



Ross Valley Fire Department

777 San Anselmo Avenue, San Anselmo, CA 94960

Roger Meagor
FIRE CHIEF

**Board of Directors Meeting
Ross Valley Fire Department
777 San Anselmo Ave.
San Anselmo, CA 94960
Wednesday, September 12, 2012
6:30pm**

Call to order.

Open time for public expression. The public is welcome to address the Board at this time on matters not on the agenda. Please be advised that pursuant to Government Code Section 54954.2, the Board is not permitted to take action on any matter not on the agenda unless it determines that an emergency exists or that the need to take action arose following posting of the agenda.

1. Board requests for future agenda items, questions and comments to staff; staff miscellaneous items.
2. Consent Agenda: Items on the consent agenda may be removed and discussed separately. Discussion may take place at the end of the agenda. Otherwise, all items may be approved with one action.
 - a) Approval of Minutes of July 11, 2012
 - b) Acknowledge and file check numbers 16661 – 16769 issued during July and August
 - c) Adoption of Resolution 12-10 Amending Ross Valley Fire Department Conflict of Interest Code
 - d) Adoption of Resolution 12-11 continuing full implementation of all the requirements of the Brown Act
 - e) Acknowledge and file report regarding the Firefighter eligibility list
3. Monthly Call Report and Out of Jurisdiction Report: Months of July and August
4. Current Financial Report: Review of current Financial Report
5. Acceptance of the July 1, 2011 valuation report for Ross Valley Fire Department Other Post Employment Benefits (OPEB)
6. Discussion regarding the Fire Code sections that relate to Abatement of fire hazards and the issuing of citations
7. Discussion of Fire Code requirements for fire apparatus access and fire protection water supply as it relates to residential new construction and remodels
8. Next meeting – scheduled for Wednesday, October 10, 2012, 6:30pm Ross Valley Fire Department, 777 San Anselmo Ave., San Anselmo

JoAnne Lewis, Administrative Assistant

**Ross Valley Fire Board Meeting
Ross Valley Fire Station 19
Thursday, July 11, 2012
Meeting Minutes**

Board Present: Weinsoff, Reed, Shortall, Berto, Small, Hoertkorn, Kroot, Coleman for McInerney

Staff Present: Stutsman, Meagor, McCarthy, McGrath, Hanson, Lewis

No members of the public wished to address the board.

Board requests/Staff miscellaneous items:

Member Kroot spoke on fire code requirements for fire apparatus access within 150 and 1000 gallons per minute fire flow, and entire house to have a sprinkler system installed. Chief will bring back staff report (California Fire Code requirements for access and water supply). Member Kroot asked about where there is some discretion for decisions.

President Berto asked about fire hydrant water flows and color coding. Chief Meagor explained the differences in the flows and colors.

Chief Meagor introduced the Ross Fire Board member Kathleen Hoertkorn to the board and the board introduced themselves to the new member.

Consent Agenda: Chief Meagor reviewed the consent agenda. M/S Weinsoff/Shortall to approve Consent Agenda as presented. All ayes.

Monthly Call Report: Chief Meagor reviewed the report and explained the fires that occurred in June.

Current Financial Report: Chief Meagor reviewed the report for the end of the year. The estimated actuals are showing positive numbers for Plan Reviews and Resale Inspections. The rest of the budget is within or below budget estimates.

Approval of investment strategy and associated discount rate to be used to invest and value OPEB through the California Employer Retiree Benefit Trust (CERBT). Chief Meagor reviewed the staff report and explained the process that the department has gone through to provide the 2011 valuation. He explained the three strategies available for the board's consideration. There are risks for each strategy, however with lower risk, lower rate of return and increases annual required contribution. Currently the department is just under 10% funded, as it has only been a few years of funding for the OPEB. The budget is based on strategy 1.

AGENDA ITEM # 20
Date 9/12/12

Member Hoertkorn questioned the rate of return for the strategy 1, and wondering if there are more questions that need to be answered on what is being charged for the administrative costs and to look at more information on the returns.

Member Small asked about selecting strategy 2 and would there be any way to choose strategy 2 and the increase cost. The town of Ross would not be able to absorb any increase in costs.

Discussion about risks and future returns and the current economic situation. The strategy can be changed with a new valuation if the board decided. Member Small suggested staying with Strategy 1 and look again at the information and returns at the next budget year. M/S Small/Weinsoff to remain with strategy 1. All ayes.

Marin County Fire Department Auto Aid Agreement: Chief Meagor reviewed the staff report and a history of the contract with the County. He explained how the amount is decided upon and how increases are tied to the labor costs for the Engineer position. There were two minor changes to the contract, from what was included in the Board packet. In Section 19 legal counsel asked for changes to this section. It has been changed to the same language as the 2007 agreement. Exhibit B sentence talking about methodology has been removed. The department provides first response only; the County provides inspections, investigation, etc. President Berto still feels that it is a win win situation for the department and the residents of the affected areas. There are no other departments that have an agreement for reimbursement within the county. M/S to accept agreement with the two amendments and authorize the board president to sign the agreement. M/S Weinsoff/Kroot all ayes.

Next meeting is scheduled for Wednesday, September 12, 2012.

Meeting adjourned.

Minutes respectfully submitted,



JoAnne Lewis
Administrative Assistant

ROSS VALLEY FIRE DEPARTMENT

9/6/2012 2:19 PM

Register: 1020 · Cash - BofA Operating

From 07/01/2012 through 08/31/2012

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
07/03/2012			-split-	Deposit		X	147,500.50	486,159.12
07/06/2012			-split-	Deposit		X	256,642.33	742,801.45
07/06/2012	Bond		8011 · Prinicipal-Prior ...	July	36,361.68	X		706,439.77
07/09/2012	16663	AFLAC	-split-		1,295.99	X		705,143.78
07/09/2012	16664	The Bank of New Yo...	6049 · MERA Member...	MERA	34,255.13	X		670,888.65
07/09/2012	16665	Benefit & Risk Mana...	-split-	July	3,799.08	X		667,089.57
07/09/2012	16666	Cook Paging	6040 · Dispatch	Pagers	408.24	X		666,681.33
07/09/2012	16667	California Administr...	-split-		682.50	X		665,998.83
07/09/2012	16668	FDAC	6070 · Publications & ...	Dues	412.50	X		665,586.33
07/09/2012	16669	FAIRA	6007 · Liability Insuran...		23,400.34	X		642,185.99
07/09/2012	16670	Fairfax Chamber of ...	6070 · Publications & ...	VOID: member...		X		642,185.99
07/09/2012	16671	FASIS	6006 · Workers' Comp...	1st Qtr.	87,297.00	X		554,888.99
07/09/2012	16672	ICMA Retirement Tr...	2240 · Deferred Comp...		11,244.10	X		543,644.89
07/09/2012	16673	KS Kustom Design	7030 · Apparatus and ...		2,519.00	X		541,125.89
07/09/2012	16674	Marin County Haz M...	6048 · Hazardous Mat...	Annual payment	7,201.53	X		533,924.36
07/09/2012	16675	MERA	-split-	FY 11-12	32,147.00	X		501,777.36
07/09/2012	16676	Mahoney, Dan	6112 · Training & Edu...	Reimbursement	395.00	X		501,382.36
07/09/2012	16677	Myers Stevens & Co.	-split-		213.90	X		501,168.46
07/09/2012	16678	McGrath, Greg	6090 · General Depart...	VOID: Reimbu...		X		501,168.46
07/09/2012	16679	Public Retirement J...	6112 · Training & Edu...		380.00	X		500,788.46
07/09/2012	16680	Public Retirement J...	6070 · Publications & ...	Annual Subscr...	195.00	X		500,593.46
07/09/2012	16681	Redwood Security	6045 · Other Contract ...		495.00	X		500,098.46
07/09/2012	16682	Ross Valley Firefight...	2180 · Union Dues Wi...		1,920.00	X		498,178.46
07/09/2012	16683	Ross Valley Firefight...	2180 · Union Dues Wi...		480.00	X		497,698.46
07/09/2012	16684	Wells Fargo Financi...	6045 · Other Contract ...	Copier	206.01	X		497,492.45
07/09/2012	16685	Zoll Data Systems	6045 · Other Contract ...	Add station	2,866.50	X		494,625.95
07/09/2012	16686	Bevilacqua, Ryan	-split-	Reimbursement	70.00			494,555.95
07/09/2012	16687	Casalnuovo, Charlie	-split-		20.00			494,535.95
07/09/2012	16688	Creedon, Matt	-split-		90.00			494,445.95
07/09/2012	16689	Greenblat, David	-split-		80.00			494,365.95
07/09/2012	16690	Hanson, Justin	-split-	Reimbursement	20.00	X		494,345.95
07/09/2012	16691	Hartley, Connor	5063 · Volunteers Drills	Reimbursement	20.00			494,325.95
07/09/2012	16692	Macdonald, Chris	-split-		130.00			494,195.95
07/09/2012	16693	Miller, John	-split-		100.00	X		494,095.95
07/09/2012	16694	Norenus, Guy	-split-		80.00	X		494,015.95
07/09/2012	16695	Ongaro, Dean	-split-		70.00			493,945.95
07/09/2012	16696	Chris Russell	5063 · Volunteers Drills		10.00			493,935.95
07/09/2012	16697	Van Dyke, Adam	-split-		140.00	X		493,795.95
07/09/2012	16698	Golden Gate Petrole...	6010 · Fuel		1,151.14	X		492,644.81
07/09/2012	16699	AT&T	2050 · Accounts paya...		124.57	X		492,520.24
07/09/2012	16700	Burton's Fire, Inc.	2050 · Accounts paya...	Inv. W70324	2,303.96	X		490,216.28

ROSS VALLEY FIRE DEPARTMENT

9/6/2012 2:19 PM

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From 07/01/2012 through 08/31/2012

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
07/09/2012	16701	Diego Truck Repair	2050 · Accounts paya...		161.50	X		490,054.78
07/09/2012	16702	Staples	2050 · Accounts paya...		131.74	X		489,923.04
07/09/2012	16703	The Copy Shop	2050 · Accounts paya...		236.48	X		489,686.56
07/09/2012	16704	US Bank	2050 · Accounts paya...		935.10	X		488,751.46
07/09/2012	16705	Martin and Harris	6020 · Equipment Mai...	Sta. 18 dryer	125.80	X		488,625.66
07/09/2012	16706	McPhails	2050 · Accounts paya...	Acct. # 177454	320.88	X		488,304.78
07/09/2012	16707	Western Exterminat...	2050 · Accounts paya...		225.00	X		488,079.78
07/09/2012	16708	Zoll Data Systems	2050 · Accounts paya...		70.40	X		488,009.38
07/09/2012	Health		5021 · Cafeteria Healt...	July	51,108.10	X		436,901.28
07/10/2012	16709	McGrath, Greg	6090 · General Depart...	Reimbursement	5.00			436,896.28
07/11/2012			1040 · Cash - BofA Pa...	Funds Transfer	140,000.00	X		296,896.28
07/12/2012			-split-	Deposit		X	226,856.99	523,753.27
07/16/2012	16710	MCFDFA Training F...	6180 · Community Ed...	CPR Cards	40.00			523,713.27
07/20/2012			-split-	Deposit		X	2,902.00	526,615.27
07/20/2012			-split-	Deposit		X	3,991.00	530,606.27
07/25/2012			6045 · Other Contract ...	Service Charge	23.00	X		530,583.27
07/26/2012			1040 · Cash - BofA Pa...	Funds Transfer	175,000.00	X		355,583.27
07/31/2012			-split-	Deposit		X	15,473.00	371,056.27
07/31/2012			-split-	Deposit		X	5,651.00	376,707.27
08/01/2012			-split-	Deposit			141,646.00	518,353.27
08/02/2012		CalPERS	2050 · Accounts paya...	VOID:		X		518,353.27
08/02/2012	16711	CalPERS	2050 · Accounts paya...	May	9,229.00			509,124.27
08/02/2012	16712	CalPERS	2050 · Accounts paya...	June	77,638.88			431,485.39
08/03/2012			-split-	Deposit			147,500.50	578,985.89
08/03/2012			-split-	Deposit			256,642.33	835,628.22
08/03/2012	Health		5021 · Cafeteria Healt...	August	60,848.10			774,780.12
08/09/2012			-split-	Deposit			1,310.00	776,090.12
08/09/2012			-split-	Deposit			83,109.99	859,200.11
08/09/2012	16713	Administrative Fire ...	6070 · Publications & ...	Dues	50.00			859,150.11
08/09/2012	16714	AFLAC	-split-		1,295.99			857,854.12
08/09/2012	16715	At&T Mobility	6061 · Telephone		855.20			856,998.92
08/09/2012	16716	AT&T	6061 · Telephone		485.37			856,513.55
08/09/2012	16717	Bucks Saw Service	6020 · Equipment Mai...		135.48			856,378.07
08/09/2012	16718	Business Radio Lice...	6070 · Publications & ...		110.00			856,268.07
08/09/2012	16719	Bauer Compressors	6119 · Breathing Appa...	Cust. #001859	79.03			856,189.04
08/09/2012	16720	Batteries Plus	6150 · Tools/Equipment		78.79			856,110.25
08/09/2012	16721	Boundtree Medical	-split-	Acct. No. 2016...	615.44			855,494.81
08/09/2012	16722	Benefit & Risk Mana...	-split-	August	4,807.84			850,686.97
08/09/2012	16723	California Administr...	-split-		682.50			850,004.47
08/09/2012	16724	Brian Costello	6072 · Computer Soft...		1,298.40			848,706.07
08/09/2012	16725	ClubCare, Inc.	6020 · Equipment Mai...		183.75			848,522.32

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08/09/2012	16726	Cook Paging	6040 · Dispatch	Pagers	402.68			848,119.64
08/09/2012	16727	Diego Truck Repair	6012 · Repairs - Vehicle		16,072.48			832,047.16
08/09/2012	16728	Fishman Supply Co.	6090 · General Depart...	VOID: acct. # ...		X		832,047.16
08/09/2012	16729	Fairfax Chamber of ...	6070 · Publications & ...	membership	60.00			831,987.16
08/09/2012	16730	Fairfax Lumber	6028 · General Mainte...	July	148.51			831,838.65
08/09/2012	16731	Fastrak	6090 · General Depart...	toll violation	30.00			831,808.65
08/09/2012	16732	Golden Gate Petrole...	6010 · Fuel		3,029.47			828,779.18
08/09/2012	16733	Groeniger & Company	7040 · Hydrants		6,320.16			822,459.02
08/09/2012	16734	Housesavers/Deck...	6029 · Hydrant Mainte...	Hydrant Painting	550.00			821,909.02
08/09/2012	16735	ICMA Retirement Tr...	2240 · Deferred Comp...	VOID:		X		821,909.02
08/09/2012	16736	Kaiser Permanente	6093 · Physicals		70.00			821,839.02
08/09/2012	16737	KS Kustom Design	7030 · Apparatus and ...		942.00			820,897.02
08/09/2012	16738	Lewis, JoAnne	6112 · Training & Edu...		552.60			820,344.42
08/09/2012	16739	LN Curtis	6150 · Tools/Equipment		712.80			819,631.62
08/09/2012	16740	Marin County Tax C...	6041 · Radio Repair	Radio Shop	171.36			819,460.26
08/09/2012	16741	Marin Municipal Wat...	-split-		755.61			818,704.65
08/09/2012	16742	Myers Stevens & Co.	-split-		213.90			818,490.75
08/09/2012	16743	Martin and Harris	6020 · Equipment Mai...	Sta. 18 dryer	115.00			818,375.75
08/09/2012	16744	Office Team	5016 · Temporary Hire		1,800.16			816,575.59
08/09/2012	16745	P G & E	6060 · Gas & Electric		581.75			815,993.84
08/09/2012	16746	Praxair	6112 · Training & Edu...		124.20			815,869.64
08/09/2012	16747	R&S Erection of San...	6026 · Building Maint. ...	Sta. 19	54.13			815,815.51
08/09/2012	16748	S & N Auto Parts	6011 · Parts - Vehicle		136.18			815,679.33
08/09/2012	16749	Staples	6080 · Office Supplies		616.00			815,063.33
08/09/2012	16750	Town of Ross	5021 · Cafeteria Healt...	Reimb. Health ...	9,898.10			805,165.23
08/09/2012	16751	US Bank	-split-	55653801	3,287.19			801,878.04
08/09/2012	16752	Ross Valley Firefight...	2180 · Union Dues Wi...		2,720.00			799,158.04
08/09/2012	16753	Ross Valley Firefight...	2180 · Union Dues Wi...		680.00			798,478.04
08/09/2012	16754	Wells Fargo Financi...	6045 · Other Contract ...	Copier	206.01			798,272.03
08/09/2012	16755	Bevilacqua, Ryan	-split-	Reimbursement	57.00			798,215.03
08/09/2012	16756	Casalnuovo, Charlie	-split-		20.00			798,195.03
08/09/2012	16757	Creedon, Matt	-split-		20.00			798,175.03
08/09/2012	16758	Greenblat, David	-split-		80.00			798,095.03
08/09/2012	16759	Hartley, Connor	5063 · Volunteers Drills	Reimbursement	10.00			798,085.03
08/09/2012	16760	Macdonald, Chris	-split-		30.00			798,055.03
08/09/2012	16761	Miller, John	-split-		90.00			797,965.03
08/09/2012	16762	Norenus, Guy	-split-		10.00			797,955.03
08/09/2012	16763	Ongaro, Dean	-split-		10.00			797,945.03
08/09/2012	16764	Van Dyke, Adam	-split-		30.00			797,915.03
08/09/2012	16765	Crabtree Consulting ...	2050 · Accounts paya...		2,320.00			795,595.03
08/09/2012	16766	Daniel W. Hom, CPA	2050 · Accounts paya...		569.51			795,025.52

ROSS VALLEY FIRE DEPARTMENT

9/6/2012 2:19 PM

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<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
08/09/2012	16767	Paragon Screenprint...	2050 · Accounts paya...		1,030.62			793,994.90
08/09/2012	16768	Fishman Supply Co.	6090 · General Depart...	acct. # 2128	352.19			793,642.71
08/09/2012	16769	ICMA Retirement Tr...	2240 · Deferred Comp...		11,444.10			782,198.61
08/09/2012	Bond		8011 · Prinicpal-Prior ...	August	44,463.99			737,734.62
08/09/2012			1040 · Cash - BofA Pa...	Funds Transfer	150,000.00			587,734.62
08/09/2012			1040 · Cash - BofA Pa...	Funds Transfer	185,000.00			402,734.62
08/29/2012			-split-	Deposit			130,563.00	533,297.62
08/29/2012			-split-	Deposit			8,172.00	541,469.62
08/29/2012			1040 · Cash - BofA Pa...	Funds Transfer	25,000.00			516,469.62

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of: September 12, 2012

To: Board of Directors
From:  Roger Meagor, Fire Chief
Subject: Conflict of Interest Code

RECOMMENDATION:

That the Board adopts Resolution 12-10, amending the Ross Valley Fire Department Conflict of Interest Code.

DISCUSSION:

The State Political Reform Act requires that local agencies with decision making authority adopt a Conflict of Interest Code. Ross Valley Fire originally adopted a Conflict of Interest Code in 2001. The Department is required to review the Code every two years and update as needed. The code was last reviewed and updated in 2010.

The current Conflict of Interest Code has been reviewed by Department legal counsel and as such there several minor wording changes to the Code. The changes clarify that Members of the Board and Alternate Members of the Board are not covered by this code; however they are required to file under Government Code Section 87200 and, therefore are listed for informational purposes only.

Attachments: Resolution 12-10, Amending the Ross Valley Fire Department Conflict of Interest Code

Resolution 10-07, Ross Valley Fire Department Conflict of Interest Code

AGENDA ITEM # 2C
Date 9/12/12

ROSS VALLEY FIRE DEPARTMENT

RESOLUTION 12-10

**A RESOLUTION OF THE ROSS VALLEY FIRE DEPARTMENT AMMENDING THE
ROSS VALLEY FIRE DEPARTMENT CONFLICT OF INTEREST CODE**

WHEREAS, the Political Reform Act (Government Code Section 81000 et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes; and

WHEREAS, the Ross Valley Fire Department adopted a Conflict of Interest Code on January 11, 2001; and

WHEREAS, the Ross Valley Fire Department amended the Conflict of Interest Code on September 2, 2010; and

WHEREAS, Ross Valley Fire Department is required to review and update the Code every two years; and

WHEREAS, as a result of that review, several changes have been made to Code.

NOW, THEREFORE, BE IT RESOLVED, that the attached Conflict of Interest Code is hereby adopted as the Ross Valley Fire Department Conflict of Interest Code.

Adopted at a regular meeting of the Board of Directors of the Ross Valley Fire Department held on the 12th day of September 2012, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Frank Berto, President

JoAnne Lewis, Administrative Assistant

CONFLICT OF INTEREST CODE FOR THE ROSS VALLEY FIRE DEPARTMENT

The Political Reform Act (Government Code Section 81000 et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission (FPPC) has adopted a regulation (2 Cal. Code of Regs. 18730) which contains the terms of a standard conflict of interest code which may be incorporated by reference in an agency's code, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act, following public notice and hearings. The terms of 2 Cal. Code of Regs. 18730 and any amendments to it duly adopted by the FPPC are hereby incorporated by reference. This regulation and the attached Appendix designating officials and employees and establishing disclosure categories, shall constitute the conflict of interest code for the Ross Valley Fire Department (the "Department").

Designated positions shall file statements of economic interests with the Ross Valley Fire Department. The Department shall make all statements available for public inspection and reproduction, pursuant to Government Code Section 81008.

APPENDIX A

Designated Positions

Fire Chief, Battalion Chief, Executive Officer, General Counsel, Consultant*, and any other position designated as a management position by the Fire Department Board of Directors. (The following positions are not covered by the code because they must file under Government Code section 87200 and, therefore are listed for informational purposes only: Members of the Board of Directors, Alternate Members of the Board of Directors.)

Disclosure

1. Investments and business positions in any business entities which, within the last two years, have contracted, or in the future may foreseeably contract, with the Department to provide services, supplies, materials, machinery or equipment.
2. Income from any other source which, within the last 12 months, has contracted, or in the future foreseeably may contract, with the Department to provide services, materials, machinery or equipment.
3. Interests in real property located in whole or in part either within the boundaries of the Department, or within two miles of the boundaries of the areas served by the Department, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property. This information need not be provided with respect to an interest in real property which is used as the principal residence of the designated member or employee.

* The Executive Officer may determine in writing that a particular consultant, although a designated position, is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this appendix. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Officer's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

Public Officials Who Manage Public Investment

The following positions are not covered by the code because they must file under Government Code section 87200 and, therefore are listed for informational purposes only:

Members of the Board of Directors
Alternate Members of the Board of Directors

——— An individual holding one of the above listed positions may contact the Fair Political Practices Commission for assistance or written advise regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by section 87200.

ROSS VALLEY FIRE DEPARTMENT

RESOLUTION 10-07

**A RESOLUTION OF THE ROSS VALLEY FIRE DEPARTMENT AMMENDING
THE ROSS VALLEY FIRE DEPARTMENT CONFLICT OF INTEREST CODE**

WHEREAS, the Political Reform Act (Government Code Section 81000 et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes; and

WHEREAS, the Ross Valley Fire Department adopted a Conflict of Interest Code on January 11, 2001; and

WHEREAS, the Ross Valley Fire Department amended the Conflict of Interest Code on September 14, 2006; and

WHEREAS, Ross Valley Fire Department is required to review and update the Code every two years; and

WHEREAS, as a result of that review, several changes have been made to Code;

NOW, THEREFORE, BE IT RESOLVED, that the attached Conflict of Interest Code is hereby adopted as the Ross Valley Fire Department Conflict of Interest Code.

Adopted at a regular meeting of the Board of Directors of the Ross Valley Fire Department held on the 2nd day of September, 2010, by the following vote:

AYES: 6

NOES: 0

ABSENT: 0

ABSTAIN: 0



Barbara Thornton, President



JoAnne Lewis, Administrative Assistant

**CONFLICT OF INTEREST CODE FOR THE
ROSS VALLEY FIRE SERVICE DEPARTMENT**

The Political Reform Act (Government Code Section 81000 et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission (FPPC) has adopted a regulation (2 Cal. Code of Regs. 18730) which contains the terms of a standard conflict of interest code which may be incorporated by reference in an agency's code, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act, following public notice and hearings. The terms of 2 Cal. Code of Regs. 18730 and any amendments to it duly adopted by the FPPC are hereby incorporated by reference. This regulation and the attached Appendix designating officials and employees and establishing disclosure categories, shall constitute the conflict of interest code for the Ross Valley Fire Service Department (the "Department Service").

Designated positions employees shall file statements of economic interests with the Ross Valley Fire Service Department. The Service Department shall make all statements available for public inspection and reproduction, pursuant to Government Code Section 81008.

APPENDIX A

Designated Employee Positions

Fire Chief, Battalion Chief, Executive Officer, General Counsel, Consultant*, and any other position designated as a management position by the Fire Service Department Board of Directors.

Designated Official Positions

~~Members of the Board of Directors, Alternate Members of the Board of Directors and Executive Officer.~~

Disclosure

1. Investments and business positions in any business entities which, within the last two years, have contracted, or in the future may foreseeably contract, with the Service Department to provide services, supplies, materials, machinery or equipment.
2. Income from any other source which, within the last 12 months, has contracted, or in the future foreseeably may contract, with the Service Department to provide services, materials, machinery or equipment.
3. Interests in real property located in whole or in part either within the boundaries of the Service Department, or within two miles of the boundaries of the areas served by the Service Department, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property. This information need not be provided with respect to an interest in real property which is used as the principal residence of the designated member or employee.

* The Executive Officer may determine in writing that a particular consultant, although a designated position, is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this appendix. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Officer's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

Public Officials Who Manage Public Investment

The following positions are not covered by the code because they must file under Government Code section 87200 and, therefore are listed for informational purposes only:

Members of the Board of Directors

Alternate Members of the Board of Directors

An individual holding one of the above listed positions may contact the Fair Political Practices Commission for assistance or written advise regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by section 87200.

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of: September 12, 2012

To: Board of Directors

From:  Roger Meagor, Fire Chief

Subject: Adoption of Ross Valley Fire Department Board of Directors Resolution 12-11 continuing full implementation of all the requirements of the Brown Act during the State of California's three year suspension of State mandates as contained in AB 1464 and SB 1006

RECOMMENDATION:

That the Fire Board adopts the attached resolution adopting a policy to comply with all the requirements of the Brown Act during the State's three-year suspension of this State mandate.

BACKGROUND:

The state legislature recently passed AB 1464, a budget trailer bill signed into law on June 27, 2012, which contains a schedule of state mandates that are suspended during the 2012-2013 budget year, including elements of the Brown Act. The same day, Senate Bill 1006, amended Section 17581 of the Government Code by adding the following language: "All state-mandated local programs suspended in the Budget Act for the 2012-13 fiscal year shall also be suspended in the 2013-14 and 2014-15" fiscal years. The suspension will therefore last three years.

The portions of the Brown Act that were suspended include:

- the preparation and posting at least 72 hours before a regular meeting of an agenda that contains a brief general description of each item of business to be transacted or discussed at the meeting;
- inclusion on the agenda of a brief general description of all items to be discussed in closed session;
- disclosure of each item to be discussed in closed session in an open meeting, prior to any closed session;
- reporting in open session prior to adjournment on the actions and votes taken in closed session regarding certain subject matters; and
- providing copies to the public of certain closed session documents.

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The purpose of the mandate suspensions is to comply with the requirements of 2004 Proposition 1A; this requires the Legislature to suspend mandates for which it refuses to reimburse local governments. Therefore, it appears that the suspension of the State mandates for a three year period is a result of the State's dire fiscal condition.

DISCUSSION:

The Ross Valley Fire Department intends to conduct business as usual and to follow the requirements in the Brown Act in order to ensure that meetings are open and transparent to the public. It is recommended the Fire Board approve the attached Resolution adopting a policy to comply with all the requirements of the Brown Act during the State's three-year suspension of this State mandate.

ROSS VALLEY FIRE DEPARTMENT

RESOLUTION 12-11

A RESOLUTION OF THE ROSS VALLEY FIRE DEPARTMENT BOARD OF DIRECTORS CONTINUING IMPLEMENTATION OF ALL OF THE REQUIREMENTS OF THE BROWN ACT DURING THE STATE OF CALIFORNIA'S THREE-YEAR SUSPENSION OF STATE MANDATES AS CONTAINED IN AB 1464 AND SB 1006

WHEREAS, the Ross Valley Fire Department adheres fully to all the provisions of the California Ralph M. Brown Act ("Brown Act," Government Code § 54950 *et seq.*), commonly known as the state law governing open meetings for local legislative bodies; and

WHEREAS, Assembly Bill 1464 (the "Budget Act of 2012") and accompanying Senate Bill 1006, signed by Governor Brown and filed with the Secretary of State on June 27, 2012, suspended specific unfunded mandates under the Brown Act during the three fiscal years 2012-2013 through 2014-2015; and

WHEREAS, the Ross Valley Fire Department will continue to adhere to and comply with the Brown Act requirements in the suspended provisions despite the State's decision not to fund these statutory mandates; and

WHEREAS, the specific provisions of the Brown Act impacted by the Budget Act of 2012 include the following:

- Preparation and posting at least 72 hours before a regular meeting of an agenda that contains a brief general description of each item of business to be transacted or discussed at the meeting. (See Gov. Code § 54954.2(a).)
- Inclusion on the agenda of a brief general description of all items to be discussed in closed session. (See Gov. Code § 54954.2(a).)
- Disclosure of each item to be discussed in closed session in an open meeting, prior to any closed session. (See Gov. Code § 54957.7 (a).)
- Report in open session prior to adjournment on the actions and votes taken in closed session regarding certain subject matters. (See Gov. Code §§ 54957.1(a)(l)-(4), (6); 54957.7 (b).)
- Provide copies to the public of certain closed session documents. (See Gov. Code § 54957.1 (b)-(c).); and

NOW THEREFORE BE IT RESOLVED, the Ross Valley Fire Department shall continue to implement all provisions of the Brown Act, including those suspended by the State under the Budget Act of 2012.

Adopted at a regular meeting of the Board of Directors of the Ross Valley Fire Department held on the 12th day of September 2012, by the following vote:

AYES:

NOES:

ABSENT:


ABSTAIN:

Frank Berto, President

JoAnne Lewis, Administrative Assistant

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of: September 12, 2012

To: Board of Directors
From:  Roger Meagor, Fire Chief
Subject: Firefighter Eligibility List

RECOMMENDATION:

Acknowledge and file staff report on the status of the testing process for Firefighter.

BACKGROUND:

Since 2002, the Department has used FIREHIRE to assist with the hiring process. FIREHIRE conducts the Written Examination, as a result, FIREHIRE provides the Department with a list of candidates who have passed the initial phases of the testing process. From this list, the Department conducts an initial screening, oral interviews, and establishes an eligibility list.

DISCUSSION:

In anticipation of future Firefighter vacancies, the Department sent out invitations to apply to 197 candidates. In response we received 67 applications. A review of the applications found 46 applications that were complete and that met the minimum requirements. The 46 applications, which included a resume and a personal statement, were sent to a review panel. Based on that review, 31 candidates were invited to participate in the interview phase of the testing process. Of the 31 applicants, 29 were actually interviewed over a two-day period. Twenty two (22) candidates successfully passed the interview process and were placed on an eligibility list. On September 4, 2012, the Executive Officer certified the list.

In accordance with the Ross Valley Fire Department Civil Service System Rules and Regulations, when a vacancy occurs the top three candidates will be interviewed by the Fire Chief prior to making an appointment.

Attachment: 2012 Firefighter Eligibility List.

AGENDA ITEM # 98
Date 9/12/12



ELIGIBILITY LIST
FIREFIGHTER POSITION
September 4, 2012

Hanson, Justin	1
VanDyke, Adam	2
Frischia, Chris	3
Marty, Andrew	4
Hendershott, Mark	5
Armanini, Albert	6
Wheelan, Pete	7
Berbano, Evan	8
Alviso, Anthony	9
Morris, Brett	10
Poppe, Scott	11
Armanino, Anthony	12
DeAlba, Mathew	13
Gianni, Anthony	14
LaBauve, Eric	15
Chaney, Jennifer	16
Bevilacqua, Ryan	17
Amalu, William	18
Woo, Richard	19
Curd, Katherine	20
Walsh, Ryan	21
Hermanson, Evan	22

Certified: *Debra Stutsman*
Debra Stutsman, Executive Officer

Ross Valley Fire Department

Incident Log by Station - Auto Aid

Date Range: From 7/1/2012 To 8/31/2012

Incident Number	Incident Alarm Time	Address	City	Incident Type	Incident Response Time HH:MM:SS
Station - 18					
0000984	07/11/2012 12:53:00		Ross	651	00:08:00
Station - 19					
0001019	07/19/2012 20:55:59	SAN FRANCISCO	San Anselmo	321	00:06:09
0001077	07/30/2012 01:36:03	CARMEL	San Anselmo	321	Not Priority
0001095	08/02/2012 22:46:56	CARMEL	San Anselmo	321	Not Priority
0001142	08/07/2012 20:40:55	CARMEL	San Anselmo	321	Not Priority
Station - 20					
0001028	07/21/2012 10:47:00	BOLINAS	Fairfax	322	00:21:00
Station - 21					
0000948	07/04/2012 13:57:39	BOLINAS	Fairfax	321	00:09:20
0001056	07/27/2012 00:38:28	OAK MANOR	Fairfax	321	00:06:31
0001076	07/29/2012 19:42:09	Fish Grade Fire Road	Fairfax	321	00:10:18
0001083	07/31/2012 06:45:17	GARY	Fairfax	321	00:06:00
0001093	08/01/2012 10:12:00	Six Points Trail	Fairfax	321	Not Priority
0001104	08/04/2012 08:44:41	SIR FRANCIS DRAKE	Fairfax	321	00:06:41
0001106	08/04/2012 12:11:56	SIR FRANCIS DRAKE	Fairfax	322	00:06:34
0001127	08/06/2012 07:41:34	VON	Fairfax	651	Not Priority
0001157	08/11/2012 14:23:03	BOLINAS	Fairfax	322	00:07:41
0001178	08/13/2012 18:40:02	BOLINAS	Fairfax	321	00:04:23
0001208	08/19/2012 09:47:14	Sky Oaks	Fairfax	321	00:17:21
0001258	08/28/2012 12:38:44	OLEMA	Fairfax	611	Cancelled
0001266	08/29/2012 11:04:23	Lake Lagunitas Parki	Fairfax	321	00:10:38

AGENDA ITEM # 3
 Date 9/12/12

Ross Valley Fire Department

Incident Log by Station - Mutual Aid

Date Range: From 7/1/2012 To 8/31/2012

Incident Number	Incident Alarm Time	Address	City	Incident Type	Incident Response Time HH:MM:SS
<u>Station - 18</u>					
0000992	07/12/2012 09:07:00	SIR FRANCIS DRAKE	Kentfield	322	Mutual Aid Given
0001007	07/16/2012 14:18:10	Fern	Kentfield	571	Mutual Aid Given
0001023	07/20/2012 13:41:00	Barry	Larkspur	571	Mutual Aid Given
0001024	07/20/2012 15:29:00	Ash	Kentfield	321	Mutual Aid Given
0001116	08/04/2012 21:04:00	Fern	Kentfield	111	Mutual Aid Given
0001131	08/06/2012 15:07:00	SIR FRANCIS DRAKE	Kentfield	571	Mutual Aid Given
0001166	08/12/2012 11:36:00	Kent	Kentfield	611	Mutual Aid Given
0001177	08/13/2012 15:48:00	SIR FRANCIS DRAKE	Kentfield	611	Mutual Aid Given
0001219	08/21/2012 20:02:00	Corte Morada	Kentfield	611	Mutual Aid Given
0001274	08/30/2012 13:50:00	MADRONE	Kentfield	745	Mutual Aid Given
<u>Station - 20</u>					
0000951	07/04/2012 22:33:00	Castle Rock	Woodacre	571	Mutual Aid Given
0001029	07/21/2012 15:51:00	Woodacre Fire Statio	Woodacre	571	Mutual Aid Given
0001207	08/19/2012 00:35:18	Ponderosa Fire	Shingletown	141	Not Completed
<u>Station - 21</u>					
0000942	07/03/2012 14:52:00	Woodacre headquarter	Woodacre	571	Mutual Aid Given
0000945	07/03/2012 21:26:24	SIR FRANCIS DRAKE	Lagunitas	611	Mutual Aid Given
0000950	07/04/2012 22:10:54	Endeavor	Corte Madera	611	Mutual Aid Given
0000959	07/06/2012 10:46:00	Woodacre Fire Statio	Woodacre	571	Mutual Aid Given
0001004	07/15/2012 11:43:00	Castle Rock	Woodacre	611	Mutual Aid Given
0001041	07/23/2012 14:39:29	MCFD Woodacre Fire S	Woodacre	571	Mutual Aid Given
0001044	07/24/2012 00:11:01	Nicasio Valley	Nicasio	322	Mutual Aid Given
0001078	07/30/2012 08:35:59	Woodacre Fire Statio	Woodacre	571	Mutual Aid Given
<u>Station - BATT</u>					
0000978	07/09/2012 18:58:43	Apricot	San Rafael	611	Mutual Aid Given
0001109	08/04/2012 13:23:51	Northgate One	San Rafael	162	Mutual Aid Given
0001143	08/07/2012 22:26:47	Bayview	San Rafael	111	Mutual Aid Given
0001227	08/23/2012 01:45:00	Estancia	San Rafael	611	Mutual Aid Given

Incident Log

Date Range From: 7/1/2012 To 8/31/2012

Incident Number	Dispatch	Arrival	Address	Station
18				
111				
Building fire				
0001116 - 000	8/4/12 9:04 pm	8/4/12 9:08 pm	Fern	18
321				
EMS call, excluding vehicle accident with injury				
0000946 - 000	7/4/12 12:00 pm	7/4/12 12:00 pm	Lagunitas	18
0001024 - 000	7/20/12 3:29 pm	7/20/12 3:33 pm	Ash	18
0001025 - 000	7/20/12 5:37 pm	7/20/12 5:40 pm	Bridge	18
0001065 - 000	7/28/12 8:53 am	7/28/12 8:57 am	Pomeroy	18
0001120 - 000	8/5/12 1:58 pm	8/5/12 2:01 pm	Lagunitas	18
0001147 - 000	8/8/12 3:09 pm	8/8/12 3:14 pm	BOLINAS	18
0001180 - 000	8/14/12 9:55 am	8/14/12 9:59 am	Shady	18
0001183 - 000	8/15/12 2:54 am	8/15/12 3:00 am	Lagunitas	18
0001189 - 000	8/16/12 1:34 pm	8/16/12 1:37 pm	Fernhill	18
0001193 - 000	8/16/12 5:57 pm	8/16/12 6:03 pm	Hill	18
0001217 - 000	8/21/12 1:48 pm	8/21/12 1:48 pm	SIR FRANCIS DRAKE	18
0001245 - 000	8/26/12 10:53 am	8/26/12 11:01 am	Natalie Coffin Green	18
0001252 - 000	8/27/12 2:04 pm	8/27/12 2:08 pm	Shady	18
0001257 - 000	8/28/12 10:28 am	8/28/12 10:30 am	BOLINAS	18
322				
Vehicle accident with injuries				
0000992 - 000	7/12/12 9:07 am	7/12/12 9:11 am	SIR FRANCIS DRAKE	18
324				
Motor vehicle accident with no injuries				
0001003 - 000	7/15/12 3:47 am	7/15/12 4:01 am	Norwood	18
0001098 - 000	8/3/12 11:48 am	8/3/12 11:52 am	SIR FRANCIS DRAKE	18
412				
Gas leak (natural gas or LPG)				
0001269 - 000	8/29/12 4:01 pm	8/29/12 4:04 pm	Woodside	18
444				
Power line down				
0001185 - 000	8/15/12 1:09 pm	8/15/12 1:12 pm	Lagunitas	18
520				
Water problem, other				
0000966 - 000	7/7/12 11:36 pm	7/7/12 11:45 pm	Makin Grade	18
550				
Public service assistance, other				
0001088 - 000	7/31/12 4:12 pm	7/31/12 4:19 pm	Upper	18

Incident Number	Dispatch	Arrival	Address	Station
18				
0001100 - 000	8/3/12 3:22 pm	8/3/12 3:26 pm	Shady	18
0001105 - 000	8/4/12 9:29 am	8/4/12 9:31 am	Poplar	18
0001107 - 000	8/4/12 12:29 pm	8/4/12 12:33 pm	SIR FRANCIS DRAKE	18
571				
Cover assignment, standby, moveup				
0001007 - 000	7/16/12 2:18 pm	7/16/12 2:22 pm	Fern	18
0001023 - 000	7/20/12 1:41 pm	7/20/12 1:51 pm	Barry	18
0001131 - 000	8/6/12 3:07 pm	8/6/12 3:12 pm	SIR FRANCIS DRAKE	18
611				
Dispatched & cancelled en route				
0001094 - 000	8/1/12 8:12 pm		Upper	18
0001166 - 000	8/12/12 11:36 am		Kent	18
0001177 - 000	8/13/12 3:48 pm		SIR FRANCIS DRAKE	18
0001219 - 000	8/21/12 8:02 pm		Corte Morada	18
651				
Smoke scare, odor of smoke				
0000968 - 000	7/8/12 6:53 am	7/8/12 6:58 am	Makin Grade	18
0000984 - 000	7/11/12 12:53 pm	7/11/12 1:01 pm		18
0001115 - 000	8/4/12 8:11 pm	8/4/12 8:14 pm	Willow	18
0001170 - 000	8/12/12 7:04 pm	8/12/12 7:16 pm	Morrison	18
733				
Smoke detector activation due to malfunction				
0000949 - 000	7/4/12 7:55 pm	7/4/12 8:00 pm	Fernhill	18
735				
Alarm system sounded due to malfunction				
0001030 - 000	7/21/12 5:04 pm	7/21/12 5:08 pm	Shady	18
743				
Smoke detector activation, no fire - unintentional				
0001101 - 000	8/3/12 6:46 pm	8/3/12 6:52 pm	Upper	18
745				
Alarm system sounded, no fire - unintentional				
0001239 - 000	8/25/12 10:25 am	8/25/12 10:30 am	Upper	18
0001249 - 000	8/27/12 1:10 am	8/27/12 1:16 am	Fernhill	18
0001274 - 000	8/30/12 1:50 pm	8/30/12 1:55 pm	MADRONE	18

Incident Number	Dispatch	Arrival	Address	Station
19				
113				
Cooking fire, confined to container				
0001066 - 000	7/28/12 11:39 am	7/28/12 11:44 am	SCENIC	19
140				
Natural vegetation fire, other				
0001211 - 000	8/20/12 2:16 pm	8/20/12 2:19 pm	PARK	19
320				
Emergency medical service, other				
0001123 - 000	8/5/12 9:19 pm	8/5/12 9:21 pm	SIR FRANCIS DRAKE	19
0001133 - 000	8/6/12 4:48 pm	8/6/12 4:53 pm	SCENIC	19
321				
EMS call, excluding vehicle accident with injury				
0000936 - 000	7/2/12 2:53 am	7/2/12 2:58 am	REDHILL	19
0000939 - 000	7/2/12 7:28 pm	7/2/12 7:31 pm	KARL	19
0000940 - 000	7/2/12 8:07 pm	7/2/12 8:12 pm	SIR FRANCIS DRAKE	19
0000941 - 000	7/3/12 10:40 am	7/3/12 10:45 am	JORDAN	19
0000944 - 000	7/3/12 8:37 pm	7/3/12 8:40 pm	SIR FRANCIS DRAKE	19
0000964 - 000	7/7/12 9:29 am	7/7/12 9:31 am	GROVE	19
0000979 - 000	7/9/12 8:24 pm	7/9/12 8:31 pm	MONTEREY	19
0001002 - 000	7/15/12 12:46 am	7/15/12 12:54 am	GROVE HILL SOUTH	19
0001006 - 000	7/16/12 12:20 pm	7/16/12 12:22 pm	LOS ANGELES	19
0001008 - 000	7/17/12 11:36 am	7/17/12 11:37 am	SAUNDERS	19
0001014 - 000	7/18/12 3:50 pm	7/18/12 3:52 pm	MADRONE	19
0001019 - 000	7/19/12 8:55 pm	7/19/12 9:02 pm	SAN FRANCISCO	19
0001048 - 000	7/25/12 2:13 pm	7/25/12 2:19 pm	REDWOOD	19
0001049 - 000	7/25/12 2:51 pm	7/25/12 2:56 pm	VINEYARD	19
0001059 - 000	7/27/12 6:29 pm	7/27/12 6:34 pm	SUNNY HILLS	19
0001064 - 000	7/28/12 8:30 am	7/28/12 8:34 am	SALINAS	19
0001077 - 000	7/30/12 1:36 am	7/30/12 1:45 am	CARMEL	19
0001080 - 000	7/30/12 10:30 am	7/30/12 10:34 am	Sir Francis Drake Bl	19
0001084 - 000	7/31/12 7:55 am	7/31/12 7:59 am	ROSS	19
0001085 - 000	7/31/12 10:39 am	7/31/12 10:44 am	JORDAN	19
0001095 - 000	8/2/12 10:46 pm	8/2/12 10:54 pm	CARMEL	19
0001110 - 000	8/4/12 3:16 pm	8/4/12 3:19 pm	MARIPOSA	19
0001118 - 000	8/5/12 8:03 am	8/5/12 8:08 am	JORDAN	19
0001126 - 000	8/6/12 5:35 am	8/6/12 5:40 am	ROSS	19
0001130 - 000	8/6/12 1:20 pm	8/6/12 1:23 pm	MADRONE	19
0001132 - 000	8/6/12 3:36 pm	8/6/12 3:40 pm	LONGVIEW	19
0001135 - 000	8/6/12 7:48 pm	8/6/12 7:51 pm	SIR FRANCIS DRAKE	19
0001142 - 000	8/7/12 8:40 pm	8/7/12 8:49 pm	CARMEL	19
0001144 - 000	8/8/12 12:04 pm	8/8/12 12:10 pm	CRESCENT	19
0001152 - 000	8/9/12 8:19 pm	8/9/12 8:21 pm	SIR FRANCIS DRAKE	19
0001159 - 000	8/11/12 5:57 pm	8/11/12 6:01 pm	SAN ANSELMO	19
0001160 - 000	8/11/12 7:08 pm	8/11/12 7:12 pm	SUNNY HILLS	19
0001176 - 000	8/13/12 2:27 pm	8/13/12 2:30 pm	SAN ANSELMO	19
0001179 - 000	8/13/12 8:18 pm	8/13/12 8:24 pm	SEQUOIA	19
0001182 - 000	8/14/12 5:20 pm	8/14/12 5:24 pm	SAUNDERS	19
0001206 - 000	8/18/12 11:11 pm	8/18/12 11:15 pm	MARIPOSA	19
0001212 - 000	8/20/12 7:27 pm	8/20/12 7:27 pm	SAN ANSELMO	19
0001218 - 000	8/21/12 2:00 pm	8/21/12 2:11 pm	OAK	19

Incident Number	Dispatch	Arrival	Address	Station
19				
0001220 - 000	8/21/12 9:01 pm	8/21/12 9:05 pm	YOLONDA	19
0001222 - 000	8/22/12 11:54 am	8/22/12 11:57 am	SAN FRANCISCO	19
0001230 - 000	8/23/12 11:37 am	8/23/12 11:42 am	SAN ANSELMO	19
0001234 - 000	8/23/12 10:58 pm	8/23/12 11:01 pm	TUNSTEAD	19
0001246 - 000	8/26/12 11:56 am	8/26/12 11:59 am	KARL	19
0001250 - 000	8/27/12 12:07 pm	8/27/12 12:10 pm	CENTER	19
0001253 - 000	8/27/12 4:17 pm	8/27/12 4:21 pm	SIR FRANCIS DRAKE	19
0001255 - 000	8/27/12 11:35 pm	8/27/12 11:40 pm	KARL	19
0001261 - 000	8/28/12 1:34 pm	8/28/12 1:38 pm	SUNNY HILLS	19
0001276 - 000	8/30/12 8:29 pm	8/30/12 8:33 pm	PARK	19
0001280 - 000	8/31/12 11:14 pm	8/31/12 11:21 pm	HILLSIDE	19
322				
Vehicle accident with injuries				
0000977 - 000	7/9/12 5:25 pm	7/9/12 5:30 pm	SIR FRANCIS DRAKE	19
0001043 - 000	7/23/12 7:53 pm	7/23/12 7:57 pm	REDHILL	19
0001244 - 000	8/26/12 12:26 am	8/26/12 12:30 am	SIR FRANCIS DRAKE	19
323				
Motor vehicle/pedestrian accident (MV Ped)				
0000934 - 000	7/1/12 10:48 pm	7/1/12 10:52 pm	ROSS	19
0000960 - 000	7/6/12 1:54 pm	7/6/12 1:58 pm	SIR FRANCIS DRAKE	19
324				
Motor vehicle accident with no injuries				
0001140 - 000	8/7/12 12:09 pm	8/7/12 12:14 pm	SAN ANSELMO	19
0001210 - 000	8/20/12 9:39 am	8/20/12 9:43 am	SIR FRANCIS DRAKE	19
400				
Hazardous condition, other				
0001018 - 000	7/19/12 10:19 am	7/19/12 10:24 am	GREENFIELD	19
440				
Electrical wiring/equipment problem, other				
0001270 - 000	8/29/12 6:08 pm	8/29/12 6:14 pm	REDWOOD	19
500				
Service Call, other				
0001117 - 000	8/5/12 7:05 am	8/5/12 7:10 am	YOLONDA	19
0001119 - 000	8/5/12 1:26 pm	8/5/12 1:31 pm	CALUMET	19
0001197 - 000	8/17/12 1:18 pm	8/17/12 1:24 pm	MILLBRAE	19
0001232 - 000	8/23/12 4:57 pm	8/23/12 5:01 pm	LAUREL	19
520				
Water problem, other				
0001051 - 000	7/25/12 7:53 pm	7/25/12 7:55 pm	SIR FRANCIS DRAKE	19
0001173 - 000	8/13/12 3:46 am	8/13/12 3:53 am	RICHMOND	19
522				
Water or steam leak				

Incident Number	Dispatch	Arrival	Address	Station
19				
0001082 - 000	7/30/12 4:32 pm	7/30/12 4:34 pm	KENSINGTON	19
0001148 - 000	8/8/12 3:21 pm	8/8/12 3:23 pm	SAN ANSELMO	19
550				
Public service assistance, other				
0001017 - 000	7/19/12 9:02 am	7/19/12 9:06 am	JORDAN	19
0001047 - 000	7/25/12 2:05 pm	7/25/12 2:08 pm	CRESCENT	19
0001052 - 000	7/25/12 9:44 pm	7/25/12 9:53 pm	BARBER	19
0001186 - 000	8/15/12 4:22 pm	8/15/12 4:32 pm	SCENIC	19
0001240 - 000	8/25/12 12:20 pm	8/25/12 12:22 pm	SIR FRANCIS DRAKE	19
0001265 - 000	8/29/12 5:47 am	8/29/12 5:51 am	GREENFIELD	19
554				
Assist invalid				
0000943 - 000	7/3/12 6:14 pm	7/3/12 6:18 pm	ESSEX	19
0001038 - 000	7/23/12 9:35 am	7/23/12 9:44 am	Calumet	19
600				
Good intent call, other				
0001089 - 000	7/31/12 6:20 pm	7/31/12 6:28 pm	VETERANS	19
0001091 - 000	7/31/12 7:07 pm	7/31/12 7:10 pm	HAZEL	19
611				
Dispatched & cancelled en route				
0000965 - 000	7/7/12 6:17 pm		SIR FRANCIS DRAKE	19
0000970 - 000	7/8/12 3:23 pm		BOLINAS	19
0000986 - 000	7/12/12 6:30 am		SAN ANSELMO	19
0001013 - 000	7/18/12 2:51 pm		REDHILL	19
0001015 - 000	7/18/12 6:01 pm		MARIPOSA	19
0001042 - 000	7/23/12 6:09 pm		REDHILL	19
0001128 - 000	8/6/12 11:41 am		SAN ANSELMO	19
0001187 - 000	8/15/12 10:48 pm		SIR FRANCIS DRAKE	19
0001214 - 000	8/21/12 7:06 am		SUNNY HILLS	19
0001277 - 000	8/31/12 10:48 am		STURDIVANT	19
611X				
No RVFD Response				
0001199 - 000	8/17/12 6:23 pm		SAN ANSELMO	19
622				
No incident found on arrival at dispatch address				
0001057 - 000	7/27/12 9:22 am	7/27/12 9:27 am	CROOKED	19
0001192 - 000	8/16/12 5:37 pm	8/16/12 5:41 pm	SAN ANSELMO	19
651				
Smoke scare, odor of smoke				
0001060 - 000	7/27/12 9:08 pm	7/27/12 9:12 pm	CEDAR	19
0001198 - 000	8/17/12 2:56 pm	8/17/12 3:04 pm	ICHABOD	19
0001202 - 000	8/18/12 3:17 am	8/18/12 3:19 am	BERLIN	19
0001251 - 000	8/27/12 12:36 pm	8/27/12 12:41 pm	MONTEREY	19

Incident Number	Dispatch	Arrival	Address	Station
19				
0001256 - 000	8/28/12 9:51 am	8/28/12 9:54 am	LAUREL	19
733				
Smoke detector activation due to malfunction				
0001020 - 000	7/20/12 3:34 am	7/20/12 3:39 am	LAUREL	19
735				
Alarm system sounded due to malfunction				
0001046 - 000	7/24/12 7:09 pm	7/24/12 7:11 pm	SAN ANSELMO	19
0001055 - 000	7/26/12 9:10 pm	7/26/12 9:14 pm	SIR FRANCIS DRAKE	19
0001223 - 000	8/22/12 5:31 pm	8/22/12 5:34 pm	SIR FRANCIS DRAKE	19
0001224 - 000	8/22/12 7:14 pm	8/22/12 7:18 pm	SIR FRANCIS DRAKE	19
0001226 - 000	8/22/12 10:07 pm	8/22/12 10:10 pm	SIR FRANCIS DRAKE	19
740				
Unintentional transmission of alarm, other				
0001136 - 000	8/6/12 9:49 pm	8/6/12 9:55 pm	CROOKED	19
743				
Smoke detector activation, no fire - unintentional				
0000975 - 000	7/9/12 10:47 am	7/9/12 10:51 am	SIR FRANCIS DRAKE	19
0001045 - 000	7/24/12 5:53 pm	7/24/12 5:56 pm	SIR FRANCIS DRAKE	19
0001164 - 000	8/11/12 10:01 pm	8/11/12 10:05 pm	SIR FRANCIS DRAKE	19
744				
Detector activation, no fire - unintentional				
0001021 - 000	7/20/12 6:54 am	7/20/12 6:57 am	SAN ANSELMO	19
745				
Alarm system sounded, no fire - unintentional				
0000947 - 000	7/4/12 1:10 pm	7/4/12 1:14 pm	ROSS	19
0000991 - 000	7/12/12 10:56 am	7/12/12 11:03 am	MARIPOSA	19
0001172 - 000	8/13/12 12:36 am	8/13/12 12:41 am	SAN ANSELMO	19

Incident Number	Dispatch	Arrival	Address	Station
20				
113				
Cooking fire, confined to container				
0001237 - 000	8/24/12 4:01 pm	8/24/12 4:01 pm	ARROYO	20
141				
Forest, woods or wildland fire				
0001207 - 000	8/19/12 12:35 am		Ponderosa Fire	20
150				
Outside rubbish fire, other				
0001061 - 000	7/27/12 10:15 pm	7/27/12 10:21 pm	CAMINO DE HERRARA	20
321				
EMS call, excluding vehicle accident with injury				
0000932 - 000	7/11/12 6:21 pm	7/11/12 6:23 pm	CARLSON	20
0000988 - 000	7/12/12 8:37 am	7/12/12 8:44 am	TIMOTHY	20
0001026 - 000	7/21/12 1:40 am	7/21/12 1:45 am	SIR FRANCIS DRAKE	20
0001032 - 000	7/22/12 1:01 pm	7/22/12 1:04 pm	BROADMOOR	20
0001035 - 000	7/22/12 9:44 pm	7/22/12 9:49 pm	RAVEN	20
0001050 - 000	7/25/12 7:26 pm	7/25/12 7:30 pm	THE ALAMEDA	20
0001071 - 000	7/29/12 7:19 am	7/29/12 7:22 am	SAN ANSELMO	20
0001075 - 000	7/29/12 6:52 pm	7/29/12 6:56 pm	RAVEN	20
0001079 - 000	7/30/12 9:07 am	7/30/12 9:14 am	FAWN	20
0001087 - 000	7/31/12 2:28 pm	7/31/12 2:32 pm	VAN TASSEL	20
0001096 - 000	8/3/12 3:58 am	8/3/12 4:03 am	BENNETT	20
0001099 - 000	8/3/12 12:57 pm	8/3/12 1:01 pm	SUNVIEW	20
0001114 - 000	8/4/12 7:00 pm	8/4/12 7:05 pm	BOTHIN	20
0001122 - 000	8/5/12 5:14 pm	8/5/12 5:20 pm	HIDDEN VALLEY	20
0001138 - 000	8/7/12 7:25 am	8/7/12 7:28 am	DEER HOLLOW	20
0001161 - 000	8/11/12 7:24 pm	8/11/12 7:29 pm	RAVEN	20
0001165 - 000	8/12/12 6:20 am	8/12/12 6:20 am	BUTTERFIELD	20
0001167 - 000	8/12/12 12:16 pm	8/12/12 12:19 pm	FLORENCE	20
0001175 - 000	8/13/12 8:19 am	8/13/12 8:23 am	BUTTERFIELD	20
0001188 - 000	8/16/12 4:12 am	8/16/12 4:19 am	OAK SPRINGS	20
0001196 - 000	8/17/12 8:42 am	8/17/12 8:47 am	BUTTERFIELD	20
0001205 - 000	8/18/12 3:02 pm	8/18/12 3:04 pm	BUTTERFIELD	20
0001213 - 000	8/20/12 8:43 pm	8/20/12 8:51 pm	FAWN	20
0001229 - 000	8/23/12 7:52 am	8/23/12 7:56 am	ANGELA	20
0001231 - 000	8/23/12 12:25 pm	8/23/12 12:27 pm	SAN ANSELMO	20
0001241 - 000	8/25/12 12:25 pm	8/25/12 12:28 pm	RUTHERFORD	20
0001262 - 000	8/28/12 4:02 pm	8/28/12 4:04 pm	SAN ANSELMO	20
322				
Vehicle accident with injuries				
0000987 - 000	7/12/12 7:42 am	7/12/12 7:46 am	BROADMOOR	20
0001028 - 000	7/21/12 10:47 am	7/21/12 11:08 am	BOLINAS	20
412				
Gas leak (natural gas or LPG)				
0001112 - 000	8/4/12 4:50 pm	8/4/12 4:53 pm	BUTTERFIELD	20

Incident Number	Dispatch	Arrival	Address	Station
20				
444				
Power line down				
0001271 - 000	8/30/12 9:56 am	8/30/12 10:02 am	BUTTERFIELD	20
500				
Service Call, other				
0001022 - 000	7/20/12 12:59 pm	7/20/12 1:11 pm	BUTTERFIELD	20
520				
Water problem, other				
0001012 - 000	7/18/12 9:48 am	7/18/12 9:54 am	WEST	20
0001146 - 000	8/8/12 2:50 pm	8/8/12 3:01 pm	MATHER	20
522				
Water or steam leak				
0001191 - 000	8/16/12 4:31 pm	8/16/12 4:38 pm	BUTTERFIELD	20
550				
Public service assistance, other				
0001149 - 000	8/8/12 8:31 pm	8/8/12 8:34 pm	BUTTERFIELD	20
0001158 - 000	8/11/12 2:25 pm	8/11/12 2:30 pm	BUTTERFIELD	20
553				
Public service				
0001027 - 000	7/21/12 10:21 am	7/21/12 10:22 am	BUTTERFIELD	20
0001151 - 000	8/9/12 7:30 pm	8/9/12 7:35 pm	FLORENCE	20
554				
Assist invalid				
0000930 - 000	7/1/12 4:34 pm	7/1/12 4:41 pm	FAWN	20
0000954 - 000	7/5/12 6:43 am	7/5/12 6:49 am	OAK SPRINGS	20
0000969 - 000	7/8/12 2:02 pm	7/8/12 2:06 pm	BUTTERFIELD	20
0000998 - 000	7/14/12 5:54 pm	7/14/12 5:58 pm	MORNINGSIDE	20
0001011 - 000	7/18/12 1:30 am	7/18/12 1:35 am	RAVEN	20
0001062 - 000	7/28/12 3:58 am	7/28/12 4:07 am	FAWN	20
0001063 - 000	7/28/12 4:29 am	7/28/12 4:33 am	MEDWAY	20
0001154 - 000	8/10/12 2:19 pm	8/10/12 2:29 pm	CRANE	20
0001209 - 000	8/19/12 9:48 am	8/19/12 9:52 am	DEER HOLLOW	20
0001221 - 000	8/22/12 4:36 am	8/22/12 4:41 am	MEDWAY	20
561				
Unauthorized burning				
0001108 - 000	8/4/12 12:59 pm	8/4/12 1:07 pm	FAWN	20
571				
Cover assignment, standby, moveup				
0000951 - 000	7/4/12 10:33 pm	7/4/12 10:45 pm	Castle Rock	20
0001029 - 000	7/21/12 3:51 pm	7/21/12 4:01 pm	Woodacre Fire Statio	20

Incident Number	Dispatch	Arrival	Address	Station
20				
600				
Good intent call, other				
0001016 - 000	7/18/12 9:19 pm	7/18/12 9:24 pm	WOODSIDE	20
651				
Smoke scare, odor of smoke				
0001031 - 000	7/22/12 5:56 am	7/22/12 6:01 am	HOLSTEIN	20
0001225 - 000	8/22/12 7:22 pm	8/22/12 7:29 pm	FAWN	20
714				
Central station, malicious false alarm				
0001073 - 000	7/29/12 3:24 pm	7/29/12 3:29 pm	TAPPAN	20
735				
Alarm system sounded due to malfunction				
0001163 - 000	8/11/12 9:16 pm	8/11/12 9:20 pm	SUFFIELD	20
746				
Carbon monoxide detector activation, no CO				
0001169 - 000	8/12/12 6:23 pm	8/12/12 6:29 pm	WILLOW	20

Incident Number	Dispatch	Arrival	Address	Station
21				
111				
Building fire				
0000967 - 000	7/8/12 3:29 am	7/8/12 3:34 am	LAUREL	21
131				
Passenger vehicle fire				
0000938 - 000	7/2/12 4:44 pm	7/2/12 4:47 pm	SCHOOL	21
140				
Natural vegetation fire, other				
0001181 - 000	8/14/12 3:32 pm	8/14/12 3:37 pm	MAPLE	21
141				
Forest, woods or wildland fire				
0001260 - 000	8/28/12 1:09 pm	8/28/12 6:45 pm	North Pass Fire	21
151				
Outside rubbish, trash or waste fire				
0000933 - 000	7/1/12 6:46 pm	7/1/12 6:49 pm	BROADWAY	21
321				
EMS call, excluding vehicle accident with injury				
0000929 - 000	7/1/12 10:23 am	7/1/12 10:29 am	SIR FRANCIS DRAKE	21
0000931 - 000	7/1/12 5:19 pm	7/1/12 5:20 pm	BOLINAS	21
0000937 - 000	7/2/12 7:45 am	7/2/12 7:48 am	CENTER	21
0000948 - 000	7/4/12 1:57 pm	7/4/12 2:06 pm	BOLINAS	21
0000952 - 000	7/4/12 11:04 pm	7/4/12 11:07 pm	BROADWAY	21
0000953 - 000	7/5/12 12:25 am	7/5/12 12:28 am	AZALEA	21
0000955 - 000	7/5/12 8:42 am	7/5/12 8:46 am	SCENIC	21
0000956 - 000	7/5/12 11:36 am	7/5/12 11:36 am	BOLINAS	21
0000957 - 000	7/5/12 12:13 pm	7/5/12 12:15 pm	BOLINAS	21
0000958 - 000	7/5/12 9:11 pm	7/5/12 9:13 pm	TAYLOR	21
0000961 - 000	7/6/12 3:19 pm	7/6/12 3:23 pm	BOTHIN	21
0000963 - 000	7/7/12 5:25 am	7/7/12 5:28 am	BOLINAS	21
0000973 - 000	7/8/12 8:38 pm	7/8/12 8:41 pm	MEERNAA	21
0000974 - 000	7/8/12 9:29 pm	7/8/12 9:31 pm	BOLINAS	21
0000980 - 000	7/10/12 11:06 am	7/10/12 11:06 am	BELMONT	21
0000981 - 000	7/10/12 12:36 pm	7/10/12 12:39 pm	SIR FRANCIS DRAKE	21
0000982 - 000	7/10/12 3:29 pm	7/10/12 3:38 pm	RIDGE	21
0000983 - 000	7/11/12 1:39 am	7/11/12 1:41 am	BROADWAY	21
0000985 - 000	7/11/12 1:16 pm	7/11/12 1:20 pm	CENTER	21
0000989 - 000	7/12/12 8:53 am	7/12/12 8:59 am	BUTTERFIELD	21
0000990 - 000	7/12/12 10:14 am	7/12/12 10:18 am	GEARY	21
0000993 - 000	7/12/12 5:46 pm	7/12/12 5:53 pm	RIDGE	21
0000995 - 000	7/13/12 5:42 pm	7/13/12 5:45 pm	SCENIC	21
0000996 - 000	7/13/12 7:55 pm	7/13/12 7:57 pm	BROADWAY	21
0000999 - 000	7/14/12 7:02 pm	7/14/12 7:05 pm	MEERNAA	21
0001000 - 000	7/14/12 9:00 pm	7/14/12 9:04 pm	CASCADE	21
0001001 - 000	7/14/12 10:11 pm	7/14/12 10:15 pm	PORTEOUS	21
0001010 - 000	7/18/12 11:25 pm	7/18/12 11:29 pm	SCENIC	21
0001037 - 000	7/23/12 3:55 am	7/23/12 4:00 am	SCHOOL	21
0001039 - 000	7/23/12 1:48 pm	7/23/12 1:55 pm	BOTHIN	21

Incident Number	Dispatch	Arrival	Address	Station
21				
0001053 - 000	7/26/12 10:54 am	7/26/12 10:57 am	SIR FRANCIS DRAKE	21
0001056 - 000	7/27/12 12:38 am	7/27/12 12:44 am	OAK MANOR	21
0001069 - 000	7/28/12 9:07 pm	7/28/12 9:10 pm	TAYLOR	21
0001076 - 000	7/29/12 7:42 pm	7/29/12 7:52 pm	Fish Grade Fire Road	21
0001083 - 000	7/31/12 6:45 am	7/31/12 6:51 am	GARY	21
0001090 - 000	7/31/12 6:29 pm	7/31/12 6:33 pm	SIR FRANCIS DRAKE	21
0001092 - 000	8/1/12 9:21 am	8/1/12 9:24 am	TAYLOR	21
0001093 - 000	8/1/12 10:12 am	8/1/12 10:22 am	Six Points Trail	21
0001097 - 000	8/3/12 5:46 am	8/3/12 5:50 am	SCENIC	21
0001102 - 000	8/3/12 7:45 pm	8/3/12 7:48 pm	HAWTHORNE	21
0001103 - 000	8/4/12 1:40 am	8/4/12 1:44 am	CENTER	21
0001104 - 000	8/4/12 8:44 am	8/4/12 8:51 am	SIR FRANCIS DRAKE	21
0001111 - 000	8/4/12 4:40 pm	8/4/12 4:43 pm	MAPLE	21
0001113 - 000	8/4/12 6:50 pm	8/4/12 6:52 pm	BROADWAY	21
0001121 - 000	8/5/12 3:09 pm	8/5/12 3:13 pm	HAWTHORNE	21
0001124 - 000	8/5/12 10:40 pm	8/5/12 10:44 pm	SIR FRANCIS DRAKE	21
0001125 - 000	8/6/12 1:50 am	8/6/12 1:54 am	SIR FRANCIS DRAKE	21
0001137 - 000	8/6/12 10:28 pm	8/6/12 10:32 pm	AZALEA	21
0001145 - 000	8/8/12 2:02 pm	8/8/12 2:16 pm	Deer Park Fire Road	21
0001150 - 000	8/9/12 9:21 am	8/9/12 9:23 am	BOLINAS	21
0001155 - 000	8/10/12 9:49 pm	8/10/12 9:52 pm	WREDEN	21
0001162 - 000	8/11/12 7:31 pm	8/11/12 7:39 pm	WOODSIDE	21
0001171 - 000	8/12/12 7:29 pm	8/12/12 7:31 pm	TAYLOR	21
0001174 - 000	8/13/12 7:45 am	8/13/12 7:51 am	WOODLAND	21
0001178 - 000	8/13/12 6:40 pm	8/13/12 6:44 pm	BOLINAS	21
0001184 - 000	8/15/12 11:08 am	8/15/12 11:11 am	BELMONT	21
0001190 - 000	8/16/12 3:00 pm	8/16/12 3:02 pm	TAYLOR	21
0001194 - 000	8/16/12 6:38 pm	8/16/12 6:44 pm	FRUSTUCK	21
0001200 - 000	8/17/12 6:52 pm	8/17/12 6:58 pm	TAMALPAIS	21
0001203 - 000	8/18/12 10:32 am	8/18/12 10:36 am	MARINDA	21
0001208 - 000	8/19/12 9:47 am	8/19/12 10:04 am	Sky Oaks	21
0001216 - 000	8/21/12 1:39 pm	8/21/12 1:43 pm	SIR FRANCIS DRAKE	21
0001228 - 000	8/23/12 3:11 am	8/23/12 3:15 am	BROADWAY	21
0001233 - 000	8/23/12 6:40 pm	8/23/12 6:44 pm	BELMONT	21
0001236 - 000	8/24/12 10:08 am	8/24/12 10:13 am	CYPRESS	21
0001247 - 000	8/26/12 6:35 pm	8/26/12 6:40 pm	GREGORY	21
0001248 - 000	8/26/12 9:36 pm	8/26/12 9:41 pm	SIR FRANCIS DRAKE	21
0001254 - 000	8/27/12 6:56 pm	8/27/12 7:00 pm	WOODLAND	21
0001266 - 000	8/29/12 11:04 am	8/29/12 11:15 am	Lake Lagunitas Parki	21
0001267 - 000	8/29/12 12:45 pm	8/29/12 12:50 pm	SIR FRANCIS DRAKE	21
0001268 - 000	8/29/12 2:00 pm	8/29/12 2:04 pm	SIR FRANCIS DRAKE	21
0001273 - 000	8/30/12 12:20 pm	8/30/12 12:27 pm	PINE	21
0001279 - 000	8/31/12 4:51 pm	8/31/12 4:55 pm	ARROYO	21

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Vehicle accident with injuries

0001033 - 000	7/22/12 3:34 pm	7/22/12 3:34 pm	SIR FRANCIS DRAKE	21
0001034 - 000	7/22/12 8:33 pm	7/22/12 8:36 pm	SIR FRANCIS DRAKE	21
0001044 - 000	7/24/12 12:11 am	7/24/12 12:29 am	Nicasio Valley	21
0001106 - 000	8/4/12 12:11 pm	8/4/12 12:18 pm	SIR FRANCIS DRAKE	21
0001157 - 000	8/11/12 2:23 pm	8/11/12 2:30 pm	BOLINAS	21
0001275 - 000	8/30/12 3:58 pm	8/30/12 4:00 pm	WILLOW	21

422

Incident Number	Dispatch	Arrival	Address	Station
21				
Chemical spill or leak				
0001086 - 000	7/31/12 12:59 pm	7/31/12 1:03 pm	Dominga	21
500				
Service Call, other				
0001139 - 000	8/7/12 8:40 am	8/7/12 8:44 am	WREDEN	21
0001141 - 000	8/7/12 6:08 pm	8/7/12 6:11 pm	WREDEN	21
0001156 - 000	8/10/12 11:18 pm	8/10/12 11:23 pm	BOTHIN	21
0001243 - 000	8/25/12 2:57 pm	8/25/12 3:00 pm	SIR FRANCIS DRAKE	21
511				
Lock-out				
0000962 - 000	7/7/12 4:35 am	7/7/12 4:43 am	GLEN	21
0001081 - 000	7/30/12 12:49 pm	7/30/12 12:54 pm	PARK	21
550				
Public service assistance, other				
0001278 - 000	8/31/12 11:31 am	8/31/12 11:40 am	WOOD	21
551				
Assist police or other governmental agency				
0001134 - 000	8/6/12 5:50 pm	8/6/12 5:53 pm	Parkade	21
552				
Police matter				
0000935 - 000	7/2/12 1:43 am	7/2/12 1:46 am	BROADWAY	21
553				
Public service				
0001074 - 000	7/29/12 5:38 pm	7/29/12 5:42 pm	PASTORI	21
554				
Assist invalid				
0000997 - 000	7/13/12 8:26 pm	7/13/12 8:31 pm	OLEMA	21
0001068 - 000	7/28/12 7:24 pm	7/28/12 7:29 pm	WREDEN	21
0001070 - 000	7/29/12 12:50 am	7/29/12 12:55 am	WREDEN	21
0001072 - 000	7/29/12 7:23 am	7/29/12 7:33 am	FAWN	21
0001129 - 000	8/6/12 1:00 pm	8/6/12 1:06 pm	OLEMA	21
0001153 - 000	8/10/12 3:01 am	8/10/12 3:05 am	BOLINAS	21
0001201 - 000	8/17/12 8:04 pm	8/17/12 8:09 pm	TAYLOR	21
0001264 - 000	8/29/12 10:49 pm	8/29/12 10:54 pm	PORTEOUS	21
571				
Cover assignment, standby, moveup				
0000942 - 000	7/3/12 2:52 pm	7/3/12 3:02 pm	Woodacre headquarter	21
0000959 - 000	7/6/12 10:46 am	7/6/12 10:56 am	Woodacre Fire Statio	21
0001041 - 000	7/23/12 2:39 pm	7/23/12 3:01 pm	MCFD Woodacre Fire S	21
0001078 - 000	7/30/12 8:35 am	7/30/12 8:41 am	Woodacre Fire Statio	21

Incident Number	Dispatch	Arrival	Address	Station
21				
611				
	Dispatched & cancelled en route			
0000945 - 000	7/3/12 9:26 pm		SIR FRANCIS DRAKE	21
0000950 - 000	7/4/12 10:10 pm		Endeavor	21
0000971 - 000	7/8/12 8:04 pm		MAPLE	21
0001004 - 000	7/15/12 11:43 am		Castle Rock	21
0001258 - 000	8/28/12 12:38 pm		OLEMA	21
611X				
	No RVFD Response			
0000972 - 000	7/8/12 8:36 pm		MCFD	21
622				
	No incident found on arrival at dispatch address			
0001054 - 000	7/26/12 1:29 pm	7/26/12 1:34 pm	OLEMA	21
631				
	Authorized controlled burning			
0001058 - 000	7/27/12 9:54 am	7/27/12 10:00 am	CASCADE	21
651				
	Smoke scare, odor of smoke			
0001127 - 000	8/6/12 7:41 am	8/6/12 7:50 am	VON	21
0001235 - 000	8/24/12 7:25 am	8/24/12 7:31 am	GLEN	21
0001238 - 000	8/24/12 8:02 pm	8/24/12 8:08 pm	ROCCA	21
0001272 - 000	8/30/12 12:11 pm	8/30/12 12:16 pm	MOUNTAIN VIEW	21
0001281 - 000	8/31/12 11:23 pm	8/31/12 11:33 pm	REDWOOD	21
730				
	System malfunction, other			
0001259 - 000	8/28/12 1:01 pm	8/28/12 1:04 pm	FORREST	21
735				
	Alarm system sounded due to malfunction			
0001036 - 000	7/23/12 1:04 am	7/23/12 1:12 am	CYPRESS	21
0001263 - 000	8/28/12 4:09 pm	8/28/12 4:13 pm	SIR FRANCIS DRAKE	21
740				
	Unintentional transmission of alarm, other			
0000976 - 000	7/9/12 2:07 pm	7/9/12 2:10 pm	BOLINAS	21
743				
	Smoke detector activation, no fire - unintentional			
0000994 - 000	7/13/12 4:46 am	7/13/12 4:51 am	SIR FRANCIS DRAKE	21
0001005 - 000	7/15/12 2:31 pm	7/15/12 2:36 pm	TAYLOR	21
0001009 - 000	7/17/12 2:13 pm	7/17/12 2:16 pm	BOLINAS	21
744				
	Detector activation, no fire - unintentional			

Incident Number	Dispatch	Arrival	Address	Station
21				
0001204 - 000	8/18/12 2:06 pm	8/18/12 2:09 pm	TAYLOR	21
BATT				
111				
Building fire				
0001143 - 000	8/7/12 10:26 pm	8/7/12 10:33 pm	Bayview	BATT
162				
Outside equipment fire				
0001109 - 000	8/4/12 1:23 pm	8/4/12 1:38 pm	Northgate One	BATT
550				
Public service assistance, other				
0001242 - 000	8/25/12 2:26 pm	8/25/12 2:30 pm	SIR FRANCIS DRAKE	BATT
611				
Dispatched & cancelled en route				
0000978 - 000	7/9/12 6:58 pm		Apricot	BATT
0001227 - 000	8/23/12 1:45 am		Estancia	BATT

ROSS VALLEY FIRE DEPARTMENT

Board Report

July 2012 through August 2013

	Jul '12 - Jun 13	Budget	% of Budget
Ordinary Income/Expense			
Income			
3010 · Member Contributions			
3030 · Fairfax	376,981	1,553,525	24%
3035 · Ross	389,381	1,557,525	25%
3040 · San Anselmo	655,913	2,703,000	24%
3042 · Sleepy Hollow	162,060	853,438	19%
3043 · Ross Apprentice Program	35,557	207,880	17%
3044 · Prior Authority Side Fund Pymnt	111,365	534,768	21%
3047 · Prior Authority Compensated Abs	10,413	50,000	21%
3048 · Prior Authority Retiree Health	31,397	150,768	21%
3049 · Prior Authority MERA Bond	7,954	38,194	21%
3054 · Debt Service Contributions	18,406	88,383	21%
Total 3010 · Member Contributions	1,799,427	7,737,481	23%
3050 · Outside Revenue			
3045 · County of Marin	127,043	127,043	100%
3058 · RVPA Reimbursement - Medic Prog	0	193,393	0%
3064 · RVPA Rental	12,743	25,500	50%
3070 · LAIF Interest	0	2,000	0%
3093 · RVPA EMS Training/Supply Reimb.	0	47,494	0%
3095 · Plan Checking Fees	21,050	68,000	31%
3096 · Re-Sale Inspection Fees	2,062	7,700	27%
3100 · Miscellaneous Income	320	2,500	13%
3101 · Workers Comp Reimbursement	10,105		
3115 · MLFT Reimbursement	1,000	5,000	20%
Total 3050 · Outside Revenue	174,323	478,630	36%
Total Income	1,973,750	8,216,111	24%
Expense			
5000 · SALARIES			
5010 · Regular salaries	540,939	3,307,707	16%
5011 · Holiday	25,574	155,169	16%
5012 · S/L Buy Back	0	19,500	0%
5013 · Retired S/L Compensation	0	50,340	0%
5016 · Temporary Hire	1,800	15,000	12%
Total 5000 · SALARIES	568,313	3,547,716	16%
5019 · BENEFITS			
5020 · Retirement	0	1,085,506	0%
5021 · Cafeteria Health Plan	143,691	646,041	22%
5022 · Housing Allowance	7,733	47,004	16%
5023 · Medicare	8,872	52,103	17%
5024 · PERS Administration Fee	567	2,500	23%
Total 5019 · BENEFITS	160,863	1,833,154	9%
5039 · REIMBURSABLE COSTS			
5040 · Uniform reimbursement	3,960	24,840	16%

ROSS VALLEY FIRE DEPARTMENT

Board Report

July 2012 through August 2013

	Jul '12 - Jun 13	Budget	% of Budget
5041 · Education reimbursement	12,999	61,539	21%
5043 · Board Member Stipend	700	8,000	9%
Total 5039 · REIMBURSABLE COSTS	17,659	94,379	19%
5049 · OVERTIME			
5050 · Regular/Standby OT	78,648	375,000	21%
5051 · FLSA O/T	13,415	81,577	16%
5052 · Hourly Overtime	8,757	49,000	18%
5053 · Shift Differential OT	5,254	24,500	21%
5054 · Reimbursed Overtime	984	20,000	5%
5055 · OT - OES Response	14,404		
5056 · OT Training	6,334	20,000	32%
Total 5049 · OVERTIME	127,796	570,077	22%
5059 · VOLUNTEERS			
5060 · Volunteer Response/Standby	750	4,000	19%
5061 · Volunteer CSFA Dues/Ins	0	4,100	0%
5062 · Volunteers Supplies	89	1,200	7%
5063 · Volunteers Drills	410	4,600	9%
5064 · Vol. Length of Service	0	5,600	0%
5065 · Explorer Post	0	4,400	0%
Total 5059 · VOLUNTEERS	1,249	23,900	5%
5069 · RETIREES			
5070 · Retirees' Health Insurance	51,599	452,110	11%
Total 5069 · RETIREES	51,599	452,110	11%
6004 · INSURANCE			
6005 · Workers Comp Claims	0	300	0%
6006 · Workers' Compensation Insurance	87,297	349,249	25%
6007 · Liability Insurance	23,400	25,600	91%
Total 6004 · INSURANCE	110,697	375,149	30%
6009 · VEHICLE MAINTENANCE			
6010 · Fuel	4,181	32,800	13%
6011 · Parts - Vehicle	250	3,200	8%
6012 · Repairs - Vehicle	16,072	80,000	20%
Total 6009 · VEHICLE MAINTENANCE	20,503	116,000	18%
6019 · MAINTENANCE			
6020 · Equipment Maintenance	560	4,275	13%
6026 · Building Maint. and Landscaping	54	4,000	1%
6028 · General Maintenance Supplies	174	2,600	7%
6029 · Hydrant Maintenance	550	6,000	9%
94040 · Burn Trailer Maintenance	0	4,000	0%
Total 6019 · MAINTENANCE	1,338	20,875	6%
6039 · CONTRACT SERVICES			
6040 · Dispatch	811	129,999	1%

ROSS VALLEY FIRE DEPARTMENT

Board Report

July 2012 through August 2013

	Jul '12 - Jun 13	Budget	% of Budget
6041 · Radio Repair	171	4,000	4%
6042 · Hazardous Material Removal	0	1,000	0%
6043 · Audit & Bookkeeping Services	0	19,000	0%
6044 · Payroll Service Fees	528	4,000	13%
6045 · Other Contract Services	3,797	25,593	15%
6046 · Executive Officer	300	3,600	8%
6047 · Attorney/Legal Fees	0	3,000	0%
6048 · Hazardous Material Contract	7,202	6,717	107%
6049 · MERA Membership Fee	38,236	38,194	100%
6050 · MERA Operating Expense	28,166	33,631	84%
Total 6039 · CONTRACT SERVICES	79,211	268,734	29%
6059 · UTILITIES			
6060 · Gas & Electric	582	22,750	3%
6061 · Telephone	1,618	19,000	9%
6062 · Water	756	3,850	20%
6063 · Sewer	0	1,540	0%
Total 6059 · UTILITIES	2,956	47,140	6%
6069 · OFFICE EXPENSES			
6070 · Publications & Dues	828	2,400	35%
6072 · Computer Software/Support	1,298	12,000	11%
6075 · Web Page Design and Maint.	150	3,100	5%
6080 · Office Supplies	656	4,500	15%
6081 · Postage	16	600	3%
Total 6069 · OFFICE EXPENSES	2,948	22,600	13%
6089 · OTHER SERVICES & SUPPLIES			
6090 · General Department Supplies	836	18,000	5%
6091 · Emergency Response Supplies	0	4,000	0%
6092 · Paramedic Response Supplies	485	12,000	4%
6093 · Physicals	70	4,500	2%
6094 · New Hire	0	3,350	0%
6100 · Emergency Medical Supplies	131	7,500	2%
6111 · Fire Prevention	0	4,500	0%
6112 · Training & Education	2,812	35,500	8%
6119 · Breathing Apparatus	79	5,800	1%
6121 · Breathing Apparatus-Contract	0	6,100	0%
6130 · Protective Clothing	0	6,500	0%
6150 · Tools/Equipment	792	6,500	12%
6180 · Community Education & Prep.	405	11,000	4%
Total 6089 · OTHER SERVICES & SUPPLIES	5,610	125,250	4%
6200 · CONTINGENCY			
6201 · Budget Contingency	0	30,000	0%
6210 · Retired S/L Comp Contingency	0	86,660	0%
Total 6200 · CONTINGENCY	0	116,660	0%
7000 · CAPITAL OUTLAY			

ROSS VALLEY FIRE DEPARTMENT


Board Report

July 2012 through August 2013

			Jul '12 - Jun 13	Budget	
				% of Budget	
		7012 · Appliances	0	2,000	0%
		7013 · Furnishings	0	2,500	0%
		7014 · Office Equipment	793	8,000	10%
		7030 · Apparatus and Equipment	3,461	15,000	23%
		7040 · Hydrants	6,320	13,600	46%
		7050 · Communications Equipment	0	10,000	0%
		7055 · Exercise Equipment	0	1,600	0%
		7060 · Turnouts	0	15,726	0%
		Total 7000 · CAPITAL OUTLAY	10,574	68,426	15%
		8000 · DEBT SERVICE			
		8010 · Principal Payments	0	78,166	0%
		8011 · Prinicpal-Prior Auth. Pen. Bond	64,120	460,216	14%
		8020 · Interest Expense	0	8,006	0%
		8021 · Interest-Prior Auth. Pen. Bond	16,705	73,352	23%
		8030 · Fees	0	1,200	0%
		Total 8000 · DEBT SERVICE	80,825	620,940	13%
		Total Expense	1,242,141	8,303,110	15%

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of: September 12, 2012

To: Board of Directors
From:  Roger Meagor, Fire Chief
Subject: Ross Valley Fire Department, July 1, 2011, Actuarial Valuation of the Other Post-Employment Benefit Programs

RECOMMENDATION:

That the Board accept the June 30, 2011, Ross Valley Fire Department Actuarial Valuation of the Other Post-Employment Benefit Programs (OPEB) as prepared by Bickmore Risk Services.

BACKGROUND:

The Government Accounting Standards Board (GASB) has mandated disclosure of Other Post-Employment Benefits (OPEB) liabilities for U.S. public employers beginning fiscal year-end 2008 through 2010. The time frame for required compliance was based on the size of revenues. Ross Valley Fire Department's date of compliance was fiscal year-end 2010.

In fiscal year 09/10, the Board began prefunding the Department's OPEB liabilities through the California Employer's Retiree Benefit Trust Program (CERBT). For agencies that participate in CERBT, GASB requires that an actuarial valuation be completed every 24 months. The Department completed a January 1, 2010 valuation.

GASB 57: Statement 57, which took effect on June 15, 2011, adds additional requirements for employers that participate in multiple-employer OPEB plans. In that the Department participates in the California Employer's Retiree Benefit Trust Program, Statement 57 requires that the Department's actuarial valuation date be the same as that of the Trust. In order to meet this requirement, the Department is required to have a July 1, 2011 valuation. Subsequent valuations will be required every 24 months.

DISCUSSION:

Bickmore Risk Services has completed the July 1, 2011, actuarial valuation of other post-employment benefits (OPEB) liabilities for Ross Valley Fire Department. The report text describes Bickmore Risk Services analysis and assumptions in detail.

AGENDA ITEM # 5
Date 9/12/12

The purpose of the report was to assess the OPEB liabilities and provide disclosure information as required by GASB Statement 45.

The actuarial assumptions used in the report are intended to comply with the requirements of California Employers Retiree Benefit Trust (CERBT) and are based on the assumption that the Department will continue to prefund its OPEB liabilities.

The report includes a breakout of "Prior Authority Retirees" and "Ross Valley Fire" active employees as of July 1, 2012. Prior Authority Retirees liabilities are the responsibility of San Anselmo, Fairfax and Sleepy Hollow, and Ross Valley Fire active liabilities are the responsibility of the Expanded Authority. The breakout can be found on page 25 of the report.

FISCAL IMPACT:

The July 1, 2011 actuarial valuation will be used for fiscal years 12/13 and 13/14.

If the Board decides to continue prefunding prospectively utilizing California Employers Retiree Benefit Trust (CERBT) with a closed 30 year amortization of the Actuarial Accrued Liability (AAL), utilizing the level percentage of pay formula, the fiscal impact is as follows:

The Prior Authority ARC (Annual Required Contribution) for FY 12/13 will be \$285,761 and for FY 13/14 \$295,049.

The Expanded Authority ARC for FY 12/13 will be \$163,031 and for FY 13/14 \$168,329.

The total ARC for FY 12/13 of \$448,792 and for FY 13/14 \$463,378, with a Net OPEB Obligation of zero.

Attachment: RVFD Actuarial Valuation of the OPEB Programs – as of July 1, 2011.



Bickmore Risk Services

July 17, 2012

Ms. JoAnne Lewis
Administrative Assistant
Ross Valley Fire Department
777 San Anselmo Avenue
San Anselmo, CA 94960

Re: July 1, 2011 Actuarial Report on GASB 45 Retiree Benefit Valuation

Dear JoAnne:

We are pleased to enclose our report providing the results of the July 1, 2011 actuarial valuation of "other post-employment benefits" (OPEB) liabilities for the Ross Valley Fire Department (the Department). The report's text describes our analysis and assumptions in detail.

This valuation was prepared with the understanding that:

- The results of this valuation will be applied to determine the annual OPEB expense for the Department's fiscal years ending June 30, 2013 and June 30, 2014, in order to reflect the incorporation of employees from the Ross Fire Department.
- The Department will continue to follow its previously established policy of prefunding OPEB liabilities through the irrevocable trust account with the California Employers' Retiree Benefit Trust (CERBT).
- The Department intends to adopt the new CERBT asset allocation Strategy 1, using a Margin for Adverse Deviation of .11%. Accordingly, liabilities were calculated based on a 7.5% discount rate, as permitted by CERBT.
- The Department will continue to follow its existing PEMHCA resolutions on file with CalPERS (executed in 1989) which provides that the Department's contribution for each annuitant will be phased in to fully paid retiree medical coverage, subject to limits on required employer increases to retiree medical payments.

We appreciate the opportunity to work on this analysis and acknowledge the efforts of the Department's staff who provided valuable information and assistance to enable us to perform this valuation. Please let us know if we can be of further assistance.

Sincerely,

A handwritten signature in cursive script that reads "Catherine L. MacLeod".

Catherine L. MacLeod, FSA, EA, MAAA
Director, Health and Benefit Actuarial Services

Enclosure

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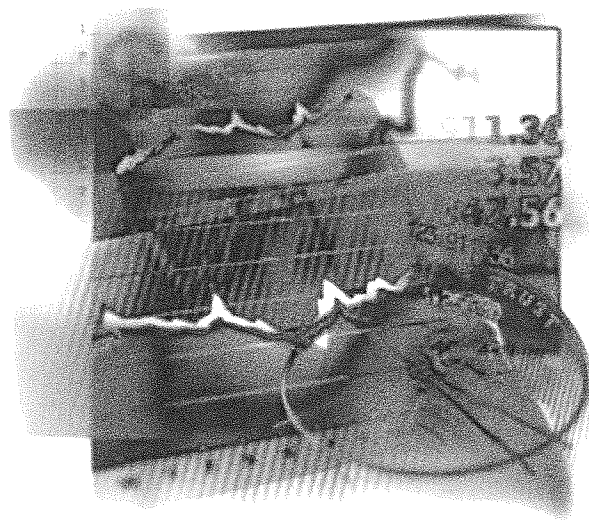


Bickmore Risk Services & Consulting

Ross Valley Fire Department

Actuarial Valuation of Other
Post-Employment Benefit Programs as of

July 1, 2011



July 2012

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A. Executive Summary

This report presents the results of the July 1, 2011 actuarial valuation of the Ross Valley Fire Department (the Department) other post-employment benefit (OPEB) programs. Briefly, benefits include subsidized medical coverage for eligible retirees. The purpose of this valuation was to assess the OPEB liabilities and provide disclosure information as required by Statement No. 45 of the Governmental Accounting Standards Board (GASB 45).

While the prior valuation was prepared using a 7.75% discount rate, this valuation was prepared using a 7.5% discount rate. This new rate reflects the asset allocation strategy selected by the Department for their assets, which are invested in the California Employers' Retiree Benefit Trust (CERBT). Use of this rate is not to be construed as a guarantee of future investment performance, but rather an assumption about the expected long term rate of return on assets to be used to finance the benefits.

Exhibits presented in this report are based on the following assumptions:

- The results of the July 1, 2011 valuation will be applied in determining the annual OPEB expense for the fiscal years ending June 30, 2013 and 2014.
- The ARC for the fiscal year ending June 30, 2012 will be developed from the results of the January 1, 2010 valuation and the Department's net OPEB obligation will be \$0 on June 30, 2012.

The GASB 45 actuarial accrued liability (AAL) as of July 1, 2011 is calculated to be \$5,117,093. The Department reported assets in CERBT as of July 1, 2011 of \$312,209 to offset these liabilities. Thus, the unfunded accrued liability as of this date is \$4,804,884.

Assuming the Department continues to follow its previously established policy of prefunding its OPEB liabilities, the following summarizes results for the fiscal year ending June 30, 2013:

- We calculate the annual required contribution (ARC) to be \$448,792.
- Department contributions are assumed to equal the ARC. It is expected that the Department will pay its portion of retiree premiums during the period (estimated to total \$234,840), and contribute the balance of the ARC to CERBT.
- Based on the calculations and contributions described above, we project a net OPEB obligation of \$0 on June 30, 2013.

These results are shown in tables beginning on page 11. Projected results for the fiscal year ending June 30, 2014 are also shown in these tables.

The liabilities shown in the report reflect assumptions regarding continued future employment, rates of retirement and survival, and elections by future retirees to retain coverage for themselves and their dependents. To the extent that actual experience is not what we assumed, future results will be different. We also note that this valuation has been prepared on a closed group basis; no provision is made for new employees.

Details of our valuation process and the various disclosures required by GASB 45 are provided on the succeeding pages.



Executive Summary (Concluded)

The next valuation is scheduled to be prepared as of July 1, 2013 as required for continued participation in CERBT. If there are any significant changes in the employee data, benefits provided or the funding policy, please contact us to discuss whether an earlier valuation is appropriate.

B. Requirements of GASB 45

The Governmental Accounting Standards Board (GASB) issued GASB Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*. This Statement establishes standards for the measurement, recognition, and display of OPEB expense/expenditures and related liabilities (assets), note disclosures, and, if applicable, required supplementary information (RSI) in the financial reports of state and local governmental employers. We understand that the Department implemented GASB 45 for the fiscal year ended June 30, 2010.

GASB 45 disclosures include the determination of an annual OPEB cost. For the first year, the annual OPEB cost is equal to the annual required contribution (ARC) as determined by the actuary. If the Department's OPEB contributions equal the ARC each year, the net OPEB obligation will equal \$0. If the Department's actual contribution is less than (greater than) the ARC, then a net OPEB obligation (asset) amount is established. In subsequent years, the annual OPEB expense will reflect adjustments made to the net OPEB obligation, in addition to the ARC (see Table 1C).

The decision whether or not to prefund, and at what level, is at the discretion of the Department, as are the manner and term for paying down the unfunded actuarial accrued liability. Once a funding policy has been established, however, the Department's auditor may have an opinion as to the timing and manner of any change to such policy in future years. The level of prefunding also affects the selection of the discount rate used for valuing the liabilities.

We note that various issues in this report may involve legal analysis of applicable law or regulations. The Department should consult counsel on these matters; Bickmore Risk Services (BRS) does not practice law and does not intend anything in this report to constitute legal advice. In addition, we recommend the Department consult with their internal accounting staff or external auditor or accounting firm about the accounting treatment of OPEB liabilities.

C. Sources of OPEB Liabilities

Post-employment benefits other than pensions (OPEB) comprise a part of compensation that employers offer for services received. The most common OPEB are:

- Medical
- Dental
- Prescription drug
- Vision
- Life insurance

Other possible post-employment benefits may include outside group legal, long-term care, or disability benefits outside of a pension plan. OPEB does not generally include vacation, sick leave¹ or COBRA benefits, which fall under other GASB accounting statements.

A direct employer payment toward the cost of OPEB benefits is referred to as an “explicit” subsidy and these are included in the determination of OPEB liabilities. In addition, if claims experience of employees and retirees are pooled when determining premiums, the retirees pay a premium based on a pool of members that, on average, are younger and healthier. For certain types of coverage, such as medical, this results in an “implicit subsidy” of retiree claims by active employee premiums since the retiree premiums are lower than they would have been if the retirees were insured separately. Paragraph 13.a. of GASB 45 generally requires an implicit subsidy of retiree premium rates be valued as an OPEB liability.

Exceptions may exist when the plan is part of a “community-rated” program. GASB guidance indicates that an agency whose membership is a small portion (in the neighborhood of 1%) of the total coverage of a multiple employer plan, may reasonably conclude that any change in their group’s mix of retirees and active employees would not affect the premium rates for the plan. In those circumstances, while an implicit subsidy may exist, it is not required to be disclosed.

OPEB Obligations of the Department

The Department provides continuation of medical coverage to its retiring employees. For retirees and their dependent(s) who have chosen to retain this coverage:

- The Department contributes directly to the cost of retiree medical coverage. These benefits are described in Table 3 and liabilities have been included in this valuation.
- Employees are covered by the CalPERS medical program. The experience of public agency employer membership in this program is community-rated (“OPEB Assumption Model”, April, 2010) and the Department’s membership in this program is incidental relative to the total number of members covered. This report, therefore, does not make age-related premium adjustments or compute an implicit rate subsidy for employees covered under this program.

¹ When a terminating employee’s unused sick leave credits are converted to provide or enhance a defined benefit OPEB, e.g., healthcare benefits, such converted sick leave credits should be valued under GASB 45.

D. Valuation Process

The valuation has been based on employee census data initially submitted to us by the Department in December 2011 and clarified in various related communications. Summaries of that data are provided in Table 2. While the individual employee records have been reviewed to verify that it is reasonable in various respects, the data has not been audited and we have otherwise relied on the Department as to its accuracy. A summary of the benefits provided under the Plan is provided in Table 3, based on information supplied to BRS by the Department. The valuation described below has been performed in accordance with the actuarial methods and assumptions described in Table 4.

In the specific development of the projected benefit values and liabilities, we first determine an expected premium or benefit stream over the employee's future retirement. We then calculate a present value of these benefits as of the valuation date.

- These present value determinations reflect assumptions for the likelihood that an employee may not continue in service with the Department to receive benefits;
- For those that do, appropriate assumptions are made to reflect the probability of retirement at various ages.
- After reduction for the probability an employee may not receive a benefit, for the remaining probability he or she does, those benefits reflect assumptions as to whether they will elect coverage for themselves and/or dependents.
- The cost of benefits payable, once they begin for each employee, reflect expected trends in the cost of those benefits and the assumptions as to the expected date(s) those benefit will cease.
- These benefit projections and liabilities have a very long time horizon. The final payments for currently active employees may not be made for 70 years or more.

The resulting present value for each employee is allocated as a level percent of payroll each year over the employee's career using the entry age normal cost method. This creates a cost expected to increase each year as payroll increases. Amounts attributed to prior fiscal years form the "actuarial accrued liability" (AAL). The amount of future OPEB cost allocated to the current year is referred to as the "normal cost". The remaining cost to be assigned to future years is called the "present value of future normal costs".

In summary:

Actuarial Accrued Liability <i>plus</i> Normal Cost <u><i>plus</i> Present Value of Future Normal Costs</u> <i>equals</i> Present Value of Future Benefits	Past Years' Costs Current Year's Cost <u>Future Years' Costs</u> Total Benefit Costs
---	---

Where contributions have been made to an irrevocable OPEB trust, the accumulated value of trust assets is applied to offset the AAL. The value of assets invested in the Department's CERBT account on June 30, 2011 was reported to be \$312,209. The portion of the AAL not covered by assets is referred to as the unfunded actuarial accrued liability (UAAL).

E. Basic Valuation Results

The following chart compares the results of the July 1, 2011 valuation of OPEB liabilities (Column 2) to the results of the January 1, 2010 valuation (Column 1).

Valuation date	Prefunding Basis	
	1/1/2010	7/1/2011
Discount rate	7.75%	7.50%
Number of Covered Employees		
Actives	28	34
Retirees	29	30
Total Participants	57	64
Actuarial Present Value of Projected Benefits		
Actives	\$ 2,807,665	\$ 3,406,847
Retirees	2,215,306	2,829,163
Total APVPB	5,022,971	6,236,010
Actuarial Accrued Liability (AAL)		
Actives	1,929,571	2,287,930
Retirees	2,215,306	2,829,163
Total AAL	4,144,877	5,117,093
Actuarial Value of Assets	-	312,209
Unfunded AAL (UAAL)	4,144,877	4,804,884
Normal Cost	79,955	120,568
Benefit Payments		
Actives (in retirement)	-	-
Retirees	163,073	192,527
Total	163,073	192,527

The funded ratio (the ratio of the Actuarial Value of Assets divided by the Actuarial Accrued Liability) is 6.1% as of July 1, 2011. Covered payroll as of July 1, 2011 was reported to be \$3,161,662. The Unfunded Actuarial Accrued Liability, expressed as a percentage of payroll, is 152.0% as of this date.

Changes Since the Prior Valuation

Even if all of our previous assumptions were met exactly as projected, liabilities generally increase with the passage of time as active employees get closer to the date their benefits are expected to begin. Of course, our prior assumptions were *not* exactly realized.

In comparing results shown in the two columns above, we can see that the increase in the AAL over the 18 month period between January 1, 2010 and July 1, 2011 was approximately \$972,000. Of this increase, \$312,000 was the expected increase due to the passage of time. The remaining increase of \$660,000 is attributable to plan experience

Basic Valuation Results (Concluded)

other than expected, addition of new members given prior service credit and the assumption changes described below:

- Updates in employee and premium data for continuing members (plan experience relative to prior assumptions: *(\$81,000 decrease in AAL)*;
- Addition of 8 new active employees formerly with the Ross Fire Department (*\$255,000 increase in AAL*);
- Change in discount rates used to develop the OPEB liability, from 7.75% to 7.5% (*\$158,000 increase in AAL*);
- Revised assumptions for mortality, termination and retirement, based on the most recent CalPERS retirement plan experience study covering Department employees (*\$54,000 increase in AAL*);
- A change in how we evaluated the potential cost of dependent benefits for retirees, reflecting the extension of healthcare coverage of children until age 26 (*\$50,000 increase in AAL*);
- A more direct recognition of the cost associated with disability retirement (*\$116,000 increase in AAL*); and
- An increase in assumed future increases in medical premiums between 2012 and 2019 (*\$108,000 increase in AAL*).

F. Funding Policy

The specific calculation of the ARC and annual OPEB expense for an employer depends on how the employer elects to fund these benefits. Contributing an amount greater than or equal to the ARC each year is referred to as “prefunding”. Prefunding generally allows the employer to have the liability calculated using a higher discount rate, which in turn lowers the liability. In addition, following a prefunding policy does not build up a net OPEB obligation because the contribution equals or exceeds the annual OPEB cost each year.

Determination of the ARC

The Annual Required Contribution (ARC) consists of two basic components, which have been adjusted with interest to the Department’s fiscal year end:

- The amounts attributed to service performed in the current fiscal year (the normal cost) and
- Amortization of the unfunded actuarial accrued liability (UAAL).

The ARC for each of the fiscal years ending June 30, 2013 and June 30, 2014 is developed in Table 1B.

Decisions Affecting the Amortization Payment

The period and method for amortizing the AAL can significantly affect the ARC. GASB 45:

- Prescribes a maximum amortization period of 30 years and requires no minimum amortization period (except 10 years for certain actuarial gains). Immediate full funding of the liability is also permitted, where the expected employer contribution is shown as the interest-adjusted sum of the normal cost and the entire amount of the unfunded accrued liability. Expected contributions in future years are then reduced to the expected normal cost (as a percentage of payroll) plus amortization of any new changes in the unfunded AAL.
- Allows amortization payments to be determined (a) as a level percentage of payroll, designed to increase over time as payroll increases, or (b) as a level dollar amount much like a conventional mortgage, so that this component of the ARC does not increase over time. Where a plan is closed and has no ongoing payroll base, a level percent of payroll basis is not permitted.
- Allows the amortization period to decrease annually by one year (closed basis) or to be maintained at the same number of years (open basis).

Funding Policy Illustrated in This Report

It is our understanding that the Department’s prefunding policy includes amortization of the unfunded AAL over a closed 30-year period initially effective July 1, 2009; the remaining period applicable in determining the ARC for the fiscal year ending June 30, 2013 is 27 years. Amortization payments are determined on a level percent of pay basis.

G. Choice of Actuarial Funding Method and Assumptions

The “ultimate real cost” of an employee benefit plan is the value of all benefits and other expenses of the plan over its lifetime. These expenditures are dependent only on the terms of the plan and the administrative arrangements adopted, and as such are not affected by the actuarial funding method. The actuarial funding method attempts to spread recognition of these expected costs on a level basis over the life of the plan, and as such sets the “incidence of cost”. Methods that produce higher initial annual (prefunding) costs will produce lower annual costs later. Conversely, methods that produce lower initial costs will produce higher annual costs later relative to the other methods. GASB 45 allows the use of any of six actuarial funding methods; a brief description of each is in the glossary.

Factors Impacting the Selection of Funding Method

While the goal of GASB 45 is to match recognition of retiree medical expense with the periods during which the benefit is earned, the funding methods differ because they focus on different financial measures in attempting to level the incidence of cost. Appropriate selection of a funding method contributes to creating intergenerational equity between generations of taxpayers. The impact of potential new employees entering the plan may also affect selection of a funding method, though this is not a factor in this plan.

We believe it is most appropriate for the plan sponsor to adopt a theory of funding and consistently apply the funding method representing that theory. This valuation was prepared using the entry age normal cost method with normal cost determined on a level percent of pay basis. The entry age normal cost method often produces initial contributions between those of the other more common methods and is generally regarded by pension actuaries as the most stable of the funding methods and is one of the most commonly used methods for GASB 45 compliance. In addition, it is the method required for plans participating in the California Employers Retiree Benefit Trust (CERBT).

Factors Affecting the Selection of Assumptions

Special considerations apply to the selection of actuarial funding methods and assumptions for the Department. In particular, CalPERS has issued a set of standardized actuarial methods and assumptions to be used by entities participating in CERBT and the actuarial assumptions used in this report for GASB 45 analysis are intended to comply with these requirements. The assumptions required for use by CERBT were updated since the last valuation, to reflect recent experience, and the revised assumptions were utilized for this valuation.

In selecting an appropriate discount rate, GASB states that the discount rate should be based on the expected long-term yield of investments used to finance the benefits. CERBT provides participating employers with three possible asset allocation strategies; a maximum discount rate is assigned to each of these strategies, which may be rounded or reduced to include a margin for adverse deviation. As requested by the Department and permitted by CERBT where its asset allocation Strategy #1 is employed, the discount rate used in this valuation is 7.5%.

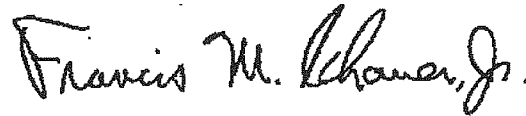
H. Certification

We certify that this report has been prepared in accordance with our understanding of GASB 45, and that the results shown in Section E and in Tables 1A, 1B and 1C accurately present our analysis of the actuarial calculations for this plan required by GASB 45. Each signing individual is a Manager in the Health & Benefits Actuarial Unit at Bickmore Risk Services and a Member of the American Academy of Actuaries who satisfies the qualification requirements for rendering this opinion.

Signed: July 17, 2012



Catherine L. MacLeod, FSA, EA, MAAA



Francis M. Schauer Jr., FSA, FCA, EA, MAAA

Table 1A
Roll Forward of 2011 Valuation Results - Prefunding Basis

The basic valuation results are presented in Section E. The following summarizes the results of the July 1, 2011 valuation adjusted to be applicable for the fiscal years ending June 30, 2013 and 2014. These adjusted results become the basis for calculating the annual required contribution for these years, shown in Table 1B on the following page.

The results shown below and on the following two pages reflect our understanding that the Department intends to contribute 100% of the ARC for each fiscal year up to and including the years to which this report is expected to be applied. Should those contributions differ by more than an immaterial amount, some of the results in this report will need to be revised.

Valuation date	Prefunding Basis	
	7/1/2011	
For fiscal year beginning	7/1/2012	7/1/2013
For fiscal year ending	6/30/2013	6/30/2014
Discount rate	7.50%	7.50%
Number of Covered Employees		
Actives	34*	34*
Retirees	30*	30*
Total Participants	64*	64*
Actuarial Present Value of Projected Benefits		
Actives	\$ 3,655,075	\$ 3,911,923
Retirees	2,837,211	2,832,444
Total APVPB	6,492,286	6,744,367
Actuarial Accrued Liability (AAL)		
Actives	2,581,849	2,892,029
Retirees	2,837,211	2,832,444
Total AAL	5,419,061	5,724,473
Actuarial Value of Assets	501,941	753,539
Unfunded AAL (UAAL)	4,917,119	4,970,934
Normal Cost	124,486	128,532
Benefit Payments		
Actives (in retirement)	17,282	31,684
Retirees	217,558	229,949
Total	234,840	261,633

* The counts of active employees and retirees shown above are as of the valuation date. Based on assumptions outlined in Table 4, we recognize the possibility that some active employees will leave employment, some may retire and elect benefits and that coverage for some current retirees may cease. In addition, because this valuation has been prepared on a closed group basis, no potential future employees are included. Thus, it is possible that the actual number of active and retired employees in the future year would be different from those shown above.

Table 1B
Calculation of the Annual Required Contribution

The following exhibit calculates the amortization payments and the annual required contribution (ARC) on a prefunding basis for the fiscal years ending June 30, 2013 and June 30, 2014.

Fiscal Year End	Prefunding Basis	
	6/30/2013	6/30/2014
Funding Policy		
Discount rate	7.50%	7.50%
Amortization method	Level % of Pay	Level % of Pay
Initial amortization period (in years)	30	30
Remaining period (in years)	27	26
Determination of Amortization Payment		
UAAL	4,917,119	4,970,934
Factor	16.7823	16.4319
Payment	292,994	302,517
Annual Required Contribution (ARC)		
Normal Cost	124,486	128,532
Amortization of UAAL	292,994	302,517
Interest to 06/30	31,311	32,329
Total ARC at fiscal year end	448,792	463,378

While the following is not intended to be used to determine the normal cost or ARC in future years, this information may be of value for planning purposes:

Valuation date	7/1/2011	
Fiscal Year End	6/30/2013	6/30/2014
Projected covered payroll	3,264,416	3,370,510
Normal Cost as a percent of payroll	3.8%	3.8%
ARC as a percent of payroll	13.7%	13.7%
ARC per active ee	13,200	13,629

Table 1C
Expected OPEB Disclosures

The exhibit below develops the annual OPEB expense, estimates the expected OPEB contributions and projects the net OPEB obligation for the fiscal years ending June 30, 2013 and June 30, 2014. The calculations assume the Department continues to follow the prefunding approach outlined on the prior page.

Fiscal Year End	Prefunding Basis	
	6/30/2013	6/30/2014
1. Calculation of the Annual OPEB Expense		
a. ARC for current fiscal year	\$ 448,792	\$ 463,378
b. Interest on Net OPEB Obligation (Asset) at beginning of year	-	-
c. Adjustment to the ARC	-	-
d. Annual OPEB Expense (a. + b. + c.)	448,792	463,378
2. Calculation of Expected Contribution		
a. Estimated payments on behalf of retirees	234,840	261,633
b. Estimated contribution to OPEB trust	213,952	201,745
c. Total Expected Employer Contribution	448,792	463,378
3. Change in Net OPEB Obligation (1.d. minus 2.c.)	-	-
Net OPEB Obligation (Asset), beginning of fiscal year	-	-
Net OPEB Obligation (Asset) at fiscal year end	-	-

Please note that the expected payments to retirees shown above are projections and should be replaced with the actual payments in order to determine the portion of the ARC to be contributed to the OPEB trust.

Should total Department contributions (the sum of actual premiums paid and contributions to CERBT) be less than the ARC, the next valuation will likely require use of a lower discount rate for valuing the liabilities.

**Table 2
Summary of Employee Data**

The Department reported 34 active employees; of these, 33 are currently participating in the medical program while one employee was waiving coverage as of the valuation date. Age and service information for the reported individuals is provided below:

Distribution of Benefits-Eligible Active Employees								
Current Age	Years of Service						Total	Percent
	Under 1	1 to 4	5 to 9	10 to 14	15 to 19	20 & Up		
Under 25	1	1					2	6%
25 to 29		1	2				3	9%
30 to 34		2	1	1			4	12%
35 to 39		1	4	2	1		8	24%
40 to 44		1	1	2	1	2	7	21%
45 to 49				1	1	2	4	12%
50 to 54						5	5	15%
55 to 59						1	1	3%
60 to 64							0	0%
65 to 69							0	0%
70 & Up							0	0%
Total	1	6	8	6	3	10	34	100%
Percent	3%	18%	24%	18%	9%	29%	100%	

(Percentages adjusted to total 100%)

Annual Covered Payroll	\$3,161,662
Average Attained Age for Actives	40.5
Average Years of Service	13.7

There are also 30 retirees or their beneficiaries receiving benefits as of July 1, 2011. The following chart summarizes the ages of current retirees in the Department plan.

Retirees by Age		
Current Age	Number	Percent
Below 50	1	3%
50 to 54	2	7%
55 to 59	2	7%
60 to 64	7	23%
65 to 69	3	10%
70 to 74	6	20%
75 to 79	4	13%
80 & up	5	17%
Total	30	100%
Average Attained Age for Retirees:		70.0

**Table 2
(Concluded)**

Participants covered in each employment group, both active and retired, are shown below:

Group	Active	Retired	Total
RVFD	26	30	56
Ross	8	0	8
Total	34	30	64

The following chart shows the changes in employees covered by the plan since the prior valuation was prepared.

Reconciliation of Covered Members				
	Active	Retired	Surv Sp	Total
Number on 1/1/2010	28	21	8	57
New in (Ross employees)	8	0	0	8
Withdrawals/deaths	0	(1)	0	(1)
Retired	(2)	2	0	0
Number on 7/1/2011	34	22	8	64

Because plan costs vary by the plan in which the retiree participates, it is helpful to review which plans are most commonly selected. The following summarizes the Department's distribution of employees by medical plan.

Current Medical Plan	Active	Retired
PERS Choice Bay	4	1
Kaiser Bay	23	20
Blue Shield HMO Bay	6	3
PERS Care Bay	0	1
PERS Care NoCal	0	1
PERS Choice NoCal	0	3
PERS Choice OOS	0	1
Waived	1	0
Total	34	30

Table 3A Summary of Retiree Benefit Provisions

OPEB provided: The Department has indicated that the only OPEB provided is medical coverage.

Access to coverage: Medical coverage is currently provided through CalPERS as permitted under the Public Employees' Medical and Hospital and Care Act (PEMHCA).

- This coverage requires the employee to satisfy the requirements for retirement under CalPERS. Retirement requires attainment of age 50 with 5 years of State or public agency service or approved disability retirement.
- If an eligible employee is not already enrolled in the medical plan, he or she may enroll within 60 days of retirement or during any future open enrollment period.
- Coverage may be continued at the retiree's option for his or her lifetime. A surviving spouse and other eligible dependents may also continue coverage.
- The employee must commence his or her retirement warrant within 120 days of terminating employment with the Department to be eligible to continue medical coverage through the Department and be entitled to the employer subsidy described below.

Benefits provided: As a PEMHCA employer, the Department is obligated to contribute toward the cost of retiree medical coverage for the retiree's lifetime or until coverage is discontinued. The Department maintains an "unequal" resolution with CalPERS (executed in 1989) which defines the level of the Department's contribution toward the cost of medical plan premiums for *active* employees to be the full cost of medical coverage for active employees, their spouses and dependents². Under the unequal resolution, the employer's contribution toward *retiree* medical benefits is determined by multiplying together the first three items below, subject to the limit in the fourth:

- 1) 5% *times*
- 2) The number of prior years the employer has been contracted with PEMHCA *times*
- 3) The contribution the employer makes towards active employee health benefits
- 4) Regardless of the percentage determined above, the maximum increase each year in the employer's monthly subsidy on behalf of each retiree (including dependents) is \$100.

Since the PEMHCA resolution was passed over 20 years ago, the Department would seem to be required to provide retiree medical benefits identical to those which it provides for active employees in the same plan at the same coverage levels. However, the \$100 per month maximum increase (described in item 4 above) causes the benefit for two-party and family coverage to remain below the benefits provided to active employees, until the retiree becomes eligible for Medicare and the premium rates decrease.

² It is our understanding that the Department's contribution toward medical coverage for active employees is actually limited to the Kaiser Family premium. However, the PEMHCA resolution has not yet been updated with CalPERS and, as such, retiree benefits are still being determined in accordance with the 1989 resolution.



**Table 3 – Retiree Benefit Provisions
(Concluded)**

Current premium rates: The 2011 CalPERS monthly medical plan rates in the Bay Area rate group are shown in the table below. If different rates apply where the member resides outside of this area, those rates are reflected in the valuation, but not listed here.

Bay Area 2011 Health Plan Rates						
Plan	Actives and Pre-Med Retirees			Medicare Eligible		
	Ee Only	Ee & 1	Ee & 2+	Ee Only	Ee & 1	Ee & 2+
Blue Shield HMO	\$675.51	\$1,351.02	\$1,756.33	\$337.88	\$675.76	\$1,081.07
Blue Shield NetValue HMO	581.24	1162.48	1511.22	337.88	675.76	1024.50
Kaiser HMO	568.99	1137.98	1479.37	282.30	564.60	905.99
PERS Choice PPO	563.40	1126.80	1464.84	375.88	751.76	1089.80
PERS Select PPO	492.68	985.36	1280.97	375.88	751.76	1047.37
PERS Care PPO	893.95	1787.90	2324.27	433.66	867.32	1403.69
PORAC Association Plan	527.00	987.00	1254.00	418.00	833.00	1100.00

Note that the additional CalPERS administration fee is not included in this valuation.

Table 3B General CalPERS Annuitant Eligibility Provisions

The content of this section has been drawn from Section C, Summary of Plan Provisions, of the State of California OPEB Valuation as of June 30, 2011, issued February 2012, to the State Controller from Gabriel Roeder & Smith. It is provided here as a brief summary of general annuitant and survivor coverage.

Health Care Coverage

Retired Employees

A member is eligible to enroll in a CalPERS health plan if he or she retires within 120 days of separation from employment and receives a monthly retirement allowance. If the member meets this requirement, he or she may continue his or her enrollment at retirement, enroll within 60 days of retirement, or enroll during any Open Enrollment period. If a member is currently enrolled in a CalPERS health plan and wants to continue enrollment into retirement, the employee will notify CalPERS and the member's coverage will continue into retirement.

Eligibility Exceptions: Certain family members are not eligible for CalPERS health benefits:

- Children age 26 or older
- Children's spouses
- Former spouses
- Never enrolled or disabled children over age 26
- Grandparents
- Parents
- Children of former spouses
- Other relatives

Coordination with Medicare

CalPERS retired members who qualify for premium-free Part A, either on their own or through a spouse (current, former, or deceased), must sign up for Part B as soon as they qualify for Part A. A member must then enroll in a CalPERS sponsored Medicare plan. The CalPERS-sponsored Medicare plan will pay for costs not paid by Medicare, by coordinating benefits.

Survivors of an Annuitant

If a CalPERS annuitant satisfied the requirement to retire within 120 days of separation, the survivor may be eligible to enroll within 60 days of the annuitant's death or during any future Open Enrollment period. Note: A survivor cannot add any new dependents; only dependents that were enrolled or eligible to enroll at the time of the member's death qualify for benefits.

Surviving registered domestic partners who are receiving a monthly annuity as a surviving beneficiary of a deceased employee or annuitant on or after January 1, 2002, are eligible to continue coverage if currently enrolled, enroll within 60 days of the domestic partner's death, or enroll during any future Open Enrollment period.

Surviving enrolled family members who do not qualify to continue their current coverage are eligible for continuation coverage under COBRA.

**Table 4
OPEB Valuation Actuarial
Methods and Assumptions**

Valuation Date	July 1, 2011
Funding Method	Entry Age Normal Cost, level percent of pay ³
Asset Valuation Method	Market value of assets
Discount Rate	7.5%
Participants Valued	Only current active employees and retired participants and covered dependents are valued. No future entrants are considered in this valuation.
Salary Increase	3.25% per year
Assumed Increase for Amortization Payments	3.25% per year where determined on a percent of pay basis

The demographic actuarial assumptions used in this valuation are based on the (demographic) experience study of the California Public Employees Retirement System using data from 1997 to 2007. Rates for selected age and service are shown below and on the following pages.

Mortality Before Retirement Illustrative rates:

CalPERS Public Agency Miscellaneous Non-Industrial Deaths only			CalPERS Public Agency Police & Fire Combined Industrial & Non-Industrial Deaths		
Age	Male	Female	Age	Male	Female
15	0.00045	0.00006	15	0.00045	0.00006
20	0.00047	0.00016	20	0.00050	0.00019
30	0.00053	0.00036	30	0.00063	0.00046
40	0.00087	0.00065	40	0.00100	0.00078
50	0.00176	0.00126	50	0.00191	0.00141
60	0.00395	0.00266	60	0.00412	0.00283
70	0.00914	0.00649	70	0.00933	0.00668
80	0.01527	0.01108	80	0.01548	0.01129

³ The level percent of pay aspect of the funding method refers to how the normal cost is determined. Use of level percent of pay cost allocations in the funding method is separate from and has no effect on a decision regarding use of a level percent of pay or level dollar basis for determining amortization payments.

**Table 4 - Actuarial Methods and Assumptions
(Continued)**

Mortality After Retirement
Illustrative rates:

Healthy Lives

CalPERS Public Agency Miscellaneous, Police & Fire Post Retirement Mortality		
Age	Male	Female
40	0.00093	0.00062
50	0.00239	0.00125
60	0.00720	0.00431
70	0.01675	0.01244
80	0.05270	0.03749
90	0.16747	0.12404
100	0.34551	0.31876
110	1.00000	1.00000

Disabled Lives

CalPERS Public Agency Miscellaneous Disability Post Retirement Mortality			CalPERS Public Agency Fire Disability Post Retirement Mortality		
Age	Male	Female	Age	Male	Female
20	0.00664	0.00478	20	0.00313	0.00238
30	0.00790	0.00512	30	0.00205	0.00175
40	0.01666	0.00674	40	0.00217	0.00207
50	0.01632	0.01245	50	0.00518	0.00412
60	0.02293	0.01628	60	0.00808	0.00815
70	0.03870	0.03019	70	0.02269	0.01743
80	0.08388	0.05555	80	0.06956	0.04549
90	0.21554	0.14949	90	0.16676	0.13799

Termination Rates

CalPERS Public Agency Miscellaneous: sum of Terminated
Refund and Terminated Vested rates – Illustrative rates

Attained Age	Years of Service					
	0	3	5	10	15	20
15	0.1812	0.0000	0.0000	0.0000	0.0000	0.0000
20	0.1742	0.1193	0.0946	0.0000	0.0000	0.0000
25	0.1674	0.1125	0.0868	0.0749	0.0000	0.0000
30	0.1606	0.1055	0.0790	0.0668	0.0581	0.0000
35	0.1537	0.0987	0.0711	0.0587	0.0503	0.0450
40	0.1468	0.0919	0.0632	0.0507	0.0424	0.0370
45	0.1400	0.0849	0.0554	0.0427	0.0347	0.0290

**Table 4 - Actuarial Methods and Assumptions
(Continued)**

Termination Rates
(concluded)

CalPERS Public Agency Fire: sum of Terminated Refund
and Terminated Vested rates – Illustrative rates

Attained Age	Years of Service					
	0	3	5	10	15	20
15	0.0947	0.0000	0.0000	0.0000	0.0000	0.0000
20	0.0947	0.0323	0.0257	0.0000	0.0000	0.0000
25	0.0947	0.0323	0.0257	0.0090	0.0000	0.0000
30	0.0947	0.0323	0.0257	0.0090	0.0079	0.0000
35	0.0947	0.0323	0.0257	0.0090	0.0079	0.0069
40	0.0947	0.0323	0.0257	0.0090	0.0079	0.0069
45	0.0947	0.0323	0.0257	0.0090	0.0079	0.0069

Service Retirement Rates

CalPERS Public Agency Miscellaneous
2.7% @ 55 – Illustrative rates

Attained Age	Years of Service					
	5	10	15	20	25	30
50	0.0275	0.0350	0.0425	0.0500	0.0575	0.0650
55	0.0908	0.1155	0.1403	0.1650	0.1898	0.2145
60	0.0880	0.1120	0.1360	0.1600	0.1840	0.2080
65	0.1458	0.1855	0.2253	0.2650	0.3048	0.3445
70	0.1288	0.1638	0.1990	0.2340	0.2692	0.3042
75 & over	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000

CalPERS Public Agency Fire
3% @ 55 – Illustrative rates

Attained Age	Years of Service					
	5	10	15	20	25	30
50	0.0120	0.0120	0.0120	0.0180	0.0280	0.0330
52	0.0180	0.0180	0.0180	0.0270	0.0420	0.0500
55	0.0920	0.0920	0.0920	0.1340	0.2110	0.2460
57	0.1000	0.1000	0.1000	0.1460	0.2300	0.2680
60	0.1170	0.1170	0.1170	0.1695	0.2670	0.3120
62	0.0975	0.0975	0.0975	0.1413	0.2225	0.2600
65 & over	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000

Table 4 - Actuarial Methods and Assumptions (Continued)

Disability Retirement Rates

Illustrative rates:

CalPERS Public Agency Miscellaneous Disability		
Age	Male	Female
25	0.00010	0.00010
30	0.00021	0.00020
35	0.00063	0.00088
40	0.00145	0.00164
45	0.00252	0.00243
50	0.00331	0.00311
55	0.00366	0.00306
60	0.00377	0.00253

CalPERS Public Agency Fire Combined Disability	
Age	Unisex
20	0.00034
25	0.00130
30	0.00262
35	0.00382
40	0.00502
45	0.00632
50	0.00794
55	0.07305
60	0.07351

Healthcare Trend Rate

Medical plan premiums are assumed to increase once each year. The increases over the prior year's levels are assumed to be effective on the dates shown in the chart below:

Effective July 1	Premium Increase	Effective July 1	Premium Increase
2012	9.00%	2016	7.00%
2013	8.50%	2017	6.50%
2014	8.00%	2018	5.50%
2015	7.50%	2019 & later	4.50%

Medicare Eligibility

Absent contrary data, all individuals are assumed to be eligible for Medicare Parts A and B at age 65.

**Table 4 - Actuarial Methods and Assumptions
(Continued)**

Participation Rate	<p><i>Active employees:</i> 100% are assumed to continue their current plan election in retirement. If an active employee is currently waiving coverage through the Department, he or she is assumed to elect coverage at a later date in the Kaiser HMO plan in the Bay Area region, thus gaining access to coverage in retirement.</p> <p><i>Retired participants:</i> Existing medical plan elections are assumed to be maintained until the retiree's death.</p>
Spouse Coverage	<p><i>Active employees:</i> 80% are assumed to be married and elect coverage for their spouse in retirement. Surviving spouses are assumed to retain coverage until their death. Husbands are assumed to be 3 years older than their wives.</p> <p><i>Retired participants:</i> Existing elections for spouse coverage are assumed to be maintained through retirement until the spouse's death. Actual spouse ages are used, where known; if not, husbands are assumed to be 3 years older than their wives.</p>
Dependent Coverage	<p><i>Active employees:</i> 30% are assumed to cover dependents other than a spouse under age 26 at retirement; eligibility for coverage for the youngest dependent is assumed to end at the retiree's age 62.</p> <p><i>Retired participants</i> covering dependent children are assumed to end such coverage when the youngest currently covered dependent reaches age 26.</p>
Changes Since the Prior Valuation:	
Discount rates	Decreased from 7.75% to 7.5%
Demographic assumptions	Rates of assumed mortality, termination, disability and retirement rates were updated from those provided in the CalPERS 2002 experience study to those developed from the CalPERS 2007 experience study. Explicit costs for potential disability benefits were included.
Healthcare trend	Medical plan premiums are assumed to increase at slightly higher rates than were assumed in the prior valuation.
Dependent Coverage	Due to more favorable and longer eligibility for dependent children, this valuation includes projected OPEB costs for dependents of current (and future) retirees.

Table 5
Projected Benefit Payments

The following is an estimate of other post-employment benefits to be paid on behalf of current retirees and current employees expected to retire from the Department.

- No benefits expected to be paid on behalf of current active employees prior to retirement are considered in this projection.
- No benefits for potential future employees have been included.

Expected annual benefits have been projected on the basis of the actuarial assumptions outlined in Table 4.

Projected Annual Benefit Payments			
Fiscal Year Ending June 30	Current Retirees	Future Retirees	Total
2012	192,527	-	192,527
2013	217,558	17,282	234,840
2014	229,949	31,684	261,633
2015	225,038	47,826	272,864
2016	228,679	68,381	297,060
2017	233,022	88,127	321,149
2018	241,033	109,177	350,210
2019	246,952	130,726	377,678
2020	251,221	151,672	402,893
2021	252,131	173,134	425,265
2022	254,995	197,766	452,761
2023	246,515	223,044	469,559
2024	236,107	240,651	476,758
2025	236,002	269,494	505,496
2026	235,360	288,256	523,616
2027	234,206	316,774	550,980
2028	224,356	343,818	568,174
2029	214,915	369,211	584,126
2030	211,969	408,157	620,126
2031	199,826	442,459	642,285

Appendix 1 Breakout of Department Results by Group

The table below breaks out the results for each group on a prefunded basis. All results reflect the same funding policy (including amortization) illustrated in Tables 1A, 1B and 1C.

Approach	FYE 2013			FYE 2014		
	Prefunding Basis			Prefunding Basis		
Group	Ross Valley Fire	Prior Authority Retirees	Total	Ross Valley Fire	Prior Authority Retirees	Total
Interest Rate	7.50%			7.50%		
Amortization method	Level percent of pay			Level percent of pay		
Amortization period (in years)	27			26		
Participants in Group						
Actives (participating)	34	0	34	34	0	34
Retirees	0	30	30	0	30	30
Total Participants	34	30	64	34	30	64
Actuarial Present Value of Projected Benefits						
Actives (participating)	3,655,075	-	3,655,075	3,911,923	-	3,911,923
Retirees	-	2,837,211	2,837,211	-	2,832,444	2,832,444
Total APVPB	3,655,075	2,837,211	6,492,286	3,911,923	2,832,444	6,744,367
Actuarial Accrued Liability						
Actives (participating)	2,581,849	-	2,581,849	2,892,029	-	2,892,029
Retirees	-	2,837,211	2,837,211	-	2,832,444	2,832,444
Total AAL	2,581,849	2,837,211	5,419,061	2,892,029	2,832,444	5,724,473
Actuarial Value of Assets	209,872	292,069	501,941	494,092	259,447	753,539
Unfunded Actuarial Accrued Liability	2,371,977	2,545,142	4,917,119	2,397,937	2,572,997	4,970,934
Amortization Factor	16.7823	16.7823	16.7823	16.4319	16.4319	16.4319
Annual Required Contribution (ARC)						
Normal Cost	124,486	-	124,486	128,532	-	128,532
Amortization of UAAL	141,338	151,656	292,994	145,932	156,585	302,517
Interest to fiscal year end	19,937	11,374	31,311	20,585	11,744	32,329
ARC at Fiscal Year End	285,761	163,031	448,792	295,049	168,329	463,378
Expected Net Employer Contribution						
(Expected Retiree Benefit Payments)	(17,282)	(217,558)	(234,840)	(31,684)	(229,949)	(261,633)
(Expected Trust Contribution) or Refund	(268,479)	54,527	(213,952)	(263,365)	61,620	(201,745)

In developing the results above, the July 1, 2011 assets were projected to July 1, 2012 based on the expected rate of return and contributions expected to be credited to the trust account prior to that date. This projected July 1, 2012 asset value was allocated between groups in proportion to the actuarial accrued liability projected for each covered member as of June 30, 2012. No assets were allocated on behalf of members joining the group as of July 1, 2012.

Appendix 2 OPEB Disclosure Information

The location of key OPEB information to be reported in financial reports is summarized below:

Summary of Plan Provisions:	See Table 3A
OPEB Funding Policy:	See Section F; details are provided also at the top of the exhibit in Table 1B
Funding Status and Funding Progress:	See Section E – Basic Valuation Results
Annual OPEB Cost and Net OPEB Obligation:	See Table 1C
Actuarial Methods and Assumptions:	See Table 4.

Glossary

Actuarial Accrued Liability (AAL) – Total dollars required to fund all plan benefits attributable to service rendered as of the valuation date for current plan members and vested prior plan members; see “Actuarial Present Value”

Actuarial Funding Method – A procedure which calculates the actuarial present value of plan benefits and expenses, and allocates these expenses to time periods, typically as a normal cost and an actuarial accrued liability

Actuarial Present Value (APV) – The amount presently required to fund a payment or series of payments in the future, it is determined by discounting the future payments by an appropriate interest rate and the probability of nonpayment.

Aggregate – An actuarial funding method under which the excess of the actuarial present value of projected benefits over the actuarial accrued liability is levelly spread over the earnings or service of the group forward from the valuation date to the assumed exit date, based not on individual characteristics but rather on the characteristics of the group as a whole

Annual Required Contribution (ARC) – The amount the employer would contribute to a defined benefit OPEB plan for a given year, it is the sum of the normal cost and some amortization (typically 30 years) of the unfunded actuarial accrued liability

Annual OPEB Expense – The OPEB expense reported in the Agency’s financial statement, which is comprised of three elements: the ARC, interest on the net OPEB obligation at the beginning of the year and an ARC adjustment.

Attained Age Normal Cost (AANC) – An actuarial funding method where, for each plan member, the excess of the actuarial present value of benefits over the actuarial accrued liability (determined under the unit credit method) is levelly spread over the individual’s projected earnings or service forward from the valuation date to the assumed exit date

CalPERS – Many state governments maintain a public employee retirement system; CalPERS is the California program, covering all eligible state government employees as well as other employees of other governments within California who have elected to join the system

Defined Benefit (DB) – A pension or OPEB plan which defines the monthly income or other benefit which the plan member receives at or after separation from employment

Defined Contribution (DC) – A pension or OPEB plan which establishes an individual account for each member and specifies how contributions to each active member’s account are determined and the terms of distribution of the account after separation from employment

Entry Age Normal Cost (EANC) – An actuarial funding method where, for each individual, the actuarial present value of benefits is levelly spread over the individual’s projected earnings or service from entry age to assumed exit age

Glossary (Continued)

Frozen Attained Age Normal Cost (FAANC) – An actuarial funding method under which the excess of the actuarial present value of projected benefits over the actuarial accrued liability (determined under the unit credit method) is levelly spread over the earnings or service of the group forward from the valuation date to the assumed exit date, based not on individual characteristics but rather on the characteristics of the group as a whole

Frozen Entry Age Normal Cost (FEANC) – An actuarial funding method under which the excess of the actuarial present value of projected benefits over the actuarial accrued liability (determined under the entry age normal cost method) is levelly spread over the earnings or service of the group forward from the valuation date to the assumed exit date, based not on individual characteristics but rather on the characteristics of the group as a whole

Financial Accounting Standards Board (FASB) – A private, not-for-profit organization designated by the Securities and Exchange Commission (SEC) to develop generally accepted accounting principles (GAAP) for U.S. public corporations

Government Accounting Standards Board (GASB) – A private, not-for-profit organization which develops generally accepted accounting principles (GAAP) for U.S. state and local governments; like FASB, it is part of the Financial Accounting Foundation (FAF), which funds each organization and selects the members of each board

Net OPEB Obligation (Asset) - The net OPEB obligation (NOO) represents the accumulated shortfall of OPEB funding since GASB 45 was implemented. If cumulative contributions have exceeded the sum of the prior years' annual OPEB expenses, then a net OPEB asset results.

Non-Industrial Disability (NID) – Unless specifically contracted by the individual Agency, PAM employees are assumed to be subject to only non-industrial disabilities.

Normal Cost – Total dollar value of benefits expected to be earned by plan members in the current year, as assigned by the chosen funding method; also called current service cost

Other Post-Employment Benefits (OPEB) – Post-employment benefits other than pension benefits, most commonly healthcare benefits but also including life insurance if provided separately from a pension plan

Pay-As-You-Go (PAYGO) – Contributions to the plan are made at about the same time and in about the same amount as benefit payments and expenses coming due

PEMHCA – The Public Employees' Medical and Hospital Care Act, established by the California legislature in 1961, provides community-rated medical benefits to participating public employers. Among its extensive regulations are the requirements that medical insurance contributions for retired annuitants and paid for by a contracting Agency be equal to the medical insurance contributions paid for its active employees, and that a contracting Agency file a resolution, adopted by its governing body, with the CalPERS Board establishing any new contribution.

Glossary (Concluded)

Projected Unit Credit (PUC) – An actuarial funding method where, for each individual, the projected plan benefit is allocated by a consistent formula from entry date to assumed exit date

Public Agency Miscellaneous (PAM) – Actuarial assumptions used by CalPERS for most non-safety public employees.

Select and Ultimate – Actuarial assumptions which contemplate rates which differ by year initially (the select period) and then stabilize at a constant long-term rate (the ultimate rate)

Trend – The healthcare cost trend rate, defined as the rate of change in per capita health claims costs over time as a result of factors such as medical inflation, utilization of healthcare services, plan design and technological developments

Unfunded Actuarial Accrued Liability (UAAL) – The excess of the actuarial accrued liability over the actuarial value of plan assets

Unit Credit (UC) -- An actuarial funding method where, for each individual, the unprojected plan benefit is allocated by a consistent formula from entry date to assumed exit date

Vesting – As defined by the plan, requirements which when met make a plan benefit nonforfeitable on separation of service before retirement eligibility

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of: September 12, 2012

To: Board of Directors

From:  Roger Meagor, Fire Chief

Subject: Abatement of Fire Hazards and Issuing of Citations

RECOMMENDATION:

For Board discussion and direction to staff.

BACKGROUND:

At a recent Fairfax Council meeting, the Council had a discussion regarding the abatement of fire hazards for banked owned property. As a result of the Council discussion, board members Weinsoff and Reed have requested that the Fire Board have a discussion regarding the abatement and citation process.

The Fairfax discussion centered around a property on Pine Drive in Fairfax. In June of 2011, Ross Valley Fire issued an Inspection Report and Warning Notice for defensible space violation at a vacant home at 84 Pine Drive. Department staff was able to determine that the home was in the foreclosure process, but was unable to make contact with the legal property owner. In July of this year, staff again attempted to have the responsible party remove the hazard. To date we have not had any success.

DISCUSSION:

Each year, Ross Valley Fire conducts defensible space inspections to check for compliance with the Fire Code. The Department also enforces vegetation management through resale inspections, hazard complaint follow-up, and plan review and approval for new construction.

The annual inspections, resale inspections, and complaint follow-up check for proper defensible space –100 feet from structures (or to property line), 10 feet of roadside clearance, 15 feet of vertical road clearance; removal of debris from roofs and gutters, a chimney spark arrester, and address numbering. When a violation is noted, an "Inspection Report and Warning Notice" is issued to the occupant or property owner. A two-week time frame is given for compliance before a follow-up

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inspection is conducted. It is not uncommon for the engine company to make several inspections in order to gain compliance. The engine companies work very hard to gain voluntary compliance.

Summary of 2011 Inspections: Engine company personnel issued 407 correction notices identifying 544 violations. Compliance was obtained on 391 of 407 notices issued and another 5 were partially completed. 12 notices were listed as non-compliant. There were over 800 staff hours logged. A review of the 12 non-compliant properties found the following: 4 properties, per the Captain, did not warrant abatement, 3 properties were cleared during the resale inspection process, and only 3 properties had a notice issued again this year.

The 2012 inspections are on going. The Captains are reporting that there are three properties that may warrant abatement.

If the Department does not receive voluntary compliance, the Fire Code provides the ability to abate the hazard through the public nuisance process. San Anselmo and Fairfax have local amendments to the Fire Code which partially streamlines the abatement process. In the San Anselmo and Fairfax Fire Codes, failure to comply with requirements of Fire Code Sections 4907.2 and 4907.3, which relate to flammable vegetation, shall be deemed a public nuisance. Once a public nuisance is declared the Department can begin the abatement process.

The abatement process includes a notice to abate which needs to be sent to the owner of record on the latest County assessment roll. The notice must include specific information, including a reasonable time frame for the owner to remove the hazard. Once the time frame has lapsed, the Department may proceed with removing the hazard; however, Department legal counsel Jim Karpiak has recommended that permission to enter the property be obtained prior to proceeding with hazard removal. If permission can not be obtained, the Department would be required to obtain a warrant. In these cases Jim Karpiak would file the necessary documents and information with the court. A warrant would take approximately 3 days to obtain at a cost of approximately \$2,000 for attorney fees and court costs.

The Fire Code provides for full cost recovery of the abatement process. Once the cost is final and fixed by the Board, these costs constitute a special assessment against the affected property. The Fire Chief would then file the notice confirming the assessment with the County Auditor and the amount of such assessment shall be collected at the time and same matter of ordinary property taxes. Historically we have not received payment until the property is sold.

The Department also has the ability to issue an administrative citation. The first citation carries a fine of \$150. If the owner fails to pay the fine the Department can file a small claims action in an effort to collect the fine. A second violation within 12 months would be an infraction or misdemeanor, which would require the Departments lawyer to prosecute it, and the defendant is entitled to constitutional protections of the criminal system. All costs of collecting or prosecuting are recoverable as liens.

Both the abatement and the citation process that includes criminal actions is extremely time consuming for Department staff and has significant legal costs associated with them.

Conclusion: For many years, Ross Valley Fire Department has been extremely proactive in its efforts to reduce the risk from a wildfire through defensible space inspection, resale inspections, hazard complaint follow-up, fuel reduction grants, and plan review for new construction. Success of any defensible inspection program is in large part directly related to the education of the public and the public's willingness and ability to remove the vegetation near their homes. In recent years, the Department has chosen not to go through the abatement process for the small percentage of non-compliant properties.

FISCAL IMPACT:

It is estimated that it would cost \$3,700 to abate the hazard at 84 Pine Drive in Fairfax. The costs include \$2,000 in legal fees and \$ 1,700 to hire a contractor to remove the hazard. The estimated staff time to complete the abatement including filing the necessary liens is 30 hours. The cost of the legal fees, hazard removal, and Department staff time is recoverable. The actual timeframe for full cost recovery is unknown.

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of: September 12, 2012

To: Board of Directors

From:  Roger Meagor, Fire Chief

Subject: Fire Code Requirements for Fire Apparatus Access and Fire Protection
Water Supply

RECOMMENDATION:

Acknowledge and file staff report.

BACKGROUND:

At the July Board meeting, Board member Kroot requested that an item be placed on a future agenda explaining the Fire Code requirements for fire apparatus access and fire protection water supply as it relates to residential new construction and remodels.

Every three years the California Building Standards Commissions publishes a model California Fire Code. The intent of the model code is to establish the minimum requirements consistent with nationally recognized good practice for providing a reasonable level of life safety and property protection from the hazards of fire, explosion, or dangerous conditions in new and existing buildings and to provide safety to fire fighters during emergency response.

Once published, local agencies have 180 days to make additions or amendments based on local conditions. If no changes are made during this 180-day window, the model codes become effective. The Towns of Fairfax, Ross, and San Anselmo adopted, by ordinance, the 2010 Edition of the California Fire Code and 2009 International Fire Code with certain local amendments and additions, which became effective on January 1, 2011. There were no changes to the model code for the Sleepy Hollow Fire Protection District.

DISCUSSION:

The Department, working with the Towns and the County of Marin, review residential construction projects for compliance with the Fire Code. Primarily the review includes checking for compliance with fire apparatus access, fire protection water supply, vegetation management, and fire sprinkler requirements.

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Fire Apparatus Access: All projects that include additions to a building are reviewed for compliance with the Code as it relates to fire apparatus access. The California Fire Code requires that “*Approved* fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section” (CFC Section 503) “and shall extend to within 150 feet (45 720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an *approved* route around the exterior of the building of facility.”

“The *fire code official* is authorized to increase the dimension of 150 feet where:

1. The building is equipped throughout with an *approved automatic sprinkler system* installed in accordance with Section 903.3.1.1, 903.3.1.2 or 903.3.1.3.
2. Fire apparatus access roads cannot be installed because of location on property, topography, conditions; and an *approved* alternative means of fire protection is provided.
3. There are not more than two Group R-3 or Group U occupancies.”

In that the code section above is the minimum State code, if one of the three exceptions cannot be met, the Code leaves little discretion with the local fire code official to modify the requirements. As such a small addition to a home could trigger the need to install fire sprinklers or improve the access roadway.

Fire apparatus access is also addressed in the Wildland-Urban Interface Code adopted by Fairfax and San Anselmo. Projects that meet the definition of a substantial remodel are required to meet access requirements. For projects where it is impractical to meet the access requirements, modifications in the form of alternates are commonly used.

Fire Protection Water Supply: All projects that include additions to a building are also reviewed for compliance with the Code as it relates to fire protection water supply. The California Fire Code requires that “An *approved* water supply capable of supplying the required fire flow for fire protection shall be provided to premises upon which facilities, buildings or portions of buildings are hereafter constructed or moved in or within the jurisdiction.” The minimum fire-flow requirements for one- and two-family dwellings which do not exceed 3,600 square feet is 1,000 gallons per minute. A reduction in required fire flow of 50 percent is allowed when the building is provided with an approved automatic sprinkler system. The basic fire hydrant spacing is 500 feet between hydrants with the maximum distance to any point fronting the property of 250 feet, and no more than 350 feet to any part of the building.

Fairfax, Ross, and San Anselmo local fire code amendments include the requirement for fire hydrant upgrades. “When additions or modifications to structures are made, the nearest fire hydrant (if a new one is not required), shall be

upgraded to the minimum standard of one 4 ½" outlet and one 2 ½" outlet for single family dwellings." There is an exception if the cost of the upgrade exceeds two percent of the cost of the project based on the building permit valuation.

A small addition could trigger the need to install fire sprinklers or to improve the water system; however, because the Code does not specifically address when an exception can be applied, unlike the access requirement, I believe there is more leeway for the fire code official to apply alternative means or methods in order to meet the intent of the Code as it relates to fire protection water supply.

California Fire Code: Under the general provision of the Code, the fire code official has the authority to render interpretations of the Code, and adopt policies, procedures, rules and regulations in order to clarify the application of its provisions. Such interpretations, policies, procedures, and regulations shall be in compliance with the intent and purpose of the Code and shall not have the effect of waiving requirements specifically provided for in the Code.

The Code does provide for modifications to the Code requirements. Whenever there are practical difficulties involved in carrying out the provisions of the Code the fire code official has the authority to grant modifications for individual cases, provided the fire code official shall first find a special individual reason which makes the strict letter of the Code impractical and the modification is in compliance with the intent and purpose of the Code and that the modifications does not lessen health, life and fire safety requirements.

Conclusion: In that much of our community was developed many years ago, it is often difficult for construction projects to meet the letter of the Code. Fire Department staff routinely work with applicants to allow modification to the Code requirements. The challenge is to develop modifications that do not have the effect of waiving requirements specifically provided for in the Code or lessen health, life and fire safety requirements.