



RODEO-HERCULES FIRE PROTECTION DISTRICT

1680 REFUGIO VALLEY ROAD, HERCULES, CALIFORNIA 94547

(510) 799-4561 FAX: (510) 799-0395

BOARD MEETING AGENDA

January 11, 2018

THURSDAY

6:45 p.m.

Hercules City Hall

111 Civic Drive

Hercules, CA 94547

If any member of the public wishes to speak on any item on the agenda, please complete a speaker card and submit it to the Clerk of the Board. The Rodeo Hercules Fire Protection District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access, attend, and/or participate in District Board meetings due to a disability, to please contact the District Chief's office at (510) 799-4561, at least one business day before the scheduled District Board meeting to ensure that the District may assist you.

1. CALL TO ORDER/ROLL CALL

PRESENT _____ ABSENT _____

2. PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS

4. CONFIRMATION OF AGENDA

5. BOARD CORRESPONDENCE

6. PUBLIC COMMUNICATIONS

7. CONSENT CALENDAR

A. APPROVAL OF MEETING MINUTES OF THE NOVEMBER 8, 2017 REGULAR MEETING

B. REVIEW OF WARRANTS

8. ACTING FIRE CHIEF COMPENSATION MINUTE ORDER (ACTION)

9. PRECISION IT

A. DIRECTION TO STAFF TO ENTER INTO CONTRACT WITH PRECISION IT FOR INFORMATION TECHNOLOGY SERVICES (ACTION)

10. PUBLIC HEARING

Public Hearings will be conducted following this format. This is an ACTION ITEM.

- (a) Staff report
- (b) Board asks clarifying questions of staff
- (c) Public hearing opened by Board
- (d) Board takes public testimony
- (e) Board closes public hearing
- (f) Board deliberates/comments
- (g) Board entertains motion to adopt or take other action
- (h) Board action

A. RESOLUTION 2018-1 to adopt Rodeo-Hercules Fire Protection District Fire Facilities Impact Fee Study and Fee Amounts

11. FIRE CHIEF REPORT

12. STAFF REPORTS

13. BOARD MEMBER REPORTS

A. LAFCO

14. AD HOC BOARD COMMITTEE REPORTS

- a. Board Policies and Procedures ad hoc committee (Wheeler & Williams).
- b. Live Broadcast ad hoc committee (Prather)
- c. Fire Chief Search ad hoc committee (Gabriel & Prather)
- d. Reserve Program ad hoc committee (Prather & Thorpe)

15. LOCAL 1230 CORRESPONDENCE

16. REQUESTS FOR FUTURE AGENDA ITEMS

17. ADJOURNMENT

I hereby certify that this amended agenda in its entirety was posted on January __, 2018 at the Hercules Fire Station, 1680 Refugio Valley Road, Hercules, CA, the Rodeo Fire Station, 326 Third Street, Rodeo, CA, on the District's website at www.rhfd.org and telecopied to the West County Times.

Kimberly Corcoran, Board Clerk

Any writings or documents provided to a majority of the Board of Directors regarding any item on this Agenda are available during normal business hours for public inspection in the District offices, located at 1680 Refugio Valley Road, Hercules, CA 94547.



RODEO-HERCULES FIRE PROTECTION DISTRICT

1680 REFUGIO VALLEY ROAD, HERCULES, CALIFORNIA 94547

(510) 799-4561 FAX: (510) 799-0395

BOARD MEETING MINUTES

November 8, 2017

1. CALL TO ORDER/ROLL CALL

Directors Present: Prather, Gabriel, Wheeler, Williams, Thorpe

Directors Absent: Prather (not present for open session)

Others Present: B. Craig, R. Pio Roda, K. Corcoran, members of the public, members of RHFD

2. PLEDGE OF ALLEGIANCE (00:10)

3. ANNOUNCEMENTS (00:40)

Chief Craig announced Open House for November 18, 2017.

Council—Item 4C removed from Agenda.

4. ADJOURN TO CLOSED SESSION (02:10)

5. RECONVENE IN OPEN SESSION/CLOSED SESSION REPORT OUT (00:18)

No reportable action.

PUBLIC COMMENT:

Paul Adler: Phillips 66. Comment in support of Chief Craig as Fire Chief.

Clover Mahn: Rodeo resident. Comment in support of Chief Craig as Fire Chief.

Deborah Drake: Comment in support of Chief Craig as Fire Chief.

6. CONFIRMATION OF AGENDA (03:32)

Motion by Director Williams to confirm the Agenda; seconded by Director Gabriel. Motion passed unanimously.

7. BOARD CORRESPONDENCE (04:03)

Letter from Contra Costa County Executive Fire Chiefs in support of Chief Craig as Fire Chief.

Letters from citizens re Measure O Senior Exemption Claim Forms.

Council addressed refunded. No exception to the exemption. Providing a refund is not a procedure permitted in ordinance. Those qualified interested can apply during the year by January 31 for next tax year.

8. PUBLIC COMMUNICATIONS (09:24)

Tom Stewart. Facilitator of Phillips 66 Community Advisory Panel. Presented Chief Craig with a certificate in recognition of the actions of the Department in response to the Santa Rosa fires.

Vince Wells Commented regarding flag raising ceremony in Santa Rosa. Acknowledged Chief Craig and Strike Team that was in Santa Rosa

Board comments.

9. CONSENT CALENDAR (23:22)

A. APPROVAL OF MEETING MINUTES OF THE SEPTEMBER 13, 2017 REGULAR MEETING

B. REVIEW OF WARRANTS

Chair Wheeler would like to pull warrants.

Motion by Director Gabriel to approve September minutes seconded by Williams all in favor motion passes 4-0 with 1 absent.

10. BADGE PINNING (25:43)

Donovan Kiel promoted to Engineer.

Board comments.

11. BUDGET REPORT (30:43)

A. RECEIVE BUDGET REPORT FOR FIRST QUARTER

Chief Craig reports on first quarterly budget report. Getachew Demeku-Ousman, from Municipal Resources Group commented on the report.

Board comments.

12. PRESENTATION OF ENGINEER'S REPORT FOR DEVELOPER IMPACT FEES FROM WILLDAN (ACTION) (39:26)

A. DIRECTION TO STAFF TO DEVELOP ORDINANCE FOR PRESENTATION TO CITY COUNCIL OF CITY OF HERCULES AND CONTRA COSTA COUNTY BOARD OF SUPERVISORS

James Edison from Willdan Financial Services presented results of Engineer's report regarding Developer Impact Fees.

Board questions and comments.

Motion by Director Gabriel to give direction Willdan and staff to prepare Resolution to propose to City of Hercules and Board of Supervisors-second by director Williams.

ROLL CALL VOTE

Prather-absent

Gabriel-Aye

Wheeler-Aye

Williams-Aye

Thorpe-Aye

Motion passes 4-0; 1 absent.

13. PUBLIC HEARING (49:25)

- A. Public hearing for property owners filing a timely protest to the Benefit Assessment(s) pursuant to the Fire District Benefit Assessment Ordinances.

No protests received.

- B. If no majority protest occurs, re-confirm levying and collection of Fire District Benefit Assessments.

Motion by Director Williams to adopt benefit assessment, seconded by Director Gabriel.

ROLL CALL VOTE

Prather-absent

Gabriel-Aye

Wheeler-Aye

Williams-Aye

Thorpe-Aye

Motion passes 4-0; 1 absent.

14. PUBLIC HEARING (52:44)

- A. ORDINANCE 2017-1-ORDINANCE OF THE RODEO HERCULES FIRE PROTECTION DISTRICT ADOPTING FIRE CODE FEES

Motion by Director Gabriel to adopt Ordinance 2017-1, seconded by Director Williams.

ROLL CALL VOTE

Prather-absent

Gabriel-Aye

Wheeler-Aye

Williams-Aye

Thorpe-Aye

Motion passes 4-0; 1 absent.

15. FIRE CHIEF REPORT (55:41)

Fire Chief's report is attached and incorporated as a part of these Minutes.

16. STAFF REPORTS (58:26)

Chief Craig attended LAFCO meeting update re fire emergency medical services update. Administrative consolidation questions to better serve the District.

17. BOARD MEMBER REPORTS (01:00:51)

A. LAFCO

None

18. AD HOC BOARD COMMITTEE REPORTS (01:01:04)

- a. Policies and Procedures ad hoc committee (Wheeler & Williams)-Director Wheeler has information regarding establishment of Measure O Independent Oversight Committee. Director Williams has concerns. Discussion regarding oversight committee.
- b. Live Broadcast ad hoc committee (Prather)-none. Chair Wheeler would like Chief to meet with City Manager of Pinole looking at going on separate broadcast.
- c. Fire Chief Search ad hoc committee (Gabriel & Prather)-none
- d. Reserve Program ad hoc committee (Prather & Thorpe)-none

19. LOCAL 1230 CORRESPONDENCE (01:45:06)

None.

20. REQUESTS FOR FUTURE AGENDA ITEMS (01:45:56)

None

21. ADJOURNMENT (01:46:00)

Meeting adjourned at 9:30 p.m.

Audio from this board meeting can be heard at <http://rhfd.org/board-meetings/>

*Number in parenthesis is time stamp on audio where agenda item begins.

Andrew Gabriel, Board Secretary

RODEO-HERCULES FIRE PROTECTION DISTRICT

MEMORANDUM

TO: Board of Directors, RODEO HERCULES FIRE DISTRICT

FROM: Bryan Craig, ACTING FIRE CHIEF

DATE: January 11, 2018

RE: Acting Officer Compensation

BACKGROUND:

As of May 1st 2016, the District Appointed an Acting Fire Chief upon the separation of Charles Hanley from the District. In a meeting held on May 3rd with Board Chairman John Mills and District Council, compensation for said Acting Fire Chief was established at 10% above the current Battalion Chief Compensation level.

In May 2017 during Fire District Board's closed session meeting with Labor Negotiator Glenn Berkheimer, current Acting Fire Chief and District Council, the Chief's Current status was discussed. A change in status was postponed until completion of the Chief's Employee Evaluation.

RECITALS:

Rodeo Hercules Fire District Policy 5J-1, 2, States In recognizing the need for monetary compensation for its employees assigned to an acting position, the Board of Directors authorizes the Fire Chief/ Administrator (*in this case the Board of Directors*) to compensate said employee after the fourteenth (14th) calendar day of continuous service in that position. The salary differential will be based on the next increment above the employee's salary schedule in the acting classification.

The current acting Fire Chief's Employee Evaluation was completed in September 2017.

DIRECTION:

Instruct the District Administrative Assistant to enact and file with county payroll attached Minute Order in accordance with policy 5J-1,2.

RODEO-HERCULES FIRE PROTECTION DISTRICT

MEMORANDUM

TO: Board of Directors, RODEO HERCULES FIRE DISTRICT

FROM: Bryan Craig, INTERIM FIRE CHIEF

DATE: January 11, 2017

RE: Information Technology Management

BACKGROUND:

We are currently living in a technology driven society—with a breakdown in this technology comes an inability to communicate. During the past year, the District's technology flow has been hampered by an inadequate infrastructure, and lack of consistent technology support. The District's current Information Technology subcontractor has announced his retirement, further increasing the need for a managed service plan for the District.

DESCRIPTION:

Staff has been in contact with Precision IT Consulting for a draft plan to overhaul our current strategic technology plan, design a plan for the future, and provide 24/7 IT support. A representative from Precision IT Consulting is here to answer questions the Board may have regarding its services.

RECITALS:

The district's electronic inventory and infrastructure does not meet the current needs of the district today, therefore, it will not meet our needs for the future. The District currently utilizes IT Support solely for support when needed. Precision IT will work with the district on a proactive basis, getting the District's IT network up to date. The District currently budgets \$5,000 annually for information technology support, and will need a line item budget increase of \$23,317.11 for a total of 28,317.11 through June 2018 (This number takes into account monies already paid to the current IT company, and outstanding invoices for services performed to date). Staff is asking for a reallocation of current budget funds to support these costs. Currently, funds in the following areas are not being used, and could be used for IT services:

Account	Description	Amount
2310-Professional Services	Temporary Services/Data Entry	15,500
2310-Professional Services	Fire Information Support-Records IT	3,000
2310-Professional Services	Quickbooks Consulting/Software	1,500
2310-Professional Services	Consulting Services: Community Facilities District	18,000
	TOTAL:	<u>38,000</u>

DIRECTION:

Staff is asking the Board to approve contracting with Precision IT Consulting to overhaul our current strategic technology system, provide an IT management plan, and 24/7 IT support. Precision IT Consulting will provide this service at a startup cost of \$15,670.02 and a monthly fee of \$1,095.85. This is an action item.

Attachments:

Precision IT Cost Estimates

Managed Service Options

Contract

PRECISION IT COST ESTIMATES

	One-Time Cost	Monthly Recurring Cost
Install Cloud Storage Appliance	\$ 3,307.00	
Monthly Cloud Fee		\$ 450.00
Comcast Internet Line-75		\$ 109.95
Comcast Internet Line-76		\$ 109.95
Comcast IP		\$ 19.95
E-mail Troubleshooting	\$ 3,000.00	
Microsoft Optimization	\$ 6,000.00	
Redundant Domain Troubleshoot		
Server Hardware	\$ 622.03	
Hardware Procurement	\$ 135.99	
Server Software	\$ 753.68	
Service Charge	\$ 1,800.00	
Tax	\$ 51.32	

Precision IT Monthly Charge	\$ 1,095.85
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TOTAL	\$ 15,670.02	\$ 1,785.70	\$ 17,455.72
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***All one time costs include labor, and are "not to exceed" costs**

Managed Service Options

For Rodeo Hercules Fire Protection District



Agenda

- Precision IT Consulting Overview
- Recommended Managed Service Plan
- What is Included with Managed Service Plan
- Current Challenges and Recommended Projects

About Us

- Founded in 2008
- Headquartered in Concord California
- Top 5 MSP in California
- Support Clients throughout Northern California
- Currently have 15 employees
- Provides Managed IT Services for Small Businesses located in Northern California
- Work with client's that have no IT staff internally with 15-100 employees
- Currently manage 1300 workstations and 150 servers



Our Mission

Our mission is to help businesses and government organizations to successfully and efficiently leverage technology to achieve their goals and deliver their services to their clients.

Our commitment to our staff is to promote a healthy work-life balance, encourage team work and camaraderie in a collaborative environment, and support the professional growth of our employees.

Our Approach



Our Partners

	 Microsoft	 Hewlett Packard Enterprise	
			
			

Recommended Managed Service Plan – Precision360 Bronze Plan

Recommended Managed Service Plan Overview – Bronze Plan



The following is an overview of our base Precision360 Managed Service Silver Plan

Strategic Services:

- We will develop and manage a Strategic Technology Roadmap
- Regular Business Review Meetings to discuss the overall health of your IT environment and go over key support metrics and the Technology Roadmap.
- Biweekly account checks to review the health of your IT environment.

9 x 5 Unlimited Remote Support: We will provide unlimited remote help desk support and proactive maintenance support during normal business hours for all locations.

9 x 5 Onsite Support Availability: We will provide unlimited onsite support for any issues that cannot be resolved remotely during normal business hours for all locations In the San Francisco Bay Area at a discount hourly rate.



Recommended Managed Service Plan – Precision360 Bronze Plan

Out-Of-Town Onsite Support: We will provide onsite support for any issues that cannot be resolved remotely for any locations outside of the San Francisco Bay Area at a discounted rate of \$150 for any network or server related issues and \$110 for any desktop related issues.

24 x 7 Proactive Monitoring We will monitor the uptime and the performance of your IT infrastructure 24 X 7.

After Hours & Emergency Support: Our typical hours are 7am to 6pm but if you need support outside of these hours, we will have on-call technician's available if needed at discounted rates.



Recommended Managed Service Plan – Precision360 Bronze Plan

Vendor Management: We will help manage your other IT related vendors and act as the liaison between these vendors and Your Business.

Volume Discounts on Hardware & Software: Gain access to the discounts we receive when you purchase hardware and software from us.

Month to Month Contract: We only ask you sign up for a month-to-month contract, no annual contracts.

Discounted Project Hourly, Out-of-Town Onsite and After Hours Rate: For any project related work needed that is not covered under the managed service plan, the rate will be \$150 per hour for any network or engineering support needed (Normally \$175 an hour) and \$110 per hour for any desktop related project support needed (Normally \$120 per hour). All projects are billed as not to exceed and only actual hours will be billed.

Recommended Managed Service Plan – Precision360 Bronze Plan

Security Management Services:

- Centrally managed antivirus/malware protection for all servers and workstations
- Automated security patch management for Microsoft, Adobe, iTunes, Mozilla, Java and Skype for Business applications on workstations and servers.
- Quarterly external network vulnerability scans
- Network security appliance management of firewall devices
- Regular end-user security tips notifications
- Recommendations and management of security policies

Recommended Managed Service Plan – Precision360 Bronze Plan – Guaranteed Support

We provide guaranteed responses with a Standard Service Level Agreement

Our goals for meeting these SLA's:

- 100% of the time for Severity 1 related service tickets
- 100% of the time for Severity 2 related service tickets
- 90% of the time for Severity 3 related service tickets
- 80% of the time for Severity 4 and 5 related service tickets

Severity	Criteria	Response	Resolution Plan	Resolve**
1	*Entire Site is Down (Network, Server, ISP)	30 min	2 hrs.	24 hrs.
2	*Entire Group Affected (Area of a building is down, critical group app is down)	30 min	4 hrs.	24 hrs.
3	Affecting single user (I cannot work)	30 min	6 hrs.	24 hrs.
4	Affecting Single User (I can work around the issue)	30 min	12 hrs.	48 hrs.
5	Request/Question (User needs application installed; has question on how to perform a certain task, etc.)	30 min	24 hrs.	48 hrs.

Recommended Managed Service Plan – Precision360 Bronze Plan – Support Requests

As mentioned before, we have a Technical staff of 15 and a Help Desk Staffed between 7am – 5pm Mon-Friday and On-Call After Hours Support.

How to Submit a Help Request Ticket

Your organization is partnering with Precision IT Consulting to provide proactive Managed IT Support for your business. This document outlines the various ways you can get direct support from our technical team.

If you need technical assistance, you can open a help ticket with Precision IT Consulting in the following 4 ways.

- **Workstation:** You can open up a ticket from your desktop using “P” icon in the bottom right of your workstation
- **Website:** Through our Website at www.PrecisionITConsulting.com
- **Email:** You can send an email directly to Help@PrecisionITConsulting.com
- **Phone:** You can also call the tech support line at our office 1-877-800-6710 option 1

*****If your issue is urgent or an emergency and there is not onsite technician available, please call 1-877-800-6710 opt 1 if your organization is down, a group of people cannot work or you as an individual cannot work.***

*During non-business hours our help line is forwarded to an on-call technician. If the technician does not answer right away please make sure to leave a voicemail and someone will contact you shortly***

The following document provides more detail on how to use these methods for submitting a request for technical support and tips you can try before reaching out to us.



Recommended Managed Service Plan – Precision360 Bronze Plan – Tech Roadmap

This is a screenshot example of the Technology Roadmap for strategic planning.

User	Device Name	Purchase Date	Status	Type of Device or Software	Serial Number	Age of Device in Years	Risk of Fail...	Warranty Expiration Date	Microsoft Office Version Installed	Microsoft Visio Version Installed	Adobe Acrobat Version Installed	Other Adobe Products
Estimated Annual IT Spend Totals:												
Administration & Precision IT Consulting	ESX Host	04/02/13	Active	Server	2PKYBX1	4.15	●	04/02/18				
User 1	LT-01	02/06/16	Active	Laptop	R90JHTD0	1.29589	●	09/10/18	Office 2010 Professional Plus		Acrobat DC	
User 2	LT-02	02/06/16	Active	Laptop	R90JHTD3	1.29589	●	09/10/18	Office 2010 Professional Plus		Acrobat DC	
User 3	LT-03	02/06/16	Active	Laptop	R90JHTCA	1.29589	●	09/10/18	Office 2010 Professional Plus		Acrobat DC	
User 4	LT-04	02/06/16	Active	Laptop	R90JHTE2	1.29589	●	09/10/18	Office 2010 Professional Plus		Acrobat DC	
User 5	LT-05	02/23/15	Active	Laptop	R90F6L2B	2.25	●	04/08/18	Office 2010 Professional Plus	Visio Standard 2010	Acrobat XI Standard	
User 6	LT-06	02/06/16	Active	Laptop	R90JHTDW	1.29589	●	09/10/18	Office 2010 Professional Plus		Acrobat XI Standard	
User 7	LT-07	02/06/16	Active	Laptop	R90JHTBX	1.29589	●	09/10/18	Office 2010 Professional Plus	Visio Standard 2010	Acrobat XI Standard	
User 8	LT-08	07/28/15	Active	Laptop	R90GQ5M9	1.82466	●	09/10/18	Office 2010 Professional Plus		Acrobat XI Standard	
User 9	LT-09	12/06/14	Inactive	Laptop	R90BNYHN	2.46575	●	01/19/18	Office 2010 Professional Plus	Visio Standard 2010	Acrobat 8 Standard	
User 10	LT-10	09/16/15	Active	Laptop	R90GVSLY	1.68767	●	12/30/18	Office 2010 Professional Plus		Acrobat 8 Standard	
User 11	LT-11	12/06/14	Active	Laptop	R90BNYH9	2.47	●	01/19/18	Office 2010 Professional Plus		Acrobat XI Standard	
User 12	LT-12	02/18/13	Active	Laptop	R9WHLLD	4.26	●	05/08/16	Office 2010 Professional Plus	Visio Standard 2010	Adobe Reader XI (11.0)	
User 13	LT-13	02/06/16	Active	Laptop	R90JHTBX	1.29589	●	09/10/18	Office 2010 Professional Plus		Acrobat DC	
User 14	LT-14	02/06/16	Active	Laptop	R90JHTCN	1.30	●		Office 2010 Professional Plus		Acrobat DC	
User 15	LT-15	01/01/16	Inactive	Laptop		1.39452	●	09/10/18	Office 2010 Professional Plus			
User 16	LT-16	12/06/14	Active	Laptop	R90BNYK6	2.47	●	01/19/18	Office 2010 Professional Plus		Acrobat DC	Creative Cloud
User 17	LT-17	10/06/15	Active	Laptop	R90GRSMH	1.63288	●	10/01/18	Office 2010 Professional Plus		Acrobat XI Standard	

Recommended Managed Service Plan – Precision360 Bronze Plan – Pricing

Quantity	Description	Monthly Price	Extended Monthly Price
Precision 360 Bronze Plan			
10	<u>Precision360 Bronze - Per User (0-2 Servers)</u>	\$100.00	\$1,000.00
	<i>Includes coverage for Network Devices (Includes: ISP Modem, Firewalls, Routers, Switches and Wireless Access Points) and any Technology Users (Computer Users & Cloud Technology Users)</i>		
		Monthly Subtotal:	\$1,000.00
Precision 360 Security End User Protection			
10	<u>Precision 360 Managed Sophos Advanced EndPoint Protection</u>	\$3.15	\$31.50
3	<u>Precision 360 Managed Sophos Advanced Server Protection</u>	\$5.15	\$15.45
10	<u>Precision 360 Managed Sophos Inercept X Anti-Ransomware Protection</u>	\$2.89	\$28.90
10	<u>Precision 360 Managed Third Party Update Management for Non Microsoft Desktop Software</u>	\$2.00	\$20.00
		Subtotal:	\$95.85
Total Precision 360 Bronze Estimated Monthly Total Security Add-Ons:			\$1,095.85

How We will Measure Our Success

- Constant communication between RHFD & Precision IT Consulting
- Regular Managed Service Account Checks
- Regular Calls to go over outstanding issues if needed
- Regular SLA Reports
- Regular Business Review Meetings
- Open Access to Account Manager and Precision IT Consulting Management Team

Project Priorities

The following are the current challenges we see RHFD is experiencing and the Projects we recommend in the order of Priority.

1. Implement a reliable data backup & business continuity solution.
2. Implement a reliable internet connection for both locations.
3. Troubleshoot current email issues & optimize current email configuration.
4. Improve internal network access capabilities.
5. Add an Additional Microsoft Domain Controller

Project # 1 – Implement Business Continuity Solution

Current Understanding

Currently the server is being backed up by external hard disk media that is not being rotated offsite. It was mentioned that there is some sort of “Cloud backup” happening, but this could not be verified. If there is, it might be very limited in its recovery capability.

With the current backup solution the way it is, if the server were to experience any hardware failures, it could take days before we could get RHFD back up and running. It is recommended that RHFD implement a more robust business continuity solution before any work can be done on the current server.

The following couple of slides provides a brief overview of the proposed solution with pricing.

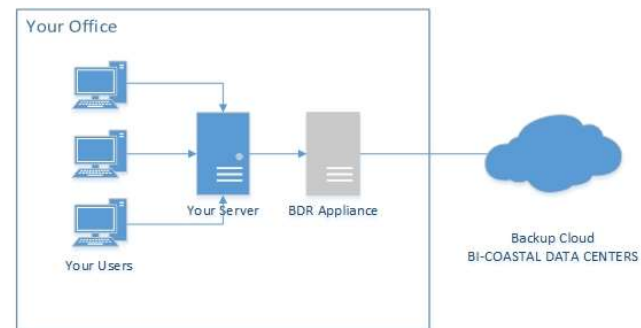
Project # 1 – Implement Business Continuity Solution

Recommended Solution – SIRIS BDR

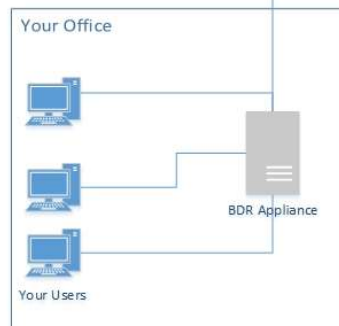
We recommend RHFD implement a Datto SIRIS BDR (Backup Data Recovery) appliance that will take whole copies of your server and provide automated backups to the cloud. With this solution, we would be able to provide recovery for the server in the event of a hardware failure within minutes locally and within hours from the cloud. To the right is diagram of how this solution would protect RHFD's Data.

Hybrid Cloud Data Protection

Our Precision 360 Data Protection service utilizes a hybrid cloud computing infrastructure that provides multiple layers of protection and quick recovery capabilities.



If your Server Fails.



If your server fails, we can redirect all of your users to work from a copy of your/s servers on the BDR till your failed server gets fixed.

If your Site Fails.



If a disaster hits your office, we can give your users offsite access to your copies of your servers stored in the cloud.

Project # 1 – Implement Business Continuity Solution

Recommended Solution – SIRIS BDR Pricing

The total upfront cost for the SIRIS BDR Appliance, first month of storage and estimated labor for setup and install is: \$3,307 and the monthly rate for cloud backup is \$450 per month.

Please see the link below with the quote with more details and link to approve and order.

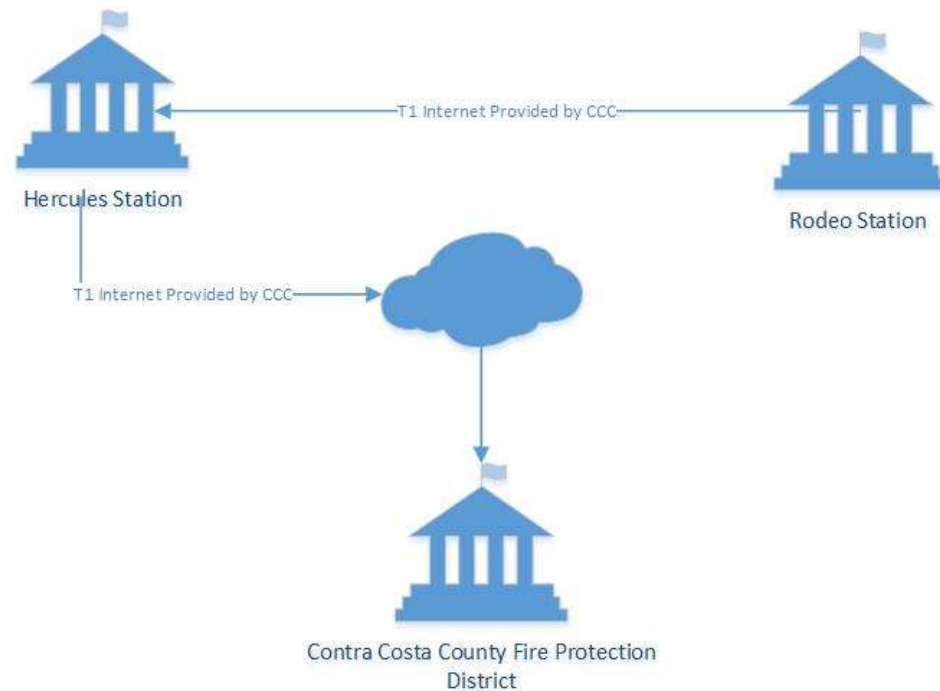
[Online Quote for Approval for SIRIS BDR Solution](#)



Project # 2: Implement More Reliable Internet Services for All Locations

Current Internet Service Configuration

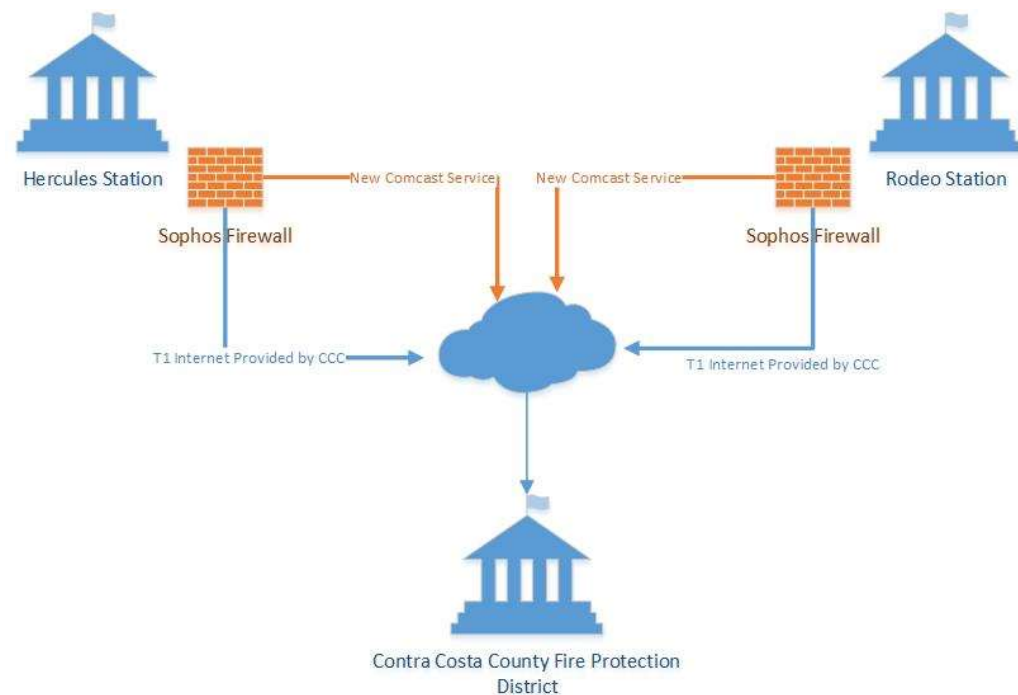
Currently the Rodeo location is getting its internet connection via a T1 internet service that routes through the Hercules location. This provides very slow internet service and the connection goes down often, especially when it rains.



Project # 2: Implement More Reliable Internet Services for All Locations

Recommendations:

1. Add 2nd Comcast Internet Service at each site
2. Deploy Firewalls at each location for internet redundancy, failover, improve security and remote capabilities.
3. Improve remote capabilities with a Remote Server at the Hercules location for Rodeo and general remote users.



Project # 2: Implement More Reliable Internet Services for All Locations

Recommended Solutions – Implement Comcast Internet Service and New Firewalls

- Purchase Comcast Business internet for both locations. Get a minimum of 50/10 service @ \$109.95 per month with (1) Static IP address for \$19.95 per month.
- The quote below contains pricing for the needed Sophos Firewall with additional Web Content filtering, 3-years of support and the estimated labor to deploy.

[Quote for New Firewalls and Estimate for Labor To Setup Firewalls and Internet Failover](#)

Comcast Options: [Pricing Options for Comcast Business Internet](#)



Project # 3 & 4: Email Troubleshooting & Optimization

Current Issues:

- Email service is unreliable as some users have issues receiving and sending emails.
- RHFD needs individual Microsoft Network Profiles setup because they are using an old users login (Donna) who was also an Administrator for the account which is not very secure.
- There currently is No Password Policy In Place as passwords are set to never expire.
- Currently the Microsoft Active Directory system (Controls users logins and access to data on the server) is not setup to Best Practices

Project # 3 & 4: Email Troubleshooting & Optimization

Recommended Solution – Troubleshoot/Optimize the Email Server and Clean-Up Microsoft Active Directory System.

The following is a quote for the estimated time it would take to troubleshoot the Exchange Email Issues and Clean-Up The Microsoft Active Directory Network.

[Estimate for Troubleshooting Email Issues and Microsoft Network Clean-Up](#)

Project # 5: Redundant Domain Controller

Recommended Solution – Hardware and Software for a redundant Domain Controller

Currently there is only one Domain Controller (Manages users access to Microsoft Network) at the Hercules location, it is recommended that you RHFD implement a second one at the Rodeo location so there is a backup in case the primary Domain Controller goes down.

[Estimate for the Hardware, Software and Install of a Redundant Domain Controller](#)

Precision 360 Bronze Managed Service Plan Agreement

TERMS. This Consulting Services Agreement (this "Agreement") is entered into by and between Precision IT Consulting ("Service Provider") and Rodeo Hercules Fire District ("Client"), is effective upon the date signed, shall remain in force for a rolling period of 30 days and reviewed monthly to address any necessary adjustments or modifications.

- a. This agreement may be terminated by the Client upon thirty (30) days written notice.
- b. This Agreement may be terminated by Service Provider upon thirty (30) days written notice to the client.
- c. If either party terminates this Agreement, Service Provider will assist Client in the orderly termination of services, including timely transfer of the services to another designated provider. Client agrees to pay Service Provider the actual costs of rendering such assistance.

2. SERVICE PLAN SELECTION. Precision360™ Bronze

The monthly dollar amount for this Service Plan is calculated as follows: \$1,095.85 per month (\$100.00) for each user per month and The Service Provider agrees according to this Agreement to provide you with the services described in this section as commercially reasonable efforts will be made to provide these services in a timely fashion in accordance with the SLA's mentioned in the proposal.

For any onsite support, after hours and project related work needed that is not covered under the managed service plan, the rate will be \$150 per hour for any network or engineering support needed and \$100 per hour for any desktop related project support needed. All projects are billed as not to exceed and only actual hours will be billed.

Services Include:

- Strategic planning and IT management support
- 9 x 5 unlimited remote Help Desk Support
- 9 x 5 unlimited onsite support if issues cannot be resolved remotely at an additional discounted rate
- 24 x 7 network monitoring
- After hours and emergency support available at discounted rate
- Software update monitoring and management
- Data backup monitoring and management (client is responsible for verifying data backup integrity)
- Endpoint security monitoring and management
- Software and hardware asset management
- IT procurement budgeting planning & support
- Discount on all hardware and software purchases
- Regular network health reports

Services Specifically Excluded and Invoiced Separately: Projects (such as new servers, workstation upgrades, server upgrades, network upgrades, office moves, and anything that would not reasonably be considered computer or network support), training beyond general users support, the cost of all hardware, software, and parts; work resulting from any damages caused by anyone outside Service Provider or by natural disaster, physical repair of printers, copiers, scanners or other peripherals, onsite support of home users computer equipment, hardware and software managed by someone else and the physical repair portion of any out of warranty computer equipment.

Compliance: All server and workstation software must be genuine, licensed and vendor-supported. All servers and workstations must have currently licensed and vendor-supported anti-virus software installed. The environment must have a currently licensed, vendor-supported server-based backup solution that can be monitored, and send alert notifications of job failures and successes. The environment must have a currently licensed, vendor-supported hardware firewall between the internal network and the internet. All critical servers and workstations must be under warranty by the vendor when in production. Client will make every effort to purchase all computer hardware and software from Service Provider or purchase Service Provider approved business class computer hardware and software from other third parties. Any non-business class computer hardware and software that is not under warranty from the vendor that we are requested to work on may incur an additional charge.

3. TERMS OF PAYMENT. Payments for subscription based services (managed IT services) are due prior to the first of the month for which the payment is intended to cover. Invoices will be sent approximately 30 days prior to the due date. All product purchased from Service Provider will be billed after receipt of order and will be paid within 30 days of the invoice date by the client. All outstanding product invoices will be paid immediately if the client provides written notice to terminate this agreement. Late payments are subject to interest equal to 1.5% of the invoice for every month the invoice goes unpaid. Payments will be submitted to: Precision IT Consulting, 2450 Stanwell Drive, Suite 280, Concord, CA 94520, which address may change from time to time.
4. WARRANTY AND DISCLAIMER. Service Provider's sole and exclusive warranty is that the Services provided under this Agreement shall be performed in conformity with the standard practices in the industry. Notwithstanding the foregoing, the security mechanisms implemented by Service Provider have inherent limitations and Client is solely responsible for determining that these mechanisms sufficiently meet Client's security and operational needs. THE EXPRESS WARRANTIES IN THIS SECTION 4 ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS, IMPLIED OR STATUTORY, REGARDING THE SERVICES, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT OF THIRD PARTY

RIGHTS. CLIENT ACKNOWLEDGES THAT IT HAS RELIED ON NO WARRANTIES OTHER THAN THE EXPRESS WARRANTIES IN THIS SECTION 4. Service Provider makes no guarantee or warranty whatsoever for third party vendors or distributors for the fitness of their goods or services, quality of their goods or services or delivery time of their goods or services.

5. LIMITATION OF LIABILITY.

5.1 SERVICE PROVIDER'S CUMULATIVE LIABILITY IN CONNECTION WITH THIS AGREEMENT, WHETHER IN CONTRACT OR TORT OR OTHERWISE, IS LIMITED TO THE AMOUNT OF FEES PAID TO SERVICE PROVIDER FOR ONE MONTH'S WORTH OF UNDERLYING SERVICES COVERED UNDER THIS AGREEMENT AND THE RETURN OF ANY HARDWARE OR SOFTWARE AT ITS PURCHASE PRICE. CLIENT ACKNOWLEDGES THAT THE FEES REFLECT THE ALLOCATION OF RISK SET FORTH IN THIS AGREEMENT AND THAT SERVICE PROVIDER WOULD NOT ENTER INTO THIS AGREEMENT WITHOUT THIS LIMITATION ON ITS LIABILITY.

5.2 IN NO EVENT SHALL SERVICE PROVIDER BE LIABLE FOR ANY SPECIAL, INDIRECT, CONSEQUENTIAL, OR PUNITIVE DAMAGES TO CLIENT OR ANY OTHER PARTY AS A RESULT OF THE PERFORMANCE OR NON-PERFORMANCE BY SERVICE PROVIDER OF ANY SERVICES (INCLUDING, WITHOUT LIMITATION, LOSS OF DATA, PROFITS, OR USE OF SOFTWARE) WHETHER FORESEEABLE OR NOT, EVEN IF SERVICE PROVIDER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

6. NON-SOLICITATION: To the fullest extent permitted under applicable law, from the date of this Agreement until twenty four (24) months after the termination of this Agreement for any reason (the "Restricted Period"), Client and Precision IT Consulting will not, without prior written consent, directly or indirectly, solicit any of the other company's employees to leave their employment, or attempt to solicit employees of the other company, either for their company or for any other person or entity. Both parties agrees that nothing in section 6. shall affect either party's continuing obligations under this Agreement during and after this twenty four (24) month period, including, without limitation, each party's obligations under Section 8.

7. CLIENT OBLIGATIONS

7.1 You acknowledge that Service Provider's ability to deliver Services is dependent upon your full and timely cooperation, as well as the accuracy and completeness of any information and data you provide. Therefore you must:

7.1.1 Provide Service Provider access to, and use of, all reasonable required information, data, documentation, computer time, facilities, working space and office services.

7.1.2 Appoint a representative who shall provide liaison with Service Provider, and have proper authority to commit on behalf you, be available at all times when Service Provider's personnel are at your site (or designate an alternate with the same level of authority in the event of unavailability caused by illness or other reasons), and meet with Service Provider's representatives from time to time to review progress and resolve any issues relating to the Services.

7.2 You are ultimately responsible for maintaining an external procedure for reconstruction of lost or altered files, data or programs to the extent deemed necessary by you, and for actually reconstructing any such materials (i.e. backups, etc.). Every effort will be made to provide training by the Service Provider if Client is utilizing a backup solution purchased from and managed by the Service Provider.

7.3 You are responsible for delays to the delivery of services caused by you or resulting from your failure to fulfill any of your obligations.

7.4 You fully acknowledge and approve that Service Provider has full access to your systems when onsite and from remote locations using your technology and using Service Provider's own remote management software system.

7.5 You acknowledge that Service Provider will make every effort to implement appropriate IT security technologies, IT security best practices and IT security training to reduce the risk of any downtime the Client experiences due to IT security related events. In the event Service Provider works on an issue caused by a security event that could have been prevented by implementing recommended IT security technologies, best practices and training, additional fees may apply.

7.6 Client agrees to consult with the Service Provider on technology upgrades that will affect the Client's networking infrastructure.

8. CONFIDENTIALITY. Service Provider and its agents will not use or disclose Client's non-public and proprietary information marked "Confidential" in its possession, except as necessary to or consistent with providing the contracted services; and will protect against unauthorized use.

9. MISCELLANEOUS. This Agreement shall be governed by the laws of the State of California. It constitutes the entire Agreement between Client and Service Provider for all services indicated in Section 2. Its terms and conditions shall prevail should there be any variance with the terms and conditions of any order submitted by client.

ACCEPTANCE OF SERVICE AGREEMENT

This Service Agreement covers only those services listed Section 2. Service Provider must deem any equipment/services Client may want to add to this Agreement after the effective date acceptable. The addition of equipment/services not listed in Section 2 at the signing of this Agreement, if acceptable to Service Provider, shall result in an adjustment to the Client's monthly charges.

IN WITNESS WHEREOF, the parties hereto have caused this Service Agreement to be signed by their duly authorized representatives as of the dates set forth below.

Accepted by:

Authorized Signature

Service Provider

Date

Authorized Signature

Client

Date

RODEO-HERCULES FIRE PROTECTION DISTRICT

MEMORANDUM

TO: Board of Directors, RODEO HERCULES FIRE DISTRICT

FROM: Bryan Craig, INTERIM FIRE CHIEF

DATE: January 11, 2017

RE: Developer Impact Fees

BACKGROUND:

At the November 8, 2017 regular board meeting of the Rodeo Hercules - Fire Protection District, the District Board of Directors instructed staff, based on the Engineers Report from Willdan Financial Services, to draft a resolution for adoption.

DESCRIPTION:

Based on direction of the District Board of Directors, District staff has composed the attached draft resolution 2018-1.

RECITALS:

Willdan Financial Services attended the November regular board meeting of the Rodeo Hercules - Fire Protection District and presented the Fire Facilities Impact Fee Update Study. Based on that study, and finding, it was recommended that the Rodeo Hercules - Fire Protection District increase their Developer Impact Fees.

DIRECTION:

Staff is asking the Board to approve Resolution 2018-1. This Resolution will be presented to the City of Hercules, City Council, and the Contra Costa Board of Supervisors for adoption. This is an action item.

RESOLUTION 2018-01

RESOLUTION OF THE RODEO-HERCULES FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REQUESTING IMPLEMENTATION BY THE COUNTY OF CONTRA COSTA AND THE CITY OF HERCULES OF FIRE FACILITIES IMPACT FEES TO IMPLEMENT THEIR RESPECTIVE GENERAL PLAN GOALS, POLICIES AND OBJECTIVES FOR ASSURING ADEQUATE FIRE PROTECTION ASSOCIATED WITH NEW DEVELOPMENT

A RESOLUTION TO ADOPT THE RODEO - HERCULES FIRE PROTECTION DISTRICT FIRE FACILITIES IMPACT FEE STUDY AND FEE AMOUNTS.

WHEREAS, The Rodeo – Hercules Fire Protection District ("District") provides Fire and Rescue Services to Approximately 25 square miles of unincorporated and incorporated Contra Costa County with an approximate service population of nearly 40,000. This service area includes the unincorporated community of Rodeo, and the City of Hercules. The District currently imposes an impact fee of \$1,029 per single-family dwelling unit, \$662 per multi-family dwelling unit, \$721, \$536 and \$306 per 1,000 square feet for office, commercial and industrial development, respectively; and

WHEREAS, As per the *Mitigation Fee Act* contained in Government Code Section 66000 *et. seq.*, cities hold the legal authority to impose fees on behalf of the District within their city limits. In unincorporated areas however, the County, rather than the District, has legal authority to impose impact fees; and

WHEREAS, in response to ongoing demands for service and the facilities needed to provide service, the Rodeo-Hercules Fire Protection District Board of Directors commissioned a "Fire Facilities Impact Fee Study" (FIFS) by Willdan Financial Services, a private financial consulting firm, dated October 4, 2017, consistent with the provisions of Government Code Section 66000 *et. seq.* including section 66001 to analyze methods to update and implement a fire facilities impact fee as authorized by Health and Safety Code section 13861(f), a portion of the Fire Protection Law of 1987, Health and Safety Code section 13800 *et seq.*, (the "Act"); and

WHEREAS, a report has been completed by Willdan Financial Services entitled "Fire Facilities Impact Fee Study," a copy of which is attached as Exhibit "A" to this Resolution, setting forth methods to update and implement a fire facilities fee that would include both the County and the City and making findings, which are consistent with provisions of Government Code Section 66000 *et. seq.* concerning the need, implementation, and use of such a fee by the District: and

WHEREAS, at a duly noticed regular meeting of the Board of Directors, the District Board accepted and adopted the Willdan Financial Services report entitled "Fire Facilities Impact Fee Study," dated October 4, 2017; and

WHEREAS, Government Code Section 66000 *et. seq.* (CGC 66000) requires local government to document the necessary five findings: Purpose of Fee, Use of Revenues, Benefit Relationship, Burden Relationship, and Proportionality; and

WHEREAS, the 2017 FIFS supports the need for mitigation fees in the amount of \$1,729 per Residential unit, \$1,060 per Multi-family Residential unit, \$0.87/ft. Commercial, \$1.18/ft. Office, \$0.50/ft. Industrial for new enclosed/habitable construction including miscellaneous buildings and garages; and

RESOLUTION 2018-01

WHEREAS, as the County (consistent with its General Plan) and the City (consistent with its General Plan) have adopted Developer Fee Ordinances to assure adequate fire protection for new development, it is in the best interest of the District to request the County and the City to update those ordinances through the adoption of the Fire Facilities Impact Fee as described in the attached report.

NOW, THEREFORE, the Board of Directors of the Rodeo - Hercules Fire Protection District do hereby declare, find, resolve, approve, and adopt the 2017 FIFS and the Board of Directors establishes the Impact Fee for new development in the Rodeo - Hercules Fire Protection District, as follows

1. That there is a present and ongoing need to maintain and enhance the District's level of fire protection services and facilities within the District occasioned by existing and new development; and
2. That an Impact Fee equal to \$1,729 per Residential unit, \$1,060 per Multi-family Residential unit, \$0.87/ft. Commercial, \$1.18/ft. Office, \$0.50/ft. Industrial for new enclosed/habitable construction including miscellaneous buildings and garages, and \$92.00 per hotel/motel room, effective 60 days from the signed date of this resolution; and
3. That annually as part of the budget process, the Fire Chief shall review the estimated cost of the described capital improvements, the need for those improvements, and the reasonable relationship between such need and the impacts of the various types of development pending or anticipated and for which the Fire Facilities Impact Fee is charged; and
4. That the Fire Facilities Impact Fee will have an automatic annual adjustment based on the "construction cost index" or the "consumer price index," whichever is higher, to keep up with the cost of inflation on the cost of the capital projects, but not less than the fees stated in the 2017 Engineer's Report.

APPROVED AND ADOPTED by the Board of Directors of the Rodeo – Hercules Fire Protection District held on January 10, 2018 by the following vote:

AYES;

NOES:

ABSENT:

ABSTAIN:

Earnest Wheeler
Chairman of the Board
Rodeo – Hercules Fire Protection District

Rodeo Hercules Fire Protection District

MEMORANDUM

Date: January 11, 2018

To: BOARD of DIRECTORS, Rodeo Hercules Fire District

From: Bryan Craig, Interim Fire Chief *BC*

Subject: FIRE CHIEF'S REPORT

Contra Costa County Employees Retirement Association – The District received its Employer Contribution rates for the 18/19 FY. The District did receive a subsequent e-mail from CCCERA to expect an update to these rates but no e-mail has been received to date.

Reporting: Interim - Chief Craig

Risk Management – District is currently employing 17 line personnel with one vacancy. Miguel Carvajal has completed and passed his background investigation and reported for his first duty shift on January 9, 2018. Staff will be utilizing the current Firefighter FCTC list to conduct Firefighter interviews on January 22.

Reporting: Interim - Chief Craig

Labor Relations – Miguel Carvajal has completed and passed his background investigation and has been offered employment with the District. Firefighter Carvajal reported for his first duty shift on January 9, 2018.

Reporting: Interim - Chief Craig

Fire Stations/Training Facility – Crews have been conducting regularly assigned monthly training. New recruits are continuing their probationary training. Hercules Police Department conducted active shooter training with RHFD personnel. Hercules Police Department has purchased, and donated at no cost to the district, Ballistic protection. New policies are currently in development in regards to the use of this equipment and response to Active Shooters. The District Staff continues to make our facilities available for any educational opportunities.

Reporting: Interim - Chief Craig

Grants – Staff has submitted a SAFER Grant application for a Breathing Support Compressor, (the District's current compressor is 32 years old) and Diesel smoke removal system for both Fire Station's Apparatus Rooms. Both stations currently have no system in place to remove Diesel smoke. Installation is currently underway for the Personal Protective Clothing decontamination extractor, and dryer at Station 75. Staff continues to manage our Regional AFG grant for Self-Contained Breathing Apparatus.

Reporting: Interim - Chief Craig

Incident Activity - The District responded with a Type 1 Engine to the Southern California Fires, a deployment that lasted 17 days. During their deployment, the crews experienced extreme fire behavior, and protected property ranging from an exotic wildlife sanctuary to multimillion dollar homes. Daytime talk show host Ellen Degeneres was so impressed with the Contra Costa County Strike Team that our members were attached to, that she invited the crew to her home to personally thank them. This visit was acknowledged on her show, with pictures with the crews. Regular Emergency Responses are attached.

Reporting: Interim - Chief Craig

Fire Prevention – Crews continue to conduct annual company inspections for all businesses and schools located in the Fire District.

Reporting: Interim - Chief Craig

Apparatus – Engine 75 is currently at Hi-Tech Fire Apparatus in Oakdale for its annual service and maintenance. All other District apparatus is currently in service.

Reporting: Interim Chief Craig

Fiscal Stabilization – Midyear Budget review(second quarter budget report) will be presented at the February regular Board meeting.

Reporting: Interim Chief Craig

Community Activities – Attended: Rodeo Municipal Advisory Committee, Phillips 66 Community Advisory Panel, and City of Hercules City Council Meeting.

Reporting: Interim Chief Craig

Commendations/Awards/Notables – The District received a thank you letter from Governor Jerry Brown thanking all that participated in battling the fires.

Reporting: Interim Chief Craig

New Development – Staff continues to meet with developers and Hercules City Staff on conditions of approval of new development.

Reporting: Interim Chief Craig

Rodeo Hercules Fire Protection District Transaction List by Date

Date	Name	Memo	Account	Amount
11/01/2017	IEDA, INC.	November 2017	2310-09 · REGULAR CONTRACT SERVICES	1,533.00
11/01/2017	MYERS STEVENS	November 2017	1060 · EMPLOYEE GROUP INSURANCE	888.96
11/01/2017	MYERS STEVENS	December 2017	1060 · EMPLOYEE GROUP INSURANCE	888.96
11/03/2017	American Messaging	W4102379K-November 2017	2110 · COMMUNICATIONS	25.01
11/03/2017	PITNEY BOWES	3101691645-08/30-11/29/17	2250 · RENTS & LEASES -EQUIPMENT	157.74
11/03/2017	ATT/SBC	5107990137196-11-10/25-11/24	2110 · COMMUNICATIONS	470.05
11/03/2017	ATT/SBC	5107994484906-10/25-11/24	2110 · COMMUNICATIONS	258.69
11/06/2017	U. S. Bank Corporate payment	In n Out Burger-Santa Rosa Strike Team	2150 · FOOD	134.51
11/06/2017	U. S. Bank Corporate payment	La Rosa Teguleria-Santa Rosa Strike Team	2150 · FOOD	239.79
11/06/2017	U. S. Bank Corporate payment	KOA-Petaluma-Santa Rosa Strike Team	2303 · OTHER TRAVEL EMPLOYEES	509.60
11/06/2017	U. S. Bank Corporate payment	Fed Ex Shipment to Donnoe & Assoc.	2100 · OFFICE EXPENSE	27.50
11/06/2017	U. S. Bank Corporate payment	Firetech Inspection	2270 · MAINTENANCE -EQUIPMENT	545.00
11/06/2017	U. S. Bank Corporate payment	360 Fitness-Weight Room Equipment	2476 · RECREATION	999.64
11/06/2017	U. S. Bank Corporate payment	Fastrak	2303 · OTHER TRAVEL EMPLOYEES	85.00
11/06/2017	U. S. Bank Corporate payment	Parcelquest	2102 · BOOKS, PERIODICALS, SUBSCRIPTIO	99.95
11/06/2017	U. S. Bank Corporate payment	Home Depot	2170 · HOUSEHOLD EXPENSE	11.60
11/06/2017	U. S. Bank Corporate payment	New Deli-for Engineer's Test	2150 · FOOD	268.92
11/06/2017	U. S. Bank Corporate payment	amazon-CalChamber HR Books	2102 · BOOKS, PERIODICALS, SUBSCRIPTIO	131.08
11/06/2017	U. S. Bank Corporate payment	Costco	2170 · HOUSEHOLD EXPENSE	563.35
11/06/2017	U. S. Bank Corporate payment	ReadyRefresh	2150 · FOOD	36.93
11/06/2017	U. S. Bank Corporate payment	Home Depot	2170 · HOUSEHOLD EXPENSE	74.84
11/06/2017	U. S. Bank Corporate payment	Home Depot	2170 · HOUSEHOLD EXPENSE	8.13
11/06/2017	U. S. Bank Corporate payment	Staples-office supplies	2100 · OFFICE EXPENSE	79.42
11/06/2017	U. S. Bank Corporate payment	Green Valley Cleaners-Decon PPE	2474 · FIRE FIGHTING SUPPLIES	11.95
11/07/2017	CCC Employee Retirement Associ	November UAAL	1044-02 · RETIREMENT-UAAL	137,732.00
11/07/2017	Trace Analytics, Inc	Shipping fee for air sample	2270 · MAINTENANCE -EQUIPMENT	12.06
11/08/2017	Comcast Cable	Classroom WiFi November 2017	2110 · COMMUNICATIONS	126.21
11/09/2017	P.G. & E.	Station 75-10/12-11/9/17	2120 · UTILITIES	19.98
11/10/2017	VERIZON WIRELESS	10/11-11/10/17	2110 · COMMUNICATIONS	19.08
11/14/2017	Calpers Public Employees Retir	December 2017	1060 · EMPLOYEE GROUP INSURANCE	32,598.24
11/14/2017	Calpers Public Employees Retir	December 2017	1061 · RETIREE HEALTH INSURANCE	24,177.51
11/15/2017	49er Communications, Inc.	Radio Equipment	2130-01 · New Vehicle Equipment-7500	401.36

Rodeo Hercules Fire Protection District Transaction List by Date

November 2017			
11/15/2017	49er Communications, Inc.	Radio Equipment	2130-01 · New Vehicle Equipment-7500
11/15/2017	CONTRA COSTA CO TAX COLLECTOR	17-18 Tax Bill for Station 75	3530 · TAXES & ASSESSMENTS
11/15/2017	Ted Todd	17-03 WH Polygraph	2310 · PROFESSIONAL SERVICES -2310
11/15/2017	Greg Kennedy	October 2017	2310-08 · TRAINING SERVICES
11/15/2017	Meyers Nave	General-Fees October 2017	2310-00 · LEGAL SERVICES-GENERAL
11/15/2017	Meyers Nave	Other-Fees October 2017	2310-01 · LEGAL SERVICES-OTHER
11/16/2017	P.G. & E.	Station 76-10/10-11/08/17	2120 · UTILITIES
11/16/2017	Kimberly Corcoran	Shift Calendars	2100 · OFFICE EXPENSE
11/17/2017	Meyers Nave	Legal-October 2017	2310-01 · LEGAL SERVICES-OTHER
11/17/2017	Meyers Nave	2017100501	2310-00 · LEGAL SERVICES-GENERAL
11/17/2017	Health Care Dental	December 2017	1060 · EMPLOYEE GROUP INSURANCE
11/18/2017	Comcast Cable	Station 75-December 2017	2110 · COMMUNICATIONS
11/20/2017	McKesson Medical	Medical Supplies	2140 · MEDICAL & LAB SUPPLIES
11/20/2017	P.G. & E.	Station 75-Gas 10/25-11/20/17	2120 · UTILITIES
11/20/2017	Comcast Cable	Station 76-December 2017	2110 · COMMUNICATIONS
11/21/2017	VERIZON WIRELESS	10/22-11/21	2110 · COMMUNICATIONS
11/22/2017	Alameda County Fire Dept.	E375 Repairs and Maintenance	2271 · VEHICLE REPAIRS
11/22/2017	INTERSTATE BATTERIES	Batteries	2271 · VEHICLE REPAIRS
11/23/2017	J. W. Enterprises	11/23-12/20/17 W4102379RL	2281 · MAINTENANCE-BLDGS AND GROUNDS
11/25/2017	ATT/SBC	51079944849068-12	2110 · COMMUNICATIONS
11/25/2017	ATT/SBC	11/25-12/24-75	2110 · COMMUNICATIONS
11/25/2017	American Messaging	December 2017	2110 · COMMUNICATIONS
11/26/2017	Sprint	10/23-11/22/17	2110 · COMMUNICATIONS
11/27/2017	roto Rooter	Station 76-Cleaning Waste Line	2281 · MAINTENANCE-BLDGS AND GROUNDS
11/28/2017	Napa Valley Petroleum, Inc.	Diesel Fuel	2272 · VEHICLE FUEL/OIL
11/28/2017	CPR Training Center	PALS Renewal Course	2477 · ED SUPPLIES AND COURSES
11/29/2017	EAST BAY MUNICIPAL UTILITY DIS	09/22-11/20	2120 · UTILITIES
11/29/2017	EAST BAY MUNICIPAL UTILITY DIS	09/22-11/20-76	2120 · UTILITIES
11/30/2017	PAYROLL	November 2017	1001 · HOLIDAY PAY
11/30/2017	PAYROLL	November 2017	1011 · PERMANENT SALARIES
11/30/2017	PAYROLL	November 2017	1014-06 · Overtime-Comp Time
11/30/2017	PAYROLL	November 2017	2160 · CLOTHING & PERSONAL SUPPL
11/30/2017	PAYROLL	November 2017	1042 · F.I.C.A.
11/30/2017	PAYROLL	November 2017	1044-01 · RETIREMENT-Normal

Rodeo Hercules Fire Protection District Transaction List by Date

11/30/2017	PAYROLL	November 2017	November 2017	1063 · UNEMPLOYMENT INSURANCE	573.20
11/30/2017	PAYROLL	November 2017	November 2017	1014-03 · Overtime-Call Pay	113.56
11/30/2017	PAYROLL	November 2017	November 2017	1014-07 · Overtime-District Business	1,113.64
11/30/2017	PAYROLL	November 2017	November 2017	1014-04 · Overtime-Vacation	16,073.79
11/30/2017	PAYROLL	November 2017	November 2017	1014-05 · Overtime-Sick	14,916.69
11/30/2017	PAYROLL	November 2017	November 2017	1014-09 · Overtime-Vacancy	24,009.64
11/30/2017	PAYROLL	November 2017	November 2017	1014-10 · Overtime Acting Pay	404.65
11/30/2017	PAYROLL	November 2017	November 2017	1014-13 · Overtime-Jury Duty	213.19
11/30/2017	PAYROLL	November 2017	November 2017	1014-14 · Overtime-School	1,111.42
11/30/2017	PAYROLL	November 2017	November 2017	1014-00 · FLSA	4,190.36
11/30/2017	MYERS STEVENS	September 2017	September 2017	1060 · EMPLOYEE GROUP INSURANCE	1,332.24
11/30/2017	Republic Services	Station 75-December 2017	Station 75-December 2017	2120 · UTILITIES	41.31
11/30/2017	Republic Services	Station 76-December 2017	Station 76-December 2017	2120 · UTILITIES	117.20
11/30/2017	Bay Area News Group	Notice of Appeals Period	Notice of Appeals Period	2190 · PUBLICATIONS & LEGAL NOTICES	315.00
11/30/2017	Bay Area News Group	Public Hearing-Permit Fees	Public Hearing-Permit Fees	2190 · PUBLICATIONS & LEGAL NOTICES	156.60
11/30/2017	Greg Kennedy	November 2017	November 2017	2310-08 · TRAINING SERVICES	1,000.00

Rodeo Hercules Fire Protection District Transaction List by Date

Date	Name	Memo	December 2017	Account	Amount
12/01/2017	IEDA, INC.	December 2017		2310-09 · REGULAR CONTRACT SERVICES	1,533.00
12/04/2017	Hidden Lakes Tech Support	November IT Support		2310-09 · REGULAR CONTRACT SERVICES	675.00
12/05/2017	Municipal Resource Group	Sept and Oct 2017		2310-02 · FINANCIAL CONSULTING	6,750.00
12/06/2017	EAST BAY MUNICIPAL UTILITY DIS	Station 76-09/28-11/29/17		2120 · UTILITIES	253.35
12/06/2017	EAST BAY MUNICIPAL UTILITY DIS	Station 76-09/28-11/29/17		2120 · UTILITIES	874.60
12/07/2017	CSFA	2018 Active Membership Dues		2200 · MEMBERSHIPS	1,395.00
12/07/2017	CSFA	2018 Retired Membership Dues		2200 · MEMBERSHIPS	581.25
12/08/2017	CCC Employee Retirement Associ	DECEMBER UAAL		1044-02 · RETIREMENT-UAAL	137,732.00
12/08/2017	Comcast Cable	Classroom wifi12/13-11/12/18		2110 · COMMUNICATIONS	126.61
12/08/2017	Thor Doors	App Bay Door Repair		2281 · MAINTENANCE-BLDGS AND GROUNDS	225.00
12/10/2017	VERIZON WIRELESS	11/10-12/10/17		2110 · COMMUNICATIONS	19.06
12/11/2017	William Lellis	November 2017		2310-07 · FIRE INSPECTIONS SERVICES	3,150.00
12/11/2017	William Lellis	November 2017		2310-07 · FIRE INSPECTIONS SERVICES	0.00
12/11/2017	P.G. & E.	11/09/17-12/7/17-76		2120 · UTILITIES	152.74
12/11/2017	P.G. & E.	11/10-12/11-75		2120 · UTILITIES	19.99
12/12/2017	Meyers Nave	December Legal-Fees		2310-00 · LEGAL SERVICES-GENERAL	2,480.00
12/12/2017	Meyers Nave	December Legal-Fees		2310-01 · LEGAL SERVICES-OTHER	1,611.00
12/13/2017	Alameda County Fire Dept.	E75 Repairs		2271 · VEHICLE REPAIRS	1,409.29
12/14/2017	City of Concord	62977 Business Cards		2100 · OFFICE EXPENSE	322.90
12/14/2017	City of Concord	62978 Business Cards--Printing		2100 · OFFICE EXPENSE	60.00
12/15/2017	BAY ALARM COMPANY	01/01/18-04/01/18-76		2120 · UTILITIES	121.80
12/15/2017	BAY ALARM COMPANY	01/01/18-04/01/18-75		2120 · UTILITIES	183.46
12/18/2017	Physio Control, Inc.	Defibrillator Maintenance Contract		2270 · MAINTENANCE -EQUIPMENT	4,396.32
12/18/2017	Comcast Cable	01/01/18-01/31/18-76		2110 · COMMUNICATIONS	273.70
12/18/2017	Comcast Cable	01/01/18-01/31/18-75		2110 · COMMUNICATIONS	304.69
12/19/2017	CSFA	Memberships-Active		2200 · MEMBERSHIPS	155.00
12/20/2017	Trace Analytics, Inc	Routine Air Analysis		2270 · MAINTENANCE -EQUIPMENT	80.00
12/20/2017	Health Care Dental	Dental-January 2018		1060 · EMPLOYEE GROUP INSURANCE	2,824.29
12/21/2017	J. W. Enterprises	12/21/17-01/17/18 tank service		2281 · MAINTENANCE-BLDGS AND GROUNDS	608.00
12/21/2017	VERIZON WIRELESS	11/22-12/21/17		2110 · COMMUNICATIONS	429.66
12/22/2017	P.G. & E.	11/21-12/21/17-75		2120 · UTILITIES	114.42
12/22/2017	ORKIN PEST CONTROL			2281 · MAINTENANCE-BLDGS AND GROUNDS	125.62

Rodeo Hercules Fire Protection District Transaction List by Date

12/22/2017	Suburban Propane	CREDIT-REF. 880141	December 2017	2272 · VEHICLE FUEL/OIL	-349.66
12/22/2017	Suburban Propane	December 2017 Propane		2272 · VEHICLE FUEL/OIL	634.75
12/26/2017	Sprint	11/23-12/22/17		2110 · COMMUNICATIONS	348.66
12/27/2017	William Lellis	December 2017		2310-07 · FIRE INSPECTIONS SERVICES	2,730.00
12/27/2017	William Lellis	December 2017		2310-07 · FIRE INSPECTIONS SERVICES	0.00