility for such contributions beyond compensation required under this Agreement.

2.1 **Invoices.** Consultant shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost for services performed and reimbursable costs incurred prior to the invoice date. Invoices shall contain the following information:

- Serial identifications of progress bills; i.e., Progress Bill No. 1 for the first invoice, etc.;
- The beginning and ending dates of the billing period;

- A Task Summary containing the original contract amount, the amount of prior billings, the total due this period, the balance available under the Agreement, and the percentage of completion;
- At District's option, for each work item in each task, a copy of the applicable time entries or time sheets shall be submitted showing the name of the person doing the work, the hours spent by each person, a brief description of the work, and each reimbursable expense;
- The total number of hours of work performed under the Agreement by Consultant and each employee, agent, and subcontractor of Consultant performing services hereunder;
- The Consultant's signature;
- Consultant shall give separate notice to the District when the total number of hours worked by Consultant and any individual employee, agent, or subcontractor of Consultant reaches or exceeds 800 hours within a 12-month period under this Agreement and any other agreement between Consultant and District. Such notice shall include an estimate of the time necessary to complete work described in Exhibit A and the estimate of time necessary to complete work under any other agreement between Consultant and District, if applicable.

2.2 **Monthly Payment.** District shall make monthly payments, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred. District shall have 30 days from the receipt of an invoice that complies with all of the requirements above to pay Consultant.

2.3 **Final Payment.** District shall pay the last 10% of the total sum due pursuant to this Agreement within 60 days after completion of the services and submittal to District of a final invoice, if all services required have been satisfactorily performed.

2.4 **Total Payment.** District shall pay for the services to be rendered by Consultant pursuant to this Agreement. District shall not pay any additional sum for any expense or cost whatsoever incurred by Consultant in rendering services pursuant to this Agreement. District shall make no payment for any extra, further, or additional service pursuant to this Agreement.

In no event shall Consultant submit any invoice for an amount in excess of the maximum amount of compensation provided above either for a task or for the entire Agreement, unless the Agreement is modified prior to the submission of such an invoice by a properly executed change order or amendment.

2.5 **Hourly Fees.** Fees for work performed by Consultant on an hourly basis shall not exceed the amounts shown on the compensation schedule attached hereto as Exhibit B.

- 2.6 **Reimbursable Expenses.** Reimbursable expenses shall be charged at 1.1 times the direct cost.
- 2.7 **Payment of Taxes.** Consultant is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.
- 2.8 **Payment upon Termination.** In the event that the District or Consultant terminates this Agreement pursuant to Section 8, the District shall compensate the Consultant for all undisputed outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Consultant shall maintain adequate logs and timesheets to verify costs incurred to that date.
- 2.9 **Authorization to Perform Services.** The Consultant is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

**Section 3. FACILITIES AND EQUIPMENT.** Except as set forth herein, Consultant shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services required by this Agreement.

District, at its discretion and when available, shall furnish physical facilities such as desks, filing cabinets, and conference space, as may be reasonably necessary for Consultant's use while consulting with District employees and reviewing records and the information in possession of the District. The location, quantity, and time of furnishing those facilities shall be in the sole discretion of District. In no event shall District be obligated to furnish any facility that may involve incurring any direct expense, including but not limited to computer, long-distance telephone or other communication charges, vehicles, and reproduction facilities.

**Section 4. INSURANCE REQUIREMENTS.** Before fully executing this Agreement, Consultant, at its own cost and expense, unless otherwise specified below, shall procure the types and amounts of insurance listed below against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Consultant and its agents, representatives, employees, and subcontractors. Consistent with the following provisions, Consultant shall provide proof satisfactory to District of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects, and that such insurance is in effect prior to beginning work. Consultant shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in the Consultant's bid or proposal. Consultant shall not allow any subcontractor to commence work on any subcontract until Consultant has obtained all insurance required herein for the subcontractor(s) and provided evidence to District that such insurance is in effect. VERIFICATION OF THE REQUIRED INSURANCE SHALL BE SUBMITTED AND MADE PART OF THIS AGREEMENT PRIOR TO EXECUTION. Consultant shall maintain all required insurance listed herein for the duration of this Agreement.

4.1 **Workers' Compensation.**

- 4.1.1 **General Requirements.** Consultant shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for

any and all persons employed directly or indirectly by Consultant. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than **\$1,000,000** per accident. In the alternative, Consultant may rely on a self-insurance program to meet these requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the California Labor Code shall be solely in the discretion of the Contract Administrator.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the entity for all work performed by the Consultant, its employees, agents, and subcontractors.

**4.1.2 Submittal Requirements.** To comply with Subsection 4.1, Consultant shall submit the following:

- a. Certificate of Liability Insurance in the amounts specified in the section; and
- b. Waiver of Subrogation Endorsement as required by the section.

## **4.2 Commercial General and Automobile Liability Insurance.**

**4.2.1 General Requirements.** Consultant, at its own cost and expense, shall maintain commercial general liability insurance for the term of this Agreement in an amount not less than **\$1,000,000 per occurrence and \$2,000,000 aggregate** and automobile liability insurance for the term of this Agreement in an amount not less than **\$1,000,000 per occurrence**, combined single limit coverage for risks associated with the work contemplated by this Agreement. If a Commercial General Liability Insurance or an Automobile Liability form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit unless stated differently above. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from activities contemplated under this Agreement, including the use of owned and non-owned automobiles.

**4.2.2 Minimum Scope of Coverage.** Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (most recent edition) covering comprehensive General Liability on an "occurrence" basis. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001, Code 1 (any auto). No endorsement shall be attached limiting the coverage.

4.2.3 **Additional Requirements.** Each of the following shall be included in the insurance coverage or added as a certified endorsement to the policy:

- a. The Insurance shall cover on an occurrence or an accident basis, and not on a claims-made basis.
- b. District, its officers, officials, employees, and volunteers are to be covered as additional insureds as respects: liability arising out of work or operations performed by or on behalf of the Consultant; or automobiles owned, leased, hired, or borrowed by the Consultant.
- c. Consultant hereby agrees to waive subrogation which any insurer or contractor may require from vendor by virtue of the payment of any loss. Consultant agrees to obtain any endorsements that may be necessary to effect this waiver of subrogation.
- d. For any claims related to this Agreement or the work hereunder, the Consultant's insurance coverage shall be primary insurance as respects the District, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the District, its officers, officials, employees, or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

4.2.4 **Submittal Requirements.** To comply with Subsection 4.2, Consultant shall submit the following:

- a. Certificate of Liability Insurance in the amounts specified in the section;
- b. Additional Insured Endorsement as required by the section;
- c. Waiver of Subrogation Endorsement as required by the section; and
- d. Primary Insurance Endorsement as required by the section.

#### 4.3 **Professional Liability Insurance.**

4.3.1 **General Requirements.** Consultant, at its own cost and expense, shall maintain for the period covered by this Agreement professional liability insurance for licensed professionals performing work pursuant to this Agreement in an amount not less than \$1,000,000 covering the licensed professionals' errors and omissions. Any deductible or self-insured retention shall not exceed \$150,000 per claim.

4.3.2 **Claims-Made Limitations.** The following provisions shall apply if the professional liability coverage is written on a claims-made form:

- a. The retroactive date of the policy must be shown and must be before the date of the Agreement.
- b. Insurance must be maintained and evidence of insurance must be provided for at least 5 years after completion of the Agreement or the work, so long as commercially available at reasonable rates.
- c. If coverage is canceled or not renewed and it is not replaced with another claims-made policy form with a retroactive date that precedes the date of this Agreement, Consultant shall purchase an extended period coverage for a minimum of 5 years after completion of work under this Agreement.
- d. A copy of the claim reporting requirements must be submitted to the District for review prior to the commencement of any work under this Agreement.

4.3.3 **Additional Requirements.** A certified endorsement to include contractual liability shall be included in the policy.

4.3.4 **Submittal Requirements.** To comply with Subsection 4.3, Consultant shall submit the Certificate of Liability Insurance in the amounts specified in the section.

#### 4.4 **Reserved**

#### 4.5 **All Policies Requirements.**

4.5.1 **Acceptability of Insurers.** All insurance required by this section is to be placed with insurers with a Bests' rating of no less than A:VII.

4.5.2 **Verification of Coverage.** Prior to beginning any work under this Agreement, Consultant shall furnish District with complete copies of all Certificates of Liability Insurance delivered to Consultant by the insurer, including complete copies of all endorsements attached to the policies. All copies of Certificates of Liability Insurance and certified endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf. If the District does not receive the required insurance documents prior to the Consultant beginning work, it shall not waive the Consultant's obligation to provide them. The District reserves the right to require complete copies of all required insurance policies at any time.

4.5.3 **Deductibles and Self-Insured Retentions.** Consultant shall disclose to and obtain the written approval of District for the self-insured retentions and deductibles before beginning any of the services or work called for by any term of this Agreement. At the option of the District, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the District, its officers, employees, and volunteers; or the Consultant shall provide a financial

guarantee satisfactory to the District guaranteeing payment of losses and related investigations, claim administration and defense expenses.

4.5.4 **Wasting Policies.** No policy required by this Section 4 shall include a “wasting” policy limit (i.e. limit that is eroded by the cost of defense).

4.5.5 **Endorsement Requirements.** Each insurance policy required by Section 4 shall be endorsed to state that coverage shall not be canceled by either party, except after 30 days’ prior written notice has been provided to the District.

4.5.6 **Subcontractors.** Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

4.6 **Submittal of Proof of Insurance Coverage.** All certificates of insurance and original endorsements effecting coverage required in this Section 4 must be submitted to the District insurance document management program.

4.7 **Remedies.** In addition to any other remedies District may have if Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, District may, at its sole option exercise any of the following remedies, which are alternatives to other remedies District may have and are not the exclusive remedy for Consultant’s breach:

- Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;
- Order Consultant to stop work under this Agreement or withhold any payment that becomes due to Consultant hereunder, or both stop work and withhold any payment, until Consultant demonstrates compliance with the requirements hereof; and/or
- Terminate this Agreement.

**Section 5.** **INDEMNIFICATION AND CONSULTANT’S RESPONSIBILITIES.** Refer to the attached Exhibit C, which is incorporated herein and made a part of this Agreement.

**Section 6.** **STATUS OF CONSULTANT.**

6.1 **Independent Contractor.** At all times during the term of this Agreement, Consultant shall be an independent contractor and shall not be an employee of District. District shall have the right to control Consultant only insofar as the results of Consultant’s services rendered pursuant to this Agreement and assignment of personnel pursuant to Subsection 1.3; otherwise, District shall not have the right to control the means by which Consultant accomplishes services rendered pursuant to this Agreement. Notwithstanding any other District, state, or federal policy, rule, regulation, law, or ordinance to the contrary,

Consultant and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by District, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of District and entitlement to any contribution to be paid by District for employer contributions and/or employee contributions for PERS benefits.

- 6.2 **Consultant Not an Agent.** Except as District may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of District in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind District to any obligation whatsoever.

## **Section 7. LEGAL REQUIREMENTS.**

- 7.1 **Governing Law.** The laws of the State of California shall govern this Agreement.
- 7.2 **Compliance with Applicable Laws.** Consultant and any subcontractors shall comply with all laws and regulations applicable to the performance of the work hereunder, including but not limited to, the California Building Code, the Americans with Disabilities Act, and any copyright, patent or trademark law. Consultant's failure to comply with any law(s) or regulation(s) applicable to the performance of the work hereunder shall constitute a breach of contract.
- 7.3 **Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Consultant and any subcontractors shall comply with all applicable rules and regulations to which District is bound by the terms of such fiscal assistance program.
- 7.4 **Licenses and Permits.** Consultant represents and warrants to District that Consultant and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Consultant represents and warrants to District that Consultant and its employees, agents, and any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Consultant and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from the jurisdiction in which the District Project is constructed, or as otherwise required by local laws.
- 7.5 **Nondiscrimination and Equal Opportunity.** Consultant shall not discriminate, on the basis of a person's race, religion, color, national origin, age, physical or mental handicap or disability, medical condition, marital status, sex, or sexual orientation, against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Consultant under this Agreement. Consultant shall comply with all applicable federal, state, and local laws, policies, rules, and requirements related to equal opportunity and nondiscrimination in

employment, contracting, and the provision of any services that are the subject of this Agreement, including but not limited to the satisfaction of any positive obligations required of Consultant thereby.

Consultant shall include the provisions of this Subsection in any subcontract approved by the Contract Administrator or this Agreement.

**Section 8. TERMINATION AND MODIFICATION.**

**8.1 Termination.** District may cancel this Agreement at any time and without cause upon written notification to Consultant.

Consultant may cancel this Agreement upon 14 days' written notice to District and shall include in such notice the reasons for cancellation.

In the event of termination, Consultant shall be entitled to compensation for services performed to the effective date of termination; District, however, may condition payment of such compensation upon Consultant delivering to District any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Consultant or prepared by or for Consultant or the District in connection with this Agreement.

**8.2 Extension.** District may, in its sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall require a written amendment to this Agreement, as provided for herein. Consultant understands and agrees that, if District grants such an extension, District shall have no obligation to provide Consultant with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, District shall have no obligation to reimburse Consultant for any otherwise reimbursable expenses incurred during the extension period.

**8.3 Amendments.** The Parties may amend this Agreement only by a writing signed by all the Parties.

**8.4 Assignment and Subcontracting.** District and Consultant recognize and agree that this Agreement contemplates personal performance by Consultant and is based upon a determination of Consultant's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to District for entering into this Agreement was and is the professional reputation and competence of Consultant. Consultant may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Consultant shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the Contract Administrator.

- 8.5 **Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between District and Consultant shall survive the termination of this Agreement.
- 8.6 **Options upon Breach by Consultant.** If Consultant materially breaches any of the terms of this Agreement, District's remedies shall include, but are not limited to, the following:
- 8.6.1 Immediately terminate the Agreement;
  - 8.6.2 Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Consultant pursuant to this Agreement;
  - 8.6.3 Retain a different consultant to complete the work described in Exhibit A not finished by Consultant; or
  - 8.6.4 Charge Consultant the difference between the cost to complete the work described in Exhibit A that is unfinished at the time of breach and the amount that District would have paid Consultant pursuant to Section 2 if Consultant had completed the work.

**Section 9. KEEPING AND STATUS OF RECORDS.**

- 9.1 **Records Created as Part of Consultant's Performance.** All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the District. Consultant hereby agrees to deliver those documents to the District upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the District and are not necessarily suitable for any future or other use. District and Consultant agree that, until final approval by District, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both Parties.
- 9.2 **Consultant's Books and Records.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the District under this Agreement for a minimum of 3 years, or for any longer period required by law, from the date of final payment to the Consultant to this Agreement.
- 9.3 **Inspection and Audit of Records.** Any records or documents that Subsection 9.2 of this Agreement requires Consultant to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the District. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds \$10,000.00, the Agreement shall be

subject to the examination and audit of the State Auditor, at the request of District or as part of any audit of the District, for a period of 3 years after final payment under the Agreement.

**Section 10. MISCELLANEOUS PROVISIONS.**

- 10.1 **Attorneys' Fees.** If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provisions of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.
- 10.2 **Venue.** In the event that either party brings any action against the other under this Agreement, the Parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Contra Costa or in the United States District Court for the Northern District of California.
- 10.3 **Severability.** If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.
- 10.4 **No Implied Waiver of Breach.** The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.
- 10.5 **Successors and Assigns.** The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the Parties.
- 10.6 **Use of Recycled Products.** Consultant shall prepare and submit all reports, written studies and other printed material on recycled paper to the extent it is available at equal or less cost than virgin paper.
- 10.7 **Conflict of Interest.** Consultant may serve other clients, but none whose activities within the corporate limits of District or whose business, regardless of location, would place Consultant in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Consultant shall not employ any District official in the work performed pursuant to this Agreement. No officer or employee of District shall have any financial interest in this Agreement that would violate California Government Code Section 1090 *et seq.*

Consultant hereby warrants that it is not now, nor has it been in the previous 12 months, an employee, agent, appointee, or official of the District. If Consultant was an employee, agent, appointee, or official of the District in the previous 12 months, Consultant warrants

that it did not participate in any manner in the forming of this Agreement. Consultant understands that, if this Agreement is made in violation of California Government Code Section 1090 *et seq.*, the entire Agreement is void and Consultant will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement of expenses, and Consultant will be required to reimburse District for any sums paid to the Consultant. Consultant understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of California Government Code Section 1090 *et seq.*, and, if applicable, will be disqualified from holding public office in the State of California.

At District's sole discretion, Consultant may be required to file with the District a Form 700 to identify and document Consultant's economic interests, as defined and regulated by the California Fair Political Practices Commission. If Consultant is required to file a Form 700, Consultant is hereby advised to contact the District Secretary or Chief Financial Officer for the Form 700 and directions on how to prepare it.

- 10.8 **Solicitation.** Consultant agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.
- 10.9 **Contract Administration.** This Agreement shall be administered by Kenneth Campo ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.
- 10.10 **Notices.** Any written notice to Consultant shall be sent to:  
Jeff Katz, AIA  
President  
Jeff Katz Architecture  
280 Bettencourt Street  
Sonoma, CA 95476  
\_\_\_\_@\_\_\_\_\_
- Any written notice to District shall be sent to:  
Kenneth Campo  
Chief Financial Officer  
San Ramon Valley Fire Protection District  
100 Bollinger Canyon Road  
San Ramon, CA 94583  
kcampo@srvfire.ca.gov
- 10.11 **Professional Seal.** Where applicable in the determination of the Contract Administrator, the first page of a technical report, first page of design specifications, and each page of construction drawings shall be stamped/sealed and signed by the licensed professional responsible for the report/design preparation. The stamp/seal shall be in a block entitled "Seal and Signature of Registered Professional with report/design responsibility," as in the following example.



The Parties have executed this Agreement as of the Effective Date. The persons whose signatures appear below certify that they are authorized to sign on behalf of the respective Party.

SAN RAMON VALLEY FIRE  
PROTECTION DISTRICT

JEFF KATZ ARCHITECTURE

\_\_\_\_\_  
Paige Meyer, Fire Chief

\_\_\_\_\_  
Jeff Katz, AIA, President

\_\_\_\_\_  
Consultant's DIR Registration Number  
(if applicable)

Approved as to Fiscal Authority:

\_\_\_\_\_  
Kenneth Campo, Interim CFO

Approved as to Form:

\_\_\_\_\_, General Counsel

Per Section 10.7:

- Form 700 Not Required  
 Form 700 Required

## EXHIBIT A

### SCOPE OF SERVICES

Consultant's May 9, 2019 Proposal, pages 1-5; and

Consultant's ADDITIONAL SERVICES TO BE PROVIDED ON AN HOURLY BASIS, are not included in this scope of services unless by amendment to the Agreement pursuant to Paragraph 8.3.

In addition to the Agreement, the Parties agree to the following restatements from AIA Document B141:

2.6.6 The Architect shall not have control over or charge of and shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, since these are solely the Contractor's responsibility under the Contract for Construction. The Architect shall not be responsible for the Contractor's schedules or failure to carry out the Work in accordance with the Contract Documents. The Architect shall not have control over or charge of acts or omissions of the Contractor, Subcontractors, or their agents or employees, or of any other persons performing portions of the Work.

5.1.1 The Construction Cost shall be the total cost or estimated cost to the Owner of all elements of the Project designed or specified by the Architect.

5.1.2 The Construction Cost shall include the cost at current market rates of labor and materials furnished by the Owner and equipment designed, specified, selected or specially provided for by the Architect, plus a reasonable allowance for the Contractor's overhead and profit. In addition, a reasonable allowance for contingencies shall be included for market conditions at the time of bidding and for changes in the Work during construction.

5.1.3 Construction Cost does not include the compensation of the Architect and Architect's consultants, the costs of the land, rights-of-way, financing or other costs which are the responsibility of the Owner.

5.2.1 Evaluations of the Owner's Project budget, preliminary estimates of Construction Cost and detailed estimates of Construction Cost, if any, prepared by the Architect, represent the Architect's best judgment as a design professional familiar with the construction industry. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials or equipment, over the Contractor's methods of determining bid prices, or over competitive bidding, market or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's Project budget or from any estimate of Construction Cost or evaluation prepared or agreed to by the Architect.

5.2.3 If the Bidding or Negotiation Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, any Project budget or fixed limit of Construction Cost shall be adjusted to reflect changes in the general level of prices in the construction industry between the date of submission of the Construction Documents to the Owner and the date on which proposals are sought.

5.2.4 If a fixed limit of Construction Cost (adjusted as provided in Subparagraph 5.2.3) is exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall:

- .1 give written approval of an increase in such fixed limit;
- .2 authorize re-bidding or renegotiating of the Project within a reasonable time;
- .3 if the Project is abandoned, terminate in accordance with Paragraph 8 of this Agreement; or
- .4 cooperate in revising the Project scope and quality as required to reduce the Construction Cost.

5.2.5 If the Owner chooses to proceed under Clause 5.2.4.4, the Architect, without additional charge shall modify the Contract Documents as necessary to comply with the fixed limit. The modification of Contract Documents shall be the limit of the Architect's responsibility arising out of the establishment of a fixed limit. The Architect shall be entitled to compensation in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced.

9.8 Unless otherwise provided in this Agreement, the Architect and Architect's consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials in any form at the Project site, including but not limited to asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic substances.

9.9 The Architect shall have the right to include representation of the design of the Project, including photographs of the exterior and interior, among the Architect's promotional and professional materials. The Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect on the construction sign and in the promotional materials for the Project.

## EXHIBIT B

### COMPENSATION SCHEDULE & REIMBURSABLE EXPENSES

Basic services: fixed fee of One Million Six Hundred and Thirty Five Thousand Dollars (\$1,635,000.00).

Proposed breakdown for the Basic Services charges:

Schematic Design Phase \$180,000.00

Design Development Phase \$500,000.00

Construction Documents Phase \$765,000.00

Bidding Phase \$ 10,000.00

Construction Administration Phase \$175,000.00

Reimbursable Expenses (Not to Exceed) \$ 5,000.00

TOTAL \$1,635,000.00

Consultant's hourly rate schedule from its May 9, 2019 proposal is attached hereto and made a part hereof.

## EXHIBIT C

### INDEMNIFICATION

- A. Consultant shall, to the extent permitted by law, including without limitation California Civil Code sections 2782 and 2782.8, indemnify, hold harmless and assume the defense of, in any actions at law or in equity, the District, its elected and appointed officials, officers, employees, agents, and volunteers from all claims, losses, and damages, including property damage, personal injury, death, and liability of every kind, nature and description, arising out of, pertaining to or related to the negligence, recklessness or willful misconduct of Consultant or any person directly or indirectly employed by, or acting as agent for, Consultant, during Consultant's work under this Agreement.
- B. With respect to those claims arising from a professional error or omission, Consultant shall defend, indemnify and hold harmless District (including its elected and appointed officials, officers, employees, and volunteers) from all claims, losses, and damages to the extent arising from the professionally negligent acts, errors, or omissions of Consultant.
- C. Consultant's obligation under this section does not extend to that portion of a claim caused in whole or in part by the sole negligence or willful misconduct of the District.
- D. Consultant shall also indemnify, defend and hold harmless District from all suits or claims for infringement of any patent rights, copyrights, trade secrets, trade names, trademarks, service marks, or any other proprietary rights of any person or persons because of the District or any of its officers, employees, volunteers, or agents use of articles, products things, or services supplied in the performance of Consultant's services under this Agreement

## EXHIBIT D

### PROVISIONS REQUIRED FOR PUBLIC WORKS CONTRACTS PURSUANT TO CALIFORNIA LABOR CODE SECTION 1720 *ET SEQ.*

#### HOURS OF WORK:

- A. In accordance with California Labor Code Section 1810, 8 hours of labor in performance of the services described in Exhibit A shall constitute a legal day's work under this contract.
- B. In accordance with California Labor Code Section 1811, the time of service of any worker employed in performance of the services described in Exhibit A is limited to 8 hours during any one calendar day, and 40 hours during any one calendar week, except in accordance with California Labor Code Section 1815, which provides that work in excess of 8 hours during any one calendar day and 40 hours during any one calendar week is permitted upon compensation for all hours worked in excess of 8 hours during any one calendar day and 40 hours during any one calendar week at not less than one-and-one-half times the basic rate of pay.
- C. The Consultant and its subcontractors shall forfeit as a penalty to the District \$25 for each worker employed in the performance of the services described in Exhibit A for each calendar day during which the worker is required or permitted to work more than 8 hours in any one calendar day, or more than 40 hours in any one calendar week, in violation of the provisions of California Labor Code Section 1810 and following.

#### WAGES:

- A. In accordance with California Labor Code Section 1773.2, the District has determined the general prevailing wages in the locality in which the services described in Exhibit A are to be performed for each craft or type of work needed to be as published by the State of California Department of Industrial Relations, Division of Labor Statistics and Research, a copy of which is on file in the District Office and shall be made available on request. The Consultant and subcontractors engaged in the performance of the services described in Exhibit A shall pay no less than these rates to all persons engaged in performance of the services described in Exhibit A.
- B. In accordance with California Labor Code Section 1775, the Consultant and any subcontractors engaged in performance of the services described in Exhibit A shall comply with California Labor Code Section 1775, which establishes a penalty for each worker engaged in the performance of the services described in Exhibit A that the Consultant or any subcontractor pays less than the specified prevailing wage. The amount of such penalty shall be determined by the Labor Commissioner and shall be based on consideration of the mistake, inadvertence, or neglect of the Consultant or subcontractor in failing to pay the correct rate of prevailing wages, or the previous record of the Consultant or subcontractor in meeting applicable prevailing wage obligations, or the willful failure by the Consultant or subcontractor to pay the correct rates of prevailing wages. A mistake, inadvertence, or neglect in failing to pay the correct rate of prevailing wages is not excusable if the Consultant or subcontractor had knowledge of their

obligations under the California Labor Code. The Consultant or subcontractor shall pay the difference between the prevailing wage rates and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the prevailing wage rate. If a subcontractor worker engaged in performance of the services described in Exhibit A is not paid the general prevailing per diem wages by the subcontractor, the Consultant is not liable for any penalties therefore unless the Consultant had knowledge of that failure or unless the Consultant fails to comply with all of the following requirements:

1. The contract executed between the Consultant and the subcontractor for the performance of part of the services described in Exhibit A shall include a copy of the provisions of California Labor Code Sections 1771, 1775, 1776, 1777.5, 1813, and 1815.
  2. The Consultant shall monitor payment of the specified general prevailing rate of per diem wages by the subcontractor by periodic review of the subcontractor's certified payroll records.
  3. Upon becoming aware of a subcontractor's failure to pay the specified prevailing rate of wages, the Consultant shall diligently take corrective action to halt or rectify the failure, including, but not limited to, retaining sufficient funds due the subcontractor for performance of the services described in Exhibit A.
  4. Prior to making final payment to the subcontractor, the Consultant shall obtain an affidavit signed under penalty of perjury from the subcontractor that the subcontractor has paid the specified general prevailing rate of per diem wages for employees engaged in the performance of the services described in Exhibit A and any amounts due pursuant to California Labor Code Section 1813.
- C. In accordance with California Labor Code Section 1776, the Consultant and each subcontractor engaged in performance of the services described in Exhibit A shall keep accurate payroll records showing the name, address, social security number, work, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed in performance of the services described in Exhibit A. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following:
1. The information contained in the payroll record is true and correct.
  2. The employer has complied with the requirements of California Labor Code Sections 1771, 1811, and 1815 for any work performed by the employer's employees on the public works project.

The payroll records required pursuant to California Labor Code Section 1776 shall be certified and shall be submitted directly to the Labor Commission, and available for inspection by the Owner and its authorized representatives, the Division of Labor Standards Enforcement, the

Division of Apprenticeship Standards of the Department of Industrial Relations and shall otherwise be available for inspection in accordance with California Labor Code Section 1776.

- D. In accordance with California Labor Code Section 1777.5, the Consultant, on behalf of the Consultant and any subcontractors engaged in performance of the services described in Exhibit A, shall be responsible for ensuring compliance with California Labor Code Section 1777.5 governing employment and payment of apprentices on public works contracts.
  
- E. In case it becomes necessary for the Consultant or any subcontractor engaged in performance of the services described in Exhibit A to employ for the services described in Exhibit A any person in a trade or occupation (except executive, supervisory, administrative, clerical, or other non manual workers as such) for which no minimum wage rate has been determined by the Director of the Department of Industrial Relations, the Consultant or subcontractor shall pay the minimum rate of wages specified therein for the classification which most nearly corresponds to services described in Exhibit A to be performed by that person. The minimum rate thus furnished shall be applicable as a minimum for such trade or occupation from the time of the initial employment of the person affected and during the continuance of such employment.

3008145.1

**RESOLUTION NO. 2019-05**

**A RESOLUTION OF THE SAN RAMON VALLEY FIRE PROTECTION DISTRICT, DECLARING ITS OFFICIAL INTENT TO REIMBURSE ITSELF WITH THE PROCEEDS OF A TAX-EXEMPT FINANCING FOR CERTAIN EXPENDITURES UNDERTAKEN OR TO BE UNDERTAKEN BY THE DISTRICT; IDENTIFYING SUCH EXPENDITURES; AND PROVIDING CERTAIN OTHER MATTERS IN CONNECTION THEREWITH.**

**WHEREAS**, the San Ramon Valley Fire Protection District (the “District”), in the State of California (the “State”), is a fire district duly organized and existing pursuant to the constitution and laws of the State; and

**WHEREAS**, the Board of Directors of the District (the “Board”) is the governing body of the District; and

**WHEREAS**, the Board has determined that it is in the best interest of the District to make certain expenditures relating to renovations to the existing building at 2401 Crown Canyon Road for Fire Administration, San Ramon Police, and the construction of a new, essential services Emergency Operations Center (EOC)/Dispatch facility within the District’s jurisdiction (the “Project”); and

**WHEREAS**, the Board currently intends and reasonably expects to participate in a tax-exempt financing that will include an amount which is currently estimated not to exceed \$30,000,000 to reimburse the District for all or a portion of such expenditures paid or to be paid from legally available funds subsequent to a period commencing 60 days prior to the date hereof and ending prior to the later of 18 months of the date such expenditures are paid or the placing in service of the Project (but in no event more than three years after the date of the original expenditure of such moneys); and

**WHEREAS**, the Board hereby desires to declare its official intent, pursuant to 26 C.F.R. § 1.150-2, to reimburse the District for such expenditures with the proceeds of a tax-exempt financing.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SAN RAMON VALLEY FIRE PROTECTION DISTRICT:**

**Section 1. Declaration of Official Intent.** The District shall, presently intends, and reasonably expects to finance a portion of the Project with legally available funds.

**Section 2. Dates of Expenditures.** All of the expenditures covered by this Resolution were or will be paid on and after the date which is 60 days prior to the effective date of this Resolution.

**Section 3. Tax-Exempt Financing.** The District presently intends and reasonably expects to participate in a tax-exempt financing within 18 months of the date of the expenditure of moneys on the Project or the date upon which the Project is placed in service, whichever is later

(but in no event more than three years after the date of the original expenditure of such moneys), and to allocate from such financing an amount not to exceed amounts advanced for the Project from legally available funds to reimburse the District.

**Section 4. Confirmation of Prior Acts.** All prior acts and doings of the officials, agents and employees of the District which are in conformity with the purpose and intent of this Resolution, and in furtherance of the Project, shall be and the same hereby are in all respects ratified, approved and confirmed.

**Section 5. Effective Date of Resolution.** This Resolution shall take effect immediately upon its passage.

**PASSED AND ADOPTED** at a regular meeting this 26<sup>th</sup> of June 2019 at a regular meeting of the District Board of Directors at San Ramon, State of California on a motion made by Director \_\_\_\_\_, seconded by Director \_\_\_\_\_ and duly carried with the following roll call votes:

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAIN:**

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

By: \_\_\_\_\_  
Dominique Yancey, Board President

Attest:

By: \_\_\_\_\_  
Susan F. Brooks, District Clerk

**APPROVED AS TO FORM**

\_\_\_\_\_  
William D. Ross, District Counsel

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
Paige Meyer, District Fire Chief



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

Date: June 26, 2019  
To: Board of Directors  
From: Davina Hatfield, Controller  
Subject: Appropriations Limit for Fiscal Year 2019-2020

---

## **Background**

In November 1979, the voters of California added Article XIII-B to the State Constitution, which placed limitations on the appropriations of State and local governments. The Article, as implemented by State Legislation, requires public agencies to set an annual appropriations (or spending) limit for appropriations funded from the proceeds of taxes and defines the process to be used in calculating the limit. The appropriations limit is revised annually by a prescribed formula that uses a combination of the percentage change in California's per capita personal income, or non-residential assessed valuation if available, and the local jurisdictions change in population measured as of each January 1st. The percentage change in per capita personal income and the percentage change in population are provided annually by the California Department of Finance.

Fiscal year 1978-1979 was set as the base year, with the first appropriations limit applied to public agency budgets beginning in fiscal year 1980-1981. In June 1990, voters approved Proposition 111 which amended Article XIII-B by adding the requirement for the governing body to formally adopt the appropriations limit, along with independent audit requirements.

## **Proceeds of Taxes and Appropriations Subject to Limit**

After the annual appropriations limit is calculated, the appropriations that are subject to the limit are determined. The appropriations limit only applies to appropriations that are funded from the proceeds of taxes, which are defined in the statewide guidelines.

## **Fiscal Year 2019-2020 Fire Protection District Appropriation Limit**

Consistent with prior years, the fiscal year 2019-2020 appropriations limit was calculated using data provided by the California Department of Finance. For January 1, 2019, the statewide per capita personal income increase was 3.85% and the Districtwide population increase was 0.67%. Applying these factors results in an increase in the prior year appropriations limit of 4.55%, or \$7,565,033; and when added to the fiscal year 2018-19 appropriations limit of \$166,264,466, results in a fiscal year 2019-20 appropriations limit of \$173,829,499. The appropriations subject to the limit were determined to be \$75,780,710, which is \$98,048,789 *under* the appropriation limit. The detailed calculations are presented in the attached Appropriations Spending Limit Worksheet (Attachment A).

**Recommended Board Action:**

Staff recommends adoption of Resolution No. 2019-04 establishing the appropriations limit for Fiscal Year 2019-2020 at \$173,829,499.

**Financial Impacts:**

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

**Attachments:**

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

Attachment A

**APPROPRIATIONS SPENDING LIMIT (Prop. 4 "Gann Limit")  
San Ramon Valley Fire Protection District  
FY 2019-2020**

*Calculation of Spending Limit*

Last Year's Limit (FY 2018-2019)		\$ 166,264,466
<b>Adjustment Factors:</b>		
Change in Population	1.0067	
Change in Non-residential Assessed Valuation	N/A	
Change in Per Capita Income	<u>1.0385</u>	
	1.0455	
 Total Adjustment (Percent)	 4.55%	
 Total Adjustment (Dollars)		 <u>7,565,033</u>
 New Appropriations Limit for Fiscal Year 2018-2019		 <u>\$ 173,829,499</u>

*Appropriations in Fiscal Year 2019-2020 Compared to Limit*

Proceeds from Taxes	\$ 75,780,710
Less Exclusions (G.O. Debt Payments)	<u>-</u>
Appropriations Subject to Limitation	75,780,710
Appropriations Limit for FY 2019-2020	<u>173,829,499</u>
Amount Under Limit	<u>\$ 98,048,789</u>

*Determination of Proceeds of Taxes*

(Source: Proposed Budget for FY 2019-2020)

	<u>Proceeds of Taxes</u>	<u>Non-Proceeds</u>	<u>Total</u>
<b>Revenue</b>			
<b>Taxes</b>			
Property Tax	\$ 75,231,946	\$ -	\$ 75,231,946
<b>State Subventions:</b>	-	-	-
<b>Other Revenue:</b>			
Intergovernmental	-	1,513,000	1,513,000
Charges for Service	-	5,434,692	5,434,692
Rent on Real Estate	-	66,461	66,461
Sale of Property	-	-	-
Miscellaneous	-	10,000	10,000
Subtotal	<u>75,231,946</u>	<u>7,024,153</u>	<u>82,256,099</u>
<b>Allocation of Interest</b>			
Subtotal Percentage of Total	<u>91.46%</u>	<u>8.54%</u>	<u>100.00%</u>
Interest Allocation	<u>548,764</u>	<u>51,236</u>	<u>600,000</u>
 Total with Interest	 <u>\$ 75,780,710</u>	 <u>\$ 7,075,389</u>	 <u>\$ 82,856,099</u>

**RESOLUTION NO. 2019-04**  
**APPROPRIATIONS LIMIT FOR FISCAL YEAR 2019-20**

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

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

**WHEREAS**, the Controller of the District has conducted the necessary analysis and calculations to determine the appropriations limit for fiscal year 2019-20, relying on the fiscal year 2018-19 limit approved by the Board of Directors on June 26, 2019, and the following two adjustment factors: Change in Population and Change in Per Capita Income for January 1, 2019, as provided by the California Department of Finance; and

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

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

1. The annual adjustment factors used to calculate the fiscal year 2019-20 appropriations limit shall be the change in State Per Capita Income of 3.85% and the January 2019 District population change of 0.67%;
2. The new Appropriation Limit for fiscal year 2019-20 shall be and is hereby set in the amount of \$173,829,499;
3. The fiscal year 2019-20 Adopted Budget appropriations subject to the appropriation limit are \$75,780,710.

**PASSED, APPROVED AND ADOPTED** on this 26<sup>th</sup> day of June 2019 at a regular meeting of the District Board of Directors at San Ramon, State of California on a motion made by Director \_\_\_\_\_, seconded by Director \_\_\_\_\_ and duly carried with the following roll call votes:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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

\_\_\_\_\_  
Dominique Yancey  
President, Board of Directors

**ATTEST:**

\_\_\_\_\_  
Susan F. Brooks, District Clerk

**APPROVED AS TO FORM:**

**APPROVED TO CONTENT:**

\_\_\_\_\_  
William D. Ross, District Counsel

\_\_\_\_\_  
Paige Meyer, District Fire Chief

# **CORRESPONDENCE**



## CALIFORNIA FIREFIGHTER JOINT APPRENTICESHIP COMMITTEE

May 10, 2019

### Program Sponsors

**Mike Richwine**  
Acting State  
Fire Marshal

**Brian K. Rice**  
President  
California  
Professional  
Firefighters

**Dan Terry**  
Chair

**Yvonne de la Peña**  
Executive Director

**Tara Brideau**  
Education and  
Training Director

**Deborah Jackson-Lee**  
Operations Director

**Irene Chu, CPA**  
Finance Director

**Kelley Trujillo**  
Program Director  
Firefighter Candidate  
Testing Center

Paige Meyer, Fire Chief  
San Ramon Valley Fire Department  
1500 Bollinger Canyon Road  
San Ramon, CA 94583

Dear Chief Meyer,

Thank you for your department's participation in the Cal-JAC's 2019 Spring Firefighter Career Expos held at our FCTC facilities in Livermore and San Diego. Your participation helped make these events a success and was much appreciated by Cal-JAC and the candidates in attendance.

These events attracted a significant and wide-range number of viable, diverse candidates. Your department personnel did an incredible job of interacting with them, answering their questions and guiding them through the process of what it takes to become a professional firefighter.

As a labor and management partnership, the Cal-JAC is very proud of the support and participation we receive from our state, county, and municipal fire departments and our local unions. It is because of your commitment to the California fire service that our state continues to be recognized as a model for the entire nation.

Sincerely,

Yvonne de la Peña  
Executive Director

c: Mike Mohun, President, San Ramon Valley Firefighters Association

1780 Creekside Oaks  
Sacramento, CA 95833

Phone:  
(916) 648-1717

Fax:  
(916) 922-0972

Email:  
CFFJAC@cpl.org

www.CFFJAC.org  
www.FCTCOnline.org

Valerie J Lambertson

Dear Chief Meyer

Your department is incredible!  
I fell on a bus at Brookdale, broke my  
left leg and was treated so well by your  
staff - caring, kind + got me to

the hospital for surgery - 10 weeks  
later, all healed + started

walking again - My warmest  
thanks to your staff -  
Love them all!

Valerie Lambertson



## Alameda County Fire Department

6363 Clark Avenue · Dublin, CA 94568

Tel (925) 833-3473 · (510) 632-3473 · Fax (925) 875-9387

[www.acgov.org/fire](http://www.acgov.org/fire)

DAVID A. ROCHA  
Fire Chief

**SERVING:**

City of Dublin

City of Emeryville

City of Newark

City of San Leandro

City of Union City

Lawrence Berkeley  
National Laboratory

Lawrence Livermore  
National Laboratory

Unincorporated Areas  
of Alameda County

Alameda County  
Regional Emergency  
Communications Center  
"Accredited Center  
of Excellence"

May 28, 2019

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

Dear Chief Meyer:

On behalf of the Alameda County Fire Department, I want to thank you for Captain Rich Huettis' and Engineer Nate Smith's participation in our Engineer's Exam process last month.

We realize this is a time commitment, and we appreciate your continued support of this examination process. Without the assistance of agencies, such as yours, the exam process would not be possible.

Please pass on my and the Department's appreciation to Captain Rich Huettis and Engineer Nate Smith for their participation. If we can reciprocate, please let me know.

Sincerely,

David A. Rocha  
Fire Chief

cc: Captain Rich Huettis  
Engineer Nate Smith

# *EAST CONTRA COSTA* FIRE PROTECTION DISTRICT

---

**Brian Helmick**  
Fire Chief



**SERVING THE COMMUNITIES OF:**

*Bethel Island  
Brentwood  
Byron*

*Discovery Bay  
Knightsen  
Morgan Territory  
Oakley*

**June 11, 2019**

**Chief Paige Meyer**

**San Ramon Valley Fire Protection District**

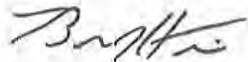
**1500 Bollinger Canyon San Ramon CA 94583**

**Subject: East Contra Costa Battalion Chief Assessment Center**

Dear Chief Meyer,

I wanted to send a note of thanks for sending Battalion Chief Jim Selover to assist the East Contra Costa Fire Protection District as a proctor of our Battalion Chief's Assessment Center. Chief Selover exhibited a highly professional attitude along with strong technical expertise as he evaluated our Battalion Chief Candidates. You can be proud that Chief Selover represented San Ramon Valley Fire Protection District in the highest manner. If we can ever return the favor, please let me know.

Respectfully,



Brian Helmick

Fire Chief

# **OPERATIONS**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

Date: June 26, 2019  
To: Board of Directors  
From: Frank Drayton, Deputy Chief/Fire Marshal  
Subject: Monthly Operations Report for May 2019

---

## **Operations:**

- Annual hose testing completed
- Annual rope inventory/inspection completed
- Firefighter Paramedic interviews
- Crews attended Con-Fire radio procedures update class
- Camp Parks structure fire training with Alameda County Fire
- Company Officer quarterly meetings
- CATF-4 hosted a drill at Diablo Vista Park

## **Training:**

- Module 1: Electric Vehicle Advanced Extrication Operations Training completed
- Module 2: Wildland refresher training has started
- Pierce In-Service training development
- TDA training completed for all of 2018-1
- Probationary skills test #1 completed for all of Academy 2018-1
- Camp Parks structure fire training completed with Alameda County Fire and Livermore Pleasanton Fire
- Camp Parks wildland fire training completed with Alameda County Fire, Livermore Pleasanton Fire, and Cal-Fire

## **Events Attended by Suppression:**

- Station 30 auction winner demo
- Station 31 tour for Charlotte Wood Middle School
- Station 32 auction winner demo
- Station 34 Art and Wind Festival
- Station 34 nurses week breakfast
- Station 39 senior center pancake breakfast

## **Special Teams:**

### Hazardous Materials Team

- 2<sup>nd</sup> Quarter Training
  - Haz Mat CAER drill in Antioch
  - Haz Mat confidence course in Richmond

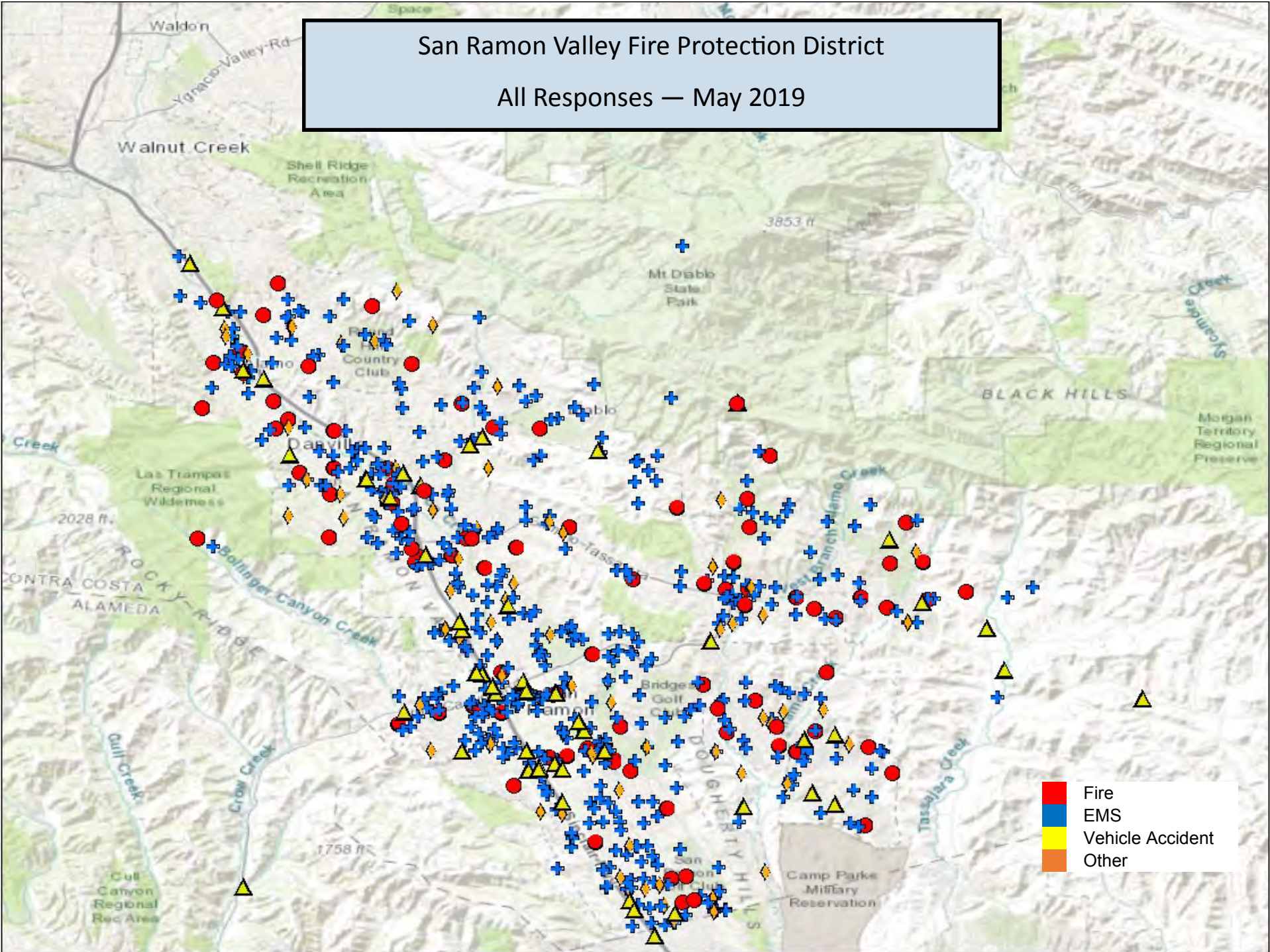
### Technical Rescue Team

- 3<sup>rd</sup> Quarter Training
  - Mt Diablo rope rescue operations training
  - Monticello Dam Technical Rescue training

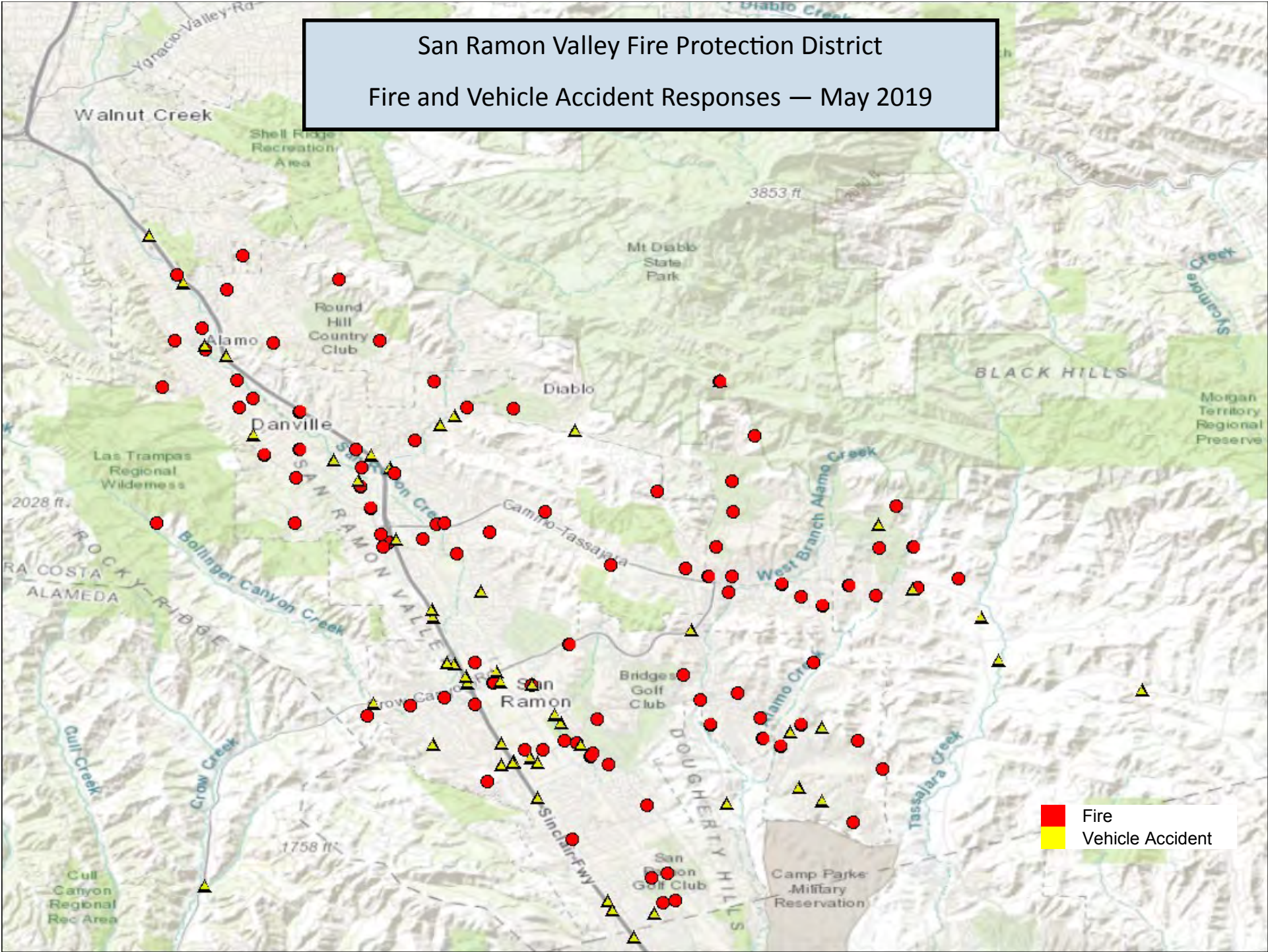
## **Meetings:**

- County Chiefs
- Command Staff
- County Operations
- County Training Officers
- Danville Town Council

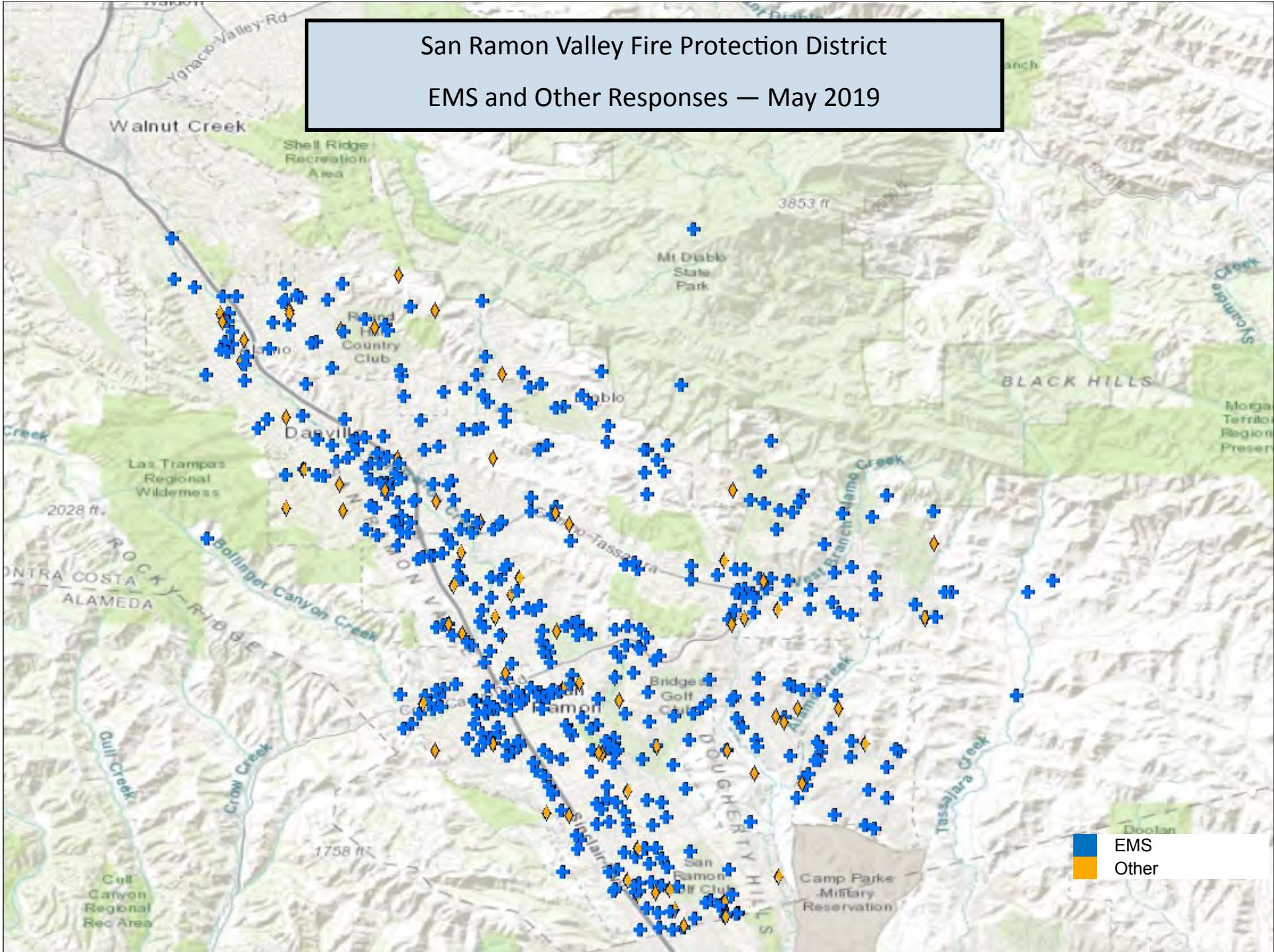
San Ramon Valley Fire Protection District  
All Responses — May 2019



San Ramon Valley Fire Protection District  
Fire and Vehicle Accident Responses — May 2019

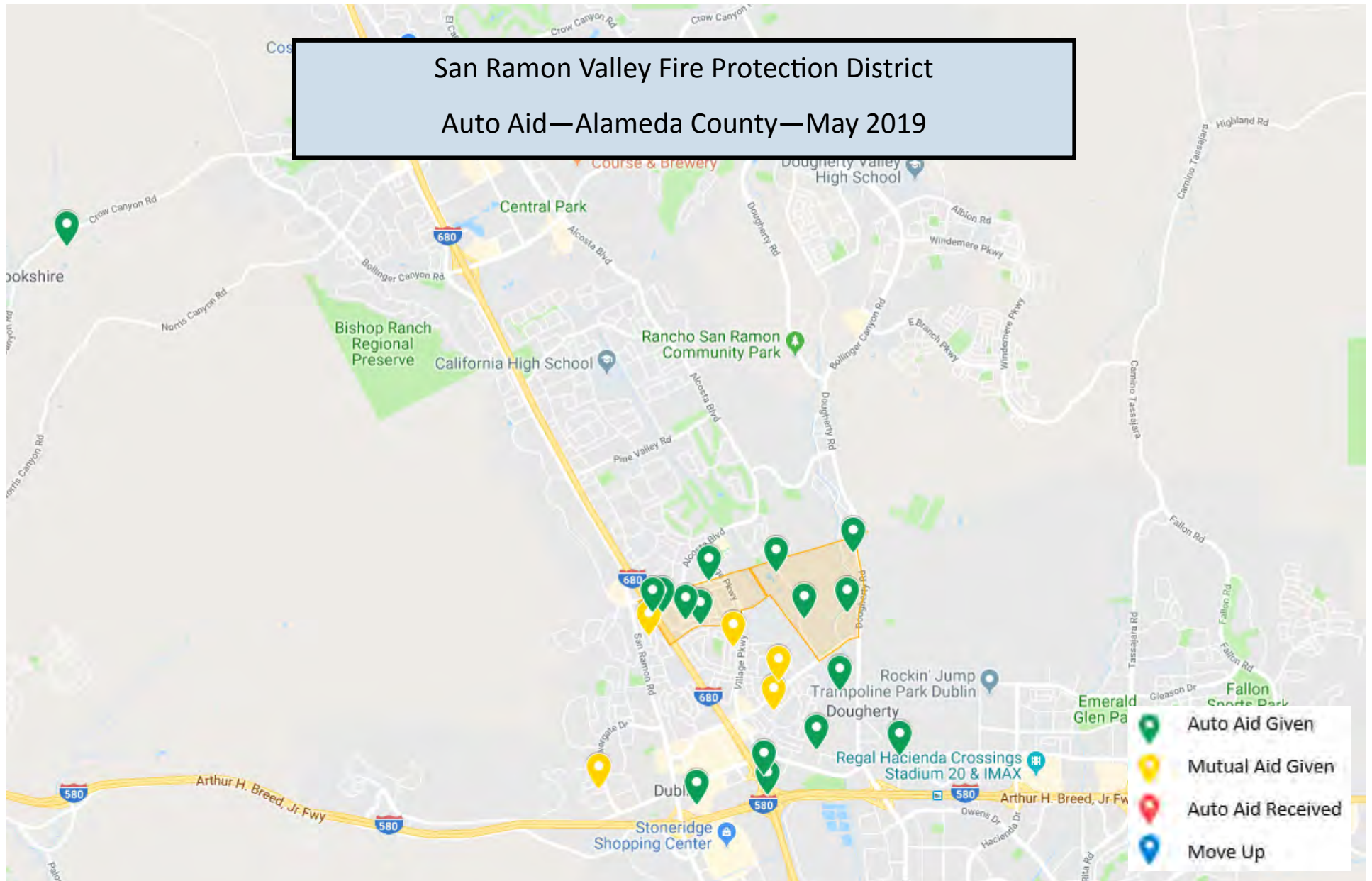


San Ramon Valley Fire Protection District  
EMS and Other Responses — May 2019



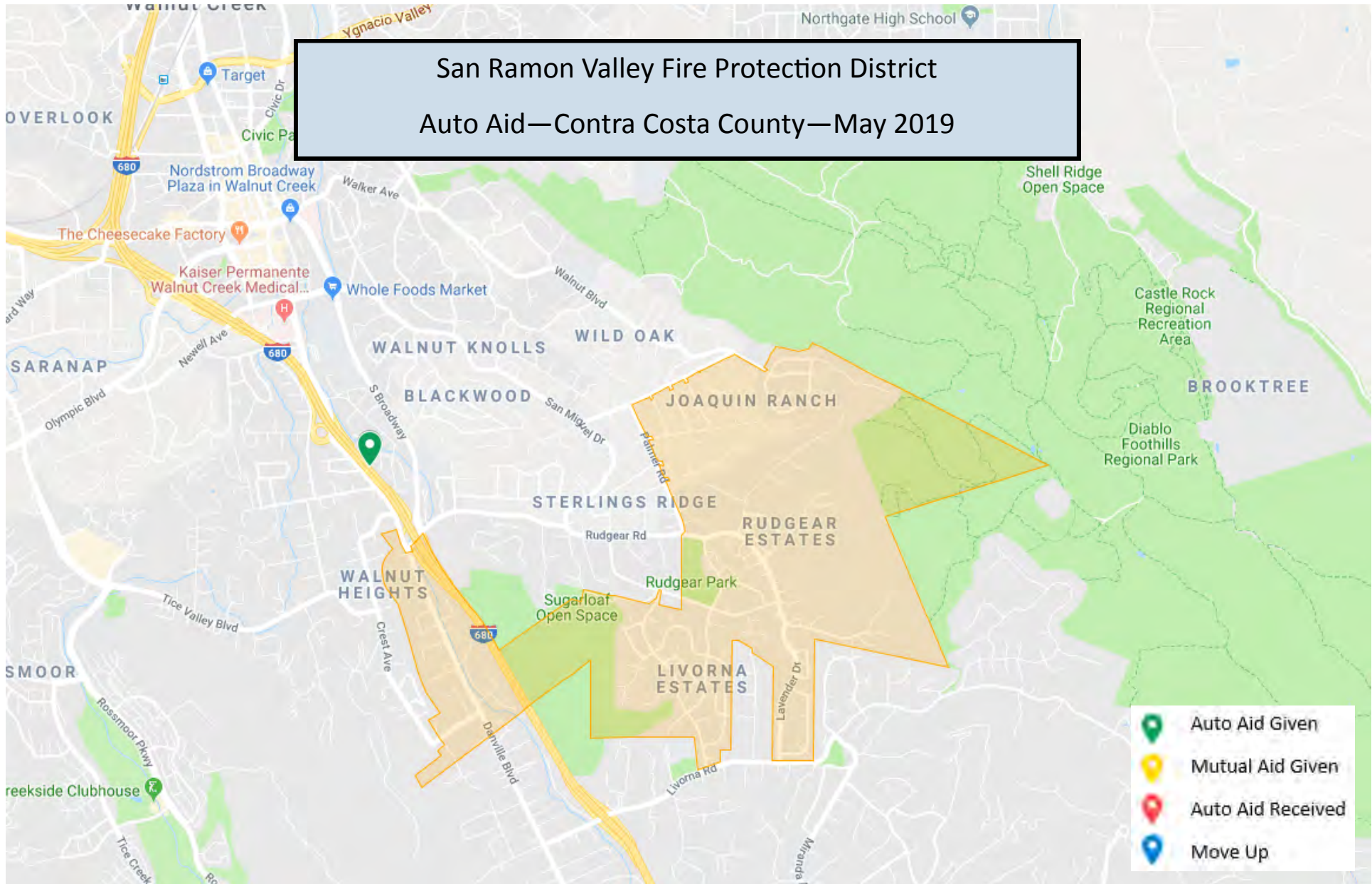
# San Ramon Valley Fire Protection District

## Auto Aid—Alameda County—May 2019



	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY
Auto Aid Given	9	10	11	11	12	17	14	20	13	12	10	18
Mutual Aid Given	2	7	6	5	6	9	8	6	6	3	5	5
Auto Aid Received	0	2	0	2	0	0	1	0	0	0	0	0
Move-up	0	0	0	0	0	1	0	0	0	0	0	0

## San Ramon Valley Fire Protection District Auto Aid—Contra Costa County—May 2019



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

## Standards of Cover Policy Compliance Report May 1, 2019 - May 31, 2019

	SOC Goal 1, 5, 6			SOC Goal 2, 5, 6			SOC Goal 3, 5, 6			SOC Goal 5, 6		
	Urban (Count = 311)			Suburban (Count = 106)			Rural (Count = 7)			Wilderness (Count = 3)		
	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	7:08	7:29	8:00	8:51	8:18	15:00	13:14	13:14	45:00	32:41	35:05
		98%	96%		96%	97%		100%	100%		100%	100%

	SOC Goal 4											
	Urban (Count = 0)			Suburban (Count = 0)			Rural (Count = 1)			Wilderness (Count = 1)		
	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>	13:00	0:00	14:38	14:00	0:00	10:55	21:00	18:20	18:20	45:00	23:35	23:35
		0%	50%		0%	100%		100%	100%		100%	100%

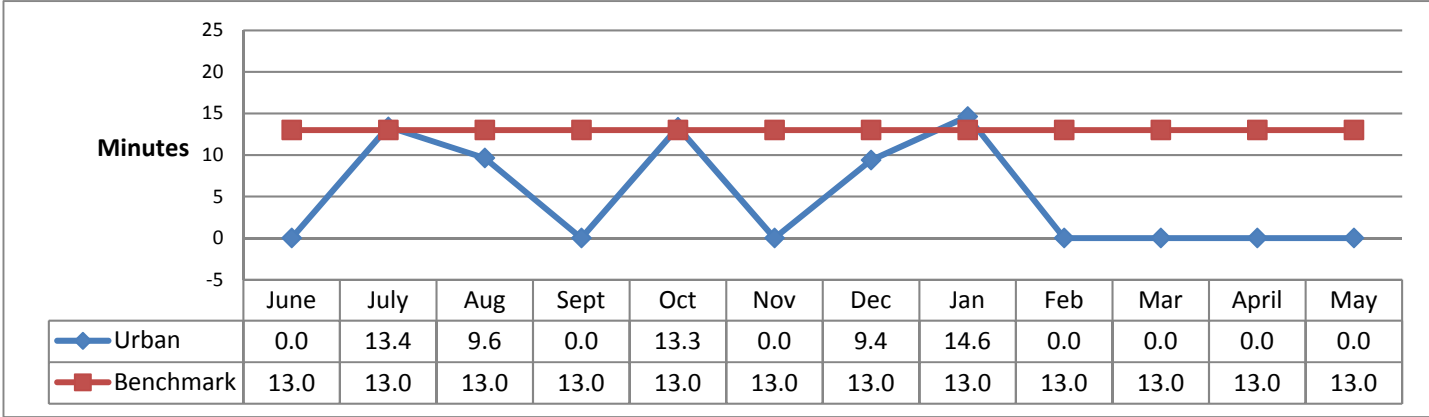
	SOC Goal 8											
	Urban (Count = 132)			Suburban (Count = 45)			Rural (Count = 0)			Wilderness (Count = 0)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
<b>ERF Medical Response</b>	9:00	9:47	9:38	10:00	9:31	9:58	21:00	0:00	15:33	45:00	0:00	30:06
		95%	95%		100%	100%		0%	100%		0%	100%

	SOC Goal 7								
	Call Processing EMS			Call Processing Time			Turnout Time		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
	1:00	1:01	1:04	1:00	1:34	1:45	2:00	1:46	1:57
		99%	99%		88%	85%		100%	100%





**ERF Fire Response Urban**



**Goal 1**

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

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

**Goal 2**

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

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

**Goal 3**

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

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

#### **Goal 4**

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

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

#### **Goal 5**

##### *Hazardous Materials Response*

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

#### **Goal 6**

##### *Technical Rescue*

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

#### **Goal 7**

##### *Call processing and turnout times*

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

#### **Goal 8**

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

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

**EMS**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

Date: June 26, 2019  
To: Board of Directors  
From: John Duggan, Battalion Chief  
Subject: Monthly EMS Division Communications

---

## **EMS**

- The District responded to approximately 670 emergency medical incidents since the May 22<sup>nd</sup> Board of Directors Meeting. Four of these incidents were in response to patients who had experienced a witnessed cardiac arrest. Two of those patients exhibited a return of spontaneous circulation (ROSC) in response to Advanced Life Support (ALS) interventions.

## **Ongoing Projects**

- Delivered American Heart Association's CPR Instructor Update Training Module
- Implemented enhanced distribution procedures for all Controlled Substances
- Completed the updating of all District Automatic External Defibrillators
- Reprogrammed all Controlled Substance vaults onboard apparatus and in the Stations
- Began development of initial training curriculum for EMS-RN position
- Worked collaboratively with Labor on newly defined EMS Liaison job description
- Attended multiple meetings with local and state EMS stakeholder agencies
- Completed second quarter EMS Training for all Station 37 personnel

# **LOGISTICS**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

**Date:** June 26, 2019  
**To:** Board of Directors  
**From:** Jim Selover, Interim Deputy Chief  
**Subject:** Monthly Logistics Report for May 2019

---

## Facilities

1. Station 33 exterior paint project completed
2. Station 32 patio extension completed
3. Station 38 PPE lockers installed
4. Station 35 exterior paint job initiated
5. Standby Generator Replacement Project- concrete pads being formed at Station 39 and 35
6. Irrigation system checks- ongoing
7. Conducted preventative maintenance and repairs to effectively manage costs and maintain service (on-going)

## Fleet

1. Type 1 Engines- outfitting in-progress
2. Type 5 Engines- final inspection scheduled for June
3. Conducted preventative maintenance and repairs to effectively manage costs and maintain safety (on-going)

## Meetings

1. 05/06-08/19 Chief Officer 3A Course
2. 05/11/19 Senior Pancake Breakfast
3. 5/13/19 EFD Meeting
4. 05/14/2019 Cal Fire Pre-Season Meeting
5. 05/16/19 Officer Meeting
6. 05/17/19 Station Check- Update
7. 05/19-20/19 CFED Conference
8. 05/28/19 Contra Costa Central Sanitation- Station 36
9. 05/28/19 Golden State- Vehicle Build/Maintenance Meeting
10. 05/29/19 Graybar- Solar/LED Meeting
11. 05/29/19 City of San Ramon Building Department

# **FIRE & LIFE SAFETY**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

**Date:** June 26, 2019  
**To:** Board of Directors  
**From:** Jim Selover, Interim Fire Marshal  
**Subject:** Monthly Fire & Life Safety Division Report for May, 2019

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## Plan Review and Inspections

Plan review and construction inspections continue to be a priority to support the active construction projects. The following plans and inspections were accomplished year-to-date as of May 31, 2019:

PLAN REVIEW CONSTRUCTION WEEKLY	
NEW PROJECTS	318
PLAN REVIEWS SUBMITTED	651
PLAN REVIEWS COMPLETED	688
INSPECTIONS	725
PLAN REVIEW FEES	\$357,176

Our four Inspectors have been directed to attain the goal of 100% completed inspections of all State mandated and permitted buildings in 2019. Re-inspections will continue with some occupancies that are struggling with full-compliance. The following inspections were accomplished year-to-date as of May 31, 2019:

<b>Year Review</b>	<b><u>% Inspected</u></b>	<b><u>% Complete</u></b>
Annual Compliance Inspections	<b>51.8%</b>	<b>41.7%</b>

## Heart Safe Committee Activities

Total Citizens trained in CPR/AED thru May 2019 – 2,295 people

Total People Trained in CPR/AED in May 2019 – 489

1. 5/7- HeartSafe Regular Meeting
2. 5/27- HeartSafe at the Art & Wind Festival – 9 Volunteers trained 489 people in Hands Only CPR how to use an AED.

## **Residential Care Facility Work Group**

1. 5/14 – Residential Care Facility Mini Training – 62 Caregivers trained – Topics include PG&E Power Outage Preparations, Evacuation Training and What Happens When You Call 911. Also, walk-up fire extinguisher training and RM38 was on site to meet and talk with the Caregivers and offered tours of the ambulance.

## **Public Education**

1. 5/2 - Taught fire safety to 1<sup>st</sup> and 2<sup>nd</sup> Graders at Bollinger Canyon Elementary
2. 5/6 - Taught fire safety to 1<sup>st</sup> and 2<sup>nd</sup> Graders at Walt Disney Elementary
3. 5/9 – Taught fire safety to 1<sup>st</sup> and 2<sup>nd</sup> Graders at Quail Run Elementary
4. 5/11 – San Ramon Resource Fair along with Pancake breakfast by Firefighters
5. 5/15 – Taught fire safety to 1<sup>st</sup> and 2<sup>nd</sup> Graders at Golden View Elementary
6. 5/17 – Grad night inspections middle schools
7. 5/26-5/27 – Art and Wind Festival, San Ramon

## **CERT Activities**

1. 5/3-5/4 & 5/11 – CERT Class #86 completed
2. 5/16 – Personal Emergency Preparedness (PEP) for Danville Moms Club
3. 5/17-5/19 – CERT Train the Trainer in San Jose
4. 5/20-5/21 – CERT Program Manager course San Jose

## **Meetings**

1. 5/1 – Meeting with San Ramon Regional to Sponsor Via Heart event
2. 5/3 – Citizens Corps PAC Meeting
3. 5/6 – CERT Meeting regarding T3 & program manager course
4. 5/6 - Via Heart Project walk through at Monte Vista High School
5. 5/13 – Via Heart Project Meeting
6. 5/15 – Street Smarts meeting
7. 5/16 – Bishop Ranch meeting for Via Heart Project

## **Training**

1. 5/30-6/2 San Diego CERT conference 2019 – Residential Care Facility County Wide Evacuation Training Program was offered as a breakout session at the Conference.
2. 5/8 – Fire Extinguisher training at Aerotest San Ramon
3. 5/15 – RCF Working Group Mini-Training

## **Upcoming Events**

1. 5/30-6/2 San Diego CERT conference 2019
2. 6/22 – 6/23 – Danville Summerfest (downtown Danville)
3. 7/4 – 4<sup>th</sup> of July Parade – downtown Danville

<b>SAN RAMON VALLEY FIRE PROTECTION DISTRICT</b>													
<b>FIRE PREVENTION DIVISION</b>													
<b>MONTHLY BOARD OF DIRECTORS ACTIVITY REPORT</b>													
<b>May 2019</b>													

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
<b>CODE COMPLIANCE</b>													
INSPECTIONS	83	203	188	214	143	0	0	0	0	0	0	0	831
REINSPECTIONS	98	199	213	324	257	0	0	0	0	0	0	0	1091
<b>TOTAL *</b>	<b>181</b>	<b>402</b>	<b>401</b>	<b>538</b>	<b>400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1922</b>

OCCUPANCY PERMITS	26	75	79	121	109	0	0	0	0	0	0	0	410
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<b>ANNUAL INSPECTION PROGRAM</b>													
TOTAL INSPECTABLE OCCS	1530	1530	1530	1530	1530	1530	1530	1530	1530	1530	1530	1530	1530
TOTAL STARTED YTD †	75	190	183	207	137	0	0	0	0	0	0	0	792
% STARTED YTD	4.90%	12.42%	11.96%	13.53%	8.95%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	51.76%
TOTAL COMPLETED YTD ‡	33	126	165	164	150	0	0	0	0	0	0	0	638
% COMPLETED YTD	2.16%	8.24%	10.78%	10.72%	9.80%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	41.70%

<b>CONSTRUCTION</b>													
NEW PROJECTS	75	51	48	80	64	0	0	0	0	0	0	0	318
PLAN REVIEWS SUBMITTED	151	108	127	139	126	0	0	0	0	0	0	0	651
PLAN REVIEWS COMPLETED	159	124	144	137	124	0	0	0	0	0	0	0	688
INSPECTIONS	100	157	145	158	165	0	0	0	0	0	0	0	725

\* 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**

**May 2019**

<b>PROJECT</b>	<b>PLAN REVIEW TYPE</b>	<b>SUBMITTAL</b>	<b>COMPLETED</b>	<b>FORMAT</b>
Tri Pointe Homes Suite 130	Fire alarm and detection systems and related equipment	05/01/2019 05:19:13	05/02/2019 10:22:01	Digital
Goddard School Building Expansion	Fire alarm and detection systems and related equipment	05/01/2019 10:52:24	05/02/2019 10:53:24	Digital
Fedex TI-98 Suite 155	Automatic fire-extinguishing systems	05/02/2019 05:21:06	05/02/2019 10:32:31	Digital
Mobile Refueling CMG Financial Corp Campus	Miscellaneous System Plans	05/02/2019 05:25:30	05/30/2019 11:39:11	Digital
9525 Faria Preserve Parkway Plan 1A Lot C	Additional Plan Review	05/02/2019 05:31:29	05/02/2019 10:57:52	Digital
City Center Bishop Ranch - Laseraway	After hours inspection	05/02/2019 12:44:32	05/02/2019 14:52:35	Digital
Costco Remodel	Additional Plan Review	05/02/2019 14:50:29	05/06/2019 12:26:54	Digital
Fire Alarm Upgrade	Fire alarm and detection systems and related equipment	05/03/2019 05:11:22	05/03/2019 05:35:53	Digital
Fire Alarm Upgrade	Fire alarm and detection systems and related equipment	05/03/2019 05:13:06	06/03/2019 05:36:40	Digital
Fire Alarm Upgrade	Fire alarm and detection systems and related equipment	05/03/2019 05:14:47	05/03/2019 05:38:47	Digital
Fire Alarm Upgrade	Fire alarm and detection systems and related equipment	05/03/2019 05:16:24	05/03/2019 05:42:22	Digital
Fire Alarm Upgrade	Fire alarm and detection systems and related equipment	05/03/2019 05:19:43	05/03/2019 05:46:35	Digital
Goddard School Building Expansion	Fire alarm and detection systems and related equipment	05/06/2019 07:39:57	05/06/2019 08:33:30	Digital
Chevron T-3 Office Remodel	Construction, alteration, or renovation of a building	05/06/2019 07:44:20	05/06/2019 12:36:28	Digital
Chevron V-T Link & B Interior	Construction, alteration, or renovation of a building	05/06/2019 07:46:50	05/06/2019 13:05:03	Digital
Suite 221 Tenant Improvements	Construction, alteration, or renovation of a building	05/06/2019 08:17:01	05/06/2019 13:32:49	Paper
Suite 103, 205, 210 Tenant Improvement	Construction, alteration, or renovation of a building	05/06/2019 08:18:43	05/06/2019 13:43:41	Paper
US Census	Automatic fire-extinguishing systems	05/06/2019 11:04:49	05/15/2019 14:40:28	Paper
615 Thyme Way Lexington Plan 3 Lot 3	Automatic fire-extinguishing systems	05/06/2019 11:19:43	05/06/2019 11:20:23	Digital
619 Thyme Way Lexington Plan 3 Lot 4	Automatic fire-extinguishing systems	05/06/2019 11:21:27	05/06/2019 11:21:59	Digital
631 Thyme Way Lexington Plan 5 Lot 7	Automatic fire-extinguishing systems	05/06/2019 11:23:04	05/06/2019 11:23:40	Digital
635 Thyme Way Lexington Plan 4 Lot 8	Automatic fire-extinguishing systems	05/06/2019 11:24:45	05/06/2019 11:25:14	Digital
647 Thyme Way Lexington Plan 4 Lot 11	Automatic fire-extinguishing systems	05/06/2019 11:26:22	05/06/2019 11:26:56	Digital
651 Thyme Way Lexington Plan 5 Lot 12	Automatic fire-extinguishing systems	05/06/2019 11:28:07	05/06/2019 11:28:38	Digital
BURGERIM	Fire alarm and detection systems and related equipment	05/06/2019 11:52:33	05/15/2019 15:04:01	Digital
Archer Residence Parcel A	Construction, alteration, or renovation of a building	05/06/2019 11:54:55	05/15/2019 15:13:10	Digital
24 Hour Fitness TI	After hours inspection	05/06/2019 15:01:16	05/06/2019 16:35:44	Digital
Center for Autism and Related Disorders Suite 170	Construction, alteration, or renovation of a building	05/07/2019 12:00:00	05/15/2019 15:22:59	OTC Digital
Pho Hoa/ Jazen Tea	Construction, alteration, or renovation of a building	05/09/2019 16:32:35	05/15/2019 16:06:09	Digital
Pho Hoa/ Jazen Tea	Construction, alteration, or renovation of a building	05/09/2019 16:35:55	05/15/2019 16:06:38	Digital
BURGERIM	Automatic fire-extinguishing systems	05/09/2019 16:39:13	05/16/2019 11:38:35	Digital
Robert Haft Breakrooms 2nd and 4th floor	Fire alarm and detection systems and related equipment	05/09/2019 16:45:37	05/16/2019 12:21:25	Digital
Robert Haft Breakrooms 2nd and 4th floor	Automatic fire-extinguishing systems	05/09/2019 16:50:30	05/16/2019 12:05:20	Digital
Robert Haft Breakrooms 2nd and 4th floor	Construction, alteration, or renovation of a building	05/09/2019 16:50:31	05/16/2019 12:23:13	Digital
Cooper Vision Suite 500	Construction, alteration, or renovation of a building	05/09/2019 16:53:38	05/21/2019 11:23:46	Digital
Building H LL Security Group TI	Construction, alteration, or renovation of a building	05/09/2019 16:58:14	05/16/2019 12:28:26	Digital
The Vine Restaurant	Automatic fire-extinguishing systems	05/09/2019 17:53:07	05/14/2019 11:58:44	OTC Paper
PV Variance	Miscellaneous System Plans	05/10/2019 13:48:08	05/15/2019 14:56:34	OTC Paper
Vardell ADU	Construction, alteration, or renovation of a building	05/13/2019 12:00:00	05/16/2019 12:30:36	Digital
Interior Demo New HVAC Units Suite A	Construction, alteration, or renovation of a building	05/13/2019 12:00:00	05/16/2019 13:27:52	Digital
City Center Bishop Ranch - Modern Acupuncture	Construction, alteration, or renovation of a building	05/13/2019 12:00:00	05/21/2019 11:38:51	Digital
Ready Suite 475	After hours inspection	05/13/2019 16:58:09	05/15/2019 15:27:56	Digital
Anheuser Busch TI-83 Suite 117	After hours inspection	05/14/2019 11:53:10	05/15/2019 15:28:24	Digital

BR 3 Cafe Suite 125	Automatic fire-extinguishing systems	05/14/2019 12:00:00	05/16/2019 14:42:56	Digital
Vanilla Shell TI	Construction, alteration, or renovation of a building	05/14/2019 12:00:00	05/16/2019 11:15:52	Digital
Main House Addition and Remodel	Construction, alteration, or renovation of a building	05/14/2019 12:00:00	05/22/2019 15:15:00	Paper
ADU	Construction, alteration, or renovation of a building	05/14/2019 12:00:00	05/22/2019 15:17:05	Paper
571 Caprio Court Foothill Plan 2 Lot 157	Automatic fire-extinguishing systems	05/15/2019 10:23:02	05/15/2019 10:23:33	Digital
Interior demo and New HVAC Units Suite C	Construction, alteration, or renovation of a building	05/15/2019 11:05:22	05/16/2019 13:46:49	Digital
Residential Addition	Construction, alteration, or renovation of a building	05/15/2019 11:18:22	05/16/2019 13:52:08	Digital
KFC Remodel	Construction, alteration, or renovation of a building	05/15/2019 11:31:41	05/15/2019 16:40:08	OTC Digital
1186 Trumpet Vine Lane Serena Plan 3 Lot 147	Automatic fire-extinguishing systems	05/15/2019 11:56:53	05/15/2019 11:57:28	Digital
604 Thyme Way Lexington Plan 5 Lot 6	Automatic fire-extinguishing systems	05/15/2019 11:59:48	05/15/2019 12:00:39	Digital
623 Thyme Way Lexington Plan 4 Lot 5	Automatic fire-extinguishing systems	05/15/2019 12:01:35	05/15/2019 12:02:05	Digital
1016 Rosamund Drive Carmela Plan 1 Lot 92	Automatic fire-extinguishing systems	05/15/2019 12:03:11	05/15/2019 12:03:39	Digital
1020 Rosamund Drive Carmela plan 3 Lot 93	Automatic fire-extinguishing systems	05/15/2019 12:04:39	05/15/2019 12:05:13	Digital
1179 Trumpet Vine Lane Serena Plan 3 Lot 127	Automatic fire-extinguishing systems	05/15/2019 12:06:27	05/15/2019 12:06:55	Digital
1186 Trumpet Vine Lane Serena Plan 3 Lot 147	Automatic fire-extinguishing systems	05/15/2019 12:08:21	05/15/2019 12:08:57	Digital
Infant Room	Fire alarm and detection systems and related equipment	05/15/2019 14:11:10	05/21/2019 11:51:34	Paper
Chevron T-3 Office Remodel	Automatic fire-extinguishing systems	05/15/2019 14:16:25	05/21/2019 12:00:42	Digital
The Joint Chiropractic Suite 413	Construction, alteration, or renovation of a building	05/15/2019 14:19:37	05/16/2019 11:03:47	OTC Digital
Hood and Duct Upgrade	Automatic fire-extinguishing systems	05/15/2019 14:22:37	05/15/2019 14:34:17	OTC Paper
Alcosta Center Wall Repair	Construction, alteration, or renovation of a building	05/15/2019 14:54:18	05/15/2019 15:06:37	OTC Paper
Corrie Place Estate	Automatic fire-extinguishing systems	05/16/2019 12:00:00	05/22/2019 13:57:29	Digital
City Center Bishop Ranch - Madewell	Construction, alteration, or renovation of a building	05/16/2019 12:57:11	05/21/2019 14:43:46	Digital
Costco Remodel	Fire alarm and detection systems and related equipment	05/16/2019 13:02:32	05/16/2019 14:48:14	Digital
Cherno Residence	Construction, alteration, or renovation of a building	05/16/2019 13:03:59	05/16/2019 15:00:26	Digital
BURGERIM	Fire alarm and detection systems and related equipment	05/16/2019 13:09:03	05/22/2019 14:11:14	Digital
Planning MUP 19-501-006	Planning and site development review	05/16/2019 13:19:47	05/16/2019 14:33:21	Digital
AFES Installation	Automatic fire-extinguishing systems	05/16/2019 13:21:43	05/22/2019 14:18:53	Digital
Cherno Residence	Expedited Plan Review	05/16/2019 14:27:49	05/16/2019 15:09:15	Digital
Secondary Unit Sprinkler Inspection	Automatic fire-extinguishing systems	05/16/2019 14:45:01	05/16/2019 14:45:55	Paper
Galletly Residence	Automatic fire-extinguishing systems	05/17/2019 12:00:00	05/23/2019 09:48:11	Paper
Suite 103, 205, 210 Tenant Improvement	Construction, alteration, or renovation of a building	05/17/2019 12:00:00	05/22/2019 14:58:52	Paper
Cielito	Automatic fire-extinguishing systems	05/20/2019 12:00:00	05/21/2019 11:00:32	OTC Digital
Main Building Fire Alarm	Fire alarm and detection systems and related equipment	05/20/2019 12:00:00	05/22/2019 14:44:28	Digital
City Center Bishop Ranch - Pottery Barn Kids	Construction, alteration, or renovation of a building	05/21/2019 08:13:19	05/29/2019 08:50:14	Digital
Lucky Store 708 - Interior Remodel	Fire alarm and detection systems and related equipment	05/21/2019 08:22:06	05/21/2019 15:09:22	Digital
Faria Preserve Neighborhood 4 Subdivision 9456	Private fire hydrants and fire protection water supplies	05/21/2019 08:35:28	05/22/2019 14:36:55	Digital
Lucky Store 708 - Interior Remodel	Expedited Plan Review	05/21/2019 08:43:34	05/21/2019 15:10:47	Digital
6142 Massara Street Iron Oak Plan 6 Lot 657	Automatic fire-extinguishing systems	05/21/2019 09:24:19	05/21/2019 09:25:05	Digital
607 Thyme Way Lexington Plan 5 Lot 1	Automatic fire-extinguishing systems	05/21/2019 09:26:27	05/21/2019 09:27:06	Digital
611 Thyme Way Lexington Plan 1 Lot 2	Automatic fire-extinguishing systems	05/21/2019 09:28:07	05/21/2019 09:28:47	Digital
1187 Trumpet Vine Lane Serena Plan 1 Lot 125	Automatic fire-extinguishing systems	05/21/2019 09:30:10	05/21/2019 09:30:48	Digital
1183 Trumpet Vine Lane Serena Plan 3 Lot 126	Automatic fire-extinguishing systems	05/21/2019 09:31:48	05/21/2019 09:32:27	Digital
Kazerounian Residence Addition	Construction, alteration, or renovation of a building	05/21/2019 09:37:46	05/23/2019 11:16:47	Paper
Planning MUP 19-501-007	Planning and site development review	05/21/2019 09:43:17	05/23/2019 11:47:57	Digital
Planning DPA 19-310-004 AR 19-310-004	Planning and site development review	05/21/2019 09:45:27	05/23/2019 15:56:03	Digital
Synergy TI	Fire alarm and detection systems and related equipment	05/21/2019 10:32:47	05/23/2019 16:01:21	Digital
City Center Bishop Ranch - Delarosa	Construction, alteration, or renovation of a building	05/21/2019 14:57:29	05/22/2019 13:17:40	Digital
Deer Creek Building A North	Miscellaneous System Plans	05/21/2019 15:01:12	05/30/2019 11:20:32	Digital
Deer Creek Building B North	Miscellaneous System Plans	05/21/2019 15:03:10	05/30/2019 11:25:28	Digital

Chevron T-3 Office Remodel	Automatic fire-extinguishing systems	05/22/2019 08:11:08	05/22/2019 08:11:18	Digital
City Center Bishop Ranch - Delarosa	Expedited Plan Review	05/22/2019 08:45:29	05/22/2019 12:57:40	Digital
City Center Bishop Ranch - Delarosa	Automatic fire-extinguishing systems	05/22/2019 11:48:36	05/29/2019 12:21:54	Digital
City Center Bishop Ranch - Sunglass Hut	Fire alarm and detection systems and related equipment	05/22/2019 11:50:40	05/29/2019 07:10:54	Digital
City Center Bishop Ranch - Bamboo Sushi	Construction, alteration, or renovation of a building	05/22/2019 11:53:46	05/29/2019 07:41:17	Digital
Suite 221 Tenant Improvements	Construction, alteration, or renovation of a building	05/22/2019 15:00:07	05/22/2019 15:03:02	Paper
Enker Food and Pharmacy	Automatic fire-extinguishing systems	05/23/2019 08:44:45	05/23/2019 08:56:32	OTC Paper
Custom Care Compounding Pharmacy TI	Automatic fire-extinguishing systems	05/23/2019 09:25:53	05/23/2019 09:26:53	OTC Paper
US Census	After hours inspection	05/23/2019 09:59:43	05/23/2019 11:18:34	Digital
Brinck Veneer Repair	Construction, alteration, or renovation of a building	05/23/2019 10:49:03	05/23/2019 10:54:46	OTC Paper
Origami TI Suite F	Construction, alteration, or renovation of a building	05/23/2019 11:22:06	05/23/2019 11:23:28	OTC Paper
Ansul System Modification	Automatic fire-extinguishing systems	05/23/2019 11:37:42	05/23/2019 11:38:01	Paper
CPC Conference Room	Construction, alteration, or renovation of a building	05/23/2019 12:00:00	05/30/2019 08:49:32	Digital
City Center Bishop Ranch - Delarosa	Construction, alteration, or renovation of a building	05/23/2019 12:00:00	05/29/2019 07:23:12	Digital
Gambarin Residence	Automatic fire-extinguishing systems	05/24/2019 12:00:00		Digital
Eric Residence	Automatic fire-extinguishing systems	05/24/2019 12:00:00	05/31/2019 15:09:41	Paper
Tri Pointe Homes Suite 130	After hours inspection	05/28/2019 11:30:43	05/29/2019 08:51:43	Digital
E.J. Phair Pub and Restaurant	Automatic fire-extinguishing systems	05/28/2019 12:40:27	05/28/2019 12:44:25	Digital
Emergency UG Fireline Repair	Automatic fire-extinguishing systems	05/28/2019 12:55:17	05/28/2019 12:58:45	OTC Paper
Center for Autism and Related Disorders Suite 170	Construction, alteration, or renovation of a building	05/28/2019 17:16:56		OTC Digital
The Vine Restaurant	Additional Plan Review	05/28/2019 17:23:58	05/29/2019 07:47:31	Digital
572 Caprio Court Foothill Plan 3 Lot 151	Automatic fire-extinguishing systems	05/28/2019 17:26:17	05/28/2019 17:26:54	Digital
578 Caprio Court Foothill Plan 2 Lot 152	Automatic fire-extinguishing systems	05/28/2019 17:27:54	05/28/2019 17:28:35	Digital
City Center Bishop Ranch - Curry Up Now	Construction, alteration, or renovation of a building	05/28/2019 17:29:56	05/29/2019 12:29:58	Digital
Chevron V Interior & B/C Link Revolving Door Replacement	Construction, alteration, or renovation of a building	05/28/2019 17:33:03		Digital
Chevron L/T Link Turnstile Door Replacement	Construction, alteration, or renovation of a building	05/28/2019 17:35:22		Digital
High Piled Storage Changes	Miscellaneous System Plans	05/28/2019 17:38:08		Digital
New SFR	Automatic fire-extinguishing systems	05/28/2019 17:41:14		Paper
Fedex TI-98 Suite 155	Automatic fire-extinguishing systems	05/29/2019 08:54:29	05/29/2019 08:57:09	Digital
City Center Bishop Ranch - Sunglass Hut	After hours inspection	05/29/2019 09:12:04	05/29/2019 12:32:58	Digital
BURGERIM	Automatic fire-extinguishing systems	05/29/2019 15:23:26		Digital
Shboom Fire Alarm	Fire alarm and detection systems and related equipment	05/29/2019 15:35:55		Digital
2277 SRVB Suite 200 Tenant Improvements	Construction, alteration, or renovation of a building	05/29/2019 15:38:43		Digital
Planning MUP 19-501-008	Planning and site development review	05/30/2019 08:30:43		Digital

# **COMMUNICATIONS**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

**Date:** June 26, 2019  
**To:** Board of Directors  
**From:** Denise Pangelinan, Director of Emergency Communications  
**Subject:** Monthly Communications Division Report May 2019

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## **Communications Center**

- Residential Care Facility 911 Presentation
- San Ramon Police Officer Orientation
- Youth Academy Tour

## **Technology Systems**

- Completed grant iPad rollout to Operations, EMS, Training, and Fire Stations
- Deployed new EMS Patient Care Reporting (PCR) tablets to frontline ambulances
- Installed and configured new Finance server and updated workstations
- Upgraded San Ramon PD test RMS servers in preparation for production upgrade
- Initiated evacuation maps for San Ramon, Blackhawk, Tassajara, Diablo and Dougherty
- Published 2019 Exterior Hazard Abatement (EHA) map online for weed abatement

## **Training**

- Emergency Medical Dispatch Quarterly Training
- Sovereign Citizen Extremist Dispatch Training

## **Meetings**

- Police and Dispatch Workshop
- EBRCSA TAC Committee Meeting
- XCC Comm Meeting

## **Communications Reserves**

- Devil Mountain Run
- Monthly Drills

# **HUMAN RESOURCES**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

Date: June 26, 2019  
To: Board of Directors  
From: Natalie Korthamar Wong, Director of Human Resources  
Re: Monthly Human Resources Report for May 2019

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## **Recruitment:**

- ❖ Coordinated Firefighter Paramedic Chief interviews
- ❖ Coordinated District Aide Chief interviews, provided conditional offers, coordinated backgrounds and provided final offers
- ❖ Reopened the EMS Liaison recruitment position and scheduled candidates for interviews
- ❖ Finalized the Engineer Promotional Eligibility list
- ❖ Created and administered a practical assessment for the Media Communications and Public Education Analyst position
- ❖ Scheduled Engineer promotional Chief's interviews

## **Additional Accomplishments:**

- ❖ Met with the District's Workers' Compensation attorney to review current open matters
- ❖ Attended Administrative Appreciation Day
- ❖ HR staff attended a Liebert Cassidy Whitmore HR training session
- ❖ Met with the District's new Nationwide 457 - deferred compensation account representative
- ❖ Met with Finance to review division of responsibilities
- ❖ Attended the annual pancake breakfast
- ❖ Met with BaySport, Inc. representative to plan the annual Wellness Fitness evaluations
- ❖ Met with the District's benefits broker to explore additional voluntary benefits
- ❖ Coordinated and participated in a wellness seminar about healthy eating
- ❖ Onboarded a student intern for a Training Division project

Report: Employee Illness/Injury Report – May 2019



Outstanding Community Impact: Open to any organization, program or jurisdiction that successfully engages the whole community to improve disaster preparedness and resilience; encourages and explores ways to develop whole community partnerships; and advocates a grassroots approach to emergency planning.

1. **Challenge Statement:** Prove a clear and concise description of the challenge/issue(s) that the work you are presenting in this application is meant to address.

In Contra Costa County there was no leadership at the county level through the Fire Department or County Office of Emergency Services to organize CERT programs. In addition, once the recession hit, most of the county support that existed through the county fire department was eliminated due to staff and funding deficits.

2. **Resolution:** Briefly describe what you plan to do to address the challenge/issue(s) outlined in your challenge statement.

A grassroots CERT workgroup was the only source of connectivity and was a network of CERT programs. The workgroup was named Contra Costa County Cities Citizen Corp CERT Committee, which was fondly nicknamed C-8. This workgroup created a connection for the CERT programs in Contra Costa County which allowed greater funding opportunities, organized training and education on CERT topics, and a collaboration for the programs that served its communities. In the last several years C-8 expanded its membership to include CERT programs from Alameda and Solano counties. This allowed increased collaboration and better training opportunities to serve the greater Bay Area region.

3. **Project/Program Description:** Summarize your project/program activities and achievements, and how they helped you to resolve the challenge/issue(s) outlined in your challenge statement.

Through this collaboration grant applications have been submitted to serve all of the cities and allocations of radios, backpacks, helmets and other equipment are shared.

Once the county fire department removed its resources several cities had nowhere to hold classes or conduct boots on the ground training for its CERT graduates. With the connectivity of C-8, six local cities in Contra Costa County joined forces and resources and began conducting joint exercises. Each year the cities of Brentwood, Concord and Martinez run a graduation drill trading responsibility to host in their jurisdiction. Each drill generally serves 100 new graduates supporting seven different unincorporated areas and cities throughout the county.

San Ramon Valley Fire Protection District created a training program for Community Care and Intermediate Care Facilities, so these small facilities serving the elderly could get trained. CERT volunteers were trained and engaged to deliver training packets to the facilities in their neighborhoods. These packets include training materials, a DVD on how to properly evacuate patients in facilities with six residents or less. The DVD offers the training in several different languages. The county Public Health Department adopted the program and now utilizes CERT volunteers to distribute packets in West, Central, South and East counties.

C-8 was also instrumental in supporting the Contra Costa County Animal Disaster Response Training (CART) program. After CERT volunteers graduate they are encouraged to further their training by becoming Amateur Radio Operators, taking the Map Your Neighborhood class, the Traffic Control class and Contra Costa CART. Many CERT graduates have furry/feathery/scaly family members and embrace the next steps to join Contra Costa CART. This program teaches volunteers the many responses that animals have during disasters and how to care and shelter animals in evacuations at shelters. Volunteers who trained in this program have been deployed to multiple fires, and evacuations in the last two years to serve animal sheltering, feeding and care.

Lastly, Contra Costa County had only one agency that taught Spanish CERT. It was evident that a gap existed in delivering emergency preparedness services to the Hispanic community. A local non-profit was engaged in Concord and had staff trained to deliver the Listos program who primarily serve the Hispanic community. After several years, Listos was pushed out county-wide. Five of the twelve cities in the county. Now, three cities have expanded to also teach Spanish CERT.

C-8 currently has 70 members throughout the region. All cities are represented, including County Animal Services, the County Office of Emergency Service, County Fire, local refineries, two community colleges, and Public Health services, American Red Cross, Vacaville Fire, Alameda County Fire and the City of Marin CERT.

C-8 Website

<https://contracostacert.com/>

Contra Costa County Animal Response Training (CART)

<http://contracostacart.org/gallery.html>

<http://contracostacart.org/index.html>

## Employee Illness/Injury Report May 2019

### *Reportable Injuries*

#### **Indemnity (Lost Time)**

May 17, 2019      DOI-5/17/19 – An employee sought treatment for a leg injury sustained during a training.

*Status:* Was taken off work on 5/18/19 and returned to full duty 5/20/19.

May 28, 2019      DOI-4/13/19 – An employee sought treatment for a shoulder injury sustained during a training.

*Status:* Remained out at month end.

#### **Medical Only (No Lost Time)**

May 1, 2019      An employee's eye became irritated and swollen during a training. Medical treatment was received, but no work time was lost.

May 7, 2019      An employee injured his wrist during a call. Medical treatment was received but no work time was lost.

As of May 31, 2019, there were six (6) employees absent from their regular work assignment. Total lost time due to injuries for the month of May equaled 187 calendar days/75 shifts.

# FINANCE

### Total Overtime Hours by Month January 2017-May 2019

