

AGENDA  
SOUTH PLACER FIRE DISTRICT  
BOARD OF DIRECTORS  
April 18, 2018

Closed Session recommended at 6:15 p.m. in the Training Room: Staff recommends closed session to discuss upcoming contract negotiations with the Sacramento Firefighters Local 522, and Day staff. (Agency designated representatives: Chris Gibson, Gary Grenfell and Dave Harris (Pursuant to Govt. Code § 54957.6.))

1. 7:00 p.m. Regular Session **(Station 17, Portable Conference/Training Room)**

2. Flag Salute

3. Public Comment

4. Special Presentation: None

5. Closed Session Report on action taken and votes of the Board

6. Consent Agenda (Single Motion Needed)

All matters listed under the Consent Agenda are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a member of the Board of Directors, audience, or staff requests a specific item to be removed from the Consent Agenda for separate action. Any item removed will be considered after the motion to approve the Consent Agenda.

A. Approval of the Agenda

B. Approval of the Minutes

C. Authorization of Deposits to South Placer Accounts:

Ambulance	\$ 98,777.30
So. Placer Mitigation Fees	18,926.00
Loomis Mitigation Fees	11,295.44
Plans/Inspections	9,717.93
Cell Tower Leases	8,595.14
Workers Comp. 4850 Reimbursements	19,017.32
Report Fees	60.00
Ford F250 Vehicle Sale	5,500.00
OES Reimbursements	85,469.61
Uniform sales	701.74
State Comp. Refund	17,145.54
Refunds/Reimbursements/Rebates	<u>928.86</u>

TOTAL South Placer Fire Deposits     \$ 276,134.88

D.     Approval of the April 2018 Expenditures from South Placer Accounts: \$ 393,025.76

E.     Personnel Items

Separations:

- Mark Netherton, Firefighter Paramedic  
- Brad Willock, Firefighter Paramedic

<u>Promotions:</u>	None
<u>Reassignments:</u>	None
<u>New Hires:</u>	None
<u>Interns/Volunteers:</u>	-Jacob Ramirez, Intern Firefighter

7. Old Business:

- A. Station Remodel/Expansion Update: Staff recommends discussion on the project to keep the Board informed on progress made toward the start of construction. PG#25

8. New Business:

- A. Administration, Day Staff and Mechanic Contract Negotiations: Chief recommends the Board act on the negotiated agreements between the District and South Placer Fire Administration, Day Staff, and Mechanic. PG#26
- B. Administrative Assistance Policy 1116: Chief recommends discussion on the addition of fire inspector duties to the Administrative Assistants job description. PG#28
- C. Fiscal Year 2017/18 Quarterly Budget Report: Short presentation on the status of the Fiscal Year 2017/18 third quarter budget. PG#32
- D. Fire Agencies Self Insurance System (FASIS) Election: Staff recommends that the Board vote for up to four positions to fill future vacancies on the FASIS Board of Directors. PG#38
- E. Equitable Response/Excessive Response Fee Ordinance: Chief recommends an update on recent discussions with developers and County Planning regarding equitable response/excessive responses to facilities. PG#42
- F. Draft Consolidated Nexus Study/Capital Facilities Plan: The Chief recommends a review of the draft capital facilities plan/nexus study. PG#46

9. Information and Discussion

- A. Placer County Fire Service Issues: The Chief recommends discussion on the latest developments in Placer County Fire Service Delivery System and consolidation efforts countywide. PG#87

10. Correspondence

11. Chief's Report

12. Functions

13. Board/Staff Comments

14. Future Agenda Items

15. Adjournment

SOUTH PLACER FIRE DISTRICT  
BOARD OF DIRECTORS  
Regular Board Meeting Minutes  
March 14th, 2018

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Wednesday, March 14th, 2018 at 7:00 p.m. by President, Gary Grenfell.

Present:

Gary Grenfell, President  
Chris Gibson, Vice President  
Sean Mullin, Clerk  
Tom Millward, Director  
Russ Kelley, Director  
Dave Harris, Director

Absent:

Terri Ryland, Director

Staff in Attendance:

Fire Chief, Eric Walder  
Deputy Fire Chief, Karl Fowler  
Board Secretary, Kathy Medeiros  
Captain, Kelly Moretti  
Battalion Chief, Matt Feeley

Special Presentation: None

Public Comment: None

Report from Closed Session: President Grenfell reported that the Board met in closed session to discuss the contracts with day staff and have come to a tentative agreement. The agreements will be brought to the next board meeting for a vote and approval.

Consent Agenda: Director Millward made a motion to approve the consent agenda; seconded by Director Gibson. Carried

Ayes: Harris, Gibson, Millward, Kelley, Grenfell, Mullin Noes: None Abstain: None Absent: Ryland

OLD BUSINESS

Station Remodel/Expansion Update: Staff recommends discussion on the project to keep the Board informed on progress made toward the start of construction. Chief Walder explained that the architect drawings have been received and staff recently met with an Inspector of Records. He continued that the Facilities Committee will meet on March 20<sup>th</sup> to discuss a contract with the Inspector of Records and prepare to receive bids for the project. He noted that the Day Captain position to oversee the construction was no longer feasible due to the many injuries within the District. Chief Fowler and Chief Ritter will now be overseeing the construction. He continued that the project will move forward soon with expected completion in 8 months.

NEW BUSINESS

SPFAOA Contract Negotiations: Chief recommends the Board take action on the negotiated agreement between the District negotiators and South Placer Fire Administrative Officers Association. (SPFAOA) Chief Walder began that he has met with the bargaining unit and came to a 2 year successor agreement for 2.5% salary increase each year retroactively paid to 1/1/2018. If county projections on property taxes are less than 3% SPFAOA agrees to open agreement to renegotiate the January 2019 increase. Language was added regarding an acting step 6 as Division Chief, eliminating the Administrative Service Contract language. Total impact is \$5500 for this remaining budget year, or \$11000 for one full year.

Director Gibson made a motion to approve the negotiated agreement with the South Placer Fire Administrative Officers Association (SPFAOA). The motion was seconded by Director Harris. Carried.

Ayes: Harris, Gibson, Millward, Kelley, Grenfell, Mullin Noes: None Abstain: None Absent: Ryland

Loomis Fire District Fiscal Year 2017/18 Final Audit Acceptance: Staff recommends discussion and acceptance of the Loomis Fire District Fiscal Year 2017/18 final close out third party audit. Chief Walder explained that this is the final audit of the Loomis Fire Protection District. This audit covers the period of 2017/18 fiscal year from July 1- July 22, 2017 after which time the two Districts officially consolidated. This close out audit will allow the District to reconcile and combine accounts moving forward the remainder of the fiscal year.

Director Mullin made a motion to approve the Loomis Fire Fiscal Year 2017/18 Final Audit. The motion was seconded by Director Gibson. Carried.

Ayes: Harris, Gibson, Millward, Kelley, Grenfell, Mullin Noes: None Abstain: None Absent: Ryland

## INFORMATION AND DISCUSSION

Placer County Fire Service Issues: Chief Walder recommended discussion on the latest developments in Placer County Fire Service delivery system and consolidation efforts countywide. He began that Foresthill Fire is in financial trouble. Recently they lost four of their employees to our District for higher wages. Currently Cal Fire has an engine there to protect the Foresthill residents for now. Newcastle Fire also has a similar predicament. At this time, there is no other revenue neutral agencies to consider for consolidation. Chief Walder continued that he would update the Board as new information is released.

Correspondence: Letters from the Folsom Fire Department thanking Deputy Chief Fowler and Battalion Chief McMillin for their assistance during a recent Captain's testing assessment. The PARS fund account statement from the month of December.

### Chief's Report:

- B Shift did a great job at a structure fire at Morningside Drive that was well involved but damages were minimal.
- Attended the FAIRA Board meeting in San Francisco where they gave a presentation on the performance of the JPA pool.
- FDAC Annual Board meeting Conference April 10 -13<sup>th</sup> and the Executive Fire Officers Training Symposium is April 5-9<sup>th</sup>.
- Lexipol policy system in process with requests to collaborators from SPFAOA and SPFD Chapters of 522.

- Six SAFER firefighters hired, now have 3-0 staffing on all engines
- Three grants submitted: Assistance to Firefighters Grant, Regional AFG, and Cal OES Hazard Mitigation Grant Program.
- Safer grant reimbursement process completed.
- Excessive Use Fee is under consideration for best methods to impose the fee.
- CPR Refresher training
- Chief Fowler attended the CAI Conference in San Luis Obispo to maintain his CFI.
- New ambulance purchase order issued, similar to the Medic 20
- Engine 28 is in the build process.
- Captains testing in planning
- Engineers testing in planning
- Katrina Hoops been doing final inspections with a couple more tasks to complete her task book and be certified Inspection I.
- Chief Fowler and Chief Ritter led the Lakeside Little League parade from Station 15 to Feist Park.
- Facilities Committee will be meeting on Station 28 after the contract bidding process for Station 15.

Functions: None

Board/Staff Comments: None

Future Agenda Items: None

There being no further business to come before the Board, the meeting adjourned at 7:45 p.m.  
The next regular meeting will be held on Wednesday, April 18th, 2018.

Respectfully submitted,



Recording Secretary, Kathy Medeiros

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User Date: 4/10/2018

South Placer Fire District  
CHECKBOOK REGISTER REPORT  
Bank Reconciliation

Page: 1  
User ID: kmedeiros

Ranges:	From:	To:	From:	To:
Checkbook ID	First	Last	Number	First
Description	First	Last	Date	3/8/2018
User-Defined 1	First	Last	Type	Check

Sorted By: Number  
Include Trx: Reconciled, Unreconciled

\* Voided transaction ^ Cleared amount is different than posted amount

Checkbook ID	Description	User-Defined 1	Current Balance			
Number	Date	Type	Paid To/Rcvd From	Reconciled Origin	Payment	Deposit
PLACER COUNTY	County Of Placer				\$2,774,785.84	
23395	4/9/2018	CHK	AFLAC	No	PMCHK00000769	\$2,093.78
23396	4/9/2018	CHK	NGLIC C/O Superior Vision Se	No	PMCHK00000769	\$1,069.50
23397	4/9/2018	CHK	P.E.R.S	No	PMCHK00000769	\$88,912.53
23398	4/9/2018	CHK	PRINCIPAL MUTUAL	No	PMCHK00000769	\$8,246.23
23399	4/9/2018	CHK	SOUTH PLACER FIREFIGHTERS	No	PMCHK00000769	\$2,320.20
23400	4/9/2018	CHK	SPFAOA	No	PMCHK00000769	\$217.86
23401	4/9/2018	CHK	TASC/ Total Admin Service	No	PMCHK00000769	\$6,821.86
23402	4/9/2018	CHK	Voya Financial Trust Co.	No	PMCHK00000769	\$16,066.88
8 Transaction(s)					\$125,748.84	\$0.00
WELLS FARGO OP	Wells Fargo Operating Account				\$65,014.16	
23593	3/22/2018	CHK	ACE HARDWARE	No	PMCHK00000766	\$141.37
23594	3/22/2018	CHK	ADVANTAGE GEAR	No	PMCHK00000766	\$5,971.44
23595	3/22/2018	CHK	Backflow Technologies, Inc.	No	PMCHK00000766	\$311.80
23596	3/22/2018	CHK	Benz Air Engineering Co, Inc	No	PMCHK00000766	\$6,236.29
23597	3/22/2018	CHK	Capital Public Finance Group	No	PMCHK00000766	\$2,950.00
23598	3/22/2018	CHK	Central California Consultin	No	PMCHK00000766	\$3,000.00
23599	3/22/2018	CHK	DAWSON OIL	No	PMCHK00000766	\$501.16
23600	3/22/2018	CHK	Gold Country Water	No	PMCHK00000766	\$49.50
23601	3/22/2018	CHK	HARRIS INDUSTRIAL GASES	No	PMCHK00000766	\$341.14
23602	3/22/2018	CHK	Interwest Consulting Group	No	PMCHK00000766	\$1,261.59
23603	3/22/2018	CHK	JRB Pest and Sanitation	No	PMCHK00000766	\$320.00
23604	3/22/2018	CHK	Kingsley Bogard, LLP	No	PMCHK00000766	\$498.50
23605	3/22/2018	CHK	LIFE ASSIST	No	PMCHK00000766	\$218.70
23606	3/22/2018	CHK	Made in the Shade Tent Renta	No	PMCHK00000766	\$375.00
23607	3/22/2018	CHK	NETWORK ENVIROMENTAL SYSTEM	No	PMCHK00000766	\$480.00
23608	3/22/2018	CHK	PLACER COUNTY WATER	No	PMCHK00000766	\$810.74
23609	3/22/2018	CHK	Perryman Mechanical, Inc	No	PMCHK00000766	\$345.00
23610	3/22/2018	CHK	Quill Corporation	No	PMCHK00000766	\$55.77
23611	3/22/2018	CHK	Rob Shipley Construction	No	PMCHK00000766	\$1,524.30
23612	3/22/2018	CHK	Robert W. Johnson	No	PMCHK00000766	\$2,000.00
23613	3/22/2018	CHK	Sutter Medical Foundation	No	PMCHK00000766	\$4,569.00
23614	3/22/2018	CHK	South Placer Municipal Utili	No	PMCHK00000766	\$241.80
23615	3/22/2018	CHK	Silverado Avionics Inc.	No	PMCHK00000766	\$17,540.83
23616	3/22/2018	CHK	SAN JUAN WATER	No	PMCHK00000766	\$951.78
23617	3/22/2018	CHK	SCOTTS PPE RECON	No	PMCHK00000766	\$3,375.79
23618	3/22/2018	CHK	Consolidated Communications	No	PMCHK00000766	\$3,039.51
23619	3/22/2018	CHK	SAMBA Holdings Inc	No	PMCHK00000766	\$63.16
23620	3/22/2018	CHK	Sprint	No	PMCHK00000766	\$116.84
23621	3/22/2018	CHK	TIFCO INDUSTRIES	No	PMCHK00000766	\$336.72
23622	3/22/2018	CHK	US Bank Corporate Payment Sy	No	PMCHK00000766	\$12,403.00
23623	3/22/2018	CHK	Verizon Wireless	No	PMCHK00000766	\$1,138.89
23624	3/22/2018	CHK	Valley Clinical and Consulti	No	PMCHK00000766	\$450.00
23625	4/5/2018	CHK	AT & T	No	PMCHK00000767	\$141.26
23626	4/5/2018	CHK	ACE HARDWARE	No	PMCHK00000767	\$23.58
23627	4/5/2018	CHK	AT & T / T-1 Lines	No	PMCHK00000767	\$831.61
23628	4/5/2018	CHK	ADVANTAGE GEAR	No	PMCHK00000767	\$2,996.56
23629	4/5/2018	CHK	AUBURN TIRE SERVICE	No	PMCHK00000767	\$2,380.37
23630	4/5/2018	CHK	American Medical Response	No	PMCHK00000767	\$26,453.13

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South Placer Fire District  
CHECKBOOK REGISTER REPORT  
Bank Reconciliation

Page: 2  
User ID: kmedeiros

Checkbook ID	Description	User-Defined 1		Current Balance		
Number	Date	Type	Paid To/Rcvd From	Reconciled Origin	Payment	Deposit
23631	4/5/2018	CHK	BURTONS FIRE APPARATUS	No PMCHK00000767	\$273.46	
23632	4/5/2018	CHK	BART INDUSTRIES	No PMCHK00000767	\$1,368.36	
23633	4/5/2018	CHK	CAPITAL CLUTCH & BRAKE	No PMCHK00000767	\$1,363.64	
23634	4/5/2018	CHK	CELL ENERGY	No PMCHK00000767	\$194.53	
23635	4/5/2018	CHK	CIT Technology Fin Serv. Inc	No PMCHK00000767	\$966.67	
23636	4/5/2018	CHK	De Lage Landen Financial Ser	No PMCHK00000767	\$319.85	
23637	4/5/2018	CHK	FASIS	No PMCHK00000767	\$90,322.00	
23638	4/5/2018	CHK	FOLSOM LAKE FORD	No PMCHK00000767	\$565.84	
23639	4/5/2018	CHK	Foothill Fire and WIRE	No PMCHK00000767	\$931.50	
23640	4/5/2018	CHK	GRAINGER, W.W.	No PMCHK00000767	\$140.73	
23641	4/5/2018	CHK	Gym Doctor	No PMCHK00000767	\$320.00	
23642	4/5/2018	CHK	Gold Country Water	No PMCHK00000767	\$86.00	
23643	4/5/2018	CHK	Hunt and Sons, Inc	No PMCHK00000767	\$3,679.41	
23644	4/5/2018	CHK	INLAND BUSINESS SYSTEMS	No PMCHK00000767	\$5.65	
23645	4/5/2018	CHK	JRB Pest and Sanitation	No PMCHK00000767	\$120.00	
23646	4/5/2018	CHK	Lionakis	No PMCHK00000767	\$39,175.00	
23647	4/5/2018	CHK	NETWORK DESIGN ASSOC	No PMCHK00000767	\$552.00	
23648	4/5/2018	CHK	PG & E	No PMCHK00000767	\$28.50	
23649	4/5/2018	CHK	Placer County Environmental	No PMCHK00000767	\$2,265.00	
23650	4/5/2018	CHK	Purchase Power	No PMCHK00000767	\$520.99	
23651	4/5/2018	CHK	RAMOS ENVIRONMENTAL SVC.	No PMCHK00000767	\$826.19	
23652	4/5/2018	CHK	Recology Auburn Placer	No PMCHK00000767	\$890.35	
23653	4/5/2018	CHK	City of Roseville	No PMCHK00000767	\$3,432.29	
23654	4/5/2018	CHK	Sutter Medical Foundation	No PMCHK00000767	\$1,659.00	
23655	4/5/2018	CHK	TIFCO INDUSTRIES	No PMCHK00000767	\$154.69	
23656	4/5/2018	CHK	WITTMAN ENTERPRISES, LLC	No PMCHK00000767	\$11,589.14	
23657	4/9/2018	CHK	Bourke, Holly	No PMCHK00000768	\$240.00	
23658	4/9/2018	CHK	Byer, Robert J	No PMCHK00000768	\$300.00	
23659	4/9/2018	CHK	Cooney, Kevin	No PMCHK00000768	\$60.00	
23660	4/9/2018	CHK	Paulino, Angel R	No PMCHK00000768	\$60.00	
23661	4/9/2018	CHK	Ramirez, Jacob A	No PMCHK00000768	\$360.00	
23662	4/9/2018	CHK	Vought, Jon G	No PMCHK00000768	\$60.00	
70 Transaction(s)					\$267,276.92	\$0.00
78 Total Transaction(s)						

Ranges: From: To: From: To:  
Vendor ID First Last Checkbook ID PLACER COUNTY WELLS FARGO OP  
Vendor Name First Last Check Number First Last  
Check Date 3/8/2018 4/10/2018

Sorted By: Checkbook ID

Distribution Types Included: PURCH

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
A212	AFLAC	PLACER COUNTY	23395	4/9/2018	\$2,093.78
27326	27326	April 2018 Premium	\$1,215.90		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-1550-000	Agency Share Insurance	\$1,215.90	\$0.00	
27339	27339	March 2018 Premium	\$877.88		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-1550-000	Agency Share Insurance	\$877.88	\$0.00	
N115	NGLIC C/O Superior Vision Serv	PLACER COUNTY	23396	4/9/2018	\$1,069.50
27327	27327	April 2018 vision premium	\$1,069.50		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-1550-000	Agency Share Insurance	\$1,069.50	\$0.00	
P101	P.E.R.S	PLACER COUNTY	23397	4/9/2018	\$88,912.53
27328	27328	April premium	\$88,912.53		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0215-000	Group Insurance Payable	\$27,366.64	\$0.00	
	PURCH 0-000-1550-000	Agency Share Insurance	\$61,545.89	\$0.00	
P159	PRINCIPAL MUTUAL	PLACER COUNTY	23398	4/9/2018	\$8,246.23
27329	27329	April dental premium	\$8,246.23		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-1550-000	Agency Share Insurance	\$8,246.23	\$0.00	
S194	SOUTH PLACER FIREFIGHTERS	PLACER COUNTY	23399	4/9/2018	\$2,320.20
27332	PP 19 UNION DUES	EE Union Dues PP 19	\$1,160.10		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0218-000	Union Dues Payable	\$1,160.10	\$0.00	
27333	PP 20 UNION DUES	EE Union Dues PP 20	\$1,160.10		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0218-000	Union Dues Payable	\$1,160.10	\$0.00	
S233	SPFAOA	PLACER COUNTY	23400	4/9/2018	\$217.86
27330	PP 19 SPFAOA DUES	PP19 SPFAOA Dues	\$108.93		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0218-000	Union Dues Payable	\$108.93	\$0.00	
27331	PP 20 SPFAOA DUES	PP 20 SPFAOA	\$108.93		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0218-000	Union Dues Payable	\$108.93	\$0.00	
T160	TASC/ Total Admin Service	PLACER COUNTY	23401	4/9/2018	\$6,821.86

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
27334	27334	5/1/18-5/31/18	\$213.54		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0216-000	Flexible Benefits Payable	\$213.54	\$0.00	
27335	PP 19 DC/MRA	EE/ER MR DC PP 19	\$3,304.16		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0216-000	Flexible Benefits Payable	\$829.97	\$0.00	
	PURCH 0-000-1550-000	Agency Share Insurance	\$2,474.19	\$0.00	
27336	PP 20 DC/MRA	EE/ER MR DC PP 20	\$3,304.16		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0216-000	Flexible Benefits Payable	\$829.97	\$0.00	
	PURCH 0-000-1550-000	Agency Share Insurance	\$2,474.19	\$0.00	
V125	Voya Financial Trust Co.	PLACER COUNTY	23402	4/9/2018	\$16,066.88
27337	PP 19 DEF COMP	EE Def Comp PP 19	\$7,924.44		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0214-000	457 Deferred Comp. Payable	\$7,924.44	\$0.00	
27338	PP 20 DEF COMP	EE Def Comp PP 20	\$8,142.44		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0214-000	457 Deferred Comp. Payable	\$8,142.44	\$0.00	
A164	ACE HARDWARE	WELLS FARGO OP	23593	3/22/2018	\$141.37
27244	021106	Stencils, traffic paint	\$72.84		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2225-016	5300 Olive Ranch Road	\$72.84	\$0.00	
27245	021156	Ties for SCBAs	\$5.35		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2225-001	6900 Eureka Road	\$5.35	\$0.00	
27246	021178	Stencils	\$10.70		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2225-016	5300 Olive Ranch Road	\$10.70	\$0.00	
27247	021182	Toilet repair parts	\$52.48		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2225-001	6900 Eureka Road	\$52.48	\$0.00	
A172	ADVANTAGE GEAR	WELLS FARGO OP	23594	3/22/2018	\$5,971.44
27161	123451	Jacket alterations	\$79.26		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies	\$79.26	\$0.00	
27162	123625	Belt, boots for new hire	\$391.41		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies	\$391.41	\$0.00	
27163	123626	Belt, boots for new hire	\$391.41		
	Type Account	Description	Debit	Credit	

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies		\$391.41	\$0.00
27164	123646	Uniform for new hire	\$827.76		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies		\$827.76	\$0.00
27165	123695	Boots, tool for new hire	\$410.71		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies		\$410.71	\$0.00
27166	123700	Uniform for new hire	\$397.22		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies		\$397.22	\$0.00
27167	123783	Uniform for new hire	\$626.11		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies		\$626.11	\$0.00
27168	123786	Uniform for new hire	\$474.95		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies		\$474.95	\$0.00
27169	123797	Shirt for new hire	\$116.63		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies		\$116.63	\$0.00
27170	123816	Uniform for new hire	\$866.35		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies		\$866.35	\$0.00
27171	123849	Uniform for new hire	\$476.63		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies		\$476.63	\$0.00
27172	123859	Shirts, patches for new hire	\$235.63		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies		\$235.63	\$0.00
27173	124121	Pant, belt, boots for new hi	\$635.83		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies		\$635.83	\$0.00
27174	124135	Jacket, patches for new hire	\$41.54		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies		\$41.54	\$0.00
B101	Backflow Technologies, Inc.	WELLS FARGO OP	23595	3/22/2018	\$311.80
27175	18-14265	Backflow test	\$311.80		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-003	7070 Auburn Folsom Road		\$311.80	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
B178 27176	Benz Air Engineering Co, Inc AWF101717-1	WELLS FARGO OP Nederman track relocated	23596 \$4,276.00	3/22/2018	\$6,236.29
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-005	3505 Auburn Folsom Road		\$4,276.00	\$0.00
27177	AWF101817	Transmitter, anchor plate	\$1,960.29		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-507	2017 Ford E450 Medix Type III		\$1,960.29	\$0.00
C156 27178	Capital Public Finance Group, 2018-133	WELLS FARGO OP Outstanding COPs annual repo	23597 \$2,950.00	3/22/2018	\$2,950.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-2043-000	Legal/Consulting Fees		\$2,950.00	\$0.00
C271 27179	Central California Consulting, 008	WELLS FARGO OP Grant writing services	23598 \$3,000.00	3/22/2018	\$3,000.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-2043-000	Legal/Consulting Fees		\$3,000.00	\$0.00
D101 27180	DAWSON OIL 171869	WELLS FARGO OP Monthly billing	23599 \$501.16	3/22/2018	\$501.16
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-000	Fuel & Oil		\$501.16	\$0.00
G158 27181	Gold Country Water 0178819	WELLS FARGO OP Monthly billing - Sta 19	23600 \$33.75	3/22/2018	\$49.50
	Type Account	Description		Debit	Credit
	PURCH 0-000-2053-000	Food/Drink-Incident Supplies		\$33.75	\$0.00
27182	0179265	Monthly billing - Sta 19	\$15.75		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2053-000	Food/Drink-Incident Supplies		\$15.75	\$0.00
H141 27252	HARRIS INDUSTRIAL GASES 01739430	WELLS FARGO OP Cylinder rental	23601 \$216.77	3/22/2018	\$341.14
	Type Account	Description		Debit	Credit
	PURCH 0-000-2130-000	Oxygen		\$216.77	\$0.00
27253	01739459	Cylinder rental	\$124.37		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2130-000	Oxygen		\$124.37	\$0.00
I134 27183	Interwest Consulting Group 39327	WELLS FARGO OP February services	23602 \$1,261.59	3/22/2018	\$1,261.59
	Type Account	Description		Debit	Credit
	PURCH 0-000-2043-001	Prevention Consulting Fees		\$1,261.59	\$0.00
J128 27184	JRB Pest and Sanitation 34153	WELLS FARGO OP Monthly billing	23603 \$80.00	3/22/2018	\$320.00
	Type Account	Description		Debit	Credit

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
	PURCH 0-000-2225-006	4650 East Roseville Parkway		\$80.00	\$0.00
27185	34155 Monthly billing		\$80.00		
	Type Account Description			Debit	Credit
	PURCH 0-000-2225-005	3505 Auburn Folsom Road		\$80.00	\$0.00
27186	34156 Monthly billing		\$80.00		
	Type Account Description			Debit	Credit
	PURCH 0-000-2225-016	5300 Olive Ranch Road		\$80.00	\$0.00
27187	34157 Monthly billing		\$80.00		
	Type Account Description			Debit	Credit
	PURCH 0-000-2225-003	7070 Auburn Folsom Road		\$80.00	\$0.00
K127	Kingsley Bogard, LLP	WELLS FARGO OP 23604		3/22/2018	\$498.50
27188	24584 December services		\$498.50		
	Type Account Description			Debit	Credit
	PURCH 0-000-2010-000	Labor Legal Fees		\$498.50	\$0.00
L107	LIFE ASSIST	WELLS FARGO OP 23605		3/22/2018	\$218.70
27189	845122 Pillow, blanket		\$218.70		
	Type Account Description			Debit	Credit
	PURCH 0-000-2127-000	Medical Supplies		\$218.70	\$0.00
M169	Made in the Shade Tent Rentals	WELLS FARGO OP 23606		3/22/2018	\$375.00
27190	4/9/19 EVENT Permit refund		\$375.00		
	Type Account Description			Debit	Credit
	PURCH 0-000-8193-011	Fees For Service & Cost Recovery Ch		\$375.00	\$0.00
N129	NETWORK ENVIROMENTAL SYSTEM IN	WELLS FARGO OP 23607		3/22/2018	\$480.00
27191	38731 Fit testing - 8 new hires		\$480.00		
	Type Account Description			Debit	Credit
	PURCH 0-000-2226-000	SCBA/Stationary comp (maint/supplie		\$480.00	\$0.00
P125	PLACER COUNTY WATER	WELLS FARGO OP 23608		3/22/2018	\$810.74
27193	27193 Bi-monthly billing		\$469.42		
	Type Account Description			Debit	Credit
	PURCH 0-000-2041-003	Water - Station #19		\$469.42	\$0.00
27194	27194 Bi-monthly billing		\$90.55		
	Type Account Description			Debit	Credit
	PURCH 0-000-2041-005	Water - Station #20		\$90.55	\$0.00
27195	27195 Bi-monthly billing		\$100.18		
	Type Account Description			Debit	Credit
	PURCH 0-000-2041-028	Water - Station #28		\$100.18	\$0.00
27196	27196 Bi-monthly billing		\$76.10		
	Type Account Description			Debit	Credit
	PURCH 0-000-2041-028	Water - Station #28		\$76.10	\$0.00

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Voucher Number	Invoice Number	Original Voucher Amount			
27197	27197	Bi-monthly billing	\$74.49		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2041-028	Water - Station #28	\$74.49	\$0.00	
P206	Perryman Mechanical, Inc	WELLS FARGO OP	23609	3/22/2018	\$345.00
27192	91654-4	Ice machine maintenance	\$345.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2225-028	5840 Horseshoe Bar Rd	\$345.00	\$0.00	
Q004	Quill Corporation	WELLS FARGO OP	23610	3/22/2018	\$55.77
27198	5430410	Single pocket wall file	\$55.77		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2129-000	Office Supplies/Computer	\$55.77	\$0.00	
R167	Rob Shipley Construction	WELLS FARGO OP	23611	3/22/2018	\$1,524.30
27199	7188B	Office remodel, final paymen	\$1,350.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-4456-046	17 Front Office	\$1,350.00	\$0.00	
27200	7195	Door repair	\$174.30		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2225-001	6900 Eureka Road	\$174.30	\$0.00	
R180	Robert W. Johnson	WELLS FARGO OP	23612	3/22/2018	\$2,000.00
27201	5333	Loomis Fire final audit	\$2,000.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2020-000	Audit	\$2,000.00	\$0.00	
S006	Sutter Medical Foundation	WELLS FARGO OP	23613	3/22/2018	\$4,569.00
27210	1045	Physical	\$86.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2045-000	Pre-Employment Physicals/Background	\$86.00	\$0.00	
27211	1044	Physical	\$86.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2045-000	Pre-Employment Physicals/Background	\$86.00	\$0.00	
27212	1046	Physical	\$86.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2045-000	Pre-Employment Physicals/Background	\$86.00	\$0.00	
27213	1047	Physical	\$86.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2045-000	Pre-Employment Physicals/Background	\$86.00	\$0.00	
27214	1036-1037	Physical	\$101.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2045-000	Pre-Employment Physicals/Background	\$101.00	\$0.00	

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Voucher Number	Invoice Number		Original Voucher Amount			
27215	1003-1008	Physical	\$371.00			
	Type	Account	Description	Debit	Credit	
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background	\$371.00	\$0.00	
27216	1026	Physical	\$50.00			
	Type	Account	Description	Debit	Credit	
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background	\$50.00	\$0.00	
27217	1027-1028	Physical	\$203.00			
	Type	Account	Description	Debit	Credit	
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background	\$203.00	\$0.00	
27218	1038-1039	Physical	\$101.00			
	Type	Account	Description	Debit	Credit	
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background	\$101.00	\$0.00	
27219	1050	Physical	\$86.00			
	Type	Account	Description	Debit	Credit	
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background	\$86.00	\$0.00	
27220	1020-1024	Physical	\$336.00			
	Type	Account	Description	Debit	Credit	
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background	\$336.00	\$0.00	
27221	1033-1034	Physical	\$203.00			
	Type	Account	Description	Debit	Credit	
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background	\$203.00	\$0.00	
27222	1040-1041	Physical	\$101.00			
	Type	Account	Description	Debit	Credit	
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background	\$101.00	\$0.00	
27223	1049	Physical	\$86.00			
	Type	Account	Description	Debit	Credit	
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background	\$86.00	\$0.00	
27224	1015-1019	Physical	\$336.00			
	Type	Account	Description	Debit	Credit	
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background	\$336.00	\$0.00	
27225	1031-1032	Physical	\$203.00			
	Type	Account	Description	Debit	Credit	
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background	\$203.00	\$0.00	
27226	1035	Physical	\$50.00			
	Type	Account	Description	Debit	Credit	
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background	\$50.00	\$0.00	
27227	1042-1043	Physical	\$101.00			
	Type	Account	Description	Debit	Credit	

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Voucher Number	Invoice Number		Original Voucher Amount			
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background		\$101.00	\$0.00
27228	1048	Physical		\$86.00		
	Type	Account	Description		Debit	Credit
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background		\$86.00	\$0.00
27229	1009-1014	Physical		\$371.00		
	Type	Account	Description		Debit	Credit
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background		\$371.00	\$0.00
27230	1025	Physical		\$50.00		
	Type	Account	Description		Debit	Credit
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background		\$50.00	\$0.00
27231	1029-1030	Physical		\$203.00		
	Type	Account	Description		Debit	Credit
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background		\$203.00	\$0.00
27232	1051	Physical		\$86.00		
	Type	Account	Description		Debit	Credit
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background		\$86.00	\$0.00
27233	1054-1055	Physical		\$101.00		
	Type	Account	Description		Debit	Credit
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background		\$101.00	\$0.00
27234	1053	Physical		\$142.00		
	Type	Account	Description		Debit	Credit
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background		\$142.00	\$0.00
27235	1057	Physical		\$142.00		
	Type	Account	Description		Debit	Credit
	PURCH	0-000-2023-000	Employee Physicals & Wellness		\$142.00	\$0.00
27236	1058	Physical		\$142.00		
	Type	Account	Description		Debit	Credit
	PURCH	0-000-2023-000	Employee Physicals & Wellness		\$142.00	\$0.00
27237	1060-1061	Physical		\$203.00		
	Type	Account	Description		Debit	Credit
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background		\$203.00	\$0.00
27238	1062-1067	Physical		\$371.00		
	Type	Account	Description		Debit	Credit
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background		\$371.00	\$0.00
S019	South Placer Municipal Utility WELLS FARGO OP 23614				3/22/2018	\$241.80
27207	27207	Quarterly billing - Sta 28		\$148.80		
	Type	Account	Description		Debit	Credit
	PURCH	0-000-2035-000	Sewer		\$148.80	\$0.00

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Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
27208	27208	Quarterly billing - Sta 28	\$93.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2035-000	Sewer	\$93.00	\$0.00	
S102	Silverado Avionics Inc.	WELLS FARGO OP 23615		3/22/2018	\$17,540.83
27206	9259	6 KNG portable radios	\$17,540.83		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2050-000	Property Tax Collection Fees	\$17,540.83	\$0.00	
S107	SAN JUAN WATER	WELLS FARGO OP 23616		3/22/2018	\$951.78
27203	27203	Bi-monthly billing	\$553.28		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2041-006	Water - Station #15	\$553.28	\$0.00	
27204	27204	Bi-monthly billing	\$266.10		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2041-016	Water-Station 16 Olive Ranch	\$266.10	\$0.00	
27205	27205	Bi-monthly billing	\$132.40		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2041-001	Water - Station #17	\$132.40	\$0.00	
S213	SCOTTS PPE RECON	WELLS FARGO OP 23617		3/22/2018	\$3,375.79
27250	33711	Turnout repairs	\$3,375.79		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2228-000	Turnout Clothing Maint.	\$3,375.79	\$0.00	
S282	Consolidated Communications In	WELLS FARGO OP 23618		3/22/2018	\$3,039.51
27248	27248	Monthly billing	\$150.74		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2037-001	6900 Eureka Road	\$150.74	\$0.00	
27249	27249	Monthly billing	\$2,888.77		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2037-001	6900 Eureka Road	\$1,550.42	\$0.00	
	PURCH 0-000-2037-003	7070 Auburn Folsom Road	\$450.46	\$0.00	
	PURCH 0-000-2037-005	3505 Auburn Folsom Road	\$43.23	\$0.00	
	PURCH 0-000-2037-006	4650 East Rsvl. Parkway	\$427.33	\$0.00	
	PURCH 0-000-2037-016	Station 16 Olive Ranch	\$417.33	\$0.00	
S286	SAMBA Holdings Inc	WELLS FARGO OP 23619		3/22/2018	\$63.16
27202	INV00064647	Driver monitoring	\$63.16		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2023-000	Employee Physicals & Wellness	\$63.16	\$0.00	
S298	Sprint	WELLS FARGO OP 23620		3/22/2018	\$116.84
27209	467197811-124	Monthly billing	\$116.84		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2037-000	Telephone	\$116.84	\$0.00	

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
T117 27239	TIFCO INDUSTRIES 71335405	WELLS FARGO OP Fittings, screws, washers, e	23621 \$293.37	3/22/2018	\$336.72
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$293.37	\$0.00
27240	71336494	Nutsert tools	\$43.35		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$43.35	\$0.00
U109 27241	US Bank Corporate Payment Syst 27241	WELLS FARGO OP Monthly billing	23622 \$12,403.00	3/22/2018	\$12,403.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-2023-000	Employee Physicals & Wellness		\$290.60	\$0.00
	PURCH 0-000-2030-000	Memberships/Subscriptions		\$252.00	\$0.00
	PURCH 0-000-2038-000	Training Supplies		\$32.12	\$0.00
	PURCH 0-000-2039-000	Business/Conference		\$1,439.91	\$0.00
	PURCH 0-000-2040-000	Education/Training		\$436.00	\$0.00
	PURCH 0-000-2053-000	Food/Drink-Incident Supplies		\$150.00	\$0.00
	PURCH 0-000-2055-000	Safety Awards & Recognition		\$1,591.00	\$0.00
	PURCH 0-000-2120-000	Cleaning/Maintenance Supplies		\$138.66	\$0.00
	PURCH 0-000-2122-001	Software Support		\$991.62	\$0.00
	PURCH 0-000-2122-002	T-1 Support		\$381.58	\$0.00
	PURCH 0-000-2124-000	Fuel & Oil		\$250.19	\$0.00
	PURCH 0-000-2129-000	Office Supplies/Computer		\$164.12	\$0.00
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies		\$177.00	\$0.00
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$20.84	\$0.00
	PURCH 0-000-2222-101	American /LaFrance SP Muster Engine		\$186.69	\$0.00
	PURCH 0-000-2222-207	2003 F/P Enclosed Trailer-Arson Tra		\$505.43	\$0.00
	PURCH 0-000-2222-506	2012 F-350 Ambulance		\$138.67	\$0.00
	PURCH 0-000-2222-507	2017 Ford E450 Medix Type III		\$167.43	\$0.00
	PURCH 0-000-2222-813	2005 Spartan Hi-Tech Type One Engin		\$37.35	\$0.00
	PURCH 0-000-2225-003	7070 Auburn Folsom Road		\$251.67	\$0.00
	PURCH 0-000-2225-016	5300 Olive Ranch Road		\$308.15	\$0.00
	PURCH 0-000-2225-028	5840 Horseshoe Bar Rd		\$117.49	\$0.00
	PURCH 0-000-2523-000	Printing/Outside Services		\$14.09	\$0.00
	PURCH 0-000-4456-000	Facilities		\$348.80	\$0.00
	PURCH 0-000-4456-008	Furniture		\$589.80	\$0.00
	PURCH 0-000-4456-033	Dayroom Chairs		\$2,311.70	\$0.00
	PURCH 0-000-4465-020	Desktop/Lap Top/Tablets/Mobile Comp		\$374.67	\$0.00
	PURCH 0-000-4469-000	Radio & Communications		\$735.42	\$0.00
V114 27242	Verizon Wireless 9802627454	WELLS FARGO OP Monthly billing	23623 \$42.12	3/22/2018	\$1,138.89
	Type Account	Description		Debit	Credit
	PURCH 0-000-2037-000	Telephone		\$42.12	\$0.00
27243	9802627500	Monthly billing	\$1,096.77		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2037-000	Telephone		\$1,096.77	\$0.00
V122 27251	Valley Clinical and Consulting 4041	WELLS FARGO OP Pre-employment evaluation	23624 \$450.00	3/22/2018	\$450.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-2045-000	Pre-Employment Physicals/Background		\$450.00	\$0.00
A163	AT & T	WELLS FARGO OP	23625	4/5/2018	\$141.26

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Voucher Number	Invoice Number	Original Voucher Amount			
27254	X03252018	Monthly billing	\$141.26		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2037-000	Telephone	\$141.26	\$0.00	
A164	ACE HARDWARE	WELLS FARGO OP	23626	4/5/2018	\$23.58
27256	021231	Lock for new storage facilit	\$23.58		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2129-000	Office Supplies/Computer	\$23.58	\$0.00	
A168	AT & T / T-1 Lines	WELLS FARGO OP	23627	4/5/2018	\$831.61
27255	032518	Monthly billing	\$831.61		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2037-000	Telephone	\$831.61	\$0.00	
A172	ADVANTAGE GEAR	WELLS FARGO OP	23628	4/5/2018	\$2,996.56
27257	124409	Turnout boots - 6 pairs	\$2,889.32		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-4511-017	Personal Safety Equip. & Clothing	\$2,889.32	\$0.00	
27258	124335	Alterations, name tape	\$79.26		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies	\$79.26	\$0.00	
27318	124495	Station boots	\$27.98		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies	\$27.98	\$0.00	
A211	AUBURN TIRE SERVICE	WELLS FARGO OP	23629	4/5/2018	\$2,380.37
27259	108466	Tires	\$1,605.06		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2222-301	Truck 17 100' Aerial	\$1,605.06	\$0.00	
27260	108516	Tires	\$775.31		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2222-818	2004 Spartan HiTec	\$775.31	\$0.00	
A215	American Medical Response	WELLS FARGO OP	23630	4/5/2018	\$26,453.13
27325	215659	LP 15, battery charges	\$26,453.13		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-4511-014	LifPak Monitors	\$21,453.13	\$0.00	
	PURCH 0-000-4520-024	12 Lead Heart Monitors	\$5,000.00	\$0.00	
B138	BURTONS FIRE APPARATUS	WELLS FARGO OP	23631	4/5/2018	\$273.46
27276	S40184	Sight tube valve	\$213.40		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2222-603	2008 Ford F550 4x4 Westmark Type 4	\$213.40	\$0.00	
27277	S40284	Oil seal, gasket	\$60.06		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2222-818	2004 Spartan HiTec	\$60.06	\$0.00	

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Voucher Number	Invoice Number	Original Voucher Amount			
B147	BART INDUSTRIES	WELLS FARGO OP	23632	4/5/2018	\$1,368.36
27264	414222	Idler arm assemblies, joint	\$595.96		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-401	2002 Chevy		\$456.22	\$0.00
27265	414223	Sway bar links, bushings	\$61.01		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-401	2002 Chevy		\$61.01	\$0.00
27266	414256	Sway bar upgrade exchg	\$11.18		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-401	2002 Chevy		\$11.18	\$0.00
27267	414461	Power steering hose, gear	\$571.49		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-401	2002 Chevy		\$571.49	\$0.00
27268	414466	Oil filter, sway bar link	\$35.06		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-401	2002 Chevy		\$35.06	\$0.00
27269	414492	Power steering hose	\$12.87		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-401	2002 Chevy		\$12.87	\$0.00
27273	414909	Breather filter	\$7.74		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-603	2008 Ford F550 4x4 Westmark Type 4		\$7.74	\$0.00
27275	418226	Radiator hose	\$212.79		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$212.79	\$0.00
C115	CAPITAL CLUTCH & BRAKE	WELLS FARGO OP	23633	4/5/2018	\$1,363.64
27278	1504223	Brake drums, shoes, hardware	\$1,363.64		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-818	2004 Spartan HiTec		\$1,363.64	\$0.00
C204	CELL ENERGY	WELLS FARGO OP	23634	4/5/2018	\$194.53
27279	272206	Group 65 batteries	\$194.53		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$194.53	\$0.00
C251	CIT Technology Fin Serv. Inc	WELLS FARGO OP	23635	4/5/2018	\$966.67
27280	31659229	Xerox copier lease 1	\$966.67		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2121-000	Copy Machine Contract/Maint.		\$966.67	\$0.00
D144	De Lage Landen Financial Servi	WELLS FARGO OP	23636	4/5/2018	\$319.85
27281	58572291	Xerox copier lease 2	\$319.85		
	Type Account	Description		Debit	Credit

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Voucher Number	Invoice Number	Original Voucher Amount			
	PURCH 0-000-2121-000	Copy Machine Contract/Maint.		\$319.85	\$0.00
F107 27282	FASIS FASIS-2017-1550 Type Account PURCH 0-000-1315-000	WELLS FARGO OP Workers Comp Insur 2017-18 Description Workmans Comp. Insurance	23637 \$90,322.00	4/5/2018 Debit \$90,322.00	\$90,322.00 Credit \$0.00
F109 27283	FOLSOM LAKE FORD 641621 Type Account PURCH 0-000-2222-021	WELLS FARGO OP Filter element Description 2017 Ford F250 XL	23638 \$153.33	4/5/2018 Debit \$153.33	\$565.84 Credit \$0.00
27284	642006 Type Account PURCH 0-000-2222-021	Filter element Description 2017 Ford F250 XL	\$53.38	Debit \$53.38	Credit \$0.00
27285	642968 Type Account PURCH 0-000-2222-016	Window motor, regulator, cor Description LFPD Ford Expedition	\$359.13	Debit \$359.13	Credit \$0.00
F200 27286	Foothill Fire and WIRE 36988 Type Account PURCH 0-000-2225-001 PURCH 0-000-2225-003 PURCH 0-000-2225-005 PURCH 0-000-2225-016	WELLS FARGO OP Quarterly billing Description 6900 Eureka Road 7070 Auburn Folsom Road 3505 Auburn Folsom Road 5300 Olive Ranch Road	23639 \$808.50	4/5/2018 Debit \$151.50 \$237.00 \$183.00 \$237.00	\$931.50 Credit \$0.00 \$0.00 \$0.00 \$0.00
27287	36943 Type Account PURCH 0-000-2225-028	Quarterly billing Description 5840 Horseshoe Bar Rd	\$123.00	Debit \$123.00	Credit \$0.00
G110 27290	GRAINGER, W.W. 9720782987 Type Account PURCH 0-000-2222-604	WELLS FARGO OP Bulkhead anchor Description 2008 Ford F550 4x4 Westmark Type 4	23640 \$59.20	4/5/2018 Debit \$59.20	\$140.73 Credit \$0.00
27291	9726957161 Type Account PURCH 0-000-2222-603	Bulkhead anchor, hex bush Description 2008 Ford F550 4x4 Westmark Type 4	\$81.53	Debit \$81.53	Credit \$0.00
G156 27292	Gym Doctor 00094533 Type Account PURCH 0-000-2225-000	WELLS FARGO OP Semi-annual maintenance Description Station Maintenance	23641 \$320.00	4/5/2018 Debit \$320.00	\$320.00 Credit \$0.00
G158 27288	Gold Country Water 0189942 Type Account PURCH 0-000-2053-000	WELLS FARGO OP Monthly billing - Sta 15 Description Food/Drink-Incident Supplies	23642 \$29.50	4/5/2018 Debit \$29.50	\$86.00 Credit \$0.00

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Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
27289	0189947	Monthly billing - Sta 17	\$56.50		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2053-000	Food/Drink-Incident Supplies	\$56.50	\$0.00	
H130	Hunt and Sons, Inc	WELLS FARGO OP 23643		4/5/2018	\$3,679.41
27293	795634	Diesel	\$2,375.42		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2124-001	Station 17 Fuel	\$2,375.42	\$0.00	
27294	795635	Diesel, gasoline	\$1,261.08		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2124-003	Station 19 Fuel	\$1,261.08	\$0.00	
27295	02282018	Late fee	\$42.91		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2124-000	Fuel & Oil	\$42.91	\$0.00	
I121	INLAND BUSINESS SYSTEMS	WELLS FARGO OP 23644		4/5/2018	\$5.65
27296	IN125077	Copier supplies	\$5.65		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2121-000	Copy Machine Contract/Maint.	\$5.65	\$0.00	
J128	JRB Pest and Sanitation	WELLS FARGO OP 23645		4/5/2018	\$120.00
27297	33871	Monthly billing	\$120.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2225-028	5840 Horseshoe Bar Rd	\$120.00	\$0.00	
L108	Lionakis	WELLS FARGO OP 23646		4/5/2018	\$39,175.00
27298	67596	Station 15 expansion project	\$39,175.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-4520-022	Station 15 Schematic Design	\$39,175.00	\$0.00	
N226	NETWORK DESIGN ASSOC	WELLS FARGO OP 23647		4/5/2018	\$552.00
27299	70067	Email accounts	\$194.50		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2122-001	Software Support	\$194.50	\$0.00	
27300	70105	Regular scheduled maintenanc	\$357.50		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2122-001	Software Support	\$357.50	\$0.00	
P111	PG & E	WELLS FARGO OP 23648		4/5/2018	\$28.50
27301	27301	Montly billing	\$28.50		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2027-028	Station 28	\$28.50	\$0.00	
P199	Placer County Environmental He	WELLS FARGO OP 23649		4/5/2018	\$2,265.00
27302	IN0113012	Hazmat business plan	\$1,039.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2124-003	Station 19 Fuel	\$1,039.00	\$0.00	

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Voucher Number	Invoice Number	Original Voucher Amount			
27303	IN0111329	Hazmat business plan	\$1,226.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-001	Station 17 Fuel		\$1,226.00	\$0.00
P269	Purchase Power	WELLS FARGO OP	23650	4/5/2018	\$520.99
27304	27304	Postage	\$520.99		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2131-000	Postage/Shipping		\$520.99	\$0.00
R104	RAMOS ENVIRONMENTAL SVC.	WELLS FARGO OP	23651	4/5/2018	\$826.19
27305	168018	Drum oil waste disposal	\$826.19		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-001	Station 17 Fuel		\$826.19	\$0.00
R129	Recology Auburn Placer	WELLS FARGO OP	23652	4/5/2018	\$890.35
27319	56999675	Monthly billing - Sta 15	\$30.38		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$30.38	\$0.00
27320	57001109	Monthly billing - Sta16	\$30.38		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$30.38	\$0.00
27321	56999345	Monthly billing - Sta17	\$542.87		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$542.87	\$0.00
27322	57104887	Monthly billing - Sta19	\$30.38		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$30.38	\$0.00
27323	57104879	Monthly billing - Sta 20	\$30.38		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$30.38	\$0.00
27324	56999154	Quarterly billing - Sta 28	\$225.96		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$225.96	\$0.00
R134	City of Roseville	WELLS FARGO OP	23653	4/5/2018	\$3,432.29
27306	AR66437	Monthly billing	\$3,432.29		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2043-001	Prevention Consulting Fees		\$3,432.29	\$0.00
S006	Sutter Medical Foundation	WELLS FARGO OP	23654	4/5/2018	\$1,659.00
27307	1079-1080	Physical	\$101.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2045-000	Pre-Employment Physicals/Background		\$101.00	\$0.00
27308	1081	Physical	\$86.00		
	Type Account	Description		Debit	Credit

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Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
	PURCH 0-000-2045-000	Pre-Employment Physicals/Background		\$86.00	\$0.00
27309	1078 Physical \$50.00				
	Type Account Description Debit Credit				
	PURCH 0-000-2045-000 Pre-Employment Physicals/Background			\$50.00	\$0.00
27310	1068 Physical \$86.00				
	Type Account Description Debit Credit				
	PURCH 0-000-2045-000 Pre-Employment Physicals/Background			\$86.00	\$0.00
27311	1069 Physical \$142.00				
	Type Account Description Debit Credit				
	PURCH 0-000-2023-000 Employee Physicals & Wellness			\$142.00	\$0.00
27312	1070-1071 Physical \$315.00				
	Type Account Description Debit Credit				
	PURCH 0-000-2023-000 Employee Physicals & Wellness			\$315.00	\$0.00
27313	1074 Physical \$59.00				
	Type Account Description Debit Credit				
	PURCH 0-000-2023-000 Employee Physicals & Wellness			\$59.00	\$0.00
27314	1072-1073 Physical \$310.00				
	Type Account Description Debit Credit				
	PURCH 0-000-2023-000 Employee Physicals & Wellness			\$310.00	\$0.00
27315	1076-1077 Physical \$510.00				
	Type Account Description Debit Credit				
	PURCH 0-000-2023-000 Employee Physicals & Wellness			\$510.00	\$0.00
T117	TIFCO INDUSTRIES	WELLS FARGO OP 23655		4/5/2018	\$154.69
27316	71339652 Carriage bolts, disk, fittin \$154.69				
	Type Account Description Debit Credit				
	PURCH 0-000-2222-000 Automotive Repairs/Supplies			\$154.69	\$0.00
W121	WITTMAN ENTERPRISES, LLC	WELLS FARGO OP 23656		4/5/2018	\$11,589.14
27317	1802046 February services \$11,589.14				
	Type Account Description Debit Credit				
	PURCH 0-000-2025-000 Ambulance Billing Services			\$11,589.14	\$0.00
B251	Bourke, Holly	WELLS FARGO OP 23657		4/9/2018	\$240.00
27340	MAR 2018 STIPEND March 2018 Stipends \$240.00				
	Type Account Description Debit Credit				
	PURCH 0-000-1005-000 Extra Help			\$240.00	\$0.00
B252	Byer, Robert J	WELLS FARGO OP 23658		4/9/2018	\$300.00
27341	MAR 2018 STIPEND March 2018 Stipends \$300.00				
	Type Account Description Debit Credit				
	PURCH 0-000-1005-000 Extra Help			\$300.00	\$0.00

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Voucher Number	Invoice Number	Original Voucher Amount			
C261 27342	Cooney, Kevin MAR 2018 STIPEND Type Account PURCH 0-000-1005-000	March	WELLS FARGO OP 2018 Stipends Description Extra Help	23659 \$60.00	4/9/2018 \$60.00 Debit \$60.00 Credit \$0.00
P272 27343	Paulino, Angel R MAR 2018 STIPEND Type Account PURCH 0-000-1005-000	March	WELLS FARGO OP 2018 Stipends Description Extra Help	23660 \$60.00	4/9/2018 \$60.00 Debit \$60.00 Credit \$0.00
R170 27344	Ramirez, Jacob A MAR 2018 STIPEND Type Account PURCH 0-000-1005-000	March	WELLS FARGO OP 2018 Stipends Description Extra Help	23661 \$360.00	4/9/2018 \$360.00 Debit \$360.00 Credit \$0.00
V156 27345	Vought, Jon G MAR 2018 STIPEND Type Account PURCH 0-000-1005-000	March	WELLS FARGO OP 2018 Stipends Description Extra Help	23662 \$60.00	4/9/2018 \$60.00 Debit \$60.00 Credit \$0.00

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**SOUTH PLACER FIRE DISTRICT  
INTEROFFICE MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** FIRE CHIEF E. WALDER  
**SUBJECT:** BOARD MEETING AGENDA STAFF RECOMMENDATIONS  
**DATE:** FRIDAY, APRIL 13, 2018  
**CC:** BOARD SECRETARY KATHY MEDEIROS

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**Agenda Item: Station 15 Remodel/Expansion Update:**

**Action Requested:** Staff recommends discussion on the project to keep the Board informed on progress made toward the start of construction.

**Background:** In October 2017 the board approved the scope of work and budgetary constraints of the station 15 remodel and expansion. At the 50% completion mark of the architect drawings and cost estimate, the project was over budget. The facilities committee has met and adjusted the plan to bring the project back into budget. 100% drawings have been completed and within budget. The District has commenced the formal bid period ending May 3rd. Board will take action to award the project in June or earlier if a special meeting is needed. To stay within the time frames, the District has begun preparing Station 16 for the staffing transition. Station 15 crews are anticipated to be relocated to Station 16 by the end of May, with construction of Station 15 beginning by the end of June.

**Impact:** Firefighter Safety and Working Conditions, Conforms to current codes

**Attachments:** None

**Eric G. Walder, EFO**  
**Fire Chief**  
South Placer Fire District

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**SOUTH PLACER FIRE DISTRICT  
INTEROFFICE MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** CHIEF E. WALDER  
**SUBJECT:** BOARD MEETING AGENDA STAFF RECOMMENDATIONS  
**DATE:** THURSDAY, APRIL 12, 2018  
**CC:** BOARD SECRETARY KATHY MEDEIROS

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**Agenda Item: Unrepresented Employees – Administration, Day Staff, and Mechanic Negotiations:**

**Action Requested:** Staff recommends approval of the agreed upon terms.

**Background:** The District has come to a contract agreement with all day staff employees. The terms of the agreement are as follows:

1. District Secretary, Administrative Assistant, Mechanic, Business Manager, Division Chief, Deputy Chief, and Fire Chief

Two – year successor agreement term commencing January 1<sup>st</sup>, 2018 through December 31<sup>st</sup>, 2019

2.5% base salary increase retroactive to, January 1, 2018

2.5% base salary increase effective January 1, 2019

- ~ If County projection on property tax increase is less than 3%, day staff agrees to open agreements to renegotiate the January 2019 increase.

2. Administrative Assistant upon completion of Inspector I certification through CSFM will be reclassified to Administrative Assistant/Fire Inspector a 3% increase in base pay will be applied upon reclassification and acceptance of Fire Inspector Duties.
3. Mechanic will be reclassified/promoted to Journey-Person Mechanic effective May 1<sup>st</sup>, 2019.

4. Business Manager, Division Chief, Deputy Chief and Fire Chief will receive an increase in administrative time off (ATO) from 96hrs to 120hrs effective January 1, 2018.

**Impact: Approx. \$46,000 combined increase in compensation over two years for all Unrepresented employees.**

**Attachments: None**

**Eric G. Walder EFO**  
**Fire Chief**  
South Placer Fire District

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**SOUTH PLACER FIRE DISTRICT  
INTEROFFICE MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** CHIEF E. WALDER  
**SUBJECT:** BOARD MEETING AGENDA STAFF RECOMMENDATIONS  
**DATE:** FRIDAY, APRIL 13, 2018  
**CC:** BOARD SECRETARY KATHY MEDEIROS

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**Agenda Item:** Policy 1116 Administrative Assistant Job Description Revision

**Action Requested:** Staff recommends the addition of Fire Inspector duties be added to the Administrative Assistants job description,

**Background:** The Administrative Assistant's job description is in need of updating to reflect the added duties and the duties reassigned to the District Secretary since the consolidation.

**Attachments:** Draft policy 1116.

**Eric G. Walder, EFO**  
**Fire Chief**  
South Placer Fire District

## SOUTH PLACER FIRE DISTRICT POLICY MANUAL

**POLICY TITLE:** Administrative Assistant/  
Fire Inspector **Adopted Date:** 4/19/2006  
~~Office Manager Job Classification~~

**POLICY NUMBER:** 1116 **Revision Date:**  
3/6/187/17/2013

**1116.1 General Job Description:** The South Placer Fire District is a tax supported governmental agency, which provides emergency and non-emergency services to the Community of the South Placer Fire District and other communities under local agreements and the California State Mutual Aid Plan. This work unit is responsible for tasks and duties associated with general office work, fire prevention coordination and fee collection ~~and other corollary duties as -and book keeping functions-~~ The assigned. The Administrative Assistant/Fire Inspector shall manage volunteers assigned to the office and keep the office staffed during normal business hours. ~~-shall provide highly responsible and technical support to the Fire Chief in the absence of the Fiscal Operations/HIR Administrator-~~ This work unit is ~~non-safety~~non-safety and assigned to a 40 hour per week work schedule.

**1116.2 Specific Duties:** Working under the supervision of the ~~Business Manager~~Fire Chief or his/her designee. This employee's primary duty is to perform general office work, ~~-bookkeeping functions, ambulance billing oversight and work as part of a team to ensure the office is kept open-manage volunteers' schedules to keep office open during normal business hours. Upon approval of the Business Manger employee can be released to the prevention division to perform fire inspections, plan review and code enforcement-~~ and coordinate fire prevention activities. When performing these ~~duties~~duties, the employee shall:

**1116.2.1** Assist in preparing government reports and maintain financial records. Review and reconcile reports, prepare financial data, post to accounts, journals and the general ledger. Assist in year-end closing and assist with special projects.

~~1116.2.2 Perform review of and process Accounts Payable matching invoices to purchase orders. Review and match statements to invoices, code invoices to proper accounts. Research discrepancies and interact with vendors. Enter data into the accounting system. Process year end 1099's and ensure compliance with state and federal regulations.~~

**1116.2.3** Interpret and apply Medicare, Medi-CAL laws and procedures. Prepare documents, research discrepancies and forward information to an ambulance billing service. Review ambulance billing services reports and information. Assist in review of accounts to be forwarded to collections. Prepare subpoena requests. Post ambulance

revenue. Ensure compliance with HIPAA Laws.

~~1116.2.4 Assemble and assist with the distribution of board packets for board meetings.  
Prepare Expenditure Approval form.~~

~~1116.2.5 Assist with the new hire recruitment process including new employee  
processing upon request of Fiscal Ops/HR administrator or Personnel Officer.~~

**1116.2.6** Perform a variety of general office duties. Issue burn permits; calculate and take in mitigation fees; order and maintain office supplies; prepare correspondence, reports and other documents. Organize and maintain various filing systems. Perform receptionist functions that include answering and routing phone calls, communicating and distributing information to the public, co-workers and management.

**1116.2.7** Receive, process and review plan check submittals, applications and other related documents; answer code related questions and supply information regarding permit processing policies and procedures. Receive comment letters and stamp plans approved or disapproved; notify applicant and maintain database.

**1116.2.8** Receive requests for inspection and schedule appropriately using specialized records management and permit software to create and maintain project files and check project status.

~~1116.2.9 Supervise volunteer and part time personnel assigned to the front office.~~

### **1116.3 Minimum Qualifications:**

~~1116.3.1 Possess an Associates Degree from a community college with major course  
work in business, accounting, fire prevention or a related field.~~

~~1116.3.1 One year of increasingly responsible experience in the maintenance of financial  
and fiscal records or fire prevention activities.~~

**1116.3.2** The employee shall maintain a valid California Class C Drivers License.

**1116.3.3** Must possess a CSFM Fire Inspector I

**1116.3.4** Must have completed PC832

**1116.3.5** Hazardous Materials FRA Certification

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### **1116.4 Desirable Qualifications:**

~~1116.4.1 Possession of an Associate Degree from a community college with major course  
work in business, accounting, fire prevention or a related field.~~

~~1116.4.1 One year of increasingly responsible experience in the maintenance of financial~~

and fiscal records or fire prevention activities.

#### **1116.5 Knowledge and Abilities:**

**1116.5.1** General knowledge of: Basic accounting principles; procedures; modern office procedures and methods; use of computer equipment including use of word processing, spreadsheet, database applications and accounting software programs.

**1116.5.2** Ability to: Understand, interpret and apply principles and procedures of fiscal record keeping and accounting; prepare financial reports and maintain ledgers and journals through the use of the accounting program and the ability to use spreadsheets and/or word processing applications to track data and type correspondence and other types of documentation; maintain accurate records and files; communicate clearly and concisely, both orally and in the writing; establish and maintain cooperative working relationships with those contacted in the course of work.

**1116.5.3** Ability to: Research, and interpret and apply NEPA Standards Guidelines, California Building Code, and Fire Code, Local Ordinance and Health and Safety Codes related to fire prevention and life safety.

**1116.5.4** Ability to: Conduct detailed inspections and complaint investigations, analyze findings, recognize conditions that constitute code violations, make decisions and recommendations based on findings.  
Inspections shall include but not be limited to: Residential and commercial projects, fire code permits, residential care facilities, schools and hazard abatements.

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**1116.6** Physical Abilities: Twist and reach for equipment surrounding desk; use telephone and write or use a keyboard to communicate through written means; perform various tasks that require standing, walking, bending, stooping, kneeling, simple and power grasping, pushing, pulling and fine manipulation; perform physical activities of the job.

**1116.7** Working Conditions: On a continuous basis, work indoors in an office environment; sitting at a desk and/or in meetings for long periods of time; intermittently travel in assigned vehicle to satellite stations; may be exposed to moving objects and other vehicles while conducting business outside of the office.

**1116.8** Standards: Maintain the mental condition, physical endurance, agility, strength and stamina to perform duties. Maintain the ability to understand and follow oral and written directions promptly and accurately. Continuously be courteous to the public, allied agencies and fellow employees. The employee shall maintain satisfactory employee performance evaluations.

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**SOUTH PLACER FIRE DISTRICT  
INTEROFFICE MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** CHIEF ERIC WALDER  
**SUBJECT:** BOARD MEETING AGENDA STAFF RECOMMENDATIONS  
**DATE:** FRIDAY, APRIL 13, 2018  
**CC:** BOARD SECRETARY KATHY MEDEIROS

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**Agenda Item:** **FY 2017/18 Quarterly Budget Report:**

**Action Requested:** The Chief recommends a short presentation on the status of the FY 2017/18 budget.

**Background:** Staff assembles a budget overview every quarter for information and discussion.

**Impact:** Informational

**Attachments:** Budget overview sheet, March 2018 Profit and Loss Statement.

**Eric G. Walder, EFO**  
**Fire Chief**  
**South Placer Fire District**

# **FY 2017/18 Third Quarter Budget Report (July - Mar.)**

<b>Revenue</b>	<b>3rd Quarter</b>	<b>Budgeted</b>	<b>Percentage</b>
General Revenue	\$6,447,432	\$11,240,293	57.4 %
Mitigation Revenue	\$242,983	\$354,300	68.6 %
Loomis Mitigation Revenue	\$82,042	\$80,700	101.7 %
CFAA Staffing Reimbursements	\$860,088	\$631,000	136.3 %
<b>Total Revenue</b>	<b>\$7,632,545</b>	<b>\$12,306,293</b>	<b>62.0 %</b>

<b>Expenditures</b>	<b>3rd Quarter</b>	<b>Budgeted</b>	<b>Percentage</b>
Salaries/Benefits (PP 2 - 20 ) 19 PP's	\$6,308,547	\$8,764,426	72.0 %
CFAA Expenditures	\$765,129	\$631,000	121.3 %
Service and Operations	\$959,450	\$1,327,316	72.3 %
Fixed Assets	\$45,793	\$110,638	41.4 %
Capital Expenditures	\$42,593	\$1,129,607	3.8 %
Mitigation Expenditures	\$110,183	\$778,450	14.2 %
Loomis Mitigation Expenditures	\$0	\$163,521	0.0 %
<b>Total Expenditures</b>	<b>\$8,231,696</b>	<b>\$12,904,958</b>	<b>63.8 %</b>

Report Prepared By Kathy Medeiros April 2018

South Placer Fire District  
Profit Loss Statement  
For the Nine Months Ending Saturday, March 31, 2018

		YTD	BUDGET	----- REMAINING ----- VARIANCE	%
<b>REVENUES</b>					
Secured Property Tax General	6000-000:001	\$3,695,223	\$6,718,808	\$3,023,585	45.00%
Unitary & Op Non-Unitary	0-000-6000-002	76,430	138,964	62,534	45.00%
Current Unsecured Property Tax	0-000-6000-003	149,564	152,290	2,726	1.79%
Delinquent Secured Property Taxes	0-000-6000-004	(37)	0	37	0.00%
Delinquent Unsecured Property Tax	0-000-6000-005	1,177	2,000	823	41.16%
Current Supplemental Property Tax	0-000-6000-006	60,134	133,219	73,085	54.86%
Delinquent Supplemental Property Tax	0-000-6000-008	323	200	(123)	(61.27%)
Loomis Secured Property Tax	0-000-6000-009	149,394	271,631	122,237	45.00%
Loomis Unitary 1% Apportionment	0-000-6000-010	3,804	6,915	3,111	44.99%
Loomis current Unsecured Property Tax	0-000-6000-011	6,044	6,592	548	8.31%
Loomis Delinquent Unsecured Tax	0-000-6000-012	47	50	3	5.84%
Loomis Supplemental Property Tax	0-000-6000-013	2,354	5,385	3,031	56.28%
SPFD Special Tax	0-000-6001-000	381,169	691,000	309,831	44.84%
Loomis Special Tax	0-000-6001-001	240,260	436,945	196,685	45.01%
Loomis Fire Protection & Response	0-000-6002-000	504,174	912,510	408,336	44.75%
Loomis Railroad Unitary Tax	0-000-6106-001	102	186	84	45.00%
Railroad Unitary Tax	0-000-6106-000	2,225	4,045	1,820	44.99%
Interest-County	0-000-6950-000	35,064	17,000	(18,064)	(106.26%)
Loomis Interest-County	0-000-6950-001	0	15,000	15,000	100.00%
HOPTERS Intergovernmental Revenue	0-000-7000-000	27,074	52,587	25,513	48.52%
Loomis HOPTRS	0-000-7000-001	1,094	2,143	1,049	48.95%
Ambulance Services	0-000-8192-000	846,204	1,150,000	303,796	26.42%
Uniform Reimbursement	0-000-8193-001	1,997	0	(1,997)	0.00%
Other Staffing Reimbursements	0-000-8193-009	0	5,000	5,000	100.00%
Other Miscellaneous	0-000-8193-010	59,846	71,000	11,154	15.71%
Fees For Service & Cost Recovery Charges	0-000-8193-011	62,000	118,000	56,000	47.46%
4850 Reimbursements	0-000-8193-014	75,641	25,000	(50,641)	(202.56%)
Cellular Tower Lease	0-000-8193-015	61,707	93,849	32,142	34.25%
MVA Fees	0-000-8193-016	0	3,500	3,500	100.00%
Local/State/Federal Grants	0-000-8193-018	0	17,000	17,000	100.00%
CFAA Revenues	8197	860,088	631,000	(229,088)	(36.31%)
SPFD Mitigation Fee Revenue	0-000-8263-000	231,481	350,000	118,519	33.86%
SPFD Mitigation Interest	0-000-8264-001	11,502	4,300	(7,202)	(167.49%)
Loomis Mitigation Fee Revenue	0-000-8266-000	81,189	80,000	(1,189)	(1.49%)
Loomis Mitigation Interest	0-000-8264-006	853	700	(153)	(21.89%)
Federal Grant Revenue (SAFER)	0-000-8300-000	0	176,474	176,474	100.00%
Automotive Fund Mat & Services	0-000-8372-000	4,418	13,000	8,582	66.02%
<b>TOTAL REVENUES</b>		<b>7,632,545</b>	<b>12,306,293</b>	<b>4,673,748</b>	<b>37.98%</b>
<b>OPERATING EXPENSES</b>					
<b>SALARIES/BENEFITS</b>					
Salaries & Wages	1002:1003	3,149,331	4,803,177	1,653,846	34.43%
Sellback/Admin. & FF's	1004	168,279	210,000	41,721	19.87%

South Placer Fire District  
Profit Loss Statement  
For the Nine Months Ending Saturday, March 31, 2018

Intern FF/Board/App FF/PT	1005	94,910	95,000	90	0.09%
Callback/Overtime-Firefighter	1006	847,245	900,000	52,755	5.86%
Comp For Absence/Illness	1007	102,193	25,000	(77,193)	(308.77%)
Out of Grade Pay	1008	704	6,000	5,296	88.27%
Other Payroll	1015	8,180	12,000	3,820	31.83%
Volunteer Length of Service Award	1016	1,000	500	(500)	(100.00%)
PERS Retirement	1300	711,764	885,296	173,532	19.60%
Employment Taxes (FICA/Medicare/SUI)	1301	65,616	69,188	3,572	5.16%
Workmans Comp. Insurance	1315	265,938	419,466	153,528	36.60%
Agency Share Insurance	1550	551,496	763,274	211,778	27.75%
OPEB Contribution	1551	140,000	140,000	0	0.00%
COP Debt Service	1552	124,363	333,725	209,363	62.74%
Labor Legal	2010	2,719	30,000	27,282	90.94%
Uniform Allowance/Cell Phone	2017	68,046	65,000	(3,046)	(4.69%)
Employees Assistance Program	2019	6,765	6,800	35	0.52%
CFAA Expenditures	1997	765,129	631,000	(134,129)	(21.26%)
<b>TOTAL SALARIES/BENEFITS/CFAA</b>		<b>7,073,676</b>	<b>9,395,426</b>	<b>2,321,750</b>	<b>24.71%</b>

**SERVICE & OPERATIONS**

Audit	2020	13,858	15,250	1,392	9.13%
Propane	2021	1,314	2,600	1,286	49.45%
Employee Physicals/DL/Wellness	2023	7,427	17,500	10,073	57.56%
ParamedicCert.EMT/CPR Classes	2024	2,411	5,250	2,839	54.07%
Ambulance Billing Service	2025	51,633	81,000	29,367	36.26%
Garbage	2026	5,996	9,000	3,004	33.38%
Gas & Electric	2027	50,582	82,000	31,418	38.31%
Insurance (FAIRA)	2028	23,536	35,000	11,464	32.75%
Memberships/Subscriptions	2030	4,472	8,700	4,228	48.60%
News Publications & Ads	2032	405	1,500	1,095	73.00%
Sewer	2035	702	5,400	4,698	87.00%
Telephone	2037	45,499	72,000	26,501	36.81%
Training Supplies	2038	9,640	13,500	3,860	28.59%
Business/Conference	2039	2,534	6,500	3,966	61.02%
Education/Training	2040	30,536	62,000	31,464	50.75%
Water	2041	8,696	8,500	(196)	(2.31%)
Laundry	2042	1,086	2,500	1,414	56.57%
Legal/Consulting Fees	2043-000	69,114	89,000	19,886	22.34%
Prevention Consulting Fees	2043-001	49,385	55,000	5,615	10.21%
Petty Cash Fund	2044	0	250	250	100.00%
Pre-Employment Testing/Background Inv.	2045	29,571	17,000	(12,571)	(73.95%)
Medical Waste Disposal	2046	0	7,800	7,800	100.00%
Phsio Control Contract	2047	11,052	12,000	948	7.90%
County Charges (Tax					
Collection/LAFCO/Refunds)	2050	167,201	179,078	11,877	6.63%
Public Education	2052	0	1,900	1,900	100.00%
Food/Drink-Incident Supplies	2053	5,119	8,300	3,181	38.32%

South Placer Fire District  
Profit Loss Statement  
For the Nine Months Ending Saturday, March 31, 2018

Safety Awards	2055	2,123	3,000	877	29.23%
Sun Pro User Maintenance	2056	10,451	13,000	2,549	19.61%
Cleaning/Maintenance Supplies	2120	3,921	9,000	5,079	56.43%
Copy Machine Contract/Maint.	2121	10,853	12,000	1,147	9.56%
Computer Service & Maint.	2122	22,430	51,000	28,570	56.02%
Fire Prevention Supplies	2123	3,905	12,750	8,845	69.37%
Fuel & Oil	2124	40,944	57,000	16,056	28.17%
Medical Supplies	2127	68,811	72,000	3,189	4.43%
Miscellaneous Supplies	2128	696	885	189	21.36%
Office Supplies/Computer	2129	8,105	14,003	5,898	42.12%
Oxygen	2130	4,224	8,000	3,776	47.20%
Postage/Shipping	2131	1,752	3,000	1,248	41.61%
Storage	2132	1,620	2,000	380	19.00%
Uniform Supplies	2133	15,162	11,500	(3,662)	(31.85%)
Misc. Firefighting Equip/Supplies	2135	20,799	40,000	19,201	48.00%
Radio Repair	2221	7,296	8,000	704	8.81%
Automotive Repairs/Supplies	2222	84,870	119,000	34,130	28.68%
Facilities Maintenance	2225	44,329	58,700	14,371	24.48%
SCBA Maintenance	2226	10,132	14,850	4,718	31.77%
Turnout Clothing Maint.	2228	3,857	7,000	3,143	44.89%
Extinguisher Service/Repair	2229	170	900	730	81.11%
Outside Services	2523	1,230	1,200	(30)	(2.49%)
Bad Debt Expense	8510-+4521	0	10,000	10,000	100.00%
<b>TOTAL SERVICE &amp; OPERATIONS</b>		<b>959,450</b>	<b>1,327,316</b>	<b>367,866</b>	<b>27.71%</b>
<b>FIXED ASSETS</b>					
Facilities,	4456	22,361	33,588	11,227	33.42%
Firefighting Equipment	4462	7,008	16,700	9,692	58.04%
EMS Equipment	4464	0	2,000	2,000	100.00%
Office & Communication Equipment	4465	13,668	20,250	6,582	32.51%
Radio & Communications	4469	1,338	16,300	14,963	91.79%
Shop Equipment	4470	0	1,200	1,200	100.00%
Training/Operations Equipment	4472	0	7,600	7,600	100.00%
Rescue Equipment	4475	1,419	5,000	3,581	71.62%
Aparatus Upgrades	4476	0	8,000	8,000	100.00%
<b>TOTAL FIXED ASSETS</b>		<b>45,793</b>	<b>110,638</b>	<b>64,845</b>	<b>58.61%</b>
<b>CAPITAL EXPENDITURES</b>					
Engine 28 Replacement	0-000-4510-025	0	523,479	523,479	100.00%
Medic Remount/Refurbish	0-000-4510-026	0	140,000	140,000	100.00%
Structure PPE/Gear	0-000-4511-008	36,045	70,000	33,955	48.51%
Lifepak 15 monitors	0-000-4511-014	0	25,000	25,000	100.00%
CGI	0-000-4511-015	0	2,000	2,000	100.00%
Jaws Equipment & Accessories	0-000-4511-016	0	5,800	5,800	100.00%
Personal Safety Equip. & Clothing	0-000-4511-017	0	15,000	15,000	100.00%
Station 15 Plans/Remodel	0-000-4512-006	6,548	300,000	293,452	97.82%
Station 20 Roof Seal and Foam	0-000-4512-021	0	14,200	14,200	100.00%

South Placer Fire District  
Profit Loss Statement  
For the Nine Months Ending Saturday, March 31, 2018

Station 19 Flat Roof Seal	0-000-4512-022	0	7,850	7,850	100.00%
Shop Roof Complete Roof Seal	0-000-4512-023	0	15,600	15,600	100.00%
Station 19 Seal Coat and Restripe	0-000-4512-024	0	3,625	3,625	100.00%
Station 20 Seal Coat and Restripe	0-000-4512-025	0	7,053	7,053	100.00%
<b>TOTAL CAPITAL EXPENDITURES</b>		<b>42,593</b>	<b>1,129,607</b>	<b>1,087,014</b>	<b>96.23%</b>
<b>SPFD MITIGATION EXPENDITURES</b>					
Station 15 Schematic Design	0-000-4520-022	82,486	700,000	617,514	88.22%
Structure PPE/Gear	0-000-4520-023	11,420	20,000	8,580	42.90%
12 Lead Heart Monitors	0-000-4520-024	0	5,000	5,000	100.00%
O21 Duty Vehicle	0-000-4520-028	12,088	12,500	412	3.30%
CGI	0-000-4520-031	0	500	500	100.00%
Jaws Equipment & Accessories	0-000-4520-032	4,189	1,450	(2,739)	(188.91%)
Medic Remount/Refurbish 20%	0-000-4520-033	0	32,000	32,000	100.00%
Capital Facilities Plan Revision	4520-016	0	7,000	7,000	100.00%
<b>TOTAL SPFD MITIGATION EXPENDITURES</b>		<b>110,183</b>	<b>778,450</b>	<b>668,267</b>	<b>85.85%</b>
<b>LFPD MITIGATION EXPENDITURES</b>					
Station 28 Schematic Design	0-000-4522-001	0	30,000	30,000	100.00%
New Engine 28	0-000-4522-002	0	126,521	126,521	100.00%
Update Capital Facilities Plan	0-000-4522-003	0	7,000	7,000	100.00%
<b>TOTAL LFPD MITIGATION EXPENDITURES</b>		<b>0</b>	<b>163,521</b>	<b>163,521</b>	<b>100.00%</b>
<b>TOTAL OPERATING EXPENSES</b>		<b>8,231,696</b>	<b>12,904,958</b>	<b>4,673,262</b>	<b>36.21%</b>
<b>EXCESS OF REVENUE/EXPENDITURES</b>		<b>(599,151)</b>	<b>(598,665)</b>	<b>486</b>	<b>(0.08%)</b>
<b>BEGINNING FUND BALANCE</b>		<b>4,263,211</b>	<b>4,263,211</b>	<b>0</b>	<b>0.00%</b>
<b>ENDING FUND BALANCE</b>		<b>3,664,061</b>	<b>3,664,546</b>	<b>486</b>	<b>0.01%</b>
<b>COMPONENTS OF FUND BALANCE</b>					
Ending FB Mitigation Reserve	0-000-0553-000	0	432,854	432,854	100.00%
Ending FB Loomis Mit. Reserve	0-000-0560-000	0	202,759	202,759	100.00%
Ending FB Unassigned	0-000-0554-000	0	289,356	289,356	100.00%
Ending FB Res for Imprest Cash	0-000-0555-000	0	250	250	100.00%
Ending FB Designated for F/A Acq	0-000-0556-000	0	67,446	67,446	100.00%
Ending FB Facilities	0-000-0557-000	0	449,367	449,367	100.00%
Ending FB Unassigned Major Equipment	0-000-0558-000	0	99,049	99,049	100.00%
Ending FB Contingent Reserve	0-000-0559-000	0	410,000	410,000	100.00%
Ending FB Loomis Contingent	0-000-0562-000	0	4,457	4,457	100.00%
Ending FB Loomis Equipment Replacement	0-000-0563-000	0	50,916	50,916	100.00%
Ending FB Loomis Apparatus Replacement	0-000-0564-000	0	96,832	96,832	100.00%
Ending FB Loomis LT Facility Maintenance	0-000-0561-000	0	1,561,261	1,561,261	100.00%
		<b>0</b>	<b>3,664,546</b>	<b>3,664,546</b>	<b>100.00%</b>

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**SOUTH PLACER FIRE DISTRICT  
INTEROFFICE MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** CHIEF E. WALDER  
**SUBJECT:** BOARD MEETING AGENDA STAFF RECOMMENDATIONS  
**DATE:** THURSDAY, APRIL 12, 2018  
**CC:** BOARD SECRETARY KATHY MEDEIROS

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**Agenda Item: Fire Agencies Self Insurance System (FASIS)**

**Action Requested:** Staff recommends that the Board vote for up to four positions to fill future vacancies on the FASIS Board of Directors.

**Background:** FASIS is the Joint Powers Authority that provides workers compensation and other benefits to the Fire District. Director Gary Grenfell has been nominated for election to the FASIS Board of Directors. Director Grenfell has served on the FASIS Board in the recent past and has offered to run for the FASIS Board for the upcoming term.

**Attachments:** Information and official election ballot.

**Eric G. Walder, EFO**  
**Fire Chief**  
South Placer Fire District



## FIRE AGENCIES SELF INSURANCE SYSTEM

1750 Creekside Oaks Drive, Suite 200  
Sacramento, CA 95833  
800 541-4591 Fax 916-244-1199

April 2, 2018

### OFFICIAL ELECTION BALLOT FOR THE ELECTION OF FOUR EXPIRING POSITIONS ON THE FASIS BOARD OF DIRECTORS

Dear FASIS Members:

An election is to be held to fill four positions on the FASIS Board of Directors that will expire on June 30, 2018. Each position's new term will be from July 1, 2018, through June 30, 2021.

Included with this transmittal is an official election ballot for the four expiring positions. Please note that there are several candidates running for the four expiring positions, so the four candidates that receive the most votes will fill these positions.

Please take this opportunity to complete and sign the enclosed ballot and return it to **FASIS no later than May 11, 2018:**

FASIS, c/o Bickmore  
1750 Creekside Oaks Drive, Suite 200  
Sacramento, California 95833

It may also be faxed to (916) 244-1199, or sent via email to: [kmorris@bickmore.net](mailto:kmorris@bickmore.net).

***\* \* \*Ballots received after the May 11, 2018, deadline will not be counted. \* \* \****

Please contact Kyla Morris, at (800) 541-4591, extension 19029, if you have any questions.



## FIRE AGENCIES SELF INSURANCE SYSTEM

1750 Creekside Oaks Drive, Suite 200  
Sacramento, CA 95833  
800-541-4591 Fax 916-244-1199

### FASIS Board of Directors – Official Election Ballot

In response to a Call for Letters of Interest and Nomination Form, the FASIS Nominating Committee has received the following submissions for FOUR (4) Board of Directors' positions that will expire on June 30, 2018. The Nominating Committee is recommending the following candidates for consideration by the full membership. A brief summary of each candidate's related experience is included with this ballot.

### OFFICIAL BALLOT – FASIS 2018 BOARD OF DIRECTORS' ELECTION

Please clearly mark an X in only four (4) of the following boxes, or mark the "none of the above" box.

Candidates for four (4) expiring positions on the FASIS Board of Directors Term of July 1, 2018, through June 30, 2021	VOTE (X)
*Moraga-Orinda Fire Protection District, Ms. Gloriann Sasser, Administrative Services Director	
*Novato Fire Protection District, Mr. Bill Tyler, Fire Chief	
*Ross Valley Fire Department, Mr. Roger Meagor, Acting Fire Chief	
South Placer Fire Protection District, Mr. Gary Grenfell, President – South Placer Fire Protection District Board of Directors	
*Tiburon Fire Protection District, Mr. Richard Pearce, Fire Chief	

*\*Incumbent Board Member*

OR

*None of the potential candidates listed above.*

Signature of person completing on behalf of your District: \_\_\_\_\_  
Print Name: \_\_\_\_\_ Position Title: \_\_\_\_\_  
District Address: \_\_\_\_\_  
Date completed: \_\_\_\_\_ E-mail: \_\_\_\_\_

Either mail this completed and signed ballot to: FASIS, c/o Bickmore, 1750 Creekside Oaks Drive, Suite #200, Sacramento, CA 95833, or fax it to (916) 244-1199, or scan the signed ballot and e-mail it to [kmorris@bickmore.net](mailto:kmorris@bickmore.net) before May 11, 2018.

**Your vote is very important. Please vote and return your official Ballot by May 11, 2018.**

*Please note: Any ballots received with a postmark, faxed, or emailed  
after May 11, 2018, will not be counted.*

**CANDIDATES FOR THE FASIS BOARD OF DIRECTORS  
TO FILL FOUR (4) EXPIRING POSITIONS  
FOR A TERM OF JULY 1, 2018, THROUGH JUNE 30, 2021**

**CANDIDATES' SUMMARY OF EXPERIENCE**

<b>District</b>	<b>Candidates' Name</b>	<b>Summary of Experience</b>
<b>*Moraga-Orinda Fire Protection District</b>	<b>Ms. Gloriann Sasser, Administrative Services Director</b>	Ms. Sasser has managed the Administrative Services Department of the Moraga-Orinda Fire District and served as the Treasurer on the FASIS Board of Directors since 2013. Ms. Sasser holds a CPA designation and brings extensive experience in local government finance, budget preparation, and auditing, along with 9 years of experience in finance, human resources and workers' compensation for fire districts. Ms. Sasser holds a Master's Degree in Public Administration and a Bachelor of Science Degree in Business Administration-Accounting.
<b>*Novato Fire Protection District</b>	<b>Mr. Bill Tyler, Fire Chief</b>	Since Ted Peterson's departure from the Novato Fire Protection District and representative to the FASIS Board of Directors, Chief Tyler has recently assumed the role as the Fire Chief for the Novato Fire District following 22 years of service as a Firefighter/Paramedic, Captain, and Battalion Chief and has fulfilled the remainder of Mr. Peterson's term on the Board of Directors. Chief Tyler would like to continue serving as the representative from his District on the FASIS Board.
<b>*Ross Valley Fire Department</b>	<b>Mr. Roger Meagor, Acting Fire Chief</b>	Chief Meagor previously served on the FASIS Board of Directors from 2005-2013 and has returned to serve on the Board while serving as the District's Acting Fire Chief. Ross Valley Fire Department holds a long history of its Fire Chiefs serving as a member on the FASIS Board of Directors.
<b>South Placer Fire Protection District</b>	<b>Mr. Gary Grenfell, President - South Placer Fire Protection District Board of Directors</b>	Director Grenfell served the City of San Jose Fire Department for over 30 years and retired at the rank of Fire Captain. Director Grenfell has been a Director for the South Placer Fire District (SPFD) over 17 years, and has served FASIS as a Board of Director for multiple terms. Director Grenfell is committed to the Fire Service as evidenced in his almost fifty years of service to the citizens of California as an active duty firefighter and now as a Director of SPFPD. Director Grenfell enjoys serving the agencies represented by FASIS as a Director and has the best interests of the fire service and the represented agencies in mind when he volunteers his services.
<b>*Tiburon Fire Protection District</b>	<b>Mr. Richard Pearce, Fire Chief</b>	Chief Pearce brings over 16 years of service as the Fire Chief to the Tiburon Fire Protection District. Further, Chief Pearce has served as a member of the FASIS Board of Directors, as well as on the Fire Districts' Association of California (FDAC) Board of Directors for several years. Further, Chief Pearce has served as President to the Fire Agencies Insurance Risk Authority (FAIRA). Chief Pearce expresses, that as a founding member of FASIS, we remain committed to the long-term success of the JPA, while ensuring the availability of efficient, effective and affordable workers' compensation programs.

\* Incumbent Member to the FASIS Board of Directors

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**SOUTH PLACER FIRE DISTRICT  
INTEROFFICE MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** CHIEF ERIC WALDER  
**SUBJECT:** BOARD MEETING AGENDA STAFF RECOMMENDATIONS  
**DATE:** FRIDAY, APRIL 13, 2018  
**CC:** BOARD SECRETARY KATHY MEDEIROS

---

**Agenda Item: Equitable Response/Excessive Response Fee:**

**Action Requested:** Chief recommends an update on recent discussions with developers and County Planning regarding equitable response/excessive responses to facilities.

**Background:** The District is being faced with a multitude of developments that are requesting zoning changes through Placer County. While the District is not an authority deciding land use and changes to current zoning the District does have authority and jurisdiction regarding the fire and life safety specifications of building design and construction within the boundaries of the District. The District is also tasked with providing an adequate fire and life safety response to all development within the District. There is concern that continued zoning changes will cumulatively and individually have a negative impact on the Districts abilities to provide services at its current level or/and increase the level of service to the community in the future.

The Districts Chief, Deputy Chief and Division Chief met with the County , Developer, and the Developers Architect. The Board will be updated on the discussions of the meeting.

**Impact:** Informational

**Attachments:** Letter to Developers and Spreadsheet Equitable Response

**Eric G. Walder, EFO**  
**Fire Chief**  
South Placer Fire District  
Loomis Fire District



## *South Placer Fire District*

6900 Eureka Road  
Granite Bay, California 95746  
Ph (916) 791-7059 Fax (916) 791-2199  
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### Board of Directors

*Gregary Grenfell  
Chris Gibson DC  
Terri Ryland  
Tom Millward  
Sean Mullin  
Russ Kelley  
David Harris*

### Fire Chief

*Eric Walder*

*An Organization Committed to the Well-Being of the South Placer Community*

To: Alex Jewell, Kimley Horn  
Kristi Neznanski, Lenity Architecture  
Kally Kedingler-Cecil, Placer County Associate Planner

From: Eric Walder, EFO  
Fire Chief

### **RE: Placer Retirement Residences**

#### **DRAFT PROPOSED EQUITABLE RESPONSE/EXCESSIVE RESPONSE PARAMETERS**

Thank you for meeting with Division Chief Ritter and myself last week to hear the District's concerns regarding the impact that facilities like Placer Retirement Residence's and others like it will cumulatively have on our District in the near future. Although as stated in our meeting the District is not an authority deciding land use and changes to current zoning we are the authority having jurisdiction regarding approving any building projects fire and life safety specifications/plans including meeting the District's adopted Fire Code and its Board and County adopted amendments to the Fire Code.

As discussed last week there is local concern from residents and the District that proposed large facilities like Placer Retirement Residences which have been successful with zoning changes will cumulatively and individually have a negative impact on the District's abilities to provide service at its current level let alone increase the level of service to the community served. The projects requiring zoning changes impact the District negatively by increasing estimated annual responses without a corresponding equitable increase in District annual revenue. **Please see Table A in Exhibit 1.**

The District proposes an equitable solution to account for the change in zoning and the negative impacts the facility may have on the District's ability to provide the current level of service or increase its level of service overtime. **Please see Table B. in Exhibit 1.** The total population of the District is approximately 40,000 and the District responds to approximately 3,450 calls for service annually. Per capita that is equal to 0.086 responses per resident. Using this data set the Placer Retirement Residences would require the District to respond 1.15 times per month or 13.8 times per year to not have a negative impact or draw resources inequitably compared to the remaining population of the District. Adjustments are made to the maximum allowed responses due to the age demographic of the Placer Retirement Residences to adjust the allowed responses to 5 responses per month a 435% increase from the District per capita response rate of 1.15. The District realizes this number can change over time and wording should be agreed upon as to when there are adjustments would be considered in the allowed responses and responses per capita per year number.

As stated in the meeting the District is not looking to prohibit growth but encourages growth that does not negatively impact services to the existing community. The above adjusted allowed response number would be the maximum number of calls per month that the facility could generate without receiving the

Equitable Response/Excessive Response Fee. Please see Table C. in Exhibit 1. The fee would be figured for call 6 and above each month. The semiannual billing would be generated by the District with a list of all responses to the facility attached. The Base rate would be figured by taking the Districts 2017 California Office of Emergency Services rate for personnel, administrative rate, workers comp, and engine rates for 1 Engine with 3 crew members on a one hour response. The fee remains the same despite the response generated, length, or type of response. A full structure alarm with 4 Engines, 2 Ladder Trucks, 1 Ambulance, and a Battalion Chief would receive the same charge as a 1 engine smoke check response.

While the above is some initial information regarding the possible negative effects of the proposed project to the Districts current services and revenues presented to meeting attendees in draft form for review and comment. It is not fully encompassing of the Districts concerns regarding this proposal and project.

#### **Outstanding issues and items that need clarification**

- The District does not know of a mechanism outside of an ordinance for a fee for service that can be used to charge this fee. If it is something that can be accomplished thorough the CEQA process as stated in our meeting this will need further clarification. Ultimately the mechanism will have to be cleared through legal counsel at multiple levels including Placer County and District Legal Counsel. The District Board of Directors will have to adopt any fee or charge by ordinance and will ultimately approve how and when the District moves forward.
- All existing fees and ordinances remain separate from the Equitable Response/Excessive Response Fee discussion. This includes fee for service, plans check, inspection, and any other fee that is currently approved and being charged within the District.
- The adjustment to the fee should be at a regular interval by looking at the inputs in Exhibit 1, the flat rate CPI adjustment discussed in the meeting needs further clarification and information delivered.
- The District will require a strict adherence to a non-disclosure of the Equitable Response/Excessive Response Fee program. In no way will the District allow residents of the Placer Retirement Residences to be limited, instructed, coerced, denied, or restricted in the use of or access to Emergency Services through the 911 system.
- Language inserted in contract or CEQA for violation of non -disclosure agreement to include a flat rate Equitable Response/Excessive Response Fee to be imposed if in violation.
- This does not constitute the complete list of outstanding issues or items needing clarification.

Please review the draft outline and let me know how and when you would like to move forward. If there is information within this draft that needs further clarification please let me know.



Eric G. Walder, EFO  
Fire Chief  
South Placer Fire District  
6900 Eureka Rd.  
Granite Bay, CA 95746

## Draft Review Placer Retirement Residences

Table A.

## District Anticipated Revenues

Project Zoning	Max Homes	Square Feet	Mitigation Fees \$/sq ft	Assessed Value	1% Property Tax District	Annual SPFD Special Tax	Max Occupants	Per Capita Approx. Response Per Project	Annual Revenue Approx.
Current Zoning 2.3 to 4.6 Acre Minimum	3 @ 2.3 acres	7,000 Min	\$18,900	3million per	\$10,800	\$210	15	1.29	\$11,010
Zoning Changed to Higher Density (Granite Bay Islands)	38 homes, 4.3 per acre	2,750 Min	\$94,050	\$800,000 Each	\$34,580	\$2,660	152	13.07	\$37,240
Placer Retirement Residence	1 Complex	129,505	\$116,554	15,000,000?	\$18,000	\$6,475	180	13.76	\$24,475
			One Time Fees			\$0.05 per sq ft		Annually	

Table B. Response Per Capita District/Placer Retirement Residence/ Adjusted Allowed Responses

District Population - 40,000  
 District Emergency Responses - 3450  
 Responses per capita per year - 0.086

Placer Retirement Residence / Occupants 160

X per capita response rate = 13.8 Responses per year 1.15 responses per month unadjusted

Adjusted Allowed Responses

5 responses would be a 435% increase compared to the Districts per capita responses.

District would charge the Equitable Response/Excessive Response Fee on all calls starting with the 6th response to the facility monthly.

Table C.

## Equitable Response/Excessive Response Fee

1. Response 1 through 5 per month are considered Non-Excessive
2. Response 6 and above will have the Equitable Response/Excessive Response Charge applied when a District Responding Unit Arrives on the Placer Retirement Residences Premises.
3. Fee will be based on the District's 2017 Salary Survey Rate plus administrative rate, workers compensation, and unemployment insurance rates submitted to the California Governor's Office of Emergency Services (OES) for reimbursement. Engine Rates will be the 2017 OES base rate.
4. Fee per response over 5 per month will be \$200.61 billed semi-annually (Based on 1 ALS Engine Company for 1 hour) Fee is not increased or decreased for length of response or multiple Engines, Supervisors or type of response dispatched.
5. District anticipates this facility will generate 10 calls for service each month for a projected annual equitable response/excessive response fee of \$9,629.28, 10 calls is a 869% increase from the per capita rate of 1.15 responses per month unadjusted for this facility.

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**SOUTH PLACER FIRE DISTRICT  
INTEROFFICE MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** CHIEF ERIC WALDER  
**SUBJECT:** BOARD MEETING AGENDA STAFF RECOMMENDATIONS  
**DATE:** FRIDAY, APRIL 13, 2018  
**CC:** BOARD SECRETARY KATHY MEDEIROS

---

**Agenda Item:** Draft Consolidated Nexus Study/Capital Facilities Plan:

**Action Requested:** The Chief recommends a review of the draft capital facilities plan/ nexus study.

**Background:** Staff will give a brief presentation on the highlights of the draft 2018 Capital Facilities/Nexus Fee Study.

**Impact:** Future planning

**Attachments:** Proposed plan

**Eric Walder, EFO**  
**Fire Chief**  
South Placer Fire District



# **SOUTH PLACER FIRE PROTECTION DISTRICT**

## **FIRE IMPACT FEE NEXUS STUDY**

APRIL 2018  
PUBLIC REVIEW DRAFT

PREPARED FOR:

**BOARD OF DIRECTORS  
SOUTH PLACER FIRE PROTECTION DISTRICT**

PREPARED BY:

**SCI Consulting Group**

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## **SOUTH PLACER FIRE PROTECTION DISTRICT**

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### **BOARD OF DIRECTORS**

Gary Grenfell, President  
Chris Gibson, Vice President  
Sean Mullin, Clerk  
Russ Kelley  
Dave Harris  
Tom Millward  
Terri Ryland

### **FIRE CHIEF**

Eric Walder

### **DEPUTY FIRE CHIEF**

Karl Fowler

### **HUMAN RESOURCES/FISCAL OPERATIONS ADMINISTRATOR**

Kathy Medeiros

### **DISTRICT CONSULTANT**

Blair Aas, Director of Planning Services  
SCI Consulting Group

## **ACKNOWLEDGEMENTS**

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This Fire Impact Fee Nexus Study was prepared by SCI Consulting Group ("SCI") under contract with the South Placer Fire Protection District ("District"). The work was accomplished under the general direction of Eric Walder, Fire Chief of the District.

We would like to acknowledge special efforts made by the following individuals and organizations for this project:

Kathy Medeiros, South Placer Fire Protection District  
Placer County Auditor's Office  
Placer County Assessor's Office

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## EXECUTIVE SUMMARY

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### INTRODUCTION

This Fire Impact Fee Nexus Study ("Nexus Study") was prepared pursuant to the Mitigation Fee Act ("Act") as found in Government Code § 66000 et seq. The purpose of this Nexus Study is to establish the legal and policy basis for the collection of a new fire impact fee ("fee") on new development within the South Placer Fire Protection District ("District").

The District provides first-responder fire protection and emergency response services to the unincorporated community of Granite Bay, the Town of Loomis ("Town"), and some areas of the communities of Penryn and Newcastle in Placer County ("County"). Specifically, the District's services include fire prevention and suppression; emergency medical response and transport; rescue and hazardous materials response. In July 2017, the District consolidated with the Loomis Fire Protection District.

The purpose of the fee is to fund the one-time cost of expanding the District's facilities, apparatus, and equipment in order to maintain its existing level of service. For purposes of this Nexus Study, the term "facilities" or "fire system facilities" will refer to facilities (land, stations and other buildings), apparatus (engines, ambulances, and other vehicles), and equipment (ancillary and station). The term "new development" will generally refer the persons (residents and employees working in the District's service area) and the structural area (residential area and nonresidential building area) in which the persons live or work.

Currently, the County imposes a fire impact fee on behalf of the District in the amount of \$0.90 per square foot for all new construction in the boundaries of the District prior to the consolidation with Loomis Fire Protection District. Within the former boundaries of the Loomis Fire Protection District, the District imposes a fire impact fee in the amount of \$0.58 per square foot for residential construction and \$1.09 per square foot for nonresidential construction. Both fee programs are outdated as they were established in 2013 and 2003 respectively. With consolidation of the District, both fee exiting fee programs will replace with the systemwide fee program established by this Nexus Study..

In order to impose such fees, this Nexus Study demonstrates that a reasonable relationship between new development, the amount of the fee, and fire facilities, apparatus and equipment funded by the fee. More specifically, this Nexus Study will present findings in order to meet the procedural requirements of the Mitigation Fee Act ("Act"), also known as AB 1600, which are as follows:

1. Identify the **purpose** of the fee.
2. Identify the **use** to which the fee is to be put.
3. Determine how there is a reasonable relationship between the fee's use and the type of development project on which the fee is imposed ("**benefit relationship**").
4. Determine how there is a reasonable relationship between the need for the fire facilities and the type of development project on which the fee is imposed ("**impact relationship**").
5. Determine how there is a reasonable relationship between the amount of the fee and the cost of the facilities or portion of the facilities attributable to the development on which the fee is imposed ("**proportional relationship**").

Additionally, the Act specifies that the fee shall not include costs attributable to existing deficiencies in public facilities but may include the costs attributable to the increased demand for public facilities reasonably related to the development project in order to refurbish existing facilities to maintain the existing level of service or achieve an adopted level of service that is consistent with the general plan.

To determine the District's fire impact fee consistent with these substantive requirements, this Nexus Study utilizes a system-wide existing facility standard methodology. Under this widely used methodology, existing fire protection facilities, apparatus and equipment to existing development establishes the standard for determining new development's fair share of the cost to expand the District's fire system as growth occurs. Existing development is determined based on the assumption that 50 percent of the need and demand for fire service (and associated facilities, apparatus, and equipment) is related to the persons (residents or employees), and the other 50 percent of the need is related to the structural area (i.e., living area or nonresidential building area) in which they live or work. The value of the District's existing fire system is determined using the replacement value of the District's existing inventory of fire protection facilities, apparatus, and equipment. These costs are then applied to nine land use categories in proportion to the need they create for fire protection and emergency response services to establish a cost/fee per square foot.

The Nexus Study also identifies the fair share cost of planned fire and emergency response services facilities needed to serve existing development at the same facilities standard applied to new development. The identification and use of a facilities standard ensure that new development will only fund the share of planned facilities needed to accommodate growth. Thus, consistent with the Act, this Nexus Study demonstrates that there is a reasonable relationship between new development, the amount of the fee, and facilities, apparatus and equipment funded by the fee.

The Nexus Study also details the **procedural requirements** for approval of the Nexus Study and proposed fire impact fee program ("fee program") by the District Board of Directors and adoption by the County Board of Supervisors on behalf of the District. Also, the Act contains specific requirements for the **annual administration** of the fee program. These statutory requirements and other important information regarding the imposition and collection of the fee are provided in the last sections of the Nexus Study.

#### SUMMARY OF KEY FINDINGS

The following key findings from the Nexus Study are presented:

1. The County of Placer, on behalf of the District, currently imposes a fire impact fee in the amount of \$0.90 per square foot of all new construction in the boundaries of the District prior to the consolidation with Loomis Fire Protection District. Within the former boundaries of the Loomis Fire Protection District, the District imposes a fire impact fee in the amount of \$0.58 per square foot for residential construction and \$1.09 per square foot for nonresidential construction.
2. A fire impact fee is necessary to ensure that the District can adequately expand its fire protection facilities, apparatus, and equipment to accommodate the population and employment growth and new structural area created by new development.
3. Consistent with nexus requirements of the Act, this Nexus Study demonstrates that there is a reasonable relationship between new development, the amount of the proposed fee, and facilities, apparatus, and equipment funded by the fee.
4. Fee revenue may be used to fund 100% of the cost of new and expanded facilities, 100% of the cost of apparatus, vehicles, and equipment that expand the District's existing inventory, and up to 11.7 percent the replacement cost of apparatus, vehicle and equipment purchases.
5. Projected fee revenue and unexpended fire impact fee proceeds, will fund approximately \$4.7 million of the District's \$21.7 million in planned new facilities and replacement of existing apparatus, vehicles, and equipment.

6. The proposed fire impact fee is consistent with Placer County Ordinance Code 15.36.010 and the policies of the Placer County General Plan. The proposed fire impact fee is also consistent with Town of Loomis General Plan.
7. The District may approve, and the County and Town may adopt on their behalf, the following fee at or below the levels determined by this Nexus Study.

**FIGURE 1 – MAXIMUM FIRE IMPACT FEE SCHEDULE**

<b>Land Use Category</b>	<b>Maximum Fee</b>
	<b>Per Living Sq. Ft.</b>
<b>Residential Development</b>	
Single-Family Housing	\$0.80
Multi-Family Housing	\$1.40
Mobile Home	\$1.05
Assisted Living Facility	\$0.89
	<b>Per Building Sq. Ft.</b>
<b>Nonresidential Development</b>	
Retail / Commercial	\$1.40
Office	\$1.73
Industrial	\$1.29
Agriculture	\$0.53
Warehouse / Distribution	\$0.86

**Notes**

<sup>1</sup> The fire impact fee is rounded to the nearest whole cent.

**SUMMARY OF GENERAL RECOMMENDATIONS**

Based on the findings presented in the Nexus Study, the following general recommendations are presented:

1. Since only cities and counties have land use authority to impose development impact fees as a condition of project approval, the District's proposed fee must be adopted by the County and Town on behalf of the District.
2. The District's approved fee should be adopted and implemented in accordance with the applicable provisions of the Act.
3. The District should comply with the annual reporting requirements under Government Code § 66006(b).
4. Following the fifth fiscal year after the first deposit of fee revenue and every five years thereafter, the District should comply with the reporting requirements under Government Code § 66001(d).
5. The cost estimates presented in this Nexus Study are in 2018 dollars. The resolution establishing the new fire impact fee should include a provision for annual inflationary adjustments based on 12-month percentage change in an appropriate engineering cost index as published by the Engineering News-Record.

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## **DETERMINATION OF EXISTING DEVELOPMENT**

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The District serves both residences and businesses throughout their service area. As such, the demand for the District's services and associated facilities, apparatus, and equipment is measured by its service population and the structural area it protects. This section will first determine the service population and structural area within the District's service area. This data will be used to establish an existing facilities demand factor for the various residential, and nonresidential land uses within the District, which in turn will be used to determine existing development's total facilities demand.

### **EXISTING SERVICE POPULATION AND STRUCTURAL AREA**

The District provides first-responder fire protection and emergency response services to the unincorporated community of Granite Bay, the Town of Loomis and currently serves an estimated resident population of 32,357. The District's resident population estimate is based on figures from the 2010 U.S. Census for the District's service area and Placer County Assessor's data as of February 2018.

The District also protects approximately 11,945 occupied and vacant housing units and over 3.0 million square feet of nonresidential building area. Estimated total housing units and nonresidential building area are based on figures the Placer County Assessor as of February 2018.

### **FIRE FACILITIES DEMAND FACTOR**

To determine the relative demand for fire facilities for various land uses, this Nexus Study relies on equivalent dwelling unit ("EDU") factors to compare fire facilities demand across various residential and nonresidential land uses. For purposes of this Nexus Study, it is assumed that 50 percent of the demand for fire protection and emergency response services is related to the persons (residents or employees), and the other 50 percent of the need is to protect the structural area (living area or nonresidential building area) in which the persons live or work.

The equivalent dwelling unit ("EDU") is also used to convert the nonresidential building area to a residential dwelling unit value. This approach allows for the cost of facilities, apparatus, vehicles, and equipment to be fairly apportioned among residential and nonresidential land uses.

Figure 2 on the following page shows the calculation of the fire facilities demand factor for nine land use categories. The residential land use categories are expressed per dwelling unit, and the nonresidential land use categories are expressed per square foot of building area. By this measure, for example, one single-family home creates the demand for the District's facilities, apparatus, and equipment equal to 630 square feet of retail/commercial building area.

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FIGURE 2 – FIRE FACILITIES DEMAND FACTOR

Land Use Category	Unit	Persons per Unit <sup>1</sup>		Persons		Persons Demand Factor		Structural Area per Unit <sup>2</sup>		Structural Area EDU		Structural Area Demand Factor		Fire Facilities EDU Demand Factor	
		a	b = a / 2.88	EDU		c = b * 50%	d			e = d / 2,760		f = e * 50%		g = c + f	
	Calc														
Single-Family Housing	DU	2.88	1.00	1.00		0.50	2,760			1.00		0.50		1.00	
Multi-Family Housing	DU	2.47	0.86	0.86		0.43	950			0.34		0.17		0.60	
Mobile Home	DU	2.04	0.71	0.71		0.35	1,200			0.43		0.22		0.57	
Assisted Living Facility	Bed	1.00	0.35	0.35		0.17	800			0.29		0.14		0.32	
Residential	DU	2.84	0.99	0.99		0.49	2,605			0.94		0.47		0.97	
Retail / Commercial	KBSF	2.56	0.89	0.89		0.44	1,000			0.36		0.18		0.63	
Office	KBSF	3.47	1.20	1.20		0.60	1,000			0.36		0.18		0.78	
Industrial	KBSF	2.28	0.79	0.79		0.40	1,000			0.36		0.18		0.58	
Agriculture	KBSF	0.33	0.11	0.11		0.06	1,000			0.36		0.18		0.24	
Warehouse / Distribution	KBSF	1.23	0.43	0.43		0.21	1,000			0.36		0.18		0.39	
Nonresidential	KBSF	2.88	1.00	1.00		0.50	1,000			0.36		0.18		0.68	

## Notes:

<sup>1</sup> Residents per unit is based on census data from the 2010 U.S. Census for Granite Bay and Loomis Census-Designated Places. All nonresidential density figures (except Agriculture) are from 2001 "Employment Density Study" prepared by The Natelson Company, Inc. for the Southern California Association of Governments expressed in terms of the number of employees per 1,000 square feet of building area. The density figure for Agriculture is from the 2004 "Employment Density in the Puget Sound Region" report prepared by E.K. Plflum for the University of Washington.

<sup>2</sup> Residential structural area per unit is based on Placer County Assessor's data as of July 2017. Structural area for assisted living facility assumes 800 square feet per bed.

### EXISTING FIRE FACILITIES DEMAND EDUs

Figure 3 below calculates the District's existing demand EDUs based on the total number of dwelling units and estimated nonresidential building area within the District. As shown, total existing demand EDUs for the District is 13,739. Existing demand EDUs represents the level of existing development served by the District's existing facilities.

FIGURE 3 – EXISTING DEMAND EDUs

Land Use Categories	Unit	Units <sup>1</sup>	Fire Facilities EDU Demand Factor <sup>2</sup>	Existing Demand EDUs
Calc		a	b	c = a * b
Single Family Housing	DU	11,347	1.00	11,347
Multi-Family Housing	DU	375	0.60	225
Mobile Home	DU	223	0.57	127
Nonresidential	KBSF	3,000.466	0.68	2,040
<b>Total</b>		<b>14,945</b>		<b>13,739</b>

Source: Placer County Assessor's Office; SCI Consulting Group

Notes:

<sup>1</sup> Housing unit count and nonresidential building area is based on information from the Placer County Assessor's data as of July 2017.

<sup>2</sup> See Figure 2.

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## DETERMINATION OF EXISTING FIRE SYSTEM FACILITIES

### EXISTING FIRE SYSTEM FACILITIES

The next step in determining the District's existing facilities standard is to calculate the replacement value of the District's fire protection and emergency response facilities system. Figure 4 below presents a summary of replacement value (in 2018 dollars) for the District's existing facilities (land and stations), apparatus (engines, ambulances, and other vehicles) and equipment (ancillary and station).

The South Placer Fire District operates five fire stations, one administration office, one maintenance shop and one training/hose tower. The estimated replacement value of the District's fire stations is \$520 per square foot which is based on a recent cost estimates for expansion of Station 15. The estimated land value for the District's fire stations ranges from \$225,000 to \$350,000 per acre. The estimated replacement value of the District's apparatus, vehicles, and equipment inventory is based on unit cost assumptions provided by the District. Estimated values of older apparatus have been discounted from the replacement value of the new apparatus to reflect their age. (The detailed inventory and estimated replacement value for each is provided in Appendix C.)

As shown below, the estimated value of the District's existing facilities, apparatus, and equipment is \$30.0 million in 2018 dollars.

**FIGURE 4 – REPLACEMENT VALUE OF EXISTING FIRE SYSTEM FACILITIES**

<b>Fee Components</b>	<b>Total Replacement Value (2018\$)</b>
Land	\$2,920,518
Stations / Other Buildings	\$21,185,981
Apparatus / Vehicles	\$3,972,000
Equipment	\$1,958,750
<b>Total Existing Fire System Facilities</b>	<b>\$30,037,248</b>

Source: South Placer Fire Protection District; SCI Consulting Group

**EXISTING FIRE FACILITIES STANDARD**

The District's ratio of existing facilities, apparatus, and equipment to the existing demand establishes the standard for determining new development's fair share of the cost to replace and expand the District's facilities as growth occurs. As shown below, the standard is represented by the existing fire system facilities cost of \$2,186.28 per demand EDU.

**FIGURE 5 – FIRE FACILITIES COST PER DEMAND EDU**

Existing Fire System Facilities <sup>1</sup>	\$30,037,248
Existing Demand EDUs <sup>2</sup>	13,739
<b>Existing Fire Facility Cost Per EDU</b>	<b>\$2,186.28</b>

**Notes:**<sup>1</sup> See Figure 4.<sup>2</sup> See Figure 3.

## DETERMINATION OF THE FIRE IMPACT FEE

---

The Mitigation Fee Act requires that development impact fees be determined in a way that ensures a reasonable relationship between the amount of the fee and the cost of facilities, apparatus, and equipment attributable to the development on which the fee is imposed. In this section, the District's facilities standard determined and then applied to nine land uses categories in proportion to the demand they create as measured by their fire facilities EDU demand factor.

### RESIDENTIAL FIRE IMPACT FEE

Since residential land uses have varying dwelling unit occupancies and sizes, the residential fire impact fee is expressed on a per square footage basis for the following three residential land use categories. The four residential land use categories are defined below.

- **"Single-family housing"** means detached or attached one-family dwelling units with an assessor's parcel number for each dwelling unit;
- **"Multi-family housing"** means buildings or structures designed for two or more families for living or sleeping purposes and having kitchen and bath facilities for each family; and
- **"Mobile home"** means a development area for residential occupancy in vehicles which require a permit to be moved on a highway, other than a motor vehicle designed or used for human habitation and for being drawn by another vehicle; and
- **"Assisted living facility"** means buildings or structures designed for independent living, assisted living and retirement living facilities.

The fire impact fee shall be charged on the square footage within the perimeter of a residential structure. Garages, carports, walkways, overhangs, patios, enclosed patios, detached storage structures, or similar areas are excluded.

Figure 6 on the following page presents the calculation of the District's proposed residential fire impact fees. The District may approve, and the County may adopt on their behalf, the following fees at or below the levels determined by this Nexus Study. As shown, the residential fees are determined by multiplying the facilities standard by their respective facilities demand EDU factor plus an additional two percent for annual administration of the fire impact fee program. The fee program administrative cost component is designed to offset the cost of County collection, documentation, annual reporting requirements, five-year

report requirements, periodic Nexus Study updates, and other costs reasonably related to compliance with the Act.

**FIGURE 6 – PROPOSED RESIDENTIAL FIRE IMPACT FEES**

Residential Land Use Category	Facility Standard <sup>1</sup>	Facilities Demand EDU Factor <sup>2</sup>	Cost per Unit	Admin. Expense 2% <sup>3</sup>	Average Living Area per Sq. Ft. <sup>4</sup>	Proposed Residential Fees <sup>5</sup>
Calc	a	b	c = a * b	d = c * 0.02	e	f = (c + d) / e
			<i>- per dwelling unit -</i>		<i>- per sq. ft. -</i>	
Single-Family Housing	\$2,186.28	1.00	\$2,186.28	\$43.73	2,760	\$0.80
Multi-Family Housing	\$2,186.28	0.60	\$1,311.77	\$26.24	950	\$1.40
Mobile Home	\$2,186.28	0.57	\$1,246.18	\$24.92	1,200	\$1.05
Assisted Living Facility	\$2,186.28	0.32	\$699.61	\$13.99	800	\$0.89

Notes:

<sup>1</sup> See Figure 5.

<sup>2</sup> See Figure 2.

<sup>3</sup> County collection, documentation, annual reporting requirements, five-year report requirements, periodic Nexus Study updates and other costs reasonably related to compliance with the Act.

<sup>4</sup> Based on Placer County Assessor's Lien Roll Data as of February 2018. Structural area for assisted living facility assumes 800 average square feet per bed.

<sup>5</sup> Proposed residential fire impact fees are rounded down to the nearest cent.

## NONRESIDENTIAL FIRE IMPACT FEES

As stated earlier, the Mitigation Fee Act requires that development impact fees be determined in a way that ensures a reasonable relationship between the fee and the type of development on which the fee is imposed. Since different nonresidential land uses have varying employment densities, the nonresidential fire impact fee is expressed per square foot of building area based on their respective facilities demand EDU factor for five nonresidential land use categories. The five nonresidential land use categories are as follows:

- **"Retail / Commercial"** means retail, commercial, educational and hotel/motel construction;
- **"Office"** means general, professional and medical office construction;
- **"Industrial"** means manufacturing construction;
- **"Agriculture"** means construction of barns other agricultural structures; and
- **"Warehouse / Distribution"** means construction of buildings primarily devoted to the storage and / or distribution of materials.

The nonresidential fee shall be charged for "covered and enclosed space" within the perimeter of a nonresidential structure. Any storage areas incidental to the principal use of the development, garage, parking structure, unenclosed walkway, or utility or disposal area are excluded.

Figure 7 below presents the calculation of the nonresidential fire impact fees. The District may approve, and the County may adopt on their behalf, the following fees at or below the levels determined by this Nexus Study. As shown, the fees for the five nonresidential land uses are determined by multiplying the facilities standard by their respective facilities demand factor plus an additional two percent for administration of the fire impact fee program.

**FIGURE 7 – PROPOSED NONRESIDENTIAL FIRE IMPACT FEES**

Nonresidential Land Use Category	Facility Standard <sup>1</sup>	Facilities Demand EDU Factor <sup>2</sup>	Cost per Unit	Admin. Expense 2% <sup>3</sup>	Total Cost per Unit	Proposed Nonres. Fire Impact Fee <sup>4</sup>
Calc	a	b	c = a * b	d = c * 0.02	e = c + d	f = e / 1,000
			<i>- per 1,000 sq. ft. of building area -</i>		<i>- per sq. ft. -</i>	
Retail / Commercial	\$2,186.28	0.63	\$1,377	\$27.55	\$1,404.90	\$1.40
Office	\$2,186.28	0.78	\$1,705	\$34.11	\$1,739.40	\$1.73
Industrial	\$2,186.28	0.58	\$1,268	\$25.36	\$1,293.40	\$1.29
Agriculture	\$2,186.28	0.24	\$525	\$10.49	\$535.20	\$0.53
Warehouse / Distribution	\$2,186.28	0.39	\$853	\$17.05	\$869.70	\$0.86

Notes:

<sup>1</sup> See Figure 5.

<sup>2</sup> See Figure 2.

<sup>3</sup> County collection, documentation, annual reporting requirements, five-year report requirements, periodic Nexus Study updates and other costs reasonably related to compliance with the Act.

<sup>4</sup> Proposed nonresidential fire impact fees are rounded down to the nearest cent.

### PROJECTED FIRE IMPACT FEE REVENUE

Figure 8 projects fee revenue from approved and proposed units within the District's service area. Total fire impact fee revenue (in 2018 dollars) is then estimated by multiplying the facilities standard by demand EDU growth for all projected units.

**FIGURE 8 – PROJECTED FIRE IMPACT FEE REVENUE**

Land Use Category	Current Demand EDUs (2018) <sup>1</sup>	Demand EDU Growth <sup>2</sup>	Total Cost per Demand EDU <sup>3</sup>	Projected Fire Impact Fee Revenue (2018\$)
Calc	a	b	c	d = b * c
Residential	11,699	1,281	\$2,186.28	\$2,801,000
Nonresidential	2,040	322	\$2,186.28	\$704,000
<b>Total</b>	<b>13,739</b>	<b>1,603</b>	<b>\$2,186.28</b>	<b>\$3,505,000</b>

Source: South Placer Fire Protection District; SCI Consulting Group

**Notes:**

<sup>1</sup> See Figure 3.

<sup>2</sup> Demand EDUs for approved or proposed units provided by the District.

<sup>3</sup> See Figure 5.

### PLANNED FIRE SYSTEM FACILITIES

Figure 9 on the following page presents the District's remaining planned fire facilities, apparatus, and equipment through the development of projected units in the District's service area. The District will also need to replace apparatus, vehicles, and equipment more quickly due to the increase service calls from the growth in the persons and structure area created by projected units. The District will be able to use fee proceeds to fund 11.7 percent or approximately \$1.3Remodel million of the estimated \$10.9 million in apparatus, vehicles, and equipment replacement costs.<sup>1</sup>

<sup>1</sup> Represents the percentage growth in EDUs.

**FIGURE 9 – PLANNED FACILITIES, APPARATUS, AND EQUIPMENT**

<b>Item</b>	<b>Total Estimated Cost (2018\$)</b>
Station 15 Renovation and Expansion	\$2,390,000
Station 17 Renovation and Expansion	\$950,000
Station 20 Renovation and Expansion	\$1,000,000
Maintenance Shop Renovation	\$350,000
Training/Hose Tower Renovation	\$185,000
Station 29 Renovation	\$75,000
Station 28 Renovation and Expansion	\$1,800,000
New Administrative Office and Meeting Room	\$2,800,000
New Command Vehicle	\$80,000
New Type 1 Engine	\$751,000
New Type 3 Wildland	\$478,000
Apparatus, Vehicles, and Equipment Replacement Attributable to New Development <sup>1</sup>	\$1,268,000
Apparatus, Vehicles, and Equipment Replacement Attributable to Existing Development <sup>1</sup>	\$9,600,000
<b>Capital Improvement Plan</b>	<b>\$21,727,000</b>

It is important to note at the fire impact fee program is designed not to be dependent on a specific capital improvement plan and specific level of new development. Only enough fee revenue will be generated for the District to expand its existing level of service to serve the growing community. Fee revenue may be used to fund up to 100 percent of the cost of the expansion of fire stations or new apparatus and vehicles added to the District's inventory, and up to 11.7 percent the replacement cost of apparatus, vehicle and equipment purchases. Fee revenue may not be used to fund 1) the renovation of existing facilities, and 2) operational, maintenance or repair costs.

Figure 10 below demonstrates that the District's unexpended fire impact fee proceeds and projected fee revenue from new development will fund approximately 21.5 percent or \$4.7 million of the planned facilities. The District will need to fund the shortfall, and any other improvements not currently identified, with other funding sources. Other potential sources of funds include, but are not limited to, the District's general fund, a general obligation bond measure, state and federal grants, and existing or new special tax and assessment proceeds, if allowable.

**FIGURE 10 – FACILITIES FINANCING PLAN**

	Calc	
Total Cost of Planned Facilities <sup>1</sup>	a	\$21,727,000
Unexpended Fire Impact Fee Funds <sup>2</sup>	b	\$1,164,869
<b>Remaining Cost of Planned Facilities</b>	<b>c = a - b</b>	<b>\$20,562,131</b>
<b>Total Projected Fee Revenue <sup>3</sup></b>	<b>d</b>	<b>\$3,505,000</b>
<b>Surplus / (Shortfall)</b>	<b>e = d - c</b>	<b>(\$17,057,131)</b>

Sources: South Placer Fire Protection District; SCI Consulting Group

Notes:

<sup>1</sup> See Figure 9

<sup>2</sup> As of February 28, 2018, the fund balances are \$962,969.07 for SPFPD (prior boundaries) and \$201,889.97 for LFPD (prior boundaries).

<sup>3</sup> See Figure 8.

## NEXUS FINDINGS

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This section frames the Nexus Study findings in terms of the legislated requirements to demonstrate the legal justification of the fire impact fees. The justification of the fire impact fees on new development must provide information as set forth in Government Code § 66000. These requirements are discussed below.

### PURPOSE OF FEE

The purpose of the fire impact fee is to fund the cost of fire protection and emergency response facilities, apparatus, and equipment attributable to new residential and nonresidential development in the District. The fire impact fees will ensure that new development will not burden existing development with the cost of facilities required to accommodate growth as it occurs within the District.

### USE OF FEE REVENUE

Fee revenue will be used to fund the cost of new and expanded facilities, apparatus, vehicles and equipment to serve new development, such as, but not limited to, those identified in Figure 9. Provided below is a summary of the allowable and prohibited uses of fee revenue.

FIGURE 11 – SUMMARY OF ALLOWABLE AND PROHIBITED USES OF FEE REVENUE

<u><b>Allowable Uses</b></u>	<u><b>Prohibited Uses</b></u>
<ul style="list-style-type: none"> <li>• <i>New (added) or expanded land and facilities costs (100%)</i></li> <li>• <i>Apparatus, vehicles and equipment purchases that expand the system inventory (100%)</i></li> <li>• <i>Facility costs already incurred to provide growth-related capacity (100%)</i></li> <li>• <i>Portion of apparatus, vehicles, and equipment replacement costs attributable to new development (11.7%)</i></li> <li>• <i>Portion of a renovation project that expands service capacity</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Existing deficiencies, such as improvements to existing facilities that do not expand service capacity</i></li> <li>• <i>Portion of apparatus, vehicles, and equipment replacement costs attributable to existing development (88.3%)</i></li> <li>• <i>Operational, maintenance or repair costs</i></li> </ul>

### **BENEFIT RELATIONSHIP**

The fee will be collected as development occurs. In order to maintain its existing level of fire protection and emergency response services, fee revenue will be used to replace and expand the District's facilities, apparatus, and equipment to meet the additional demand generated by the new residents and employees and new structural area created by new development projects.

Fee revenue will be deposited into a separate fire impact fee account or fund in a manner to avoid any commingling of the fees with other revenues and funds of the District. The fee revenue will be restricted to uses described in the "Use of Fee Revenue" finding. These actions ensure development project paying the fees will benefit from their use.

### **IMPACT RELATIONSHIP**

New residential and nonresidential development projects in the District will grow the persons (residents and employees) and the structural area (residential area and nonresidential building area) in persons live or work. The growth in persons and structural area will create additional need for the District's fire protection and prevention, emergency response service and a corresponding need for new or expanded facilities, and replacement of apparatus, vehicles, and equipment. The fee will be imposed on different types of development projects to the additional service population generated and structural area created by new development projects.

### **PROPORTIONALITY RELATIONSHIP**

The cost of fire protection facilities, apparatus, and equipment attributable to a development project is based upon the level of existing development served by the District's existing fire protection and emergency response facilities. The use of a facilities standard methodology to determine the fire impact fee achieves proportionality between existing development and new development. Moreover, these equivalent costs are applied to nine land use categories in proportion to the need they create for improved and expanded facilities.

Larger development projects will generate a higher number of persons and structural area to protect and, as a result, will pay a higher fee than smaller development projects. Thus, the application of the fire impact fee schedule to a specific project ensures a reasonable relationship between the fee and the cost of the facilities, apparatus, and equipment attributable to that project.

## **FEE PROGRAM ADOPTION REQUIREMENTS**

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The following are the general requirements for approval of the Nexus Study and proposed fire impact fee program ("fee program") by the District Board of Directors and adoption by the County Board of Supervisors on behalf of the District. The specific statutory requirements for the adoption of the fee program may be found in the Mitigation Fee Act (California Govt. Code § 66000 et seq.) and County Ordinance Code 15.36.010. SCI recommends that the notice and hearing requirements be satisfied by the District for approval and the by County and Town for adoption.

### **SOUTH PLACER FIRE PROTECTION DISTRICT**

1. The District Board of Directors shall conduct at least "one open and public meeting" as part of a regularly scheduled meeting on the proposed fee program.
2. At least 14 days before the meeting, the District shall mail out a notice of the meeting to any interested party who filed a written request for notice of the adoption of new or increased fees.
3. At least 10 days before the meeting, the District shall make available to the public the Nexus Study for review.
4. At least 10 days before the public hearing, a notice of the time and place of the meeting shall be published twice in a newspaper of general circulation with at least five days intervening between the dates of first and last publication not counting such publication dates.
5. After the public hearing, adopt a resolution approving the Nexus Study and proposed fee program with a recommendation that the County Board of Supervisors and the Town Council adopt the proposed fee program on behalf of the District.

### **PLACER COUNTY**

1. The County Board of Supervisors shall conduct at least "one open and public meeting" as part of a regularly scheduled meeting on the requested fee program.
2. At least 14 days before the meeting, the County shall mail out a notice of the meeting to any interested party who filed a written request for notice of the adoption of new or increased fees.
3. At least 10 days before the meeting, the County shall make available to the public the Nexus Study for review.

4. At least 10 days before the public hearing, a notice of the time and place of the meeting shall be published twice in a newspaper of general circulation with at least five days intervening between the dates of first and last publication not counting such publication dates.
5. After the public hearing, adopt an ordinance establishing the proposed fee program on behalf of the District in the unincorporated areas of the District.
6. The fire impact fees take effect 60 days after adoption the County ordinance.

#### TOWN OF LOOMIS

1. The Town Council shall conduct at least "one open and public meeting" as part of a regularly scheduled meeting on the requested fee program.
2. At least 14 days before the meeting, the Town shall mail out a notice of the meeting to any interested party who filed a written request for notice of the adoption of new or increased fees.
3. At least 10 days before the meeting, the Town shall make available to the public the Nexus Study for review.
4. At least 10 days before the public hearing, a notice of the time and place of the meeting shall be published twice in a newspaper of general circulation with at least five days intervening between the dates of first and last publication not counting such publication dates.
5. After the public hearing, adopt an ordinance establishing the proposed fee program on behalf of the District for the Town of Loomis.
6. The fire impact fees take effect 60 days after adoption the Town ordinance.

## **FEE PROGRAM ADMINISTRATION REQUIREMENTS**

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This section contains general requirements for the administration of the fee program. The specific statutory requirements for the administration of the fee program may be found in the Mitigation Fee Act (California Govt. Code § 66000 et seq.).

### **ACCOUNTING REQUIREMENTS**

Proceeds from the fire impact fee should be deposited into a separate fund or account so that there will be no commingling of fees with other revenue. The fire impact fees should be expended solely for the purpose for which they were collected. Any interest earned by such account should be deposited in that account and expended solely for the purpose for which originally collected.

### **REPORTING REQUIREMENTS**

The following information, entitled *Annual Report*, must be made available to the public within 180 days after the last day of each fiscal year:

- a brief description of the type of fee in the account;
- the amount of the fee;
- the beginning and ending balance of the account;
- the fees collected that year and the interest earned;
- an identification of each public improvement for which the fees were expended and the amount of the expenditures for each improvement;
- an identification of an approximate date by which development of the improvement will commence if the local agency determines that sufficient funds have been collected to complete financing of an incomplete public improvement;
- a description of each inter-fund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, the date on which any loan will be repaid, and the rate of interest to be returned to the account; and
- the amount of money refunded under section Govt. Code § 66001.

The District shall review the information made available to the public pursuant to paragraph (1) at the next regularly scheduled public meeting, not less than 15 days after this information is made available to the public, as required by this subdivision. Notice of the time and place of the meeting, including the address where this information may be reviewed, shall be

mailed, at least 15 days prior to the meeting, to any interested party who files a written request with the District or the County for mailed notice of the meeting. Any written request for mailed notices shall be valid for one year from the date on which it is filed unless a renewal request is filed. Renewal requests for mailed notices shall be filed on or before April 1 of each year. The legislative body may establish a reasonable annual charge for sending notices based on the estimated cost of providing the service.

For the fifth fiscal year following the first receipt of any fire impact fee proceeds, and every five years thereafter, the District must comply with Government Code Section 66001(d)(1) by affirmatively demonstrating that the District still needs unexpended fire impact fees to achieve the purpose for which it was originally imposed and that the District has a plan on how to use the unexpended balance to achieve that purpose. Specifically, the District shall make all of the following findings, entitled Five-Year Report, with respect to that portion of the account or fund remaining unexpended, whether committed or uncommitted:

- Identify the purpose to which the fee is to be put;
- Demonstrate a reasonable relationship between the fee and the purpose for which it is charged;
- Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements; and
- Designate the approximate dates on which the funding is expected to be deposited into the appropriate account or fund.

The County shall provide for the refund of all or any part of such unexpended or unappropriated fee revenue, together with any actual interest accrued thereon, in the manner described in Section 66001 (e) of the Government Code, to the current record owner of any property for which a fee was paid; provided that if the administrative costs of refunding such fee revenue exceed the amount to be refunded.

#### **ANNUAL INFLATIONARY ADJUSTMENT**

In order for the District to maintain its level of service, the fee will need to be automatically adjusted annually commensurate with changes in the cost of facilities, apparatus, and equipment. Therefore, the fire impact fee should be adjusted on July 1 of each fiscal year by the percentage change in an appropriate engineering cost index as published by the Engineering News-Record, or its successor publication for the preceding twelve months.

**IMPROVEMENTS IN-LIEU OF FEES**

Subject to certain restrictions, if a developer dedicates land, constructs facilities and / or provide apparatus/equipment for the District, the fire impact fees imposed on that development project may be adjusted to reflect a credit for the cost of the dedicated land, facilities constructed and / or apparatus/equipment provided.

**FEE CREDITS**

In order to comply with the Act and recent court cases, a fee credit must be given for demolished existing square footage as part of a new development project.

**FEE EXEMPTION**

Pursuant to County Code Section 15.36.010, any new construction projects with less than five hundred (500) square feet total square feet of new floor area is exempt from the fee.

## APPENDICES

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Appendix A – Dwelling Unit Occupancy Factor

Appendix B – District Map

Appendix C – Fire System Inventory and Replacement Cost Estimates

Appendix D – Comparison of Current and Proposed Fire Impact Fees

Appendix E – Placer County Ordinance Code 15.36.010

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## APPENDIX A – DWELLING UNIT OCCUPANCY FACTOR

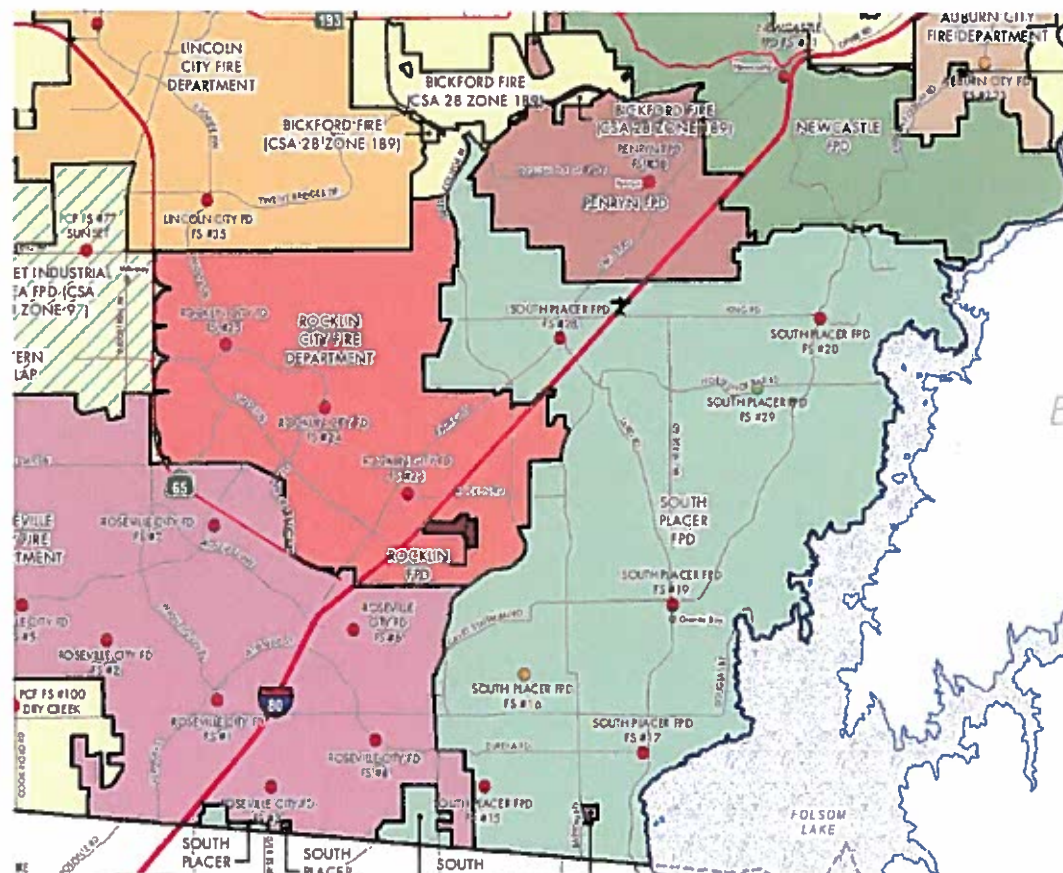
**FIGURE 12 – DWELLING UNIT OCCUPANCY FACTOR  
GRANITE BAY AND LOOMIS CENSUS DESIGNATED PLACES**

Land Use Categories	Occupied Dwelling Units		Total Number of Occupants	Dwelling Unit Occupancy Factor
	Calc	a	b	c = a / b
Single-Family Housing		9,685	27,933	2.88
Multi-Family Housing		237	585	2.47
Mobile Home		439	897	2.04
Average (2010 Census)		10,361	29,415	2.84

Source: U.S. Census Bureau, 2016 ACS 5-Year Estimate

## APPENDIX B – DISTRICT MAP

### FIGURE 13 – DISTRICT MAP



## APPENDIX C – FIRE SYSTEM INVENTORY AND REPLACEMENT COST ESTIMATES

FIGURE 14 – EXISTING LAND AND BUILDING INVENTORY

Fire Station	Amount	Unit Cost	Replacement Cost (2018\$)
Calc	a	b	c = a * b
<b>Station 15</b>			
Land	0.70 acres	\$350,000 per acre	\$245,000
Station	3,420 sq. ft.	\$520 sq. ft.	\$1,778,400
<b>Station 16</b>			
Land	1.00 acres	\$350,000 per acre	\$350,000
Station	6,443 sq. ft.	\$520 sq. ft.	\$3,350,360
<b>Station 17</b>			
Land	2.50 acres	\$350,000 per acre	\$875,000
Station	9,920 sq. ft.	\$520 sq. ft.	\$5,158,400
Maintenance Shop	3,690 sq. ft.	\$59 sq. ft.	\$218,352
Training/Hose Tower	868 sq. ft.	\$213 sq. ft.	\$185,309
<b>Station 19</b>			
Land	1.20 acres	\$350,000 per acre	\$420,000
Station	7,527 sq. ft.	\$520 sq. ft.	\$3,914,040
<b>Station 20</b>			
Land	2.30 acres	\$350,000 per acre	\$805,000
Station	2,366 sq. ft.	\$520 sq. ft.	\$1,230,320
<b>Station 28</b>			
Land	0.50 acres	\$225,000 per acre	\$113,018
Station	7,810 sq. ft.	\$520 sq. ft.	\$4,061,200
<b>Station 29</b>			
Land <sup>1</sup>	0.33 acres	\$0 per acre	\$0
Station	2,480 sq. ft.	\$520 sq. ft.	\$1,289,600
<b>Vacant Site</b>			
Land <sup>2</sup>	0.50 acres	\$225,000 per acre	\$112,500
Station	0 sq. ft.	\$0 sq. ft.	\$0
<b>Total Existing Facilities (Land and Buildings)</b>			<b>\$24,106,498</b>

Source: South Placer Fire Protection District; SCI Consulting Group

Notes:

<sup>1</sup> Station 29 land is leased, therefore no land value is shown.

<sup>2</sup> Vacant site may be used for future administrative building.

FIGURE 15 – EXISTING APPARATUS AND VEHICLES INVENTORY

Make / Model	Type	Assignment	Purchase Year	Replacement Value (2018\$)
Crown Victoria	Pool Car	Pool Vehicle	2002	\$11,000
Ford Taurus	Pool Car	Admin	2003	\$22,000
GMC (SPFD Shop)	Water Tender	Water Tender 17	1985	\$91,250
Ford Flat Bed	Utility Vehicle	Utility	2001	\$15,750
Reserve Horton	Ambulance	Medic 17B	2002	\$70,250
Horton	Ambulance	Medic 20B	2002	\$70,250
Ford Pick-Up ©	Command Vehicle	Division Chief	2008	\$48,000
Ford Expedition ©	Command Vehicle	Battalion Chief	2009	\$48,000
Ford IMT	Pool Car	Shop	2006	\$22,000
Westates	Type 1 Engine	Reserve Engine	1997	\$160,500
Ford West Mark	Type 4 Engine	Grass 15	2008	\$109,500
Ford West Mark	Type 4 Engine	Grass 20	2008	\$109,500
Westates	Type 1 Engine	Engine 20	1999	\$160,500
Ford Expedition ©	Command Vehicle	Battalion Chief	2015	\$64,000
Freightliner Hi tech	Type 3 Engine	Brush 19	2006	\$204,000
Road Rescue	Light Medic	Medic 17	2013	\$231,000
Pierce	Type 3	Brush 17	2014	\$408,000
Pierce	Quint/Arial	Truck 17	2014	\$1,253,000
Hi tech	Engine	Engine 28	2005	\$321,000
Pierce	Type 3 Engine	Brush 28	2012	\$204,000
Ford Expedition ©	Command Vehicle	Chief	2009	\$48,000
Ranger 4 x 4 OHV	Polaris	Polaris	2006	\$6,500
Ford F250	Utility Vehicle	Deputy Chief	2018	\$63,000
Westates	Engine	Engine 28B	1993	Excluded <sup>2</sup>
Medix	Light Medic	Medic 20	2018	\$231,000
Ford Expedition ©	Command Vehicle	Pool Vehicle	2003	Excluded <sup>2</sup>
Ford Pick-Up ©	Command Vehicle	Surplus	2005	Excluded <sup>2</sup>
KME (Reserve)	Rescue	Rescue 17	2001	Excluded <sup>2</sup>
Chevy 2500	Utility Vehicle	Utility Pickup	2002	Excluded <sup>2</sup>
Ford F550	Type 3 Engine	Grass 28	1999	Excluded <sup>2</sup>
<b>Total Apparatus and Vehicles</b>				<b>\$3,972,000</b>

Source: South Placer Fire Protection District

## Notes:

<sup>1</sup> Value based on estimated current replacement value. Adjustments have been made to discount apparatus and vehicles based on age (0 - 5 years at 100%, 6-10 years at 75%, 11 - 15 years at 50% and 16 years or more at 25%.)

<sup>2</sup> District intends to not replace these vehicles, so they have been excluded from the District's level of service.

## APPENDIX D – COMPARISON OF CURRENT AND PROPOSED FIRE IMPACT FEES

FIGURE 16 – COMPARISON OF CURRENT AND PROPOSED FIRE IMPACT FEE

Land Use Categories	SPFPD (Prior Boundaries)	LFPD (Prior Boundaries)	Maximum Fee	% Change SPFPD	% Change LFPD
<b>Residential Development</b>	<b>Per Sq. Ft. of Living Area</b>				
Single-Family Housing	\$0.90	\$0.58	\$0.80	-11.1%	37.9%
Multi-Family Housing	\$0.90	\$0.58	\$1.40	55.6%	141.4%
Mobile Home	\$0.90	\$0.58	\$1.05	16.7%	81.0%
Assisted Living Facility	\$0.90	\$0.58	\$0.89	-1.1%	53.4%
<b>Nonresidential Development</b>	<b>Per Sq. Ft. of Building Area</b>				
Retail / Commercial	\$0.90	\$1.09	\$1.40	55.6%	28.4%
Office	\$0.90	\$1.09	\$1.73	92.2%	58.7%
Industrial	\$0.90	\$1.09	\$1.29	43.3%	18.3%
Agriculture	\$0.90	\$1.09	\$0.53	-41.1%	-51.4%
Warehouse / Distribution	\$0.90	\$1.09	\$0.86	-4.4%	-21.1%

**Example - Fee for Average Dwelling Unit**

<b>Residential Development</b>	<b>Per Average Dwelling Unit</b>				
Single-Family Housing	\$2,484	\$1,601	\$2,208	-11.1%	37.9%
Multi-Family Housing	\$855	\$551	\$1,330	55.6%	141.4%
Mobile Home	\$1,080	\$696	\$1,260	16.7%	81.0%

**APPENDIX E – PLACER COUNTY ORDINANCE CODE 15.36.010**

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**Chapter 15 BUILDING AND DEVELOPMENT****Article 15.36 DEVELOPMENT FEES FOR FIRE PROTECTION****15.36.010 Development fees.**

A. In any unincorporated area of Placer County where a local fire protection agency has adopted a capital improvement plan and identified a development fee to satisfy the plan, which plan and fee conform with the requirements of California Government Code Section 66000 et seq., and are approved by the board of supervisors, it shall be a condition of approval of any new development project proposed within the area that the identified development fee be paid to the fire protection agency for the benefit of the owners or residents of the development. In development projects subject to such a condition a certificate issued by the fire protection agency stating that the requirements of the agency have been satisfied must be presented to the Placer County building division prior to issuance of a building permit.

B. The responsibility for compliance with the requirements of Government Code Section 66000 et seq., and for the collection, receipting, and management of fees collected from new development projects shall rest with the serving fire protection agency.

C. As used in this section "new development project" means new residential, commercial, or industrial development which requires the issuance of a permit or approval from the County of Placer, including major and minor subdivision maps, conditional use permits, design review permits, and building permits for construction, or modification or reconstruction of structures, where such modification or reconstruction results in any increase in excess of five hundred (500) square feet of floor area. (Prior code § 7.50)



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**SOUTH PLACER FIRE DISTRICT  
INTEROFFICE MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** CHIEF ERIC WALDER  
**SUBJECT:** BOARD MEETING AGENDA STAFF RECOMMENDATIONS  
**DATE:** FRIDAY, APRIL 13, 2018  
**CC:** BOARD SECRETARY KATHY MEDEIROS

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**Agenda Item:** Placer County Fire Service Issues:

**Action Requested:** Chief recommends discussion on the latest developments in Placer County Fire Service delivery system and consolidation efforts countywide.

**Background:** Since the Placer County funded Fire Services Regional Assessment and Improvement Plan (Citygate Study) was not adopted and published by Placer County and the South Placer Fire District successfully consolidated there have been a few recent developments. Four independent Special Fire Districts are now collaborating toward consolidation; Placer County has hired a retired Fire Chief as a consultant. That consultant has reached out to South Placer Fire District and the Chief has met with the consultant.

**Impact:** Informational

**Attachments:** None

**Eric G. Walder, EFO**  
**Fire Chief**  
South Placer Fire District  
Loomis Fire District



# FIREFIGHTERS BURN INSTITUTE

3101 Stockton Blvd • Sacramento, CA 95820 • (916) 739-8525 • [www.ffburn.org](http://www.ffburn.org)

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March 9, 2018

Chief Eric Walder  
South Placer Fire District  
6900 Eureka Road  
Granite Bay, CA 95746

Dear Chief Walder,

We would like you to take a moment to recognize **Logan Stoner** from your department for volunteering his time to this year's annual ***"Fill the Boot for Burns" Boot Drive*** on February 8-11, 2018. Donations collected totaled over \$166,000 at the Citrus Heights location alone! Since its founding in 1973, The Firefighters Burn Institute, a 501(c)3 nonprofit, has dedicated over 40 years to assuring that the best burn treatment and burn recovery programs are available in Northern and Central California. Our annual Boot Drive plays a significant role in making life-changing opportunities available to children and adults who have suffered the tragedy of a serious burn injury.

I know this accomplishment would not be possible without the generous help of local departments and the firefighters like yours who come out and ***"Shake the Boot"***. Please extend our sincere appreciation to Logan.

Thank you for your department's participation and support of local burn programs. I look forward to continue working with your department in the future!

Sincerely,

Mike Daw  
Executive Director, Firefighters Burn Institute  
Retired Battalion Chief, Sacramento Fire District



**SOUTH PLACER FIRE PROTECTION DISTRICT**  
**PARS OPEB Trust Program**Account Report for the Period  
1/1/2018 to 1/31/2018Eric Walder  
Fire Chief  
South Placer Fire Protection District  
6900 Eureka Rd.  
Granite Bay, CA 95746**Account Summary**

Source	Beginning Balance as of 1/1/2018	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 1/31/2018
OPEB	\$887,439.56	\$0.00	\$20,156.36	\$847.58	\$0.00	\$0.00	\$906,748.34
<b>Totals</b>	<b>\$887,439.56</b>	<b>\$0.00</b>	<b>\$20,156.36</b>	<b>\$847.58</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$906,748.34</b>

**Investment Selection**

Moderate HighMark PLUS

**Investment Objective**

The dual goals of the Moderate Strategy are growth of principal and income. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important. The portfolio will be allocated between equity and fixed income investments.

**Investment Return**

1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
			3-Years	5-Years	10-Years	
2.27%	4.33%	13.92%	6.79%	7.14%	-	5/31/2012

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.

Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.

Account balances are inclusive of Trust Administration, Trustee and Investment Management fees

**SOUTH PLACER FIRE PROTECTION DISTRICT**  
**PARS OPEB Trust Program****Account Report for the Period**  
**2/1/2018 to 2/28/2018**Eric Walder  
Fire Chief  
South Placer Fire Protection District  
6900 Eureka Rd.  
Granite Bay, CA 95746**Account Summary**

Source	Beginning Balance as of 2/1/2018	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 2/28/2018
OPEB	\$906,748.34	\$140,000.00	-\$22,304.77	\$547.95	\$0.00	\$0.00	\$1,023,895.62
<b>Totals</b>	<b>\$906,748.34</b>	<b>\$140,000.00</b>	<b>-\$22,304.77</b>	<b>\$547.95</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,023,895.62</b>

**Investment Selection**  
**Moderate HighMark PLUS****Investment Objective**

The dual goals of the Moderate Strategy are growth of principal and income. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important. The portfolio will be allocated between equity and fixed income investments.

**Investment Return**

1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
			3-Years	5-Years	10-Years	
-2.28%	0.94%	9.60%	5.21%	6.50%	-	5/31/2012

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.

Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.

Account balances are inclusive of Trust Administration, Trustee and Investment Management fees