AGENDA

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

4. PUBLIC COMMENT

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

5. CONSENT CALENDAR

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

5.1 Approve the salaries, payroll taxes and retirement contributions for the month of December, 2009 in the amount of $3,225,995.83.

5.2 Approve the demand register for the period December 9, 2009 through January 18, 2010 in the amount of $4,167,593.24.

5.3 Approve the minutes from the regular December 17, 2009 board meeting including District Counsel’s closed session report.

5.4 Authorization for approval of Progress Payment No. 5 to Cal-Bay Construction, Inc., in the amount of $47,221.71 for Fire Station No. 36 Annex Building.

5.5 Receive Quarterly Investment Report for the period October 1, 2009 – December 31, 2009.

5.6 Authorization to Purchase Three Type1 Engines in the amount of $1,617,243.06, and Four Type 3 Engines in the amount of $1,352,589.29 from Hi-Tech E.V.S., Inc.
5.7 Approval of Supplemental Agreement between the Town of Danville and the San Ramon Valley Fire Protection District for Property Taxes for Specified Annexations.

5.8 Approval of Amendment No. 1 to Fire Chief Employment Agreement.

5.9 Personnel Actions:
1. Approve staff’s recommendation to award a merit salary increase to Fire Dispatcher, Benedict DuClos to Step 2, effective February 1, 2010.
2. Approve staff’s recommendation to award a merit salary increase to Fleet Mechanic, Richard Nogueira to Step 4, effective February 1, 2010.
3. Approve staff’s recommendation to award a merit salary increase to Comm. Center Manager, Denise Pangelinan to Step 2, effective February 1, 2010.
4. Approve staff’s recommendation to award a merit salary increase to Fire Prevention Specialist, Kim French to Step 5, effective February 12, 2010.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

6.1 Recognition of Contra Costa County Medical Director Joe Barger as State EMS Authority Medical Director of the Year.

6.2 Recognition of Brianne Lucia and Chelsea Moss for their quick action during a fire in their home.

6.3 Recognition of 2009 Employee of the Year, Steve Call and 2009 Firefighter of the Year, Brian Morales.

6.4 Announcement of Standing Committee Assignments for 2010 by Board President Lindsay.

7. OLD BUSINESS

7.1 Presentation and Discussion of District Accreditation Status.

8. NEW BUSINESS

8.1 Discussion and possible approval of Contract Extension for Audit Services with Maze and Associates.

8.2 Discussion and possible adoption of 2008-2013 Business Plan.

8.3 Presentation of Mid-year budget review including FY 09/10 goal results.

8.4 Discussion and selection of date for May Board Budget workshop.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS FOR DECEMBER, 2009

10.1 Operations – Assistant Chief Collins
Incident Report responded to by type, i.e., fire, medical and the response time.

10.2 Support Services – Assistant Chief Hart
Support Services Report of monthly activities.

10.3 Fire Prevention – Fire Marshal Jamison
Fire Prevention Report of monthly activities.
10.4 Administrative Services - Administrative Services Director Leete
   a. Monthly Finance Reports
   b. Monthly Human Resources Activities/Reports

10.5 Fire Chief – Chief Price
   Verbal report on monthly meetings, seminars, committee meetings, and other
   District related activities.

11. GOOD OF THE ORDER

11.1 Update by Board President Lindsay on CERT Policy Advisory Committee
    Meeting of 1/8/10.

12. CLOSED SESSION

12.1 Conference with District Counsel – Potential Litigation
    Possible exposure to litigation (three matters)
    [Pursuant to Government Code §54956.9(b)(2) and 54954.5(c)]. Facts and
    circumstances that might result in litigation need not be disclosed. [Pursuant to
    Government Code § 54956.9(b) (3)(a)]

12.2 Conference with District Counsel-Potential Litigation Workers Compensation
    Claim No. SRV0900036 dated 10/30/08; Brian Parrish vs. San Ramon Valley Fire
    Protection District [Authorized under Government Code § 54956.9(b)].

12.3 Conference with Real Property Negotiators
    Negotiator: Chief Richard Price
    Property Location: A). APN 223-020-018-6

12.4 Personnel Matter: Annual Performance Review of Fire Chief [Pursuant to
    Government Code §§ 54954.5(e) and 54957].

13. RETURN TO OPEN SESSION

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

15. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED
    FOR WEDNESDAY, FEBRUARY 24, 2010 AT 7:00 P.M.

Prepared by:

[Signature]

Susan F. Brooks, District Clerk
CONSENT ITEMS
MEMORANDUM

Date: January 27, 2010

To: Board of Directors

From: Steven J. Hart, Assistant Fire Chief

Subject: Purchasing Authority per District Ordinance 20

Section 5.3 of District Ordinance requires that purchases in excess of $25,000 have specific approval by the Board of Directors. Tonight's Consent Calendar contains one item requiring such authorization. This item is contained in the C.O.P. budget.

Consent Calendar Item No. 5.4

$47,221.71 to Cal-Bay Construction, Inc. for Progress Payment #005 for the construction of Annex Storage Building #36.
MEMORANDUM

Date: January 27, 2010

To: Board of Directors

From: Robert Leete, Administrative Services Director

Subject: District Investment Policy – Quarterly Review

Background:

Pursuant to Section 5.2 of the District’s Investment Policy, staff is required to present a quarterly report of investments to the Board of Directors. The quarterly report for the period October 1, 2009 – December 31, 2009 is attached. The investments held on behalf of the District are in compliance with the District’s investment policy.

Recommendation:

Staff recommends that the Board review and receive the quarterly investment report for the period October 1, 2009 – December 31, 2009.
### SAN RAMON VALLEY FIRE PROTECTION DISTRICT
### INVESTMENT REPORT
### DECEMBER 31, 2009

<table>
<thead>
<tr>
<th>Type of Investment</th>
<th>Financial Institution</th>
<th>Date of Maturity</th>
<th>Par Value/ Cost</th>
<th>Market Value</th>
<th>Rate of Interest</th>
<th>Fiscal Year-to-Date Interest</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>Union Bank</td>
<td>N/A</td>
<td>$2,026,638</td>
<td>$2,026,638</td>
<td>0.05%</td>
<td>$909</td>
</tr>
<tr>
<td>Cash</td>
<td>Union Bank - Premier Account</td>
<td>N/A</td>
<td>2,413,091</td>
<td>2,413,091</td>
<td>0.10%</td>
<td>1,140</td>
</tr>
<tr>
<td>Cash</td>
<td>Union Bank - CERT Funds</td>
<td>N/A</td>
<td>41,858</td>
<td>41,858</td>
<td>0.05%</td>
<td>0</td>
</tr>
<tr>
<td>Local Agency Investment Fund</td>
<td>Local Agency Investment Fund</td>
<td>N/A</td>
<td>37,231,302</td>
<td>37,266,591</td>
<td>0.60%</td>
<td>97,459</td>
</tr>
<tr>
<td>Local Agency Investment Fund</td>
<td>Local Agency Investment Fund CERT Funds</td>
<td>N/A</td>
<td>2,562</td>
<td>2,564</td>
<td>0.60%</td>
<td>220</td>
</tr>
<tr>
<td>Money Market</td>
<td>U.S. Bank Money Market Deposit Account</td>
<td>N/A</td>
<td>1,334,654</td>
<td>1,334,654</td>
<td>0.30%</td>
<td>2,076</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td>$41,326,105</td>
<td>$41,361,396</td>
<td></td>
<td>$101,804</td>
</tr>
</tbody>
</table>

Average weighted yield 0.56%
Market values obtained from monthly statements issued by Union Bank and U.S. Bank.

---

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

**INVESTMENTS BY TYPE**

**DECEMBER 31, 2009**

- **Cash** $2,757,587
  - Percent Distribution 7%

- **Money Market** $1,334,654
  - Percent Distribution 3%

- **Local Agency Investment Fund** $37,233,864
  - Percent Distribution 90%

The District has sufficient funds available to meet the next six months of financial obligations.

The December 2009 investments are in accordance with the District adopted investment policy.

---

_Gloriann Sasser_  
Finance Supervisor  

_1/19/2010_

_Robert Leete_  
Administrative Services Director  

_1/19/10_
MEMORANDUM

Date: January 27, 2010

To: Board of Directors

From: Steven J. Hart, Assistant Fire Chief, Support Services

Subject: Purchase Authorization for three Type 1 Engines, and four Type 3 Engines

Background:

In January, 2009, as part of the annual District budget development process, Staff planned for fire apparatus replacement in accordance with the Vehicle Replacement Schedule (2008-2013 Business Plan, Pg. 7). During the process, research was conducted, estimates were developed, and the budget was prepared accordingly. Subsequently, the FY 2009/10 budget was adopted. It included $1,900,000 allocated for four Type 1 engines and $1,140,000 allocated for four Type 3 engines.

As Staff began to prepare specifications and purchase documents it was learned that two other agencies (San Jose Fire Department for Type 1’s and Madera County Fire Department for Type 3’s) had just completed the bid process for nearly identical apparatus. The District has determined that it can add on to these bids if desired. Attaching to other larger bids can result in lower costs and significantly reduce required staff time while still meeting District policy and legal procurement requirements.

After reviewing the bid results for these apparatus, the amount budgeted is less than the respective bid amounts. The District will also incur additional incremental costs over the bid amounts to meet the District specifications. Staff recommends deferring the purchase of one Type 1 engine to compensate for this difference. This will allow the total purchase price to remain within the original budget allocation, if the acquisition of one unit is not currently pursued.

Recommended Board Action:

Authorize Staff to attach, or add into, the San Jose Fire Department bid for the purchase of three Type 1 engines for the amount of $1,617,243.06 and also attach to the Madera County Fire Department bid for the purchase of four Type 3 engines in the amount of $1,352,589.29.
SUPPLEMENTAL AGREEMENT
BETWEEN THE TOWN OF DANVILLE AND THE SAN RAMON VALLEY FIRE
PROTECTION DISTRICT ALLOCATING PROPERTY TAXES FOR SPECIFIED
ANNEXATIONS

This Agreement is entered into between the Town of Danville ("Town"), a general law city of
the State of California, and the San Ramon Valley Fire Protection District ("District"), a special
district organized and existing under the provisions of Health and Safety Code Section 13800 et
seq.

This Agreement provides for the allocation of property taxes between the Town and the District
in the event of any annexations of land by the Town in specified tax rate areas and supplements
the May 24, 2000 Agreement between the Town and the District Allocating Property Tax
Revenues (the "2000 Agreement") and the May 29, 2001 Addendum to the 2000 Agreement (the
"2001 Addendum").

AGREEMENT

1. In the event that a jurisdictional change in the form of annexation of real property to the
Town occurs under the provisions of the Cortese-Knox Local Government
Reorganization Act of 1985 (Government Code Section 56000 et seq.) or a similar
successor statute, and such annexation includes real property located within Tax Rate
Areas 066122, 066123 and 066412, the parties agree that the Town shall receive 9% of
the District’s base property tax rate as of the effective date of the annexation as well as
9% of the Annual Tax Increment Allocation Factor for the properties annexed.

2. This Agreement supersedes Paragraph 4 of the 2000 Agreement. The remainder of the
2000 Agreement and the 2001 Addendum to the 2000 Agreement remain in full force and
affect.

AGENDA NO. 5.7
IN WITNESS WHEREOF, the parties hereto have executed this Agreement of the dates stated below.

DATED: ________________, 2010

“TOWN”
Town of Danville
By: ____________________________
   Mike Doyle, Mayor

ATTEST:
By: ____________________________
   Marie Sunseri, City Clerk

APPROVED AS TO FORM:
By: ____________________________
   Robert Ewing, City Attorney

“DISTRICT”
San Ramon Valley Fire Protection District

DATED: ________________, 2010

By: ____________________________
   Roxanne Lindsay, Board President

ATTEST:
By: ____________________________
   Susan F. Brooks, District Clerk

APPROVED AS TO FORM:
By: ____________________________
   William D. Ross, District Counsel
MEMORANDUM

Date: January 27, 2010

To: Board of Directors

From: Robert Leete, Administrative Services Director

Subject: Employment Agreement Between San Ramon Valley Fire Protection District and Richard Price
          Amendment #1

Background:

On October 19, 2009, the Board of Directors took action to implement changes to management employee compensation and benefits as they relate to pension impacts. Several of the initiatives taken by the Board of Directors affected the terms of the employment agreement between the District and the Fire Chief.

Attached is Amendment #1 to the agreement between the District and the Fire Chief which implements the following Board approved initiatives:

- Administrative Leave: Monthly accrual method eliminates ability to straddle annual benefits.
- Standby Pay: Eliminates Standby Pay.
- Vacation: Sell back method (one time per 12 month period) eliminates the ability to straddle vacation sell back.
- Vehicle Allowance: Eliminates vehicle allowance.

Recommended Board Action:

EMPLOYMENT AGREEMENT BETWEEN
SAN RAMON VALLEY FIRE PROTECTION DISTRICT
AND
RICHARD PRICE

AMENDMENT #1
January 27, 2010

The Agreement dated November 15, 2008, by and between the San Ramon Valley Fire Protection District ("DISTRICT") and Richard Price ("EMPLOYEE"). Is hereby amended as follows:

Section 5. Compensation and Benefits

5.2 Administrative Leave: Employee shall receive eighty (80) hours of Administrative Leave during the first year of this agreement. Administrative Leave shall be increased by ten (10) hours over each subsequent year of this Agreement during the Agreement term. Such Administrative Leave may not be accumulated.

Effective January 1, 2010, Administrative Leave will be accrued and credited to the Employee’s leave balance on a monthly basis. The Administrative Leave balance may not exceed one year’s accrual at any time. If the accrual reaches one year’s accrual, no further accrual will be credited until such time as the balance is below the maximum annual accrual.

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

Employee who has sold Administrative Leave and retires within the same twelve month period will have any unused Administrative Leave automatically converted to vacation hours at time of retirement.

Exhibit A is amended to read as follows:

Eligible Differentials:
Standby Pay

The Fire Chief shall not be eligible for standby pay differential.

Longevity Pay

A "longevity pay" will be implemented for those employees who have thirty (30) years of service credit and who no longer owe a retirement contribution as stipulated in the 1937 County Retirement Act. This pay will be equal to the Individual Retirement Allotment.

Vacation

Employee is entitled to a vacation, with pay, based on the Contra Costa County Employees’ Retirement Association (CCCERA) service credit years in accordance with the table below:

<table>
<thead>
<tr>
<th>Length of Service</th>
<th>Monthly Accrual Hours</th>
<th>Maximum Accumulation Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Over 25 – Less than 30 Years</td>
<td>20.00</td>
<td>480</td>
</tr>
<tr>
<td>Over 30 – Less Than 35 Years</td>
<td>21.42</td>
<td>514</td>
</tr>
</tbody>
</table>

Employee may elect to cash out up to eighty hours of accumulated vacation one time within a 12 month period by notifying the District by November 1 of each year. The employee shall be paid in the final paycheck of that year.

District Vehicle/Vehicle Allowance

Employee is eligible for a District vehicle consistent with District policy.
IN WITNESS WHEREOF, the parties hereto have executed this Amendment with the intent to be bound thereby as of the date first written above.

"DISTRICT"

San Ramon Valley Fire Protection District

By: ________________________________
   Roxanne Lindsay, President
   Board of Directors

"EMPLOYEE"

By: ________________________________
   Richard Price

APPROVED AS TO FORM:

______________________________
William D. Ross
District Counsel

Date: ___________________________
The Agreement dated November 15, 2008, by and between the San Ramon Valley Fire Protection District ("DISTRICT") and Richard Price ("EMPLOYEE"). Is hereby amended as follows:

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<td>514</td>
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District Vehicle/Vehicle Allowance

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IN WITNESS WHEREOF, the parties hereto have executed this Amendment with the intent to be bound thereby as of the date first written above.

"DISTRICT"

San Ramon Valley Fire Protection District

Date: ____________________________

By: ____________________________
Roxanne Lindsay, President
Board of Directors

"EMPLOYEE"

Date: ____________________________

By: ____________________________
Richard Price

APPROVED AS TO FORM:

_______________________________
William D. Ross
District Counsel

Date: ____________________________
OLD BUSINESS
MEMORANDUM

Date: January 27, 2010

To: Board of Directors

From: Richard Price, Fire Chief

Subject: Status of Agency Accreditation

Background:

On February 25, 2009 the Board of Directors adopted the 2008-2013 Strategic Plan. At the heart of the plan was the goal to achieve Commission on Fire Accreditation International (CFAI) Accreditation. For nearly two years prior to the adoption of the Strategic Plan the District had been taking significant steps in anticipation of this goal.

On September 24, 2009 I reported to the Board that the District had assembled a large, diverse team of employees tasked with addressing the self-assessment requirements of the accreditation process. This team, ultimately comprised of more than 100 department members, completed their work earlier this month. By all accounts the Self-Assessment Manual (SAM) produced by this team is of exceptional quality and will serve the District well throughout the balance of the accreditation process and into the future.

On December 17, 2009 the Board adopted the Standards of Cover (SOC) – a key component and step in the accreditation process. The SOC provides a comprehensive, systematic and consistent way of looking at the emergency services provided by an agency.

Present Situation:

After completing all requisite steps and providing all required documentation, including the 2008-2013 Strategic Plan, 2008-2013 Business Plan, 2009 Standards of Cover and 2010 Self-assessment Manual to the Commission, the District was elevated to Candidate Agency Status by the CFAI on January 18, 2010.

The District’s fully revised Five-year Business Plan is before the Board for adoption consideration under Item 8.2. Due to its close integration with the SAM, it was the last key District document to be completed in the process.

The District is now preparing for an onsite Peer Assessment Team visit. We anticipate that this will occur later this year likely in March or April. The final step of the accreditation process will be a public hearing before the full commission in Chicago on August 23-24, 2010.

Recommendation:

Staff requests that the Board accept this report.
NEW BUSINESS
MEMORANDUM

Date: January 27, 2010
To: Board of Directors
From: Robert Leete, Administrative Services Director
Subject: Audit Services-Contract Extension

Background:

On an annual basis the District contracts for financial audit services, including financial statements, CAFR assistance, GASB 34 compliance and Gann limit confirmation.

The District has contracted with Maze & Associates to perform these audit services. Maze & Associates has proposed to extend the engagement for the fiscal years ending June 30, 2010 and June 30, 2011. They have proposed to reduce the professional fees by 2% for the year ending June 30, 2010 and then increase fees for June 30, 2011 by 3%. The maximum fee per the FY 2008-09 proposal was $33,307. A copy of the proposal for FY 2009-10 and FY 2010-11 is attached for your information.

Staff has reviewed this proposal and recommends acceptance of the terms as presented.

Recommended Board Action:

Authorize staff to enter into an agreement with Maze & Associates for audit services for the fiscal years ending June 30, 2010 ($32,641) and June 30, 2011 ($33,619), pursuant to the Maze & Associates proposal dated December 17, 2009.
December 17, 2009

Mr. Robert Leete
Administrative Services Director
San Ramon Valley Fire Protection District
1500 Bollinger Canyon Road
San Ramon, CA 94583

Dear Robert:

Pursuant to our recent discussions, coupled with the terms of the District’s most recent Engagement Letter dated May 14, 2009, we are pleased to offer to extend our audit contract to include the fiscal years ending June 30, 2010 and 2011 at the fees outlined on the attached page.

For the year ending June 30, 2010 there is a fee reduction from the prior year of 2%, coupled with no Cost of Living Adjustment (COLA) of 3%, thereby saving the District 5% from the 2009 fee level. We adjusted our fees for June 30, 2011 based on the estimated change in the consumer price index for the Services Sector of the U.S. Department of Labor, Bureau of Labor Statistics for the San Francisco-Oakland area. Please call me if you have any questions.

We look forward to continuing to improve our service to you.

Yours very truly,

[Signature]

Katherine Yuen, CPA

KY:It

RESPONSE:

If you agree with the terms of this Contract Extension, please sign below and return a copy in the enclosed envelope.

By: 
Title: 
Date: 

A Professional Corporation
## SAN RAMON VALLEY FIRE PROTECTION DISTRICT
### SCHEDULE OF PROFESSIONAL FEES AND EXPENSES
#### FOR THE AUDIT OF FINANCIAL STATEMENTS AND OTHER SERVICES

<table>
<thead>
<tr>
<th>Service Description</th>
<th>2009</th>
<th>2010</th>
<th>2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic Financial Statements</td>
<td>$20,730</td>
<td>$20,315</td>
<td>$20,925</td>
</tr>
<tr>
<td>Assistance with the preparation of the CAFR</td>
<td>2,890</td>
<td>2,832</td>
<td>2,017</td>
</tr>
<tr>
<td>GASB 34 requirements</td>
<td>2,055</td>
<td>2,014</td>
<td>2,074</td>
</tr>
<tr>
<td>GANN Limit Agreed Upon Procedures</td>
<td>1,115</td>
<td>1,093</td>
<td>1,125</td>
</tr>
<tr>
<td>Single Audit (1 Major Program)</td>
<td>5,745</td>
<td>5,630</td>
<td>5,799</td>
</tr>
<tr>
<td>PDF Documents</td>
<td>772</td>
<td>757</td>
<td>779</td>
</tr>
<tr>
<td><strong>Total all-inclusive maximum price</strong></td>
<td><strong>$33,307</strong></td>
<td><strong>$32,641</strong></td>
<td><strong>$33,619</strong></td>
</tr>
</tbody>
</table>

### ASSUMPTIONS:

(A) For the fiscal year ending June 30, 2010 we are proposing a 2% discount from the June 30, 2009 fees, coupled with no COLA increase of 3%, thereby providing the District with a $1,665 savings from the 2009 fees, plus another $1,716 savings in 2011.

(B) For the fiscal year ending June 30, 2011 we are proposing a hard COLA increase of 3%.

### NOTES:

(1) Our policy is to attempt to keep our clients' fees constant after inflation. Therefore, the fees for year subsequent to 2010 have been adjusted for the estimated 2009 CPI increase of 3.0% for the Service Sector of the U.S. Department of Labor, Bureau of Labor Statistics for the San Francisco Bay.

(2) The Basic Financial Statement fee includes the Memorandum on Internal Control.

(3) Additional major programs will cost $5,500 each in fiscal 2010.

(4) Out of pocket expenses are included in our standard hourly rate.
MEMORANDUM

Date: January 27, 2010
To: Board of Directors
From: Richard Price, Fire Chief
Subject: 2008-2013 Business Plan

Background:

The Business Plan is designed to guide the implementation strategy developed to accomplish the vision and goals set forth in the 2008-2013 Strategic Plan adopted by the Board of Directors on February 25, 2009. This document replaces the outmoded 2005-2010 Business Plan.

Present Situation:

Whereas the Strategic Plan describes our dreams, the Business Plan details our action plans, defines our facility, apparatus and equipment needs, outlines our personnel and funding requirements, and provides a comprehensive method to measure our progress. Planning and control processes include 189 specific goal statements and performance indicators to chart and monitor our course. The Business Plan aims to further integrate and align agency focus around our five major goal areas and reinforces our commitment to achieving results through the use of rigorous performance measures and information-led management techniques being pioneered by the District.

The Business Plan has been updated and revised to reflect our economic forecasts and in fulfillment of Board direction, CFAI Accreditation best practices and ISO Class 1 requirements. We have rewritten and fine tuned our previous plan, a plan that represented a major restructuring effort that reinforced individual roles and accountability and core values of respect, honor, and excellence into our daily work. We have undertaken a significant self-assessment process to identify what the District is doing well and to determine how we can improve. The results of this self-assessment work were fundamental in the formulation of the plans contained in the strategic plan implementation portion of this document. Our revised document also benefits from the experience of implementing the prior plan for the last five years and from comments received from citizens, partners and employees during an expanded outreach effort.

Recommendation:

Staff recommends the adoption of the new Business Plan for the period of 2008-2013.
MEMORANDUM

Date: January 27, 2010
To: Board of Directors
From: Richard Price, Fire Chief
Subject: Mid-year Budget Review

Background:

Staff has conducted a mid-year review of the Fiscal Year 2009-10 Annual Operating Budget for the District. The review included a detailed examination of revenue, expenditures, and goal results.

Present Situation:

The District is projected to spend $52.9 million during the fiscal year on general fund operating expenses and debt service. This amount is 1.8% less than budgeted. District revenue for fiscal year 2009-10 is projected to be $3.3 million less than budgeted. This is primarily due to a reduction in property tax revenue. The District did avail itself of the opportunity to participate in the Prop IA securitization program which has provided funds to help maintain current cash reserves at appropriate levels.

Staff has taken initial steps to reduce expenditures to reflect the decreased property tax revenue. Current projections indicate the District will use approximately $1.6 million in general fund reserves during FY 2009-10. Staff will take additional steps to reduce operating and capital improvement project expenses during the second half of FY 2009-10.

A copy of the current financial summary for FY 2007-08 through FY 2009-10 is attached for your information. This summary contains updated revenue and expenditure estimates for the current fiscal year.

Goal results for the current fiscal year are included in the revised 2008-2013 Business Plan beginning on page 38.

Recommendation:

Staff requests that the Board accept this report.
## San Ramon Valley Fire Protection District
### Financial Summary

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Actual 2007-08</th>
<th>Actual 2008-09</th>
<th>Budget 2009-10</th>
<th>Projected 2009-10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property tax revenue</td>
<td>$49,729,211</td>
<td>$51,335,992</td>
<td>$51,699,754</td>
<td>$48,996,962</td>
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<tr>
<td>Interest income</td>
<td>1,723,008</td>
<td>638,353</td>
<td>508,400</td>
<td>195,000</td>
</tr>
<tr>
<td>Ambulance services</td>
<td>1,924,268</td>
<td>2,314,570</td>
<td>2,351,610</td>
<td>2,351,610</td>
</tr>
<tr>
<td>Reimbursement from State</td>
<td>807,774</td>
<td>1,309,953</td>
<td>446,087</td>
<td>224,787</td>
</tr>
<tr>
<td>Inspection and plan review fees</td>
<td>222,254</td>
<td>173,084</td>
<td>192,843</td>
<td>100,000</td>
</tr>
<tr>
<td>Cellular tower rental income</td>
<td>139,557</td>
<td>157,865</td>
<td>147,800</td>
<td>147,800</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>55,580</td>
<td>38,067</td>
<td>7,500</td>
<td>26,550</td>
</tr>
<tr>
<td><strong>Total revenue</strong></td>
<td><strong>54,601,652</strong></td>
<td><strong>55,967,884</strong></td>
<td><strong>55,353,994</strong></td>
<td><strong>52,042,709</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditures</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>21,027,137</td>
<td>22,193,668</td>
<td>22,726,387</td>
<td>21,872,387</td>
</tr>
<tr>
<td>Overtime</td>
<td>5,011,294</td>
<td>5,126,576</td>
<td>4,071,766</td>
<td>4,645,794</td>
</tr>
<tr>
<td>Retirement</td>
<td>11,992,083</td>
<td>12,613,117</td>
<td>12,869,952</td>
<td>11,869,952</td>
</tr>
<tr>
<td>Insurance</td>
<td>5,329,472</td>
<td>5,658,423</td>
<td>6,537,710</td>
<td>6,562,710</td>
</tr>
<tr>
<td>Services and supplies</td>
<td>5,660,990</td>
<td>5,184,521</td>
<td>5,296,521</td>
<td>4,963,117</td>
</tr>
<tr>
<td>Debt service</td>
<td>2,491,413</td>
<td>2,414,234</td>
<td>2,416,509</td>
<td>2,416,509</td>
</tr>
<tr>
<td>Capital projects funded from General Fund</td>
<td></td>
<td></td>
<td></td>
<td>1,372,400</td>
</tr>
<tr>
<td><strong>Total expenditures</strong></td>
<td><strong>51,512,389</strong></td>
<td><strong>53,190,539</strong></td>
<td><strong>55,291,245</strong></td>
<td><strong>53,663,469</strong></td>
</tr>
</tbody>
</table>

MEMORANDUM

Date: January 27, 2010

To: Board of Directors

From: Susan F. Brooks – District Clerk

Subject: May Board Budget Workshop

The following are suggested dates and times for the May Board Budget workshop:

   Monday, May 10, 2010 - 1:00 – 4:00 p.m.

   Tuesday, May 11, 2010 - 1:00 – 4:00 p.m.

   Wednesday, May 12, 2010 - 1:00 – 4:00 p.m.

Please check your calendar for availability as we will try to confirm one of these dates at the January 27, 2010 Board meeting. Once the date is confirmed we will then let you know where the meeting will be held.

AGENDA NO. 8.4
CORRESPONDENCE
Dear Chief Richard Price:

On behalf of the entire community, it is my honor to express our collective heartfelt “thanks” for the San Ramon Valley Fire Protection District’s emergency response during the recent Station Fire.

Your efforts and sacrifices during our time of need will never be forgotten.

Yours Sincerely,

[Signature]

Laura Olhasso
Mayor
January 13, 2010

Chief Richard Price
San Ramon Valley Fire Protection District
1500 Bollinger Canyon Rd.
San Ramon, CA 94583

Dear Chief Price,

Thank you so very much for speaking to the San Ramon Valley Exchange Club at lunch today.

Your talk was very interesting and stimulated a lot of questions from the members. In fact, I was a little concerned that the questions and discussions would keep you away from your office too long this afternoon. Your staying after the meeting and talking to all comers was especially appreciated.

As for me and many others, we participated in the fire extinguisher training exercise outside and learned how to put out small fires. This part of your program was also greatly appreciated. For me, I have three extinguishers at our home and now know how to check and see if they are operable as well as use one of them, if needed.

The many suggestions you made about training services available in the District were very well received and I anticipate that a number of our members will sign up for some of the classes.

Thanks again and please let us know if the Exchange Club can be of any assistance to you and the Fire District at any time in the future.

Sincerely,

[Signature]

Thomas E. Hall
Cub Scout Pack 203

January 11, 2010

Mr. Richard Price, Fire Chief
c/o Ms. Sue Brooks
District Clerk
San Ramon Valley Fire Protection District
1500 Bollinger Canyon Road
San Ramon, CA 94583

Dear Chief Price,

On behalf of Cub Scout Pack 203, I want to thank you again for being a Distinguished Car Design Judge and awards presenter at our 2010 Pinewood Derby event this past weekend at Golden View Elementary. The annual Pinewood Derby event brings together many purposes and core values of Cub Scouting including personal achievement, sportsmanship, and resourcefulness coupled with fun and adventure for all. In this 100th year of Scouting in America, we had an excellent turn-out with cub scouts, siblings, parents, and other family members from our Pack. The scouts and parents were truly honored to have you participate in the event.

Again, thank you for supporting our cub scouts of Pack 203 and the Boy Scouts of America program.

Yours sincerely,

[Signature]

Trey Vann
Pack 203 Committee Chair

Cub Scout Motto: Do Your Best!
December 11, 2009

Assistant Fire Chief Richard R. Price  
San Ramon Valley Fire Protection District  
1500 Bollinger Canyon Road  
San Ramon, CA 94583

Dear Chief Price:

I want to congratulate you on your recent completion of the Executive Fire Officer Program and the Applied Research Project.

I am pleased to learn you have the intensive training and executive-level leadership to succeed in today’s challenging environment. Not only will the San Ramon Valley Fire Protection District benefit from this achievement, but so will the constituency your fire district serves.

Again, I offer my congratulations.

Regards,

MARK DESAULNIER

MD.Id
From: Hinojosa, Adrian [mailto:HinojosaA@SacCounty.Net]
Sent: Thursday, December 17, 2009 9:12 AM
To: Price, Richard
Subject: response

I'd like to thank the San Ramon Fire Protection District for the card but more importantly, for their quick response following my bicycle accident on Thanksgiving day. The responders did an excellent job in providing care and comfort. I'm still suffering a few effects of the concussion I sustained but for the most part, I'm recovering well. Sincerely, Adrian Hinojosa

Adrian Hinojosa
Senior Deputy Probation Officer
Sacramento County Probation Department
Juvenile Court Services Division
Juvenile Intake-Booking
4100 Branch Center Road
Sacramento, CA 95827
Office: (916) 875-5187
HinojosaA@SacCounty.Net

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OPERATIONS
MEMORANDUM

Date: January 27, 2010

To: Board of Directors

From: Bryan Collins -- Assistant Chief, Operations

Subject: Monthly Activity Reports

Attached is the Operations report for the month of December, 2009.
### Response Time Report - Incident Summary by Incident Type

**Date Range:** 12/01/2009 to 12/31/2009

<table>
<thead>
<tr>
<th>Incident Type</th>
<th># of Incidents</th>
<th># of Responses</th>
<th># Responses Used</th>
<th>Avg Response Time</th>
<th>Total Loss</th>
<th>Total Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fire</td>
<td>17</td>
<td>131</td>
<td>11</td>
<td>6:34</td>
<td>$550,775.00</td>
<td>$43,075,125.00</td>
</tr>
<tr>
<td>EMS/Rescue</td>
<td>406</td>
<td>778</td>
<td>346</td>
<td>5:08</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hazardous Condition</td>
<td>11</td>
<td>21</td>
<td>3</td>
<td>5:29</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service Call</td>
<td>63</td>
<td>106</td>
<td>14</td>
<td>4:42</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Good Intent</td>
<td>49</td>
<td>81</td>
<td>13</td>
<td>4:38</td>
<td></td>
<td></td>
</tr>
<tr>
<td>False Call</td>
<td>66</td>
<td>106</td>
<td>32</td>
<td>6:00</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>612</strong></td>
<td><strong>1223</strong></td>
<td><strong>419</strong></td>
<td><strong>6:00</strong></td>
<td><strong>$550,775.00</strong></td>
<td><strong>$43,075,125.00</strong></td>
</tr>
</tbody>
</table>

Note: 419 responses from 612 total incidents were used in determining this response time summary.  
This report does not include the following: mutual aid given, auto aid given, other aid given, cancelled en route, non-emergency responses, responses outside the urban limit line and incomplete incident reports.
SUPPORT SERVICES
MEMORANDUM

Date: January 27, 2010

To: Board of Directors

From: Steven J. Hart – Assistant Chief, Support Services

Subject: Monthly Activity Reports

Attached is the Support Services report for the month of December, 2009.
Support Services
December, 2009

Facilities
2. Station 32: Schematic Design and entitlement in development, re submittal requirements completed. Re submittal scheduled for 1/20/10.
3. Station 32: Phase 1 Environmental Study completed.

Fleet
1. Annual Pump Testing in Progress at LPTC.
2. Annual Engine / Truck Services in progress.
3. Modular Ambulances Project – Painting and radios and computers being installed.

Communication Center
1. Communications Volunteers completed emergency vehicle operations training.
2. Comm Support Unit served as a Command Post for the San Ramon Police Department during the protest at Chevron on Bollinger Canyon Road.
3. New security monitor was installed in the lobby of Station #31 for the Communications Center.
4. Collaborated with the County EMS Director regarding funds for Zetron.
5. Began process with the State 911 Office regarding funding for a new phone system.

Information & Technology
1. Accreditation – Category 2 – Assessment and Planning.
2. Dispatch – All new monitors installed.
3. Dispatch – Competed Server Room equipment rack and wiring upgrade.
4. MDCs installed in T31, PM 39 and one new ambulance.
5. Beginning installation of radio voters and receivers for tactical channel recording.
6. Finalized First OnScene to Zoll interface for Zoll ePCR upgrade.

Current Projects
1. Coordinated bids for various budgeted projects.
2. Working through Fiscal Year 09/10 budgeted projects.
4. Admin: Preparing to paint east side common area.
5. Station 35: Overhead door installed.
6. Station 34: Received bids for pavement project.
8. Old School House: Preparing for February 4 start date for school program.
FIRE PREVENTION
DIVISION
MEMORANDUM

Date: January 27, 2010
To: Board of Directors
From: Christina Jamison – Fire Marshal
Subject: Monthly Activity Reports

Attached are the Fire Prevention reports for the month of December, 2009.
Fire Prevention Summary of Monthly Activities
December 2009

What Went Well

Santa’s Workshop
On December 20, members of the District and the San Ramon Valley Firefighters Association hosted the Santa’s Workshop community event. The event was held at Station 31 and featured photos with Santa, continental breakfast, children’s crafts, holiday entertainment, holiday safety tips and tours of the fire engine. An estimated 400 people visited the station. Donations were accepted on behalf of the Toys for Tots Program.

Adopt a Family
Members of the District participated in the “Adopt a Family” program through the Bay Area Crisis Nursery. Employees’ adopted two families each with six family members. Over $1500 was raised to purchase gifts.

Community Education Outreach—year-end totals
Fire Education in the Schools; 21 Schools, 283 Presentations, 12,104 Students
Community Education Events and Classes; 36,178 people

2009 Auction Donation Program:
The District’s 2009 Auction Program provided support to local schools and non-profit organizations, in their effort to raise funds, by donating Firehouse Meals and Private Engine Visits. In 2009 the District authorized the allocation of 12 donations. After soliciting volunteer crews the District donated five Firehouse Meals and seven Engine Visits. The attached memo details the schools and non-profit organizations that benefited from this program as well as letters of appreciation.

Fire Investigation
Incident 09-7369, 476 Oakshire Place, Alamo
On December 11, Fire Investigator Kurtz responded to a residential structure fire located at 476 Oakshire Place, Alamo. Fire Investigator Kurtz determined the area of origin to be the garage, and the fire cause was due to a vehicle collision and resulting mechanical damage. The fire was classified as accidental.

Press Releases
See attachments for all press releases distributed for the month of December.

Potential Issues
No Issues

Committee Meetings and Training Attended
- Evitt, Stevens- SRVFPD Safety Committee meeting
- Castro-Nor Cal Public Education Committee meeting
- Vanek-State Fire Marshal, License Care Committee
Fire Prevention Summary of Monthly Activities
December 2009

Upcoming Public Education Classes and Events Scheduled

<table>
<thead>
<tr>
<th>Event Type</th>
<th>Location</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>CERT Class #27</td>
<td>SRVFPD Admin Building</td>
<td>6 weeks-January 21-February 25</td>
</tr>
<tr>
<td>Ready Person</td>
<td>SRVFPD Admin Building</td>
<td>February 4 3:30 p.m.-5:00 p.m.</td>
</tr>
<tr>
<td>Personal Emergency Preparedness</td>
<td>SRVFPD Admin Building</td>
<td>February 10 6:00 p.m.-8:30 p.m.</td>
</tr>
<tr>
<td>Ready Person</td>
<td>SRVFPD Admin Building</td>
<td>February 11 3:30 p.m.-5:00 p.m.</td>
</tr>
<tr>
<td>CERT Class #28</td>
<td>SRVFPD Admin Building</td>
<td>Saturday (two days) February 20 &amp; 27</td>
</tr>
<tr>
<td>Fire Extinguisher Training Class</td>
<td>SRVFPD Admin Building</td>
<td>March 20 10:00 a.m.-11:00 a.m.</td>
</tr>
</tbody>
</table>

Plan Reviews Completed

Plan reviews

- 3483 Blackhawk Plaza Cir, Suite F5 – Hood and Duct – Approved
- 439 Railroad Ave. – TI – Approved
- 9260 Alcosta Blvd, Suite B12 – Land Use Permit – Approved
- 484 Bridle Ct – Land Use Permit – Approved
- 9260 Alcosta Blvd, Suite C16A – Land Use Permit – Approved
- 6001 Bollinger Canyon Rd, Suite Bldg H – AFES TI – Approved
- 6001 Bollinger Canyon Rd, Suite Bldg C – AFES TI – Approved
- 19953 San Ramon Valley Blvd – TI – Approved
- 6001 Bollinger Canyon Rd, Suite Bldg K – AFES TI – Approved
- 9885 Alcosta Blvd – Battery System – Approved
- 1600 Tassajara Ranch Dr – Battery System – Approved
- 2600 Camino Ramon, Suite INB – B Occupancy – Approved
- 3162 Danville, Suite B-2 – AFES TI – Approved
- 3104 Crow Canyon Pl – AFES TI – Approved
- 2005 Crow Canyon Pl, Suite 160 – Hood and Duct – Approved
- 3162 Danville Blvd, Suite B-1 – AFES TI – Approved
- 3160 Crow Canyon Rd, Suite 150 – AFES TI – Deficient
- 1906 Peters Ranch Rd – AFES Residential – Approved
- 2600 Camino Ramon – TI Group B – Approved
- 2600 Camino Ramon – TI Group B – Approved
- 22 Calle Dell Casarillo – R-3 Occ – Approved
- Abbington II Shell File Unit 2 – AFES Commercial – Deficient
- Abbington II Shell File Unit 3 – AFES Commercial – Deficient
- Abbington II Shell File Unit 1 – AFES Commercial – Deficient
- Tassajara Ln. – Subdivision – Approved
- Alamo Creek Cypress Plan 1 - Angora Ct – R-3 Occ – Approved
- Alamo Creek Cypress Plan 2 – Angora Ct – R-3 Occ – Approved
Fire Prevention Summary of Monthly Activities
December 2009

- 6001 Bollinger Canyon Rd, Suite Bldg T – Fire Alarm System TI – Approved
- 222 El Pintado Rd W – Fire Alarm System TI – Approved
- 171 Front St, Suite 100 – TI Group B - Approved
- 145 E Prospect – TI Group B – Approved
- 2600 Camino Ramon, Suite B – AFES TI – Approved
- 4805 Cornflower St – R-3 Occ – Approved
- 4809 Cornflower St – R-3 Occ – Approved
- 4813 Cornflower St – R-3 Occ – Approved
- 3463 Blackhawk Plaza Cir – TI – Approved
- 6001 Bollinger Canyon Rd, Suite Bldg T – Fire Alarm TI – Approved
- 3301 Crow Canyon Rd – Compressed Gas Systems – Approved
- 3130 Crow Canyon Pl – Fire Alarm System TI – Approved
- 2154 San Ramon Valley Blvd – Fire Alarm Systems – Approved
- 101 Town & Country Dr, Suite J/K – TI – Deficient
- 2089 Camino Ramon – AFES TI - Approved
- 1850 Peters Ranch Rd – R-3 Occ – Approved
- SD 9215 – Signing and Striping plans to traffic for review – Approved
- SD 9216 – Signing and Striping plans to traffic for review – Approved
- 161 Smith Rd – AFES Residential – Deficient
- 3227 Danville Blvd – TI – Approved
- 3130 Crow Canyon Pl, Ste 400 – TI Group B – Approved
- 115 Ryan Industrial Ct – AFES TI – Approved
- 2600 Camino Ramon – TI Group B – Approved
- 11000 Crow Canyon Rd, Suite A – TI – Approved
- 565 Sycamore Valley Rd – TI – Approved
- 3400 Crow Canyon Rd – AFES Underground – Approved
- Abbington II Shell File Unit 1 – AFES Commercial – Approved
- Abbington II Shell file Unit 2 – AFES Commercial – Approved
- Abbington II Shell file Unit 3 – AFES Commercial – Approved
- 3400 Crow Canyon Rd – AFES Commercial – Approved
- 1904 La Cadena – AFES Residential – Approved
- 989 San Ramon Valley Blvd – AFES Underground – Approved
- 220 El Pintado Rd – AFES TI – Approved
- 101 Town & Country Dr, Suite J/K – TI – Approved
- 101 Town & Country Dr. Suite J/K – AFES TI – Approved
- 3464 Blackhawk Plaza Cir – TI – Approved
- 2475 San Ramon Valley Blvd, Suite 6 – TI – Approved
- 3463 Blackhawk Plaza Cir – Fire Alarm System TI – Approved
- 106 Estates Dr – R-3 Occ – Approved
- 2600 Camino Ramon (AT&T Cafeteria) – TI - Approved
Memorandum

DATE: January 19, 2010
FROM: Kimberly French, Information Officer (kfrench@srvfire.ca.gov/ x626)
TO: Christina Jamison, Fire Marshal
     Michael Picard, Special Operations BC
RE: 2009 Auction Donation Program Wrap-up

The intent of the District’s Auction Donation Program is to support local school and non-profits, in their effort to raise funds, by donating firehouse meals and private engine visits. In 2009 the District authorized the allocation of 12 donations. After soliciting volunteer crews we were able to donate five firehouse meals and seven engine visits. The following will detail the schools and non-profit organizations that benefitted from our program.

**District Schools**

- Saint Isidore’s School (Firehouse Meal)
- Bollinger Canyon Elementary School (Firehouse Meal)
- Country Club Elementary School (Private Engine Visit)
- Saint Raymond’s School (Firehouse Meal)
- Tassajara Hills Elementary School (Firehouse Meal)
- Sycamore Valley Elementary School (Private Engine Visit)
- Twin Creeks Elementary School (Private Engine Visit)
- John Baldwin Elementary School (Private Engine Visit)
- Neil Armstrong Elementary School (Private Engine Visit)
- Golden View Elementary School (Private Engine Visit)
Non-Profits residing in the District or serving our population

- Children’s Skin Disease Foundation (Private Engine Visit)
- SonRise Equestrian Center (Firehouse Meal)

We are currently accepting requests for the 2010 Auction Donation Program and expect this year to be as successful as last year. This program would not be possible without the support of District Captains and their crews – a big thank you to all who participated this year.

Please find the attached thank you letters we have received from the donation recipients.
October 1, 2009

Kimberly French
San Ramon Valley Fire
1500 Bollinger Canyon Rd
San Ramon, CA 94583

Dear Ms. French,

Thank you so much for your donation of the 1 hour private Fire Engine visit to your home or event (In Danville/San Ramon/Alamo only), valued at $175, to the John Baldwin Bid for Kids Spring Auction 2009.

The proceeds raised from this event benefit all the children and teachers at John Baldwin Elementary School as they receive additional support in the classroom and instruction in reading, art, vocal music, science, library and technology. This would not be possible without your generous contribution and support to our community.

Please remember that your donation is tax deductible. This letter will serve as your receipt and our Tax Identification number is #68-0432593. The Cougar Education Fund is an Affiliate of the San Ramon Valley Education Foundation.

Once again, thank you, on behalf of the children, faculty, and parents of John Baldwin Elementary School for being a quality community partner to our school and supporting the education of our children.

Sincerely,

Shelley Clark
Shelley Clark, Co-Chair
Bid for Kids Auction 2009
October 8, 2009

Kim French
San Ramon Valley Fire Protection District
1500 Bollinger Canyon Road
San Ramon, CA 94583

Dear Ms. French,

Thank you so much for the donation of the “Dinner at the Firehouse”. The response for this item at our fundraiser was great, and it ended up generating $1100.00! We raised a total of over $40,000 at the event. Thank you for being a part of that!

The winner of the item was:

Kent & Gloria Woodell
13425 Cull Canyon Rd.
Castro Valley, CA 94552
510-733-6036
gloriawoodell@yahoo.com

Enclosed is the check for $150 to purchase the food, and the winner will be contacting you to set up a date for the dinner.
Thanks again.

Sincerely,

Alana Koski

Alana Koski
Executive Director
Kimberly French  
SR Valley Fire Protection District  
1500 Bollinger Canyon Road  
San Ramon, CA 94583  
November 30, 2009

Dear Kimberly,

On behalf of the St. Joan of Arc Knights of Columbus Council 9206 and the organizing committee, we thank you very much for your donation to this year's Charity Golf Tournament, Wine Tasting, Dinner and Auction held on September 26, 2009.

Your generosity was a key ingredient to the overall success of our event; with your support our council raised a record $17,000 in donations. The proceeds from the event will go to the Down Syndrome Connection of the Bay Area and other local charities to allow them to continue to offer services to those families in need of assistance.

Sincerely,

TW Starkweather
Grand Knight
Knights of Columbus Council 9206

Robert Porter
Event Chairman
SAN RAMON VALLEY FIRE PROTECTION DISTRICT
1500 BOLLINGER CANYON ROAD, SAN RAMON, CA 94583
(925) 838-6600 www.firedepartment.org

FOR IMMEDIATE RELEASE
Sunday, December 20, 2009

Staff Contact:
Kimberly French, Information Officer
925-838-6626
(925)570-4104 (cell)
kfrench@srvfire.ca.gov

Second Alarm House Fire in Blackhawk

Alamo, CA – The San Ramon Valley Fire Protection District responded to a two story house fire located at 88 Danbury Court in Alamo, early this morning, December 20, 2009 at approximately 2:00 a.m. A total of six engines, two trucks, one paramedic ambulance, three Chief Officers, one Safety Officer and one Fire Investigator were dispatched to the scene. Crews from Station 32 in Alamo arrived to find smoke and flames showing from the roof, upon investigation they found the chimney to be involved with fire extending into the attic.

Firefighters immediately began an offensive interior attack and salvage operations and were able to contain the fire by 2:47 a.m.

The homeowners were home when they noticed the smell of smoke and went outside to investigate. The homeowner reported flames coming from the chimney, they then woke other members of the family and immediately called 911. There were no injuries reported.

“The homeowners activated the 911 emergency system very quickly”, said Fire Marshal Christina Jamison. “Their action to investigate the smell of smoke and discover the fire early undoubtedly limited the damage to their home and prevented injury.”

The fire cause is still under investigation but appears to be related to the integrity of the chimney. The structure sustained about $100,000 in damage and $10,000 in content loss.

San Ramon Valley Fire Protection District reminds residents to activate the 911 system as soon as they recognize an emergency. If you are calling from a landline, dialing 911 is still the best way to alert emergency personnel. However, if you are using your cell phone, we recommend programming our ten digit emergency dispatch line into your cell phone, (925) 838-6691 and using this number for the quickest response.
In addition, residents should use caution when burning wood in their fireplaces. Many homes have prefabricated chimneys and fireplaces, it is essential that homeowners are familiar with the limitations provided in the manufacturer’s recommendations. Chimneys should be checked and cleaned once a year by a professional chimney company. When using the fireplace; open the flue for adequate ventilation, always use a fire screen, ensure there is a spark arrestor at the top of the chimney and burn only the appropriate amount and type of material.

The San Ramon Valley Fire Protection District service area encompasses approximately 155 square miles, covering the communities of Alamo, Blackhawk, the Town of Danville, Diablo, the City of San Ramon, the southern boundary of Morgan Territory and the Tassajara Valley, all located in Contra Costa County. The District has 185 full-time employees and 50 volunteers.

For more information please visit our website at www.firedepartment.org.
SAN RAMON VALLEY FIRE PROTECTION DISTRICT
1500 BOLLINGER CANYON ROAD, SAN RAMON, CA 94583
(925) 838-6600 www.firedepartment.org

FOR IMMEDIATE RELEASE
Sunday, December 20, 2009

Staff Contact:
Kimberly French, Information Officer
925-838-6626
(925)570-4104 (cell)
kfrench@srvfire.ca.gov

Second Alarm House Fire in San Ramon

SAN RAMON, CA – The San Ramon Valley Fire Protection District responded to a single story house fire located at 33 Yale Court in San Ramon this afternoon, December 20, 2009 at 4:10 p.m. A total of six engines, two trucks, a paramedic ambulance, a breathing support unit, four chief officers and one fire investigator were dispatched to the scene. An engine from Alameda County Fire also responded as part of automatic aid.

Crews from Station 39 arrived to find the home fully involved with fire. Firefighters immediately began a defensive exterior attack and crews were able to contain the fire in under an hour.
The homeowner reported to firefighters that there was gunpowder in the home. The gunpowder likely intensified the fire and contributed to the decision to fight the fire from the exterior of the structure.

Eight people were home at the time of the fire and all, along with the family dog, were able to escape safely. There were no injuries reported.

The fire originated in the front bedroom and the cause of the fire is still under investigation. The structure sustained approximately $300,000 in damage and $50,000 in content loss.

"Everything in a house is replaceable, except the occupants," says Fire Marshal Christina Jamison, "Smoke detectors save lives, always make sure you have working smoke detectors in your home by testing them monthly."

San Ramon Valley Fire Protection District reminds residents to make sure they have working smoke detectors on every level of your home, outside all sleeping areas and in all bedrooms. Test each smoke detector once a month and change the batteries twice a year when you change your clocks for daylight savings time.

The San Ramon Valley Fire Protection District service area encompasses approximately 155 square miles, covering the communities of Alamo, Blackhawk, the Town of Danville, Diablo, the City of San Ramon, the southern boundary of Morgan Territory and the Tassajara Valley, all located in Contra Costa County. The District has 185 full-time employees and 50 volunteers.

For more information and additional photos please visit our website at www.firedepartment.org.
FOR IMMEDIATE RELEASE
Friday, December 11, 2009

Staff Contact:
Kimberly French, Information Officer
925-838-6626
(925)570-4104 (cell)
kfrench@srvfire.ca.gov

Second Alarm House Fire in Alamo

ALAMO, CA – The San Ramon Valley Fire Protection District responded to a second alarm structure fire at 476 Oakshire Place in Alamo early this morning, December 11, 2009, at 12:41 a.m. A total of six engines, two trucks, one paramedic ambulance, three chief officers, one breathing support unit, and one fire investigator were dispatched to the scene.

Crews from Station 32 arrived to find the garage heavily involved with fire. Firefighters immediately began an aggressive offensive interior attack and were able to contain the fire in a little over an hour.

One resident was home at the time of the fire. There were no injuries reported.

The fire originated in the garage and the cause is still under investigation. The structure sustained an estimated $200,000 in damage and $150,000 in content loss.

“The homeowners had a properly constructed fire rated door assembly between the garage and the main living space,” said Fire Investigator Natalie Kurtz. “The fire door significantly reduced the amount of fire and smoke damage to the home.”

San Ramon Valley Fire Protection District reminds residents to maintain the integrity of the fire door between your home and garage. Ensure your home is safe by checking to
see that your fire door is self closing and latches tightly when shut. Also refrain from installing a pet door in your fire door or propping the fire door open as this prevents it from working properly. For more information, please visit our website at www.firedpartment.org.

The San Ramon Valley Fire Protection District service area encompasses approximately 155 square miles, covering the communities of Alamo, Blackhawk, the Town of Danville, Diablo, the City of San Ramon, the southern boundary of Morgan Territory and the Tassajara Valley, all located in Contra Costa County. The District has 185 full-time employees and 50 volunteers.

For more information and photos of the fire, please visit our website a www.firedpartment.org.
Thank you for your donation to the Sycamore Valley Elementary Auction. Your donation helped us to raise funds to support the programs that are vital to the success of our school.

Thank you,
Sycamore Families
April 17, 2009

Kimberly French  
San Ramon Valley Fire Protection District  
1500 Bollinger Canyon road  
San Ramon, CA 94583

Dear Community Donor,

Thank you for your generous donation to Country Club Elementary School’s auction fundraiser, *An Affair to Remember*. It was an enormous success because of donors like you, and we hope can count on your support again next year.

This annual event is a community building occasion that keeps vital programs operating in our school such as technology, library/reading, and physical education.

Per tax regulations, your donation may be completely tax-deductible. We have included our tax identification number below for your records.

Again, we couldn’t do it without you!

Best regards,

Wendy & Tami

Wendy Pomeroy & Tami McAllister  
Auction Co-Chairs
ADMINISTRATIVE SERVICES
MEMORANDUM

Date: January 27, 2010
To: Board of Directors
From: Robert Leete – Administrative Services Director
Subject: Monthly Activity Reports

Attached are the Administrative Services Department reports for the month of December, 2009.
Finance:

Financials

Balance Sheet (December 31, 2009)
Revenue/Expense History
Statement of Expenditures
Revenues: Budget v Actual
Expenses: Budget v Actual
General Fund Expenditures
General Fund Revenues
Capital & Equipment/Vehicle Fund
Total Overtime
Staffing/Overtime Analysis

Meetings/Activities:

Finance:

New Accounting Technician starts 12/1/09.
Distributed CAFR
Assembling 5-year financial planning document.

Human Resources:

Initiating EMT/Livescan registration.
Attended Safety Committee and Chaplain meeting.
Conducted debrief of Engineer examination process.
Advertised and prepared for Dispatcher recruitment.
Coordinated per diem Dispatcher agreement.
Began preparations for Training Chief, Captain and Firefighter/Paramedic tests.
Finalized benefits rates for 2010.

Employee Illness/Injury Report for December 2009

Reportable Injuries – December 2009:

1. December 20, 2009. A Captain strained their back lifting an airpack from an engine during maintenance. Lost time = 84 hours.

Note: As of December 31, 2009, there were two (2) employees absent from their regular work assignment. Lost time related to prior month/year injuries totaled 290.75 hours.
<table>
<thead>
<tr>
<th>WORK CODE: 1 STAFFING</th>
<th>Time Worked</th>
<th>Time Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASSIGNMENT</td>
<td></td>
<td></td>
</tr>
<tr>
<td>101 HOLD OVER FOR CALL</td>
<td>10.75</td>
<td>14.00</td>
</tr>
<tr>
<td>103 MISC. STAFFING COVE</td>
<td>4323.50</td>
<td>4323.75</td>
</tr>
<tr>
<td>107 LATE/STA. MOVE COVE</td>
<td>4.42</td>
<td>7.00</td>
</tr>
<tr>
<td>199 MID SHIFT RECALL</td>
<td>32.25</td>
<td>32.25</td>
</tr>
</tbody>
</table>

Total All Assignments This Work Type: 4,370.92 4,377.00

<table>
<thead>
<tr>
<th>WORK CODE: 2 TRAINING</th>
<th>Time Worked</th>
<th>Time Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASSIGNMENT</td>
<td></td>
<td></td>
</tr>
<tr>
<td>201 OPERATIONS TRAINING</td>
<td>279.42</td>
<td>279.50</td>
</tr>
<tr>
<td>203 FIRST AID / CPR</td>
<td>37.75</td>
<td>37.75</td>
</tr>
<tr>
<td>204 EMS TRNG/INSTRUCTIO</td>
<td>56.50</td>
<td>56.50</td>
</tr>
<tr>
<td>209 RESCUE TRAINING</td>
<td>101.75</td>
<td>101.75</td>
</tr>
<tr>
<td>210 HAZ-MAT TRAINING</td>
<td>174.61</td>
<td>175.00</td>
</tr>
<tr>
<td>214 PARAMEDIC - CONT ED</td>
<td>57.00</td>
<td>57.00</td>
</tr>
</tbody>
</table>

Total All Assignments This Work Type: 707.03 707.50
WORK CODE: 3    ASSIGNMENTS

<table>
<thead>
<tr>
<th>ASSIGNMENT</th>
<th>Time Worked</th>
<th>Time Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>301 MEETINGS/PROJECT DE</td>
<td>82.33</td>
<td>82.50</td>
</tr>
<tr>
<td>302 OFC WORK/REPORT WR</td>
<td>.50</td>
<td>1.00</td>
</tr>
<tr>
<td>306 WELLNESS PROGRAM</td>
<td>4.50</td>
<td>4.50</td>
</tr>
<tr>
<td>310 MISC. MAINTENANCE</td>
<td>35.50</td>
<td>35.50</td>
</tr>
<tr>
<td>317 RECRUITMENT EXTER</td>
<td>11.00</td>
<td>11.00</td>
</tr>
<tr>
<td>320 PUBLIC EVENTS</td>
<td>11.92</td>
<td>12.00</td>
</tr>
<tr>
<td>340 PROJECT WORK</td>
<td>675.00</td>
<td>675.00</td>
</tr>
<tr>
<td><strong>Total All Assignments This Work Type:</strong></td>
<td><strong>820.75</strong></td>
<td><strong>821.50</strong></td>
</tr>
</tbody>
</table>

WORK CODE: 7    EMERGENCY

<table>
<thead>
<tr>
<th>ASSIGNMENT</th>
<th>Time Worked</th>
<th>Time Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>700 EMERGENCY RECALL</td>
<td>42.88</td>
<td>44.25</td>
</tr>
<tr>
<td>720 FIRE INVESTIGATION</td>
<td>1.64</td>
<td>3.25</td>
</tr>
<tr>
<td><strong>Total All Assignments This Work Type:</strong></td>
<td><strong>44.52</strong></td>
<td><strong>47.50</strong></td>
</tr>
</tbody>
</table>

**Report Grand Total:**

<table>
<thead>
<tr>
<th></th>
<th>Time Worked</th>
<th>Time Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>5,943.22</strong></td>
<td><strong>5,953.50</strong></td>
</tr>
<tr>
<td>WORK CODE</td>
<td>Description</td>
<td>Time Paid</td>
</tr>
<tr>
<td>-----------</td>
<td>-----------------</td>
<td>-----------</td>
</tr>
<tr>
<td>1</td>
<td>STAFFING</td>
<td>4,377.00</td>
</tr>
<tr>
<td>2</td>
<td>TRAINING</td>
<td>707.50</td>
</tr>
<tr>
<td>3</td>
<td>ASSIGNMENTS</td>
<td>821.50</td>
</tr>
<tr>
<td>7</td>
<td>EMERGENCY</td>
<td>47.50</td>
</tr>
<tr>
<td></td>
<td><strong>Report Grand Total:</strong></td>
<td><strong>5,953.50</strong></td>
</tr>
</tbody>
</table>
# DECEMBER 2009 Staffing/Overtime Analysis

<table>
<thead>
<tr>
<th></th>
<th>Staffing OT $</th>
<th>Staffing OT Hrs</th>
<th>Staffing OT FTE</th>
<th>Paid FTE</th>
<th>Total Effective FTE</th>
<th>See Note 1</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ACTUAL DECEMBER RESULTS</strong></td>
<td>$ 220,648</td>
<td>3,737.50</td>
<td>15.40</td>
<td>130.00</td>
<td>145.40</td>
<td>12.71%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>PROJECTED DECEMBER</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>HIRING IN PLACE OF OVERTIME</strong></td>
<td>$ 270,416</td>
<td>3,737.50</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>NET SAVINGS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>OVERTIME IN PLACE OF HIRING</strong></td>
<td>$ 49,768</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Note 1:* This figure represents the percentage of time necessary to backfill regularly staffed positions for the month. This amount will routinely include the following components:

---

- The variance of regular, full-time paid employees either above or below the optimal 129 FTEs based upon the 10% hiring model
- Vacation Leave
- Sick Leave
- Disability Leave
- Various (jury duty, station moves, medic coverage, etc.)

*Current 10% Hiring Model = 129 FTEs*
## Fiscal Year Completed - 50%  

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Design/Construction</td>
<td>6109/6110</td>
<td>$3,243,156</td>
<td>$3,650,874</td>
<td>$5,223,568</td>
<td>$3,075,020</td>
<td>$875,319</td>
<td>$2,199,611</td>
<td>28%</td>
</tr>
<tr>
<td>Various Improvements</td>
<td>6120</td>
<td>$169,704</td>
<td>$14,304</td>
<td>$86,867</td>
<td>$516,355</td>
<td>$50,061</td>
<td>$467,294</td>
<td>11%</td>
</tr>
</tbody>
</table>

**Total Capital Projects (Fund 300)**  
$4,313,948 $3,693,068 $5,310,455 $5,691,306 $343,320 $2,656,960 26%  

| Office Equip & Furnishings             | 6210    | $6,095          | $52,351         | $13,213             | $18,181          | $11,905                       | $6,196                 | 65%              |

**Medical/Lab Equipment**  
$6,220 $14,060 $14,060 $0 $11,314 $2,397 -1.324%  

| Radio/Electronic Equipment             | 6230    | $67,748         | $229,459        | $217,000            | $564,191         | $220,291                      | $343,900               | 37%              |

**Tools & Furnery Equipment**  
$224,305 $226,541 $33,468 $273,000 $220,862 $140,143 49%  

**Auto & Trucks**  
$6250 $3,206,651 $1,129 $46,305 $3,268,505 $456,615 $3,395,855 11%  

**Total Equipment/Vehicles (Fund 600)**  
$3,736,920 $426,945 $3,227,009 $4,544,600 $747,783 $3,796,817 19%  

| Bond Redemption - 2003 Refunding COP & 2005 COP | 5310    | $1,028,808 | $1,320,951 | $1,329,704 | $1,330,879 | $1,015,239 | $335,240 | 76%  

**Vehicle Lease #1**  
$5310 $75,921 $75,921 $0 $0 $0 $0 0%  

**Vehicle Lease #2**  
$5310 $329,497 $255,496 $329,497 $329,497 $220,497 $0 100%  

**Vehicle Lease #3**  
$5310 $750,033 $756,033 $756,033 $756,033 $0 $756,033 0%  

**Total Debt Service (Fund 200)**  
$2,260,259 $2,491,413 $2,414,234 $2,416,509 $1,344,737 $1,671,772 56%  

| Services & Supplies                     | 5600    | $15,329        | $30,041         | $22,243             | $60,000          | $33,549                       | $26,454                | 56%              |

**Total Agency Fund (Fund 700)**  
$16,329 $30,041 $22,243 $60,000 $33,549 $26,454 56%  

**Total - Capital, Equip, Debt & Agency**  
$4,444,456 $6,044,867 $8,073,941 $10,612,409 $3,060,386 $7,552,023 28.9%
## SAN RAMON VALLEY FIRE PROTECTION DISTRICT
### COMBINED BALANCE SHEET OF ALL FUND TYPES
#### December 31, 2009

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>GOVERNMENTAL FUND TYPES</th>
<th>AGENCY</th>
<th>ACCOUNT</th>
<th>GROUPS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>General</td>
<td>Debt Service</td>
<td>Capital Projects</td>
<td>Equipment/ Vehicular</td>
</tr>
<tr>
<td>Cash - Union Bank of California</td>
<td>$302,638</td>
<td>-</td>
<td>-</td>
<td>$41,858</td>
</tr>
<tr>
<td>Cash - Union Bank of California-Prem. @ 0.10%</td>
<td>2,413,091</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Cash - UCB - Workers' Compensation</td>
<td>-</td>
<td>(7,058)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Cash - Comerica-Flex Spending</td>
<td>5,486</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Petty Cash</td>
<td>400</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Investments - LAIF @ 3.90%</td>
<td>37,231,302</td>
<td>1,334,654</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Cash with Fiscal Agent (Note #1)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td>301,918</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Prepaid Expenses/Deposits</td>
<td>1,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Land</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Buildings &amp; Improvements/Construction-In-Progress</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Equipment</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Accumulated Depreciation</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Amount to be Provided for General Long Term Debt</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total Assets</td>
<td>$40,248,776</td>
<td>$1,334,654</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LIABILITIES</th>
<th>FUND EQUITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts Payable</td>
<td>Investment in General Fixed Assets</td>
</tr>
<tr>
<td>- $5,288</td>
<td>1,334,654</td>
</tr>
<tr>
<td>Accrued Expenses</td>
<td>Reserved for Debt Service</td>
</tr>
<tr>
<td>3,032,319</td>
<td>15,065,001</td>
</tr>
<tr>
<td>Deposits Payable</td>
<td>2,728,224</td>
</tr>
<tr>
<td>2,876</td>
<td>2,876</td>
</tr>
<tr>
<td>Long Term Debt:</td>
<td>(1) Certificates of Participation</td>
</tr>
<tr>
<td>15,065,000</td>
<td>15,065,000</td>
</tr>
<tr>
<td>(2) Vehicle Lease</td>
<td>2,728,224</td>
</tr>
<tr>
<td>Claims Payable</td>
<td>1,145,444</td>
</tr>
<tr>
<td>5,465</td>
<td>1,150,929</td>
</tr>
<tr>
<td>Compensated Absences</td>
<td>1,850,790</td>
</tr>
<tr>
<td>-</td>
<td>1,850,790</td>
</tr>
<tr>
<td>Total Liabilities</td>
<td>3,045,968</td>
</tr>
<tr>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>-</td>
<td>117</td>
</tr>
<tr>
<td>Total Liabilities</td>
<td>20,789,458</td>
</tr>
<tr>
<td>3,045,968</td>
<td>23,835,426</td>
</tr>
</tbody>
</table>

Note 1: US Bank Reserve Fund (COP 2003) Market Value $734,473, Interest Rate 0.30% (Money Market Fund) Lease Fund (COP 2003) Market Value $57, Interest Rate 0.30% (Money Market Fund) Reserve Fund (COP 2005) Market Value $630,088, Interest Rate 0.30% (Money Market Fund) Lease Fund (COP 2006) Market Value $35, Interest Rate 0.31% (Money Market Fund)
# SAN RAMON VALLEY FIRE PROTECTION DISTRICT
## Revenue/Expenditure History

<table>
<thead>
<tr>
<th>Month</th>
<th>2005-06 Revenue</th>
<th>2006-07 Revenue</th>
<th>2007-08 Revenue</th>
<th>2008-09 Revenue</th>
<th>2009-10 Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Expenditures</td>
<td>Expenditures</td>
<td>Expenditures</td>
<td>Expenditures</td>
<td>Expenditures</td>
</tr>
<tr>
<td>July</td>
<td>198,493</td>
<td>3,700,845</td>
<td>220,615</td>
<td>4,259,268</td>
<td>206,857</td>
</tr>
<tr>
<td>August</td>
<td>201,004</td>
<td>2,970,815</td>
<td>296,654</td>
<td>3,274,027</td>
<td>309,023</td>
</tr>
<tr>
<td>October</td>
<td>1,558,737</td>
<td>3,202,398</td>
<td>542,471</td>
<td>3,557,605</td>
<td>1,640,500</td>
</tr>
<tr>
<td>November</td>
<td>176,335</td>
<td>3,236,093</td>
<td>1,689,992</td>
<td>3,549,374</td>
<td>312,547</td>
</tr>
<tr>
<td>December</td>
<td>22,459,669</td>
<td>3,290,276</td>
<td>24,981,792</td>
<td>3,622,509</td>
<td>24,595,524</td>
</tr>
<tr>
<td>January</td>
<td>180,566</td>
<td>3,069,591</td>
<td>408,114</td>
<td>3,286,521</td>
<td>3,484,808</td>
</tr>
<tr>
<td>February</td>
<td>190,286</td>
<td>3,464,287</td>
<td>272,420</td>
<td>3,519,689</td>
<td>154,599</td>
</tr>
<tr>
<td>March</td>
<td>9,890,976</td>
<td>3,173,650</td>
<td>619,867</td>
<td>3,487,574</td>
<td>219,862</td>
</tr>
<tr>
<td>April</td>
<td>16,133,414</td>
<td>3,283,125</td>
<td>18,178,615</td>
<td>3,680,317</td>
<td>18,767,904</td>
</tr>
<tr>
<td>May</td>
<td>399,640</td>
<td>3,379,036</td>
<td>232,490</td>
<td>3,457,733</td>
<td>197,558</td>
</tr>
<tr>
<td>June</td>
<td>4,152,484</td>
<td>3,589,770</td>
<td>5,437,965</td>
<td>3,697,713</td>
<td>3,677,543</td>
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</table>
## FISCAL YEAR COMPLETED - 50%

<table>
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<tr>
<th>DESCRIPTION</th>
<th>OIL CODE</th>
<th>2006-2007 ACTUAL</th>
<th>2007-2008 ACTUAL</th>
<th>2008-2009 UNADJUSTED</th>
<th>2009-2010 BUDGET TO DATE</th>
<th>EXPENDITURES TO DATE</th>
<th>REMAINING BAL. TO DATE</th>
<th>PERCENT EXPENDED</th>
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<tbody>
<tr>
<td>PERMANENT SALARIES</td>
<td>5140</td>
<td>$19,560,915</td>
<td>$20,595,453</td>
<td>$21,913,062</td>
<td>$22,486,815</td>
<td>$11,142,397</td>
<td>$13,342,418</td>
<td>45.55%</td>
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<tr>
<td>TEMPORARY SALARIES</td>
<td>5115</td>
<td>$1,450,105</td>
<td>$331,664</td>
<td>$200,008</td>
<td>$240,572</td>
<td>$127,241</td>
<td>$133,331</td>
<td>52.69%</td>
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<tr>
<td>PERMANENT OVERTIME</td>
<td>5126</td>
<td>$2,749,451</td>
<td>$5,011,204</td>
<td>$5,163,876</td>
<td>$8,076,289</td>
<td>$2,450,235</td>
<td>$5,581,531</td>
<td>61.16%</td>
</tr>
<tr>
<td>FEDERAL INSURANCE COMPENSATION</td>
<td>5140</td>
<td>$331,664</td>
<td>$327,958</td>
<td>$325,958</td>
<td>$193,078</td>
<td>$3,349,074</td>
<td>$27,078</td>
<td>5.59%</td>
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<tr>
<td>RETIREMENT CONTRIBUTIONS</td>
<td>5150</td>
<td>$10,846,542</td>
<td>$11,992,084</td>
<td>$12,613,117</td>
<td>$12,858,957</td>
<td>$5,902,380</td>
<td>$6,967,572</td>
<td>45.16%</td>
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<tr>
<td>EMPLOYEE GROUP INSURANCE</td>
<td>5190</td>
<td>$3,200,278</td>
<td>$3,309,043</td>
<td>$3,537,064</td>
<td>$4,206,895</td>
<td>$1,846,528</td>
<td>$2,300,367</td>
<td>43.39%</td>
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<tr>
<td>RETIREMENT HEALTH INSURANCE</td>
<td>5170</td>
<td>$1,103,856</td>
<td>$1,243,351</td>
<td>$1,020,003</td>
<td>$1,046,003</td>
<td>$579,515</td>
<td>$440,525</td>
<td>41.38%</td>
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<tr>
<td>UNEMPLOYMENT INSURANCE</td>
<td>5180</td>
<td>$10</td>
<td>$10</td>
<td>$10</td>
<td>$10</td>
<td>$10</td>
<td>$0</td>
<td>100.00%</td>
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<tr>
<td>WORKERS COMPENSATION INS</td>
<td>5190</td>
<td>$27,990,000</td>
<td>$427,860</td>
<td>$601,711</td>
<td>$278,534</td>
<td>$321,466</td>
<td>$203,662</td>
<td>46.42%</td>
</tr>
<tr>
<td><strong>TOTAL SALARIES AND BENEFITS</strong></td>
<td><strong>$5,000</strong></td>
<td><strong>$38,227,789</strong></td>
<td><strong>$43,359,988</strong></td>
<td><strong>$45,691,874</strong></td>
<td><strong>$46,265,815</strong></td>
<td><strong>$21,750,651</strong></td>
<td><strong>$22,622,564</strong></td>
<td><strong>48.86%</strong></td>
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</tbody>
</table>

### Details of Expenditures and Benefits

**OFFICE SUPPLIES**
- $52,863
- $42,967

**POSTAGE**
- $11,800
- $15,134

**TELECOMMUNICATIONS**
- $34,754
- $32,153

**UTILITIES**
- $252,334
- $246,082

**SMALL TOOLS/EQUIPMENT**
- $257,318
- $265,162

**MICROSCOPES EQUIPMENT**
- $212,700
- $216,622

**MEDICAL SUPPLIES**
- $147,363
- $131,141

**FIREFIGHTING SUPPLIES**
- $173,975
- $155,547

**PHARMACEUTICAL SUPPLIES**
- $30,335
- $26,650

**COMPUTER**
- $78,249
- $81,144

**RADIO EQUIPMENT & SUPPLIES**
- $104,414
- $121,070

**FILM PROCESSING/SUPPLIES**
- $1,169
- $1,697

**FOOD SUPPLIES**
- $15,780
- $22,182

**SAFETY CLOTHING/SUPPLIES**
- $11,950
- $28,914

**NON-SAFETY CLOTHING/SUPPLIES**
- $59,040
- $61,562

**HOUSEHOLD SUPPLIES**
- $46,328
- $46,508

**CENTRAL GARAGE-REPAIRS**
- $112,758
- $133,315

**CENTRAL GARAGE-MAINTENANCE**
- $149,017
- $159,007

**CENTRAL GARAGE - GAS, DIESEL & OIL**
- $162,458
- $178,576

**CENTRAL GARAGE - TIRES**
- $20,340
- $21,220

**CENTRAL GARAGE - MANDATED INSPECTION**
- $8,860
- $8,953

**MAINT REPAIRS - EQUIPMENT**
- $102,915
- $120,395

**MAINT REPAIRS - RADIO & ELECTRONIC**
- $329,920
- $551,378

**MAINT REPAIRS - BUILDINGS**
- $221,547
- $413,698

**MAINT REPAIRS - GROUNDS**
- $51,561
- $56,335

**RENT & LEASES EQUIPMENT/PROPERTY**
- $77,118
- $92,234

**PROFESSIONAL/SPECIALIZED SERVICES**
- $675,430
- $909,031

**RECRUITING COSTS**
- $360,281
- $18,089

**LEGAL SERVICES**
- $119,103
- $163,978

**MEDICAL SERVICES**
- $70,548
- $73,941

**DATA PROCESSING SERVICES**
- $598
- $991

**COMMUNICATION SERVICES**
- $1,400
- $3,936

**DOCUMENT MANAGEMENT SERVICES**
- $2,177
- $1,417

**ELECTION SERVICES**
- $49,267
- $0

**INSURANCE SERVICES**
- $574,677
- $526,450

**PUBLICATION OF LEGAL NOTICES**
- $694
- $1,349

**SPECIALIZED PRINTING**
- $20,263
- $66,752

**MEMBERSHIP SERVICES**
- $33,334
- $35,557

**EDUCATIONAL COURSES/SUPPLIES**
- $119,452
- $151,734

**EDUCATIONAL ASSISTANCE PROGRAM**
- $25,329
- $27,515

**PUBLIC EDUCATIONAL SUPPLIES**
- $17,800
- $18,986

**BOOKS & PERIODICALS**
- $17,740
- $27,333

**RECOGNITION SUPPLIES**
- $28,844
- $26,545

**MEETINGS/ TRAVEL EXPENSES**
- $74,517
- $109,492

**DISCOUNTS**
- $6,191
- $0

**GRANT PASS/THROUGH**
- $56,677
- $0

**TOTAL SERVICES AND SUPPLIES**
- $6,800
- $4,784,605

**TOTAL GIF OPERATING EXPENDITURES**
- $43,012,396
- $45,020,972

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**Fiscal Year 2009/2010**

**July 1, 2009 - December 31, 2009**

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**San Ramon Valley Fire Protection District**

**General Fund Expenditures**
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
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<th></th>
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</thead>
<tbody>
<tr>
<td>4140</td>
<td><strong>TAXES</strong></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>4140</td>
<td>PROPERTY TAXES - CURRENT SECURED</td>
<td>$44,440,740</td>
<td>$46,301,244</td>
<td>$49,793,159</td>
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<td>$51,275,660</td>
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<tr>
<td>4141</td>
<td>PROPERTY TAXES - SUPPLEMENTAL</td>
<td>$3,135,984</td>
<td>$7,277,576</td>
<td>$7,978,218</td>
<td>$100,000</td>
<td>$105,621</td>
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<tr>
<td>4142</td>
<td>PROPERTY TAXES - UTILITIES (Unary)</td>
<td>$658,146</td>
<td>$693,880</td>
<td>$710,831</td>
<td>$732,632</td>
<td>$732,632</td>
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<tr>
<td>4143</td>
<td>HOMEOWNERS PROPERTY TAX RELIEF</td>
<td>$1,398,521</td>
<td>$1,493,921</td>
<td>$1,593,394</td>
<td>$1,501,301</td>
<td>$1,501,301</td>
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<td>4144</td>
<td>LESS TAXES RETURNED TO COUNTY</td>
<td>($1,232,427)</td>
<td>($1,555,966)</td>
<td>($1,555,966)</td>
<td>($1,955,344)</td>
<td>($1,955,344)</td>
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<tr>
<td>4145</td>
<td>LESS COUNTY TAX ADMINISTRATION</td>
<td>($346,184)</td>
<td>($462,617)</td>
<td>($558,503)</td>
<td>($579,693)</td>
<td>($579,693)</td>
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<tr>
<td>4146</td>
<td>LESS PROPERTY TAXES - PRIOR SECURED</td>
<td>($13,609)</td>
<td>($41,779)</td>
<td>($5,574)</td>
<td>($10,000)</td>
<td>($10,000)</td>
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<tr>
<td>4147</td>
<td>LESS PROPERTY TAXES - PRIOR UNSECURED</td>
<td>($6,744)</td>
<td>($117,662)</td>
<td>($151,486)</td>
<td>($35,900)</td>
<td>($33,422)</td>
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<tr>
<td>4148</td>
<td>LESS PROPERTY TAXES - PRIOR UNSECURED</td>
<td>($9,714)</td>
<td>($74,861)</td>
<td>($21,142)</td>
<td>($36,200)</td>
<td>($9,562)</td>
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<tr>
<td>4149</td>
<td>LESS PROPERTY TAXES - PRIOR UNSECURED</td>
<td>$43,521,551</td>
<td>$48,729,211</td>
<td>$51,335,992</td>
<td>$51,698,754</td>
<td>$27,633,531</td>
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<td>4280</td>
<td>INTERGOVERNMENTAL REVENUE</td>
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<td>4282</td>
<td>MEASURE &quot;H&quot;</td>
<td>$162,217</td>
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<td>$19,787</td>
<td>$31,087</td>
<td>$31,087</td>
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<td>4283</td>
<td>SUB-SO-MANAGED COSTS</td>
<td>$29,251</td>
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<td>$18,509</td>
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<td>4284</td>
<td>MISCELLANEOUS STATE ADJURANTS</td>
<td>$487,320</td>
<td>$759,633</td>
<td>$1,163,281</td>
<td>$390,000</td>
<td>$290,616</td>
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<td>OTHER INTERGOVERNMENTAL REVENUE</td>
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<td>$106,377</td>
<td>$25,000</td>
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<td>4286</td>
<td>INTERGOVERNMENTAL REVENUE</td>
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<td>$807,774</td>
<td>$1,368,954</td>
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<td>$347,463</td>
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<td>CHARGES FOR SERVICE</td>
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<td>4310</td>
<td>INSPECTION FEES</td>
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<td>$35,452</td>
<td>$32,721</td>
<td>$30,000</td>
<td>$25,462</td>
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<td>4315</td>
<td>PLAN REVIEW</td>
<td>$193,554</td>
<td>$186,762</td>
<td>$140,365</td>
<td>$162,847</td>
<td>$52,793</td>
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<td>4320</td>
<td>WREED ABATEMENT CHARGES</td>
<td>$3,690</td>
<td>$6,682</td>
<td>$8,120</td>
<td>$4,500</td>
<td>$2,162</td>
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<td>4325</td>
<td>AMBULANCE SERVICES</td>
<td>$1,895,017</td>
<td>$1,924,668</td>
<td>$2,314,570</td>
<td>$2,351,610</td>
<td>$1,220,680</td>
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<td>4340</td>
<td>CPR CLASSES</td>
<td>$2,625</td>
<td>$1,450</td>
<td>$1,809</td>
<td>$1,500</td>
<td>$1,175</td>
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<td>4350</td>
<td>REPORTS/PHOTOGRAPHY</td>
<td>$1,618</td>
<td>$1,426</td>
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<td>4360</td>
<td>MISCELLANEOUS CURRENT SERVICES</td>
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<td>4400</td>
<td>USE OF MONEY &amp; PROPERTY</td>
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<tr>
<td>4410</td>
<td>INVESTMENT EARNINGS</td>
<td>$1,789,342</td>
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<td>$638,353</td>
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<td>RENTS, ROYALTIES AND COMMISSIONS</td>
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<td>4510</td>
<td>RENT ON REAL ESTATE</td>
<td>$132,366</td>
<td>$132,366</td>
<td>$157,865</td>
<td>$147,800</td>
<td>$70,440</td>
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<td>4520</td>
<td>OTHER REVENUE</td>
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<tr>
<td>4610</td>
<td>DONATIONS/CONTRIBUTIONS</td>
<td>$2,895</td>
<td>$7,265</td>
<td>$4,729</td>
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<td>4620</td>
<td>SALE OF PROPERTY</td>
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<td>$90</td>
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<td>INDEMNIFYING PROCEEDS</td>
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<td>4610</td>
<td>DEBT PROCEEDS - OTHER FINANCING SOURCES</td>
<td>$8,763,500</td>
<td>$6,214,894</td>
<td>$69</td>
<td>$0</td>
<td>$0</td>
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<tr>
<td>4700</td>
<td>REVENUE TOTAL</td>
<td>$53,325,412</td>
<td>$54,601,852</td>
<td>$56,027,884</td>
<td>$62,149,494</td>
<td>$29,493,657</td>
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</tbody>
</table>
CAPITAL & EQUIPMENT/VEHICLES FUNDS

COMPARISON OF ACTUAL TO BUDGET
FISCAL YEAR 2009-2010

[Bar chart showing expenditures by month for fiscal year 2009-2010, with categories for capital expenditures and equipment/vehicles, actual and budgeted amounts.]
GENERAL FUND
COMPARISON OF ACTUAL TO BUDGETED
FISCAL YEAR 2009-10