

South Placer Fire District Board Meeting
July 2020
Staff Comments and Recommendations

The Governor has declared a State of Emergency to exist in California as a result of the threat of COVID-19 (aka the "Coronavirus"). The Governor issued Executive Order N-25-20, which directs Californians to follow public health directives including canceling large gatherings. The Executive Order also allows local legislative bodies to hold meetings via conference calls/online meetings while still satisfying state transparency requirements. The Governor has also issued Executive Order N-33-20, prohibiting people from leaving their homes or places of residence except to access necessary supplies and services or to engage in specified critical infrastructure employment.

The Public's health and well-being are the top priority for the Board of Directors ("Board") of South Placer Fire District and you are urged to take all appropriate health safety precautions. To facilitate this process, the meeting of the Board will be available by: GoTo Meeting link and phone access as stated below.

July 2020 South Placer Fire District Board Meeting

Wed, July 08, 2020 7PM - 9PM (PDT)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/292361877> ← **Use this link to access meeting online**

You can also dial in using your phone.

United States: +1 (646) 749-3122 ← **Use this phone # if accessing by phone**

Access Code: 292-361-877 ← **Then use this access code**

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Note: The meeting is being held solely by telephonic/online means and will be made accessible to members of the public seeking to attend and to address the Board solely through the link set forth above, except that members of the public seeking to attend and to address the Board who require reasonable accommodations to access the meeting, based on disability or other reasons, should contact the following person at least twenty-four (24) hours in advance of a Regular meeting to make arrangements for such reasonable accommodations. (For Special meetings, please request accommodations no less than 12 hours prior to the meeting.)

Kathy Medeiros, Business Manager
6900 Eureka Rd Granite Bay, CA 95746
916-791-7059
kmediros@southplacerfire.org

AGENDA
SOUTH PLACER FIRE DISTRICT
BOARD OF DIRECTORS
Weds. July 08, 2020

1. 7:00 p.m. Regular Session Online/Conference Call

<https://global.gotomeeting.com/join/292361877> or +1 (646) 749-3122 Access Code: 292-361-877

2. Flag Salute

3. Public Comment

4. Closed Session

At any time during the regular session, the legislative body may adjourn to closed session to confer with real property negotiators, labor negotiators, or legal counsel regarding existing or anticipated litigation. The legislative body may also adjourn to closed session to consider: liability claims, threats to public services or facilities, public employee appointment, public employment, public employment performance evaluation, or public employee discipline/dismissal/release.

5. 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 Page 4

C. Authorization of Deposits:

Ambulance	\$ 82,574.84
Consolidated Mitigation Fees	24,016.47
Plans/Inspections	7,687.50
Safer Reimbursement	37,986.96
Cell Tower Leases	6,972.82
Workers Comp. Reimbursements	13,494.10
Refunds/Reimbursements	648.82
Report Fees	<u>25.00</u>
TOTAL	<u>\$ 173,406.51</u>

D. Approval of the July 2020 Expenditures: \$ 345,355.44 Page 9

E. Personnel Items

<u>Separations:</u>	None
<u>Promotions:</u>	None
<u>Reassignments:</u>	None
<u>New Hires:</u>	None
<u>Interns/Volunteers:</u>	None

6. Special Presentation

7. Old Business:

A. Authorization Providing for the Collection of Special Tax Measure A for Fiscal Year 2020/21: Staff recommends approval of the Resolution No. 1-2020/21 to request the collection of the Districts Special Tax, Measure A by Placer County
Page 23

B. Fiscal Year 2020/21 Preliminary Budget Adoption: Staff recommends review of the preliminary fiscal year 2020/21 budget. Page 26

C. Station 18 New Truck Room Update: Chief recommends discussion on the proposed project and progress made to date. Page 35

8. New Business:

A. Hazardous Vegetation Enforcement MOU: Staff recommends discussion and action to authorize the Chief to enter into the MOU agreement with Placer County. Page 36

B. Contract with Sac Metro Fire District for Helicopter and Dozer Response: Staff recommends action to authorize the Fire Chief to execute the MOU. Page 49

C. Placer County Auditor-Controller Services Agreement: Staff recommends discussion and action to approve the proposed agreement with Placer County Auditor Controller. Page 58

9. Information and Discussion:

A. Covid-19 Update: Chief recommends updating the Board on the status of the current pandemic and the District's response and preparations. Page 62

B. Placer County Fire Service Issues: Chief recommends discussion on the latest developments in Placer County Fire Service Delivery System and consolidation efforts countywide. Page 74

10. Correspondence Page 75

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
June 10, 2020

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Wednesday, June 10, 2020 at 7:00 p.m. by President, Chris Gibson via teleconference connection <https://global.gotomeeting.com/join/143923829>

Present:

Chris Gibson, President
Gary Grenfell, Vice-President (arrived 7:12)
Sean Mullin, Clerk
Dave Harris, Director
Russ Kelley, Director
Terri Ryland, Director
Tom Millward, Director

Absent:

Staff in Attendance:

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

Public Comment: None

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

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

SPECIAL PRESENTATION

None

OLD BUSINESS

Final Approval for Continued Benefit Assessment: Staff recommends public hearing and action on Resolution No 15-2019/20. Chief Walder explained that the Benefit Assessment Oversight Committee met on May 28th and went over the allocation of Benefit Assessment funds with the committee members. The committee expressed their approval of the administration of the District and approved a motion recommending approval to the Board of Directors for the allocation of the Benefit Assessment funds and along with a CPI adjustment of 2.45% with a carryover from the prior year of .49%. The maximum authorized increase to be levied for 2020/21 is 2.94%, equating to an increase of \$6.74 per single family equivalent benefit unit. The proposed assessment rate for 2020/21 is \$236.12 per single family equivalent unit, generating \$1,024,381 in revenue to the District. The assessment accounts for 50% of the Loomis Fire Station's annual and ongoing costs. Chief Walder asked the Board to approve the Engineer's report and the new CPI increase by

approving Resolution No. 15-2019/20. Director Ryland made a motion to approve the Continued Benefit Assessment and approve Resolution No. 15-2019/20. The motion received a second from Director Harris. Carried

Rollcall:

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

NEW BUSINESS

Adoption of Cost of Living Adjustment for Parcel Fees: Staff recommends public hearing and action on Resolution No. 16-2019/20 to approve and adopt the cost of living adjustments for parcel fees in the former Loomis Fire District. Each year the fee is adjusted by the changing CPI for the San Francisco region. This year's CPI adjustment is 1.11% for an increase of \$1.25 per single family equivalent unit. The proposed assessment rate for fiscal year 2019/20 is \$114.10 per single family unit generating approximately \$474,700. Chief Walder noted that the assessment is over 20% of the Loomis Fire stations ongoing costs to operate and was properly noticed in the papers.

Director Kelley made a motion to approve the Resolution No. 16-2019/20 adopting a cost of living adjustment for parcel fees approved by voters of the former Loomis Fire Protection District. The motion was seconded by Director Grenfell. Carried.

Rollcall:

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

Adoption of Cost of living Adjustment for Special Zones of Benefit: Public hearing and action on Resolution No. 17-2019/20. Special benefit zones have been established for certain commercial properties within the former Loomis Fire Protection District. These benefit zones have been approved by the owners of the properties. Each year the assessment levied on the benefit zones are adjusted by the change in the CPI - U.S. City Average. Arcelia Herrera from SCI Consultants explained that the proposed assessment rates are built from complex equation's to determine the tax allocation for commercial properties in the area and are therefore based on a different CPI rate that other CPI rates used by the District.

Director Kelley made a motion to approve Resolution No. 17-2019/20 to adopt the cost of living adjustment for zones of benefit fees approved by owners of these zones in this District. The motion received a second by Director Millward. Carried

Rollcall:

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

Authorization providing for the Levy and Collection of Special Tax Measure A for Fiscal Year 2020/21: Staff recommends approval of the Resolution No. 18-2019/20 to authorize the levy and collection of the Districts Special Tax, Measure A by Placer County. The special tax was passed with 69.2% of the ballots in 1980. The special tax is \$70 per residents, \$.05 per square foot of commercial property, and \$2.00 per acre for vacant land. There is no Consumer Price Index or Cost of Living adjustment to the original tax passed in 1980. Estimated tax revenue for the Special tax is \$702,900.

Director Grenfell made a motion to approve Resolution No 18-2019/20 providing for the levy and collection of Special Tax Measure A for Fiscal Year 2020/21. The motion received a second from Director Ryland. Carried

Rollcall:

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

Request for Placer County Collection of Special Assessments: Staff recommends adoption of Resolution No. 19-2019/20 requesting collection services by the county. Special assessments levied by the South Placer Fire District within the boundaries of the Loomis Fire Protection District are included on Placer County property tax bills and are collected by the county on behalf of the South Placer Fire District. As a condition of collection, the county requests that the District warrant the legality of the charges and defend and indemnify the County from any challenge to the legality of the charges. Resolution No. 19-2019/20 requests collection services by the County, with the aforementioned requirements.

Director Millward made a motion to approve Resolution No. 19-2019/20 requesting collection of charges on tax roll for tax year 2020/21. The motion received a second from Director Harris. Carried

Rollcall:

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

Fiscal Year 2020/21 Preliminary Budget Adoption: Staff recommends adoption of the Preliminary fiscal year 2020/21 budget. The Chief presented the preliminary budget adding that the estimates are assuming that the District stays at full staffing throughout the fiscal year. This budget includes the Station 18 truck room remodel and the addition of a Type 1 Engine. Both of these expenditures will be evaluated and approved by the Board before moving forward. Estimated expenditures in this budget include a spending plan of \$15,363,215 and estimated revenues of \$13,750,649. Chief Walder explained that he has been given guidance from the Placer County Assessor for an estimated 3.5% property tax increase in property tax revenues due to the Covid pandemic. More precise estimates will be given in August. General revenues are estimated at \$12.967 million while CFAA revenue is significantly dropped at an estimated \$355,000 for next fiscal year. Annual lump sum payment to CalPERS for 2020/21 is up \$155,000 from the prior year. Salaries and benefits are at 83.59% of revenues with the new contract. Other spending categories have been significantly reduced in order to balance the budget. Mitigation expenditures from the old South Placer and Loomis Fire account will be utilized for the year and spent down. Adopting the preliminary budget will give the District time to adjust for the final approval in September.

Director Grenfell made a motion to approve the Fiscal Year 2020/21 Preliminary Budget as presented in the board packet. The motion received a second from Director Harris. Carried

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

INFORMATION AND DISCUSSION

Covid-19 Update: Chief recommends updating the Board on the status of the current pandemic and the District's response and preparations. Chief Walder began that he is monitoring the

pandemic on a daily basis. Security in the front office has been upgraded with a glass barrier constructed today. Placer County is still under the thresholds to make any changes but Chief Walder is still evaluating the directives to keep employees safe and cautiously moving forward on reopening. He continued that at this time he would like to continue to meet via teleconference rather than in person for the next board meeting and re-evaluate after the July meeting.

Placer County Fire Service Issues: Chief Walder recommends discussion on the latest developments in Placer County Fire Service delivery system and consolidation efforts countywide. He noted that the County is preparing for wildland season reviewing mutual aid agreements. He continued that locally all fire agencies are supporting each other within the County. The recent civil unrest has brought many agencies together.

Correspondence: A monthly statement for the month of April from PARS Trust reflecting the recent activity to the OPEB account.

Chief's Report:

- May 21 a barn fire occurred at Horseshoe Bar Road that then started a wildland fire.
- May 24 fire off Ridge Park was a grass fire started by a mower
- May 25 a brush fire off Auburn Folsom that turned into a large fire that received assistance from multiple agencies and utilized the Sac Metro dozer
- May 27 mutual aid call to Cal Fire to Ridge and Taylor Road
- June 2nd grass fire started by mower on Barton Road
- June 10th grass fire off of Risley Place started by mower.
- Calls down 9% for May 2020, 30% down for calls for service compared to the same time frame last year. Uptick in calls to the State Park as restrictions there are being reduced.
- In Person Executive staff meeting today with 6 present and maintained social distancing
- Peaceful protests occurred on Douglas Boulevard for civil unrest
- Working to schedule Goal Steward Team meetings as Covid restrictions are being lifted. Hope to reboot the strategic planning goal steward teams that have been halted.
- Budget 102 class coming soon – a fiscal responsibility goal steward goal
- Auditor conducting the audit soon as close of fiscal year approaches
- Testing Engineer soon with 13 applicants, 4 internal and 9 external
- Battalion Chief exam to continue shortly – written portion completed until process was delayed due to Covid
- Testing for Captain again in the Fall
- Training restrictions lifted and will begin to schedule more training
- Facilities- Station 18 cell tower contract negotiations will come back to board next month
- June 23 Station 18 remodel is on the Loomis Planning Commission Agenda for approval
- June 25 comments due for the Station 18 project
- Station 15 bay doors cable snapped incurring damage to three to four garage door panels and breaking a glass pane
- Station toning project is moving forward with PCSO installing equipment and starting to test the system
- Glass panel installed in the front office
- June 15 new schedule of fees go into effect
- June 26 County of Placer has our Fire Code Amendments on their agenda

Functions: None

Board/Staff Comments: Director Harris and Chief Walder acknowledged the passing of long-time District volunteer Don Hermance recently.

Future Agenda Items: None

There being no further business to come before the Board, the meeting adjourned at 8:07 p.m. The next regular meeting will be held on Wednesday, July 08, 2020.

Respectfully submitted,

A handwritten signature in black ink that reads "Kathy Medeiros". The signature is written in a cursive, flowing style.

Recording Secretary, Kathy Medeiros

System: 6/30/2020 1:21:22 PM
User Date: 6/30/2020

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	6/4/2020
User-Defined 1	First	Last	Type	Check

Sorted By: Date
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		\$4,271,540.10
23838	6/30/2020	CHK California Assn of Prefessio No	PMCHK00000891
23839	6/30/2020	CHK California Assn of Prefessio No	PMCHK00000891
23840	6/30/2020	CHK California Assn of Prefessio No	PMCHK00000891
23841	6/30/2020	CHK California Assn of Prefessio No	PMCHK00000891
23842	6/30/2020	CHK NGLIC C/O Superior Vision Se No	PMCHK00000891
23843	6/30/2020	CHK PRINCIPAL MUTUAL No	PMCHK00000891
23844	6/30/2020	CHK Sacramento Area Fire Fighter No	PMCHK00000891
23845	6/30/2020	CHK Sacramento Area Fire Fighter No	PMCHK00000891
23846	6/30/2020	CHK SPFAOA No	PMCHK00000891
23847	6/30/2020	CHK SPFAOA No	PMCHK00000891
23848	6/30/2020	CHK TASC/ Total Admin Service No	PMCHK00000891
23849	6/30/2020	CHK TASC/ Total Admin Service No	PMCHK00000891
23850	6/30/2020	CHK TASC/ Total Admin Service No	PMCHK00000891
23851	6/30/2020	CHK TASC/ Total Admin Service No	PMCHK00000891
23852	6/30/2020	CHK U.S. Bank NA Minnesota (PARS No	PMCHK00000891
23853	6/30/2020	CHK Voya Financial Trust Co. No	PMCHK00000891
23854	6/30/2020	CHK Voya Financial Trust Co. No	PMCHK00000891
23855	6/30/2020	CHK Voya Financial Trust Co. No	PMCHK00000891
18 Transaction(s)			\$96,182.91

WELLS FARGO OP	Wells Fargo Operating Account		(\$121,336.74)
25644	6/4/2020	CHK Air Automotive Interior Repa No	PMCHK00000888
25645	6/4/2020	CHK Fuller, Sean No	PMCHK00000888
25646	6/15/2020	CHK Gavin R. Gollnick No	PMCHK00000889
25647	6/15/2020	CHK Mason D. Powers No	PMCHK00000889
25648	6/15/2020	CHK Ruslan Pugach No	PMCHK00000889
25649	6/15/2020	CHK Nadder A. Shehadeh No	PMCHK00000889
25650	6/15/2020	CHK Zachary T. Steving No	PMCHK00000889
25651	6/24/2020	CHK ALL STAR FIRE EQUIPMENT No	PMCHK00000890
25652	6/24/2020	CHK ACE HARDWARE No	PMCHK00000890
25653	6/24/2020	CHK ADVANTAGE GEAR No	PMCHK00000890
25654	6/24/2020	CHK AIR EXCHANGE INC. No	PMCHK00000890
25655	6/24/2020	CHK AUBURN TIRE SERVICE No	PMCHK00000890
25656	6/24/2020	CHK BART INDUSTRIES No	PMCHK00000890
25657	6/24/2020	CHK CURTIS L.N. & SONS No	PMCHK00000890
25658	6/24/2020	CHK Cascade Healthcare Services No	PMCHK00000890
25659	6/24/2020	CHK Derotic LLC No	PMCHK00000890
25660	6/24/2020	CHK EVO - Emerg Veh Outfitters No	PMCHK00000890
25661	6/24/2020	CHK FASIS No	PMCHK00000890
25662	6/24/2020	CHK FOLSOM LAKE FORD No	PMCHK00000890
25663	6/24/2020	CHK Foothill Fire and WIRE No	PMCHK00000890
25664	6/24/2020	CHK GOLD COUNTRY MEDIA No	PMCHK00000890
25665	6/24/2020	CHK Golden State Emergency Vehic No	PMCHK00000890
25666	6/24/2020	CHK Hunt and Sons, Inc No	PMCHK00000890
25667	6/24/2020	CHK HARRIS INDUSTRIAL GASES No	PMCHK00000890
25668	6/24/2020	CHK INLAND BUSINESS SYSTEMS No	PMCHK00000890
25669	6/24/2020	CHK Interwest Consulting Group No	PMCHK00000890
25670	6/24/2020	CHK JRB Pest and Sanitation No	PMCHK00000890
25671	6/24/2020	CHK LIFE ASSIST No	PMCHK00000890

System: 6/30/2020 1:21:22 PM
User Date: 6/30/2020

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
25672	6/24/2020	CHK	Mission Uniform Services	No PMCHK00000890	\$110.04	
25673	6/24/2020	CHK	Municipal Emergency Services	No PMCHK00000890	\$2,597.60	
25674	6/24/2020	CHK	NETWORK DESIGN ASSOC	No PMCHK00000890	\$1,007.00	
25675	6/24/2020	CHK	PLACER COUNTY WATER	No PMCHK00000890	\$156.13	
25676	6/24/2020	CHK	PITNEY BOWES GLOBAL FINANCIA	No PMCHK00000890	\$164.55	
25677	6/24/2020	CHK	Perryman Mechanical, Inc	No PMCHK00000890	\$2,167.93	
25678	6/24/2020	CHK	Quill Corporation	No PMCHK00000890	\$598.38	
25679	6/24/2020	CHK	RIVERVIEW INTERNATIONAL	No PMCHK00000890	\$851.10	
25680	6/24/2020	CHK	Recology Auburn Placer	No PMCHK00000890	\$644.16	
25681	6/24/2020	CHK	Sutter Medical Foundation	No PMCHK00000890	\$198.00	
25682	6/24/2020	CHK	South Placer Municipal Utili	No PMCHK00000890	\$280.80	
25683	6/24/2020	CHK	Silverado Avionics Inc.	No PMCHK00000890	\$352.93	
25684	6/24/2020	CHK	SCI Consulting Group	No PMCHK00000890	\$2,839.55	
25685	6/24/2020	CHK	STERICYCLE INC	No PMCHK00000890	\$262.50	
25686	6/24/2020	CHK	SACRAMENTO TRUCK CENTER	No PMCHK00000890	\$433.00	
25687	6/24/2020	CHK	Consolidated Communications	No PMCHK00000890	\$2,359.85	
25688	6/24/2020	CHK	SAMBA Holdings Inc	No PMCHK00000890	\$61.16	
25689	6/24/2020	CHK	Sprint	No PMCHK00000890	\$119.24	
25690	6/24/2020	CHK	TIAA Commercial Finance, Inc	No PMCHK00000890	\$2,443.49	
25691	6/24/2020	CHK	Teleflex	No PMCHK00000890	\$2,128.24	
25692	6/24/2020	CHK	Verizon Wireless	No PMCHK00000890	\$397.23	
25693	6/24/2020	CHK	Veritiv Operating Company	No PMCHK00000890	\$25.69	
25694	6/24/2020	CHK	WITTMAN ENTERPRISES, LLC	No PMCHK00000890	\$5,886.48	
25695	6/24/2020	CHK	Wattco	No PMCHK00000890	\$324.75	
25696	6/24/2020	CHK	Wondries Fleet Group	No PMCHK00000890	\$38,136.22	
53	Transaction(s)				\$249,172.53	\$0.00
71	Total Transaction(s)					

Ranges:	From:	To:	From:	To:
Vendor ID *	First	Last	Checkbook ID	PLACER COUNTY
Vendor Name	First	Last	Check Number	First
Check Date	6/4/2020	6/30/2020		

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			
C273 31627	California Assn of Professiona 06-2020 LTD	PLACER COUNTY 06-2020	23838 Safety LTD	6/30/2020	\$1,386.50
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0215-000	Group Insurance Payable	\$29.50	\$0.00	
	PURCH 0-000-0215-000	Group Insurance Payable	\$1,357.00	\$0.00	
C273 31628	California Assn of Professiona 06-2020 NS	PLACER COUNTY 06-2020	23839 NSafety LTD	6/30/2020	\$59.00
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0215-000	Group Insurance Payable	\$59.00	\$0.00	
C273 31629	California Assn of Professiona 07-2020 LTD	PLACER COUNTY 07-2020	23840 Safety LTD	6/30/2020	\$1,268.50
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0143-000	Prepaid Expenses	\$29.50	\$0.00	
	PURCH 0-000-0143-000	Prepaid Expenses	\$1,239.00	\$0.00	
C273 31630	California Assn of Professiona 07-2020 NS	PLACER COUNTY 07-2020	23841 NSafety	6/30/2020	\$59.00
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0143-000	Prepaid Expenses	\$59.00	\$0.00	
N115 31631	NGLIC C/O Superior Vision Serv 414916	PLACER COUNTY 07-2020	23842 Vision premiums	6/30/2020	\$952.60
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0143-000	Prepaid Expenses	\$952.60	\$0.00	
P159 31632	PRINCIPAL MUTUAL 31632	PLACER COUNTY July 2020	23843 dental premiums	6/30/2020	\$7,217.08
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0143-000	Prepaid Expenses	\$7,217.08	\$0.00	
S043 31633	Sacramento Area Fire Fighters PP25 UNION 2020	PLACER COUNTY EE Union dues	23844 PP 25	6/30/2020	\$1,926.21
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0218-000	Union Dues Payable	\$1,926.21	\$0.00	
S043 31634	Sacramento Area Fire Fighters PP26 UNION 2020	PLACER COUNTY EE Union dues	23845 PP 26	6/30/2020	\$1,926.21
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0218-000	Union Dues Payable	\$1,926.21	\$0.00	
S233 31635	SPFAOA PP25 SPFAOA 2020	PLACER COUNTY SPFAOA dues	23846 PP 25	6/30/2020	\$75.00
	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 0-000-0218-000	Union Dues Payable		\$75.00	\$0.00
S233 31636	SPFAOA PP26 SPFAOA 2020 Type Account PURCH 0-000-0218-000	PLACER COUNTY SPFAOA dues PP 26 Description Union Dues Payable	23847 \$75.00	6/30/2020	\$75.00 Debit \$75.00 Credit \$0.00
T160 31637	TASC/ Total Admin Service IN1769209 Type Account PURCH 0-000-0215-000	PLACER COUNTY Admin fees Description Group Insurance Payable	23848 \$219.52	6/30/2020	\$219.52 Debit \$219.52 Credit \$0.00
T160 31638	TASC/ Total Admin Service PP25 DC/MR 2020 Type Account PURCH 0-000-0216-000 PURCH 0-000-1550-000 PURCH 0-000-1550-000	PLACER COUNTY EE/ER DC/MR PP 25 Description Flexible Benefits Payable Agency Share Insurance Agency Share Insurance	23849 \$6,380.66	6/30/2020	\$6,380.66 Debit \$1,070.09 \$4,781.14 \$529.43 Credit \$0.00 \$0.00 \$0.00
T160 31639	TASC/ Total Admin Service PP26 DC/MR 2020 Type Account PURCH 0-000-0216-000 PURCH 0-000-1550-000 PURCH 0-000-1550-000	PLACER COUNTY EE/ER DC/MR PP 26 Description Flexible Benefits Payable Agency Share Insurance Agency Share Insurance	23850 \$6,380.66	6/30/2020	\$6,380.66 Debit \$1,070.09 \$4,781.14 \$529.43 Credit \$0.00 \$0.00 \$0.00
T160 31640	TASC/ Total Admin Service IN1787641 Type Account PURCH 0-000-0143-000	PLACER COUNTY Admin fees Description Prepaid Expenses	23851 \$219.52	6/30/2020	\$219.52 Debit \$219.52 Credit \$0.00
U115 31641	U.S. Bank NA Minnesota (PARS T 31641 Type Account PURCH 0-000-1551-000	PLACER COUNTY OPEB Contribution Description OPEB Expense	23852 \$40,000.00	6/30/2020	\$40,000.00 Debit \$40,000.00 Credit \$0.00
V125 31642	Voya Financial Trust Co. PP25 DEF COMP 2020 Type Account PURCH 0-000-0214-000 PURCH 0-000-0214-000	PLACER COUNTY EE/ER Def Comp PP 25 Description 457 Deferred Comp. Payable 457 Deferred Comp. Payable	23853 \$14,716.54	6/30/2020	\$14,716.54 Debit \$13,793.34 \$923.20 Credit \$0.00 \$0.00
V125 31643	Voya Financial Trust Co. PP25 DEF COMP 2020 Type Account PURCH 0-000-0214-000	PLACER COUNTY EE/ER Def Comp PP 25 Description 457 Deferred Comp. Payable	23854 \$250.00	6/30/2020	\$250.00 Debit \$250.00 Credit \$0.00
V125 31644	Voya Financial Trust Co. PP26 DEF COMP 2020 Type Account PURCH 0-000-0214-000 PURCH 0-000-0214-000	PLACER COUNTY EE/ER Def Comp PP 26 Description 457 Deferred Comp. Payable 457 Deferred Comp. Payable	23855 \$13,070.91	6/30/2020	\$13,070.91 Debit \$12,147.71 \$923.20 Credit \$0.00 \$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
A196 28269	Air Automotive Interior Repair 348294 Type Account PURCH 0-000-2222-506	WELLS FARGO OP Truck seats reupholstery Description 2012 F-350 Ambulance	25644 \$350.00	6/4/2020 Debit \$350.00	\$350.00 Credit \$0.00
F163 30133	Fuller, Sean 30133 Type Account PURCH 0-000-2023-000	WELLS FARGO OP DMV physical Description Employee Physicals & Wellness	25645 \$188.00	6/4/2020 Debit \$188.00	\$188.00 Credit \$0.00
G172 31525	Gavin R. Gollnick MAY 20 STIPEND Type Account PURCH 0-000-1005-000	WELLS FARGO OP May stipend Description Extra Help	25646 \$500.00	6/15/2020 Debit \$500.00	\$500.00 Credit \$0.00
P212 31526	Mason D. Powers MAY 20 STIPEND Type Account PURCH 0-000-1005-000	WELLS FARGO OP May stipend Description Extra Help	25647 \$600.00	6/15/2020 Debit \$600.00	\$600.00 Credit \$0.00
P213 31527	Ruslan Pugach MAY 20 STIPEND Type Account PURCH 0-000-1005-000	WELLS FARGO OP May stipend Description Extra Help	25648 \$400.00	6/15/2020 Debit \$400.00	\$400.00 Credit \$0.00
S047 31528	Nadder A. Shehadeh MAY 20 STIPEND Type Account PURCH 0-000-1005-000	WELLS FARGO OP May stipend Description Extra Help	25649 \$400.00	6/15/2020 Debit \$400.00	\$400.00 Credit \$0.00
S048 31529	Zachary T. Steving MAY 20 STIPEND Type Account PURCH 0-000-1005-000	WELLS FARGO OP May stipend Description Extra Help	25650 \$400.00	6/15/2020 Debit \$400.00	\$400.00 Credit \$0.00
A137 31540	ALL STAR FIRE EQUIPMENT 150019 Type Account PURCH 0-000-4511-008 PURCH 0-000-4520-023 PURCH 0-000-4522-009	WELLS FARGO OP Turnouts Description Structure PPE/Gear Structure PPE/Gear Turnouts/PPE 20%	25651 \$31,258.01	6/24/2020 Debit \$25,006.41 \$5,209.67 \$1,041.93	\$31,258.01 Credit \$0.00 \$0.00 \$0.00
A164 31530	ACE HARDWARE 024252 Type Account PURCH 0-000-2225-001	WELLS FARGO OP Spray paint Description 6900 Eureka Road	25652 \$3.75	6/24/2020 Debit \$3.75	\$92.31 Credit \$0.00
31531	024201 Type Account PURCH 0-000-2225-001	Steel wool, sandpaper, etc Description 6900 Eureka Road	\$45.74	Debit \$45.74	Credit \$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
31532	024245	Tylo entry lock	\$19.29		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2225-001	6900 Eureka Road	\$19.29	\$0.00	
31533	024276	Station numbers	\$12.83		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2225-006	4650 East Roseville Parkway	\$12.83	\$0.00	
31626	024279	Extra keys	\$10.70		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2222-205	2001 Ford F-350 Utility U17	\$10.70	\$0.00	
A172	ADVANTAGE GEAR	WELLS FARGO OP 25653	6/24/2020	\$2,509.54	
31534	31676	Shirts, pants, patches	\$640.77		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies	\$623.61	\$0.00	
31535	31723	Shirts, pants, patches	\$986.32		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies	\$986.32	\$0.00	
31536	31813	Shirts, pants, patches	\$523.22		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies	\$523.22	\$0.00	
31537	32655-1	Structure boots	\$376.39		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-4511-008	Structure PPE/Gear	\$376.39	\$0.00	
A173	AIR EXCHANGE INC.	WELLS FARGO OP 25654	6/24/2020	\$656.38	
31539	91602177	Exhaust system maintenance	\$656.38		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2225-003	7070 Auburn Folsom Road	\$656.38	\$0.00	
A211	AUBURN TIRE SERVICE	WELLS FARGO OP 25655	6/24/2020	\$212.11	
31541	119824	Tires	\$212.11		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2222-508	2017 Ford E450 Medix Type III	\$212.11	\$0.00	
B147	BART INDUSTRIES	WELLS FARGO OP 25656	6/24/2020	\$226.19	
31542	551750	Lug nuts	\$68.68		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2222-508	2017 Ford E450 Medix Type III	\$68.68	\$0.00	
31543	554424	Blue def, distilled water	\$157.51		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2222-000	Automotive Repairs/Supplies	\$157.51	\$0.00	
C146	CURTIS L.N. & SONS	WELLS FARGO OP 25657	6/24/2020	\$9,817.40	

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
31547	PINV568539	Pix 3 headlamps	\$2,027.03		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-4511-008	Structure PPE/Gear	\$1,621.62	\$0.00	
	PURCH 0-000-4520-023	Structure PPE/Gear	\$337.84	\$0.00	
	PURCH 0-000-4522-009	Turnouts/PPE 20%	\$67.57	\$0.00	
31548	INV392809	Wildland gloves	\$1,238.74		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-4511-008	Structure PPE/Gear	\$990.99	\$0.00	
	PURCH 0-000-4520-023	Structure PPE/Gear	\$206.46	\$0.00	
	PURCH 0-000-4522-009	Turnouts/PPE 20%	\$41.29	\$0.00	
31549	INV388743	Bags, harnesses, hats, etc	\$6,551.63		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-4511-008	Structure PPE/Gear	\$5,240.84	\$0.00	
	PURCH 0-000-4520-023	Structure PPE/Gear	\$1,092.32	\$0.00	
	PURCH 0-000-4522-009	Turnouts/PPE 20%	\$218.47	\$0.00	
C147	Cascade Healthcare Services LL	WELLS FARGO OP 25658		6/24/2020	\$525.00
31544	T56933	PALS and ACLS renewals	\$525.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2024-000	ParamedicCert.EMT/CPR Cert Classes	\$525.00	\$0.00	
D149	Derotic LLC	WELLS FARGO OP 25659		6/24/2020	\$660.84
31550	HQ-1138	Vehicle data computer	\$660.84		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2222-812	2001 Weststaes Pumper Engine OES 2	\$660.84	\$0.00	
E128	EVO - Emerg Veh Outfitters	WELLS FARGO OP 25660		6/24/2020	\$22,933.49
31551	17107	Freedom light bar	\$2,962.05		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-4476-022	Apparatus Light Bar Upgrade	\$2,962.05	\$0.00	
31552	17108	Comm vehicle buildup	\$19,971.44		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-4510-027	2020 Ford Expedition Command Vehicl	\$982.00	\$0.00	
	PURCH 0-000-4510-028	2020 Ford Expedition Command Vehicle	\$5,594.00	\$0.00	
	PURCH 0-000-4520-038	2020 Ford Expedition Comm. Vehicle	\$11,224.87	\$0.00	
	PURCH 0-000-4522-007	2020 Ford Expedition Command Vehicl	\$2,170.57	\$0.00	
F107	FASIS	WELLS FARGO OP 25661		6/24/2020	\$95,491.00
31553	FASIS-2020-0905	Audit adjustment, 2018-19	\$95,491.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-1315-000	Workmans Comp. Insurance	\$95,491.00	\$0.00	
F109	FOLSOM LAKE FORD	WELLS FARGO OP 25662		6/24/2020	\$1,050.35
31554	FOTS912856	V belts	\$567.87		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2222-603	2008 Ford F550 4x4 Westmark Type 4	\$567.87	\$0.00	
31555	FOTS912219	AC repair	\$482.48		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2222-507	2017 Ford E450 Medix Type III M20	\$482.48	\$0.00	

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
F200	Foothill Fire and WIRE	WELLS FARGO OP	25663	6/24/2020	\$1,395.34
31556	45232	Backup batteries	\$64.84		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-003	7070 Auburn Folsom Road		\$64.84	\$0.00
31557	45320	Qtrly billing fire alarms	\$1,330.50		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-001	6900 Eureka Road		\$151.50	\$0.00
	PURCH 0-000-2225-001	6900 Eureka Road		\$144.00	\$0.00
	PURCH 0-000-2225-003	7070 Auburn Folsom Road		\$237.00	\$0.00
	PURCH 0-000-2225-005	3505 Auburn Folsom Road		\$183.00	\$0.00
	PURCH 0-000-2225-006	4650 East Roseville Parkway		\$255.00	\$0.00
	PURCH 0-000-2225-016	5300 Olive Ranch Road		\$237.00	\$0.00
	PURCH 0-000-2225-028	5840 Horseshoe Bar Rd		\$123.00	\$0.00
G167	GOLD COUNTRY MEDIA	WELLS FARGO OP	25664	6/24/2020	\$962.25
31558	108775	Legal notice Ord 3-2019/20	\$389.98		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2032-000	News Publications & Ads		\$389.98	\$0.00
31559	108777	Legal notice Ord 2-2019/20	\$340.14		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2032-000	News Publications & Ads		\$340.14	\$0.00
31560	108779	Legal notice fire impact fee	\$232.13		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2032-000	News Publications & Ads		\$232.13	\$0.00
G204	Golden State Emergency Vehicle	WELLS FARGO OP	25665	6/24/2020	\$421.55
31561	CI022733	Air horn	\$421.55		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-828	2018 Pierce Engine 18		\$421.55	\$0.00
H130	Hunt and Sons, Inc	WELLS FARGO OP	25666	6/24/2020	\$1,966.31
31570	529620	Gasoline, diesel	\$903.57		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-003	Station 19 Fuel		\$903.57	\$0.00
31571	LATE CHG	Late fee	\$35.25		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-000	Fuel & Oil		\$35.25	\$0.00
31572	529618	Gasoline, diesel	\$1,027.49		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-001	Station 17 Fuel		\$1,027.49	\$0.00
H141	HARRIS INDUSTRIAL GASES	WELLS FARGO OP	25667	6/24/2020	\$498.80
31562	01811657	Cylinder rental	\$219.08		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2130-000	Oxygen		\$219.08	\$0.00

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South Placer Fire District
 CHECK DISTRIBUTION REPORT
 Payables Management

Page: 7
 User ID: kmedeiros

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
31563	01811500	Stainless rods	\$28.02		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$28.02	\$0.00
31564	01810603	Torch lighter	\$11.06		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$11.06	\$0.00
31565	01811536	Cylinder lease	\$48.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2130-000	Oxygen		\$48.00	\$0.00
31566	01811795	Cylinder rental	\$45.17		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2130-000	Oxygen		\$45.17	\$0.00
31567	01811688	Cylinder rental	\$147.47		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2130-000	Oxygen		\$147.47	\$0.00
I121	INLAND BUSINESS SYSTEMS	WELLS FARGO OP	25668	6/24/2020	\$1.88
31573	IN546914	Excess copies	\$1.88		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2121-000	Copy Machine Contract/Maint.		\$1.88	\$0.00
I134	Interwest Consulting Group	WELLS FARGO OP	25669	6/24/2020	\$2,556.88
31574	60301	April services	\$2,556.88		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2043-001	Prevention Consulting Fees		\$2,556.88	\$0.00
J128	JRB Pest and Sanitation	WELLS FARGO OP	25670	6/24/2020	\$335.00
31575	46052	Monthly billing	\$125.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-028	5840 Horseshoe Bar Rd		\$125.00	\$0.00
31576	45593	Monthly billing	\$85.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-016	5300 Olive Ranch Road		\$85.00	\$0.00
31577	45594	Monthly billing	\$125.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-028	5840 Horseshoe Bar Rd		\$125.00	\$0.00
L107	LIFE ASSIST	WELLS FARGO OP	25671	6/24/2020	\$8,217.88
31579	993565	Various supplies	\$2,649.06		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2127-000	Medical Supplies		\$2,096.72	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
31580	1005664	IV catheters, lancets, cuffs	\$685.80		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2127-000	Medical Supplies		\$685.80	\$0.00
31582	1010101	Various supplies	\$3,537.01		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2127-000	Medical Supplies		\$3,537.01	\$0.00
31583	1010306	Various supplies	\$1,732.35		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2127-000	Medical Supplies		\$1,732.35	\$0.00
31584	1010734	Lidocaine, epinephrine, amiod	\$166.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2127-000	Medical Supplies		\$166.00	\$0.00
M101	Mission Uniform Services	WELLS FARGO OP 25672		6/24/2020	\$110.04
31586	512399827	Shop laundry	\$27.51		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls		\$27.51	\$0.00
31587	512447717	Shop laundry	\$27.51		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls		\$27.51	\$0.00
31588	512488971	Shop laundry	\$27.51		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls		\$27.51	\$0.00
31589	512534439	Shop laundry	\$27.51		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls		\$27.51	\$0.00
M167	Municipal Emergency Services (WELLS FARGO OP 25673		6/24/2020	\$2,597.60
31585	IN1464741	Turnout coat & pants	\$2,597.60		
	Type Account	Description		Debit	Credit
	PURCH 0-000-4511-008	Structure PPE/Gear		\$2,597.60	\$0.00
N226	NETWORK DESIGN ASSOC	WELLS FARGO OP 25674		6/24/2020	\$1,007.00
31590	77733	Software subscriptions	\$617.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2122-001	Software Support		\$617.00	\$0.00
31591	77787	IT consulting	\$390.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2122-001	Software Support		\$390.00	\$0.00
P125	PLACER COUNTY WATER	WELLS FARGO OP 25675		6/24/2020	\$156.13
31597	31597	Bi-monthly billing	\$156.13		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2041-001	Water - Station #17		\$156.13	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
P178	PITNEY BOWES GLOBAL FINANCIAL	WELLS FARGO OP	25676	6/24/2020	\$164.55
31596	3103972074	Postage machine lease	\$164.55		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2131-000	Postage/Shipping		\$164.55	\$0.00
P206	Perryman Mechanical, Inc	WELLS FARGO OP	25677	6/24/2020	\$2,167.93
31592	91870-53	AC pressure switch replaced	\$859.85		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-006	4650 East Roseville Parkway		\$859.85	\$0.00
31593	91870-54	Heater maintenance	\$210.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-001	6900 Eureka Road		\$210.00	\$0.00
31594	91870-55	HVAC maintenance	\$819.48		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-001	6900 Eureka Road		\$819.48	\$0.00
31595	91870-56	Flue capon furnace exhaust	\$278.60		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-006	4650 East Roseville Parkway		\$278.60	\$0.00
Q004	Quill Corporation	WELLS FARGO OP	25678	6/24/2020	\$598.38
31598	7605784	Toner	\$139.40		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2129-000	Office Supplies/Computer		\$139.40	\$0.00
31599	7469265	Toner drum	\$428.96		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2129-000	Office Supplies/Computer		\$428.96	\$0.00
31600	7905963	Label tape	\$30.02		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2129-000	Office Supplies/Computer		\$30.02	\$0.00
R115	RIVERVIEW INTERNATIONAL	WELLS FARGO OP	25679	6/24/2020	\$851.10
31606	27657	Oil & fuel filters	\$851.10		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-713	2012 Pierce International BR28		\$851.10	\$0.00
R129	Recology Auburn Placer	WELLS FARGO OP	25680	6/24/2020	\$644.16
31601	62843990	Monthly billing - Sta 15	\$31.17		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$31.17	\$0.00
31602	62845250	Monthly billing - Sta 16	\$31.17		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$31.17	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
31603	62843677	Monthly billing - Sta 17	\$519.48		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$519.48	\$0.00
31604	62856935	Monthly billing - Sta 19	\$31.17		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$31.17	\$0.00
31605	62856919	Monthly billing - Sta 20	\$31.17		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$31.17	\$0.00
S006	Sutter Medical Foundation	WELLS FARGO OP	25681	6/24/2020	\$198.00
31615	TX:1587	Stress test	\$56.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2023-000	Employee Physicals & Wellness		\$56.00	\$0.00
31616	TX:1588	DOT exam	\$142.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2023-000	Employee Physicals & Wellness		\$142.00	\$0.00
S019	South Placer Municipal Utility	WELLS FARGO OP	25682	6/24/2020	\$280.80
31611	31611	Qtrly billing - Sta 18	\$172.80		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2035-000	Sewer		\$172.80	\$0.00
31612	31612	Qtrly billing - Sta 18	\$108.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2035-000	Sewer		\$108.00	\$0.00
S102	Silverado Avionics Inc.	WELLS FARGO OP	25683	6/24/2020	\$352.93
31610	9912	Antenna, adapter	\$352.93		
	Type Account	Description		Debit	Credit
	PURCH 0-000-4520-038	2020 Ford Expedition Comm. Vehicle		\$294.10	\$0.00
	PURCH 0-000-4522-007	2020 Ford Expedition Command Vehicl		\$58.83	\$0.00
S142	SCI Consulting Group	WELLS FARGO OP	25684	6/24/2020	\$2,839.55
31609	C9126	Loomis Assmt admin, FY 20/21	\$2,839.55		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2043-000	Legal/Consulting Fees		\$2,839.55	\$0.00
S145	STERICYCLE INC	WELLS FARGO OP	25685	6/24/2020	\$262.50
31614	3005108465	Monthly billing	\$262.50		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2046-000	Medical Waste Disposal		\$262.50	\$0.00
S163	SACRAMENTO TRUCK CENTER	WELLS FARGO OP	25686	6/24/2020	\$433.00
31607	R009088698:01	Remote throttle diagnostic	\$433.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-818	2004 Spartan HiTec		\$433.00	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
S282	Consolidated Communications In	WELLS FARGO OP	25687	6/24/2020	\$2,359.85
31545	31545	Monthly billing	\$153.05		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2037-000	Telephone	\$153.05	\$0.00	
31546	31546	Monthly billing	\$2,206.80		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2037-000	Telephone	\$2,206.80	\$0.00	
S286	SAMBA Holdings Inc	WELLS FARGO OP	25688	6/24/2020	\$61.16
31608	INV00368175	Driver monitoring	\$61.16		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2023-000	Employee Physicals & Wellness	\$61.16	\$0.00	
S298	Sprint	WELLS FARGO OP	25689	6/24/2020	\$119.24
31613	467197811-151	Monthly billing	\$119.24		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2037-000	Telephone	\$119.24	\$0.00	
T144	TIAA Commercial Finance, Inc	WELLS FARGO OP	25690	6/24/2020	\$2,443.49
31619	7253410	DocuWare	\$2,443.49		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2043-000	Legal/Consulting Fees	\$2,443.49	\$0.00	
T145	Teleflex	WELLS FARGO OP	25691	6/24/2020	\$2,128.24
31617	9502713937	Airtraq WIFI camera	\$1,782.61		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-4464-000	EMS Equipment	\$1,782.61	\$0.00	
31618	9502634534	Airtraq SP	\$345.63		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-4464-000	EMS Equipment	\$345.63	\$0.00	
V114	Verizon Wireless	WELLS FARGO OP	25692	6/24/2020	\$397.23
31621	9855685091	Monthly billing	\$55.14		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2037-000	Telephone	\$55.14	\$0.00	
31622	9855685131	Monthly billing	\$342.09		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2037-000	Telephone	\$342.09	\$0.00	
V123	Veritiv Operating Company	WELLS FARGO OP	25693	6/24/2020	\$25.69
31620	628-33636855	Can liners	\$25.69		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2120-000	Cleaning/Maintenance Supplies	\$25.69	\$0.00	
W121	WITTMAN ENTERPRISES, LLC	WELLS FARGO OP	25694	6/24/2020	\$5,886.48
31624	2005046	May services	\$5,886.48		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2025-000	Ambulance Billing Services	\$5,886.48	\$0.00	

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South Placer Fire District
CHECK DISTRIBUTION REPORT
Payables Management

Page: 12
User ID: kmedeiros

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
W154	Wattco	WELLS FARGO OP	25695	6/24/2020	\$324.75
31623	55215	600 red LED	\$324.75		
	Type	Account	Description	Debit	Credit
	PURCH	0-000-2222-813	2005 Spartan Hi-Tech Type One Engin	\$324.75	\$0.00
W182	Wondries Fleet Group	WELLS FARGO OP	25696	6/24/2020	\$38,136.22
31625	FORD TRANSIT	2020 Ford transit wagon	\$38,136.22		
	Type	Account	Description	Debit	Credit
	PURCH	0-000-4511-030	R-17 Chassis Upgrade to tow RT14 89	\$3,136.22	\$0.00
	PURCH	0-000-4520-037	Ford Transit 8 Pass. Van	\$29,167.00	\$0.00
	PURCH	0-000-4522-006	Ford Transit 8 Pass. Van	\$5,833.00	\$0.00

**SOUTH PLACER FIRE PROTECTION DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF WALDER
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: THURSDAY, JULY 02, 2020
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Authorization Providing for the Collection of Special Tax Measure A for Fiscal Year 2020/21:

Action Requested: Staff recommends approval of the resolution requesting the collection of the Districts Special Tax Measure A by Placer County.

Background: The special tax was passed by South Placer Fire District with 69.2% of the ballots in 1980. The special tax is \$70.00 per residence, \$0.05 per square foot of commercial property, and \$2.00 per acre for vacant land. There is no Consumer Price Index or Cost of Living adjustment to the original tax passed in 1980. At the June 2020 Board meeting the Board authorized the levy of the Special Tax, this resolution will request Placer County to collect the Special Tax for the District.

Impact: Estimated \$702,900 in special tax revenue.

Attachments: Resolution No.1-2020/21.

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

RESOLUTION NO. 1-2020/21

REQUESTING COLLECTION OF CHARGES ON TAX ROLL
FOR TAX YEAR 2020-2021

TAX CODE NUMBER 70000

DIRECT CHARGE NAME Special Tax: Approved by Electorate Vote

Whereas, the South Placer Fire District requests the County of Placer collect on the County tax rolls certain charges which have been imposed pursuant to section 53970 of Chapter 4 of Part 1 of Division 2 of Title 5 of the Government Code by the District, attached hereto, and

Whereas, the County has required as a condition of the collection of said charges that the District/City warrant the legality of said charges and defend and indemnify the County from any challenge to the legality thereof,

Now, Therefore, Be It Hereby Resolved by the Board/Council of District/City that:

1. The Auditor-Controller of Placer County is requested to attach for collection on the County tax rolls those taxes, assessments, fees and/or charges, attached hereto.
2. The District/City warrants and represents that the taxes, assessments, fees and/or charges imposed by the District/City and being requested to be collected by Placer County comply with all requirements of state law, including but not limited to Articles XIII C and XIII D of the California Constitution (Proposition 218).
3. The District/City releases and discharges County, and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by County on the property tax roll of any taxes, assessments, fees and/or charges on behalf of District/City.
4. In consideration for the County's collection of the charge through the County's property tax roll, the District/City agrees to and shall defend, indemnify and hold harmless the County, its officers, agents and employees (the "Indemnified Parties") from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by County of any of District's/City's said taxes, assessments, fees and/or charges requested to be collected by County for District/City, or in any manner arising out of District's/City's establishment and imposition of said taxes, assessments, fees and/or charges. District/City agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of the collection of one of District's/City's taxes, assessments, fees and/or charges, the County may offset the amount of the judgment from any other monies collected by County on behalf of District/City, including property taxes.
5. The District/City agrees that its officers, agents and employees will cooperate with the County by responding to all inquiries referred to District/City by County from any person

concerning the District's/City's taxes, assessments, fees and/or charges, and that District/City will not refer such persons to County officers and employees for response.

6. The District/City agrees to pay the County for the reasonable and ordinary charges to recoup its costs of placement and collection on the tax rolls at the agreed upon rate of 1% of the taxes, assessments, fees and/or charges, as provided by Government Code sections 29304 and 51800.

PASSED AND ADOPTED by the South Placer Fire District Board of Directors this 8th day of July, 2020, by the following vote on roll call:

AYES:

NOES:

ABSTAINED:

ABSENT:

Chris Gibson, DC, President, Board of Directors
South Placer Fire Protection District

ATTEST:

Katherine Medeiros, Secretary, Board of Directors,
South Placer Fire Protection District

**SOUTH PLACER FIRE PROTECTION DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF ERIC G. WALDER
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: THURSDAY, JULY 02, 2020
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: FY 2020/21 Preliminary Budget Review:

Action Requested: Chief recommends review of the preliminary FY 2020/21 Budget.

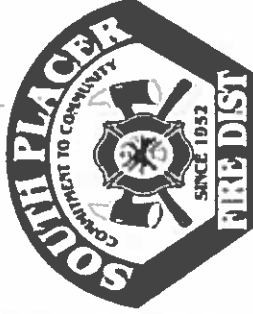
Background: The Board adopted the FY 2020/21 preliminary budget at the June 2020 Board meeting. Since the June 2020 meeting the Chief met with the Board Finance Committee and presented in detail the preliminary budget. The Board Finance Committee had several questions and suggestions for the Chief moving the preliminary budget forward in the process. The budget assumes that the District stays at full staffing throughout the fiscal year with the addition of an Apprentice Mechanic. This preliminary budget includes the Station 18 truck room remodel and a new Type I Engine. Until the final budget is approved in September, the Board will be advised of changes to the preliminary budget as additional expenses and revenue are identified.

Impact: Fiscal Year 2020/21 preliminary budget which will be adjusted for final approval in September 2020. Estimated expenditures in this budget include a spending plan of \$15,316,428.

Attachments: Preliminary FY 2020/21 budget

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

Estimated Revenues 2019-20			
General Revenue		\$12,967,649	
Mitigation Revenue		\$428,000	
CFAA Revenue		\$355,000	
	Total	\$13,750,649	
Estimated Expenditures 2019-20			
Operational Expenditures (salaries, operations, fixed assets)		\$12,389,107	
Capital Expenditures Reserve Account		\$1,859,966	
Capital Expenditures - Capital Facilities General Budget		\$145,650	
Mitigation Expenditures		\$566,705	
CFAA Expenditures		\$355,000	
	Total	\$15,316,428	



Account Number		2019/20 Budget Amount	2019/20 YTD	2020/21 Budget	Percent Change
General Revenues					
6000-0000-001	Secured Property Tax General	\$7,678,797	\$7,297,475	\$7,947,555	3.50%
0-000-6000-002	Unitary & Op Non-Unitary	\$162,363	\$148,327	\$168,046	3.50%
0-000-6000-003	Current Unsecured Property Tax	\$169,968	\$166,152	\$175,917	3.50%
0-000-6000-004	Delinquent Secured Property Taxes	-\$24	\$0	-\$25	3.50%
0-000-6000-005	Delinquent Unsecured Property Tax	\$2,174	\$1,202	\$2,250	3.50%
0-000-6000-006	Current Supplemental Property Tax	\$175,635	\$154,066	\$181,782	3.50%
0-000-6000-008	Delinquent Supplemental Property Tax	\$207	\$0	\$214	3.50%
0-000-6001-000	SPFD Special Tax	\$1,169,443	\$1,112,228	\$1,177,600	0.70%
0-000-6002-000	Loomis Fire Protection & Response Assessment	\$987,366	\$943,681	\$1,024,380	3.75%
0-000-6106-000	Railroad Unitary Tax	\$4,657	\$4,052	\$4,820	3.50%
0-000-6950-000	Interest-County	\$65,000	\$49,078	\$67,275	3.50%
0-000-6957-000	Sect. 5151 Interest Refunded	-\$322	-\$209	-\$333	3.42%
0-000-7000-000	HOPERS Intergovernmental Revenue	\$53,877	\$47,261	\$55,763	3.50%
0-000-8192-000	Ambulance Services	\$1,500,000	\$1,194,811	\$1,750,000	16.67%
0-000-8193-001	Uniform Reimbursement	\$2,000	\$789	\$2,070	3.50%
0-000-8193-009	Other Staffing Reimbursements	\$1,000	\$0	\$1,035	3.50%
0-000-8193-010	Other Miscellaneous	\$80,000	\$48,723	\$82,800	3.50%
0-000-8193-011	Fees For Service & Cost Recovery Charges	\$130,000	\$111,093	\$134,550	3.50%
0-000-8193-014	4850 Reimbursements	\$25,000	\$55,390	\$25,975	3.90%
0-000-8193-015	Cellular Tower Lease	\$85,000	\$77,595	\$87,975	3.50%
0-000-8193-016	MVA Fees	\$3,500	\$0	\$0	
0-000-8193-018	Local/State/Federal Grants	\$28,000	\$0	\$28,000	0.00%
0-000-8300-000	Federal Grant Revenue (SAFER)	\$352,000	\$243,275	\$50,000	
0-000-8372-000	Automotive Fund Mat & Services	\$3,000	\$0	\$0	
	Total General Revenue	\$12,678,641	\$11,654,989	\$12,967,649	2.23%
0-000-8264-001	SPFD Mitigation Interest	\$6,000	\$1,552	\$1,000	-83.33%
0-000-8264-006	Loomis Mitigation Interest	\$4,000	\$2,860	\$1,000	-75.00%
0-000-8267-000	Consolidated Mitigation Fee Revenue	\$400,000	\$346,393	\$420,000	5.00%
0-000-8264-007	Consolidated Mitigation Interest	\$5,000	\$4,409	\$6,000	20.00%
	Total Mitigation Revenue	\$415,000	\$355,214	\$428,000	3.13%
0-000-8300-000	CFAA Revenues (Strike Teams)				
	Total CFAA Revenue	\$355,000	\$122,356	\$355,000	
	Total Budget With Mitigation Fees & CFAA Revenues	\$13,448,641	\$12,132,559	\$13,750,649	2.20%

OPERATIONAL EXPENDITURES					
Account Number		2019/20 Budget Amount	2019/20 YTD	2020/21 Budget	Percent Change
Personnel Salaries and Benefits					
1018-43-00	Salaries & Wages	\$5,540,177	\$4,226,895	\$5,583,558	0.78%
1004	Sellback/Admin. & FF's	\$190,000	\$194,619	\$200,000	5.26%
1005	Intern FF/Board/App FF/PT	\$50,000	\$67,730	\$15,000	-70.00%
1006	Callback/Overtime-Firefighter	\$930,000	\$1,590,520	\$1,050,000	12.90%
1007	Comp For Absence/Illness	\$25,000	\$68,181	\$20,000	-20.00%
1008	Out of Grade Pay	\$2,500	\$5,863	\$2,000	-20.00%
1015	Other Payroll	\$9,000	\$1,060	\$9,000	0.00%
1016	Volunteer Length of Service Award	\$500	\$1,000	\$1,000	100.00%
1300	PERS Retirement	\$820,000	\$698,918	\$869,318	6.01%
1302	PERS Lump Sum Payment	\$510,913	\$510,913	\$666,000	30.35%
1305	Employer 457 Def. Comp. Match	\$25,000	\$20,357	\$25,000	0.00%
1301	Employment Taxes (FICA/Medicare/SUI)	\$105,000	\$91,656	\$105,000	0.00%
1315	Workmans Comp. Insurance	\$460,976	\$454,266	\$535,349	16.13%
1550	Agency Share Insurance	\$863,668	\$680,143	\$1,225,773	41.93%
1551	OPEB Contribution	\$40,000	\$0	\$40,000	0.00%
1552	COP Debt Service	\$354,020	\$122,010	\$365,610	3.27%
2010	Labor Legal	\$30,000	\$27,657	\$55,000	83.33%
2017	Uniform Allowance/Cell Phone	\$66,000	\$58,335	\$66,000	0.00%
2019	Employees Assistance Program	\$7,000	\$6,471	\$6,500	-7.14%
	Total Salaries/Benefits	\$10,029,754	\$8,826,594	\$10,840,108	8.08%
CFAA Expenditures (Strike Teams) Estimates					
8197-001	Personnel Overtime	\$300,000	\$112,182	\$300,000	0.00%
8197-002	Administration Costs	\$25,000		\$25,000	
8197-003	Apparatus	\$20,000		\$20,000	
8197-004	FICA & FASIS Reimbursement	\$10,000		\$10,000	
	Total CFAA Expenditures	\$355,000	\$112,182	\$355,000	0.00%
	Total Salaries and Benefits including CFAA Est.	\$10,384,754	\$8,938,776	\$11,195,108	
	1 Fire Chief	3 Shift Battalion Chiefs		1 Volunteer Firefighter	
	1 /Personnel/Operations - Deputy Chief	15 Captains		5 Intern Firefighters	
	1 Community Risk Reduction/Fire Facilities Division Chief	11 Paramedic Engineers			
	0 EMS/Safety Officer	4 Engineers			
	0 Training Chief	12 Paramedic Firefighters		1 Volunteer Positions	
	1 Business Manager	3 Apprentice Firefighters			
	1 Prevention Specialist/Admin. Assistant	6 SAFER Paramedic Firefighters			
	1 Journeyman Mechanic				
	1 District Secretary-Part Time				
	1 Apprentice Mechanic				

[illegible]

Service & Operations Cont.					
2221	Radio Repair	\$10,000	\$7,926	\$10,000	0.00%
2222	Automotive Repairs/Supplies	\$118,000	\$80,653	\$114,000	-3.39%
2225	Facilities Maintenance	\$104,886	\$94,682	\$93,000	-11.33%
2226	SCBA Maintenance	\$15,000	\$3,599	\$6,000	-60.00%
2228	Turnout Clothing Maint.	\$8,000	\$2,365	\$5,000	-37.50%
2229	Extinguisher Service/Repair	\$900	\$0	\$900	0.00%
2523	Outside Services	\$1,200	\$1,588	\$1,200	0.00%
8510 + 4521	Bad Debt Expense	\$50,000	\$0	\$50,000	0.00%
Total Service & Operations		\$1,521,417	\$1,225,663	\$1,483,119	-2.52%

Fixed Assets		2019/20 Budget	2019/20 YTD	2020/21 Budget
4456	Facilities			
	Decon Sink Sta#20	\$28,533	\$11,898	\$700
	Replace Washing Machine Sta #20			\$600
	Replace Kitchen Faucet - Sta#19			\$500
	Stainless Steel Protection for Counter Sta#19			\$400
	Hedge Trimmer B&D 40 volt STA #19			\$125
	Fans Sleeping Weight Rooms Sta#18			\$2,700
	Coffee Machine Sta#17			\$600
	Toolbox with Rollers Sta#16			\$950
	Dolly/Wheelbarrow Sta #15			\$250
	Hedge Trimmer Sta#15			\$125
	Free Motion Cable Exercise Machines (2)			\$6,000
	Stair Climber (1)			\$4,100
4462	Firefighting Equipment	\$10,052	\$1,281	
	Water Appliances and Nozzles			\$5,536
	Misc Firefighting Equipment			\$3,722
4464	EMS Equipment	\$8,500	\$6,260	
	Trauma Bags, Intubation Bags, Med Kit			\$2,500
4465	Office, Telephone & Computer Equipment	\$28,000	\$23,004	
	Workstation/Laptop Upgrades-89%			\$6,542
	MDC/Vehicle Computers T17 -89%			\$4,450
4469	VHIF Radio, & Communications	\$10,000	\$0	
	Radios, Accessories - 89%			\$8,900
4470	Shop Equipment	\$700	\$3,986	
4472	Training/Operations Equipment	\$15,500	\$9,206	\$10,680
4475	Rescue Equipment	\$5,000	\$7,054	
	Ropes, Harnesses, Stokes			\$5,000
4476	Apparatus Up-Grades	\$20,500	\$2,524	
	Stripping and Branding Training Van			\$1,500
	Total Fixed Assets	\$126,785	\$65,213	\$65,880

Mitigation Expenditures					
SPFD MITIGATION ACCOUNT EXPENDITURES					
4520	New Type I Engine	2019/20 Budget	2019/20 YTD	2020/21 Budget	
	Holmatro Spider Pump Reserve Eng 20%			\$27,437	
	Holmatro Cross Ram T17 20%			\$2,000	
	SPFD Mitigation Expenditures			\$400	
				\$29,837	
LFD MITIGATION ACCOUNT EXPENDITURES					
		2019/20 Budget	2019/20 YTD	2020/21 Budget	
	Station 18 Truck Room Remodel	\$117,097	\$67,130		\$101,011
	LFD Mitigation Expenditures				\$101,011
		2019/20 Budget	2019/20 YTD	2020/21 Budget	
CONSOLIDATED MITIGATION EXPENDITURES					
4523-001	Rescue Task Force Response	\$1,210	\$0		
	Front/Rear/Side Level III Frag Coating (21)			\$7,600	
	Grey Plate Carrier (21)			\$3,200	
	Fire ID Velco Patch (21)			\$230	
	5 11 UCR Sling PACK (6)			\$750	
	Patient Quick Drag Litter			\$150	
	Balistic Helmet			\$9,500	
4523-002	Fire Investigations				
	Investigation Team Equipment			\$7,991	
4523-003	Firefighting Equipment				
	Key 3" Hose all Apparatus			\$26,748	
	Brute Expander Hose Coupler and Supplies			\$6,000	
	28' Ladder for Engine 17			\$2,429	
	Key 2.5" hose for all Engines			\$14,980	
4523-004	Shop				
	Brake Press			\$600	
	Laptop - Apparatus Software Capable			\$3,000	
4523-005	IT				
	Workstation/Laptop Upgrades-11%			\$809	
	MDC/Vehicle Computers T17 - 11%			\$550	
4523-006	Radios				
	BK P150 CMD II Portable Radios			\$25,000	
	Radio Equipment - 11%			\$1,100	
4523-009	Station 18				
	Holmatro Cross Ram E 18 -11%			\$220	
4523-010	Turnouts				
	Firefighting PPE			\$11,000	
4523-011	Apparatus				
	New Type I Engine			\$314,000	
	Consolidated Mitigation Expenditures			\$435,857	
	Total Mitigation Expenditures			\$566,705	

**SOUTH PLACER FIRE PROTECTION DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF ERIC G. WALDER
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: THURSDAY, JULY 02, 2020
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Station 18 New Truck Room Update:

Action Requested: Chief recommends discussion on the proposed project and progress made to date.

Background: The Station 18 new truck room project was approved by the Board to move forward at the November 2019 Board meeting. The architect has been given the approval to move forward with developing construction documents from the schematic design. There will be a final review of the project plans with the facilities committee and then the documents will be ready to go to bid. The Town of Loomis sent the Design review out to interested parties in the Town of Loomis, before the Covid-19 pandemic the project was slated to be on the Town of Loomis Councils meeting agenda in April. At the May 2020 Board meeting the Board put the project on hold until the full ramifications of the COVID-19 pandemic become apparent on the Districts budget, short term and long term. The Board did give direction to bring the project through the Town of Loomis Planning Commission process and the design to a bid ready package. The Chief will give an update on progress made to date.

Impact: Informational

Attachments: None

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

**SOUTH PLACER FIRE PROTECTION DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF ERIC G. WALDER
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: THURSDAY, JULY 02, 2020
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Hazardous Vegetation Enforcement MOU:

Action Requested: Staff recommends action to authorize the Chief to enter into the MOU agreement with Placer County over hazardous vegetation enforcement.

Background: In April 2020 Placer County adopted an ordinance known as the Hazardous Vegetation and Combustible Material Abatement Ordinance. The ordinance authorizes the Chiefs of Fire Districts within the County to enforce the standards of the ordinance. The County requests that the District finalize and memorialize their roles in the enforcement of the ordinance by entering into a memorandum of understanding.

Impact: Increase enforcement successes and reduce fire danger within the District.

Attachments: Memorandum of Understanding, Haz Vegetation Exhibits A, B, and C, and Draft Haz Vegetation Enforcement Process Diagram

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

EXHIBIT A

Before the Board of Supervisors County of Placer, State of California

In the matter of: Repeal and Replacement of Placer
County Code Chapter 9, Article 9.32, Part 4 Related to
Hazardous Vegetation and Combustible Material
Abatement

Ordinance No.: 6015-B

Introduced: April 07, 2020

The following Ordinance was duly passed by the Board of Supervisors of the County of Placer
at a regular meeting held April 21, 2020, by the following vote:

Ayes: WEYGANDT, HOLMES, UHLER, GUSTAFSON, GORE

Noes: NONE

Absent: NONE

Signed and approved by me after its passage.


Chair, Board of Supervisors

Attest:


Clerk of said Board

THE BOARD OF SUPERVISORS OF THE COUNTY OF PLACER ORDAINS AS FOLLOWS:

Section 1. Placer County Code Chapter 9, Article 9.32, Part 4 is hereby repealed in its entirety
and replaced as follows:

Part 4. Hazardous Vegetation and Combustible Material Abatement

9.32.120 Title.

This part shall be known as, and may be cited or referred to as, the "Hazardous Vegetation
and Combustible Material Abatement Ordinance."

9.32.130 Purpose.

The purpose of this part is to provide for the removal of hazardous vegetation and combustible material from parcels in the unincorporated areas of the county so as to reduce the potential for fire and to promote the public health, safety and welfare of the community.

The board of supervisors makes the following findings:

A. It is the intent of the board of supervisors that this part shall apply to the abatement of hazardous vegetation and combustible material on unimproved and improved parcels in the unincorporated area;

B. Placer County generally has a climate conducive to wildfires and is prone to periodic dry summers and wind events. Many of the county's native and non-native plant species can be highly flammable during normal dry periods and have contributed to significant wildfires within the county. Increasingly dry summers and severe wind events further exacerbate the fire danger and have the potential to result in catastrophic fire losses to life, property and the environment;

C. Placer County has a diverse and complex landscape, including mountainous areas and forest-covered, oak tree-covered, brush-covered, and grass-covered lands that are home to many rare and sensitive plant and animal species;

D. Of paramount importance to the board of supervisors and the citizens of Placer County is the protection of lives and property from the threat of fire and the safety of fire and law enforcement personnel during wildfires;

E. It is the purpose of this part to establish a hazardous vegetation and combustible material abatement program that protects the lives and property of the citizens of Placer County while at the same time protecting rare and sensitive plant and animal species and the environment; and

F. The board of supervisors finds that hazardous vegetation and combustible material pose a danger to the health, safety and welfare of Placer County residents for the reasons set forth above. Therefore, all hazardous vegetation or combustible material located on real property within the unincorporated area of the county of Placer is deemed a public nuisance and poses a hazard to the safety of residents and the public generally.

9.32.140 Authority.

The board of supervisors enacts this ordinance pursuant to California Health and Safety Code Sections 14930 and 14931 concerning the abatement of hazardous vegetation and combustible material; and California Government Code Sections 25845 and 25845.5 regarding the abatement of nuisances and establishment of real property liens.

9.32.150 Definitions.

The following definitions apply to this part:

"Abate" and/or "abatement" means an act used to remove, destroy, eliminate, seize, impound, or any action taken to mitigate a public nuisance.

"Abatement costs" means any and all costs incurred by the county of Placer to abate the hazardous vegetation or combustible material on any property pursuant to this part, including physical abatement costs, administrative and staff time costs, contractor costs, and any additional actual costs incurred for the abatement proceeding, including hearing officer costs. Abatement costs shall be deemed incurred by the county even if the county's obligation to pay such costs is contingent upon the county's receipt of funds from the owner of the parcel subject to abatement. Contractor costs shall include the costs of public agencies performing any work, task, or action authorized by this part pursuant to an agreement with the county.

"Combustible material" means rubbish, litter or material of any kind other than hazardous vegetation that is flammable and endangers the public safety by creating a fire hazard.

"County fire warden" means the fire warden of the county of Placer or designee.

"Enforcement official" means the county fire warden, the chiefs of all fire protection districts within unincorporated Placer County, the Placer County community development/resource agency (CDRA) director, the Placer County chief building official, such other officers as are designated by the board of supervisors, or any of their respective designees.

"Hazardous vegetation" means vegetation that is flammable and endangers the public safety by creating a fire hazard, including but not limited to seasonal and recurrent weeds, stubble, brush, dry leaves, etc.

"Improved parcel" means a portion of land identified by an assessor's parcel number upon which a structure is located.

"Person" means natural person or other legal entity.

"Structure" means any dwelling, house, building or other type of flammable construction attached to or near any other structure.

"Unimproved parcel" means a portion of land identified by an assessor's parcel number upon which no structure is located.

9.32.160 Duty to abate hazardous vegetation and combustible material.

It shall be the duty of every owner, occupant, and person in control of any improved or unimproved parcel of land or interest therein, which is located in the unincorporated territory of the county of Placer, to abate therefrom, and from all private roadways, all combustible material and hazardous vegetation constituting a fire hazard that may endanger or damage neighboring property.

The requirements of this section will generally be satisfied if the following minimum requirements are met:

- A. For improved parcels:
 1. Maintain one hundred foot (100') defensible space around all buildings/structures.
 - a. Annual grasses and weeds need to be maintained at four inches or less.
 - b. Tree branches need to be limbed up six feet from the ground.
 - c. Shrubs need to be maintained.
 - d. Non-ornamental climbing vines must be removed from trees and structures.
 2. Maintain a ten foot (10') minimum clearance next to the roadside; more may be required.
 3. Remove all portions of trees within ten feet (10') of chimney and/or stovepipe outlets.
 4. Maintain trees adjacent to or overhanging a structure free of dead/dying wood.
 5. Maintain the roof of any structure free of leaves, needles, or other dead/dying wood.
 6. Install a spark arrester on all chimneys attached to any appliance or fireplace that burns solid fuel.
 7. Provide minimum four inch high street address numbers that are clearly visible from the roadside.
 - a. The address numbers shall be posted on the house.
 - b. If the house sits back from the street, post the address at the beginning of the driveway and on the house.
 - c. Address numbers shall be either a minimum four inches high, reflectorized, and contrast with their background or a minimum five inches high and contrast with their background.
 8. Remove any hazardous vegetation constituting an extreme fire hazard, as determined by the enforcement official.

B. For unimproved parcels:

1. Any portion of an unimproved parcel within one hundred feet (100') of structures on neighboring parcels shall comply with Section 9.32.160(A)(1) above;

2. Flammable vegetation and other combustible growth within ten feet (10') of roadway frontage shall be removed;

3. All trees within ten feet (10') of roadway frontage must be pruned to at least six feet above grade; and

4. Any hazardous vegetation constituting an extreme fire hazard, as determined by the enforcement official, shall be removed.

C. The enforcement official may require more clearance distance than specified herein for the protection of public health, safety or welfare or the environment.

D. The determination for appropriate clearance distances will be made based upon a visual inspection of the parcel and shall consider all factors that place the property or structure(s) at risk from an approaching fire. These factors shall include local weather conditions, fuel type(s), topography, and the environment where the property or structure(s) is located.

E. Ornamental landscaping, including green perennial lawns, plants, shrubs, and bushes, are exempt from this part unless, in the judgment of the enforcement official, they create a means of rapidly transmitting fire from native growth to any structure.

9.32.170 Enforcement, inspection and authority to enter property.

A. For the purpose of enforcing or administering this part, the enforcement official may enter any real property for the purpose of inspecting the property or for summary abatement proceedings whenever the enforcement official is informed or has reasonable cause to believe that hazardous vegetation or combustible material exists, constituting a condition dangerous or injurious to the health or welfare of the public, is a public nuisance or is otherwise in violation of this part.

B. No person shall interfere with the entry of the enforcement official in the official course and scope of his duty.

9.32.180 Summary abatement proceedings.

In addition to the authority granted by law to the enforcement official in exigent situations, and pursuant to California Health and Safety Code Section 14930 and California Government Code Section 25845, the enforcement official is authorized to enter real property and summarily abate any public nuisance determined by the enforcement official to constitute an immediate threat to public health or safety without prior notice or hearing.

9.32.190 Abatement proceedings.

A. Notice of Violation and Order to Abate. If the enforcement official determines that any real property is being maintained or permitted to exist in a manner prohibited by this part, the enforcement official shall issue a written notice to the property owner and any known person in possession of the property, of the violation and order the hazardous vegetation or combustible material to be immediately abated. The notice of violation and order to abate ("notice/order") shall specify the corrective actions required to be taken and order the property owner and any known person in possession to abate the hazardous vegetation or combustible material within thirty (30) calendar days and state that the failure to bring the real property into compliance with this part could subject the owner or persons in possession to civil, administrative and criminal penalties. Furthermore, the notice/order shall inform the property owner and any known person in possession of the opportunity to appear before and be heard by a hearing officer prior to abatement by the county. The failure of the notice/order to set forth all required contents shall not affect the validity of the abatement proceedings.

B. Manner of Giving Notice. The enforcement official shall cause a copy of the notice/order to be mailed or otherwise delivered to all persons known to be in possession of the property and to the property owner as such person's name and address appear on the last county equalized assessment roll. If the address is unknown, that fact shall be so stated and the notice shall be posted at the property. Service by mail shall be deemed complete at the time of deposit in the U.S. mail. The failure of any person in possession or owner of the property to receive such notice shall not affect the validity of these proceedings.

C. Appeals Hearing.

1. Request for Hearing. Any person who is adversely affected by the notice/order may appeal the determination to a hearing officer appointed by the county pursuant to California Government Code Section 27720.

a. The request for a hearing must be made in writing and submitted to the enforcement official within fifteen (15) calendar days of the postmark on the notice/order or the date of posting. Timely appeal shall stay any further action for abatement until the date set for hearing. Failure to timely appeal the notice/order shall constitute a failure to exhaust administrative remedies.

b. If no request for a hearing is timely made, the board of supervisors herein declares that abatement of the hazardous vegetation or combustible material shall have been deemed ordered by the board of supervisors as of the date of the postmark of the notice/order or the date of posting.

2. Hearing. Upon timely written request by the recipient of the notice/order, a hearing shall be scheduled with the hearing officer with notice thereof mailed or otherwise delivered to the requesting person at least fifteen (15) calendar days before the scheduled hearing. The failure of any owner or occupant to receive such notice shall not affect the validity of the proceedings.

a. At the time fixed in the notice of hearing, the hearing officer shall receive evidence from the enforcement official and the owner or person in possession of the real property in violation, or their representatives and any other concerned persons who may desire to present oral or documentary evidence regarding the conditions of the real property or other relevant matter, if such persons are present at the hearing. In conducting the hearing, the hearing officer shall not be limited by the technical rules of evidence. Failure of the owner or person in possession to appear shall not affect the validity of the proceedings or order issued thereon.

b. Upon conclusion of the hearing, the hearing officer shall make his/her decision and in the event he/she so concludes, may declare the conditions on the real property to be in violation of this part and to constitute a public nuisance. The hearing officer may direct the owner or person in possession to abate the hazardous vegetation or combustible material within ten (10) calendar days after mailing and posting of the hearing officer's decision. The order shall include notice that if the hazardous vegetation or combustible material is not abated as directed within ten (10) calendar days, the enforcement official may abate the hazardous vegetation or combustible material and the abatement costs shall be a lien and a special assessment against the real property. The hearing officer's decision and order shall be final and conclusive.

D. Abatement of Hazardous Vegetation or Combustible Material by Enforcement Official. If, at the end of the time allowed for compliance in the original notice/order issued pursuant to Section 9.32.190(A), or as set forth in an order issued by the hearing officer after a timely request for hearing pursuant to Section 9.32.190(C), compliance has not been accomplished as directed, the enforcement official may remove the hazardous vegetation or other combustible material, or may cause the removal to be carried out by a private contractor selected in accordance with applicable statutes and county procurement policies.

9.32.200 Abatement cost recovery.

A. Account of Costs and Receipts. The enforcement official will keep an itemized account of the costs of enforcing the provisions of this part.

B. Demand and Notice of Proposed Special Assessment. Upon completion of abatement, the enforcement official shall prepare a notice to be served as provided in Placer County Code Section 17.62.080(A), specifying:

1. The work done;
2. An itemized account of the costs and receipts of performing the work, including both the costs of physically abating the nuisance and the county's administrative costs related to enforcement of this part;
3. A street address, assessor's parcel number, legal description, or other description sufficient to identify the premises;
4. A demand for payment of all abatement costs within thirty (30) days after service of the notice;
5. A statement that failure to pay all abatement costs within said thirty (30) day period may result in the levy of a special assessment in that amount against the subject property;
6. The time and place where the enforcement official will submit the account to the board of supervisors for confirmation. The time and place specified shall be not less than thirty (30) days after service of the notice;
7. A statement that the board of supervisors will hear and consider objections and protests to said account and proposed special assessment.

C. Hearing on Account and Proposed Special Assessment. At the time and place fixed in the notice, the board of supervisors will hear and consider the account and proposed special assessment, together with objections and protests thereto. At the conclusion of the hearing, the board may make such modifications and revisions of the account and proposed special assessment as it deems just, and may order the account and proposed special assessment confirmed or denied, in whole or in part, or as modified and revised. The determination of the board as to all matters contained therein is final and conclusive.

D. Notice of Lien. Upon confirmation of a special assessment by the board, the enforcement official shall notify the property owner by certified mail, return receipt requested, of the amount of the lien confirmed by the board and shall have recorded in the office of the county recorder of Placer County a notice of lien. The notice of lien shall contain:

1. A street address, assessor's parcel number, legal description, and/or other description sufficient to identify the premises;
2. A description of the proceeding under which the special assessment was made, including the order or resolution of the board confirming the special assessment;
3. The amount of the special assessment;
4. A claim of lien upon the described premises.

E. Lien. Upon the recordation of a notice of lien, the amount claimed shall constitute a lien upon the described premises, pursuant to California Government Code Section 25845. Such lien shall be at a parity with the liens of state and county taxes.

F. Collection with Ordinary Taxes. After recordation, the notice of lien shall be delivered to the county auditor, who will enter the amount of the lien on the assessment roll as a special assessment. Thereafter the amount set forth shall be collected at the same time and in the same manner as ordinary county taxes, and shall be subject to the same penalties and the same procedures and sale in case of delinquency as are provided for ordinary county taxes; all laws applicable to the levy, collection and enforcement of county taxes are hereby made applicable to such special assessment.

9.32.210 Other remedies.

The provisions of this part are to be construed as an added remedy of abatement and not in derogation of any other administrative, civil or criminal actions or proceedings or remedies otherwise provided by law.

A. Alternative Administrative Proceedings. In addition to or in lieu of the abatement proceedings provided for in this part, the enforcement official may enforce the duty to abate hazardous vegetation and combustible material in Section 9.32.160 above through the administrative citation and hearing process set forth in Placer County Code Section 17.62.180.

B. Civil Actions.

1. Injunctive Relief and Abatement. Whenever, in the judgment of the enforcement official, any person is engaged in or about to engage in any act or practice which constitutes or will constitute a violation of any provision of this part or notice or order issued pursuant hereto, the enforcement official may request the county counsel or district attorney to commence proceedings for the abatement, removal, correction and enjoinder thereof, and requiring the violator to pay civil penalties and/or abatement costs or in addition, be subject to criminal prosecution.

2. Civil Remedies and Penalties. Any owner or person in possession of real property who willfully violates the provisions of this part or any notice or order issued pursuant hereto shall be liable for a civil penalty not to exceed one thousand dollars (\$1,000.00) for each day or portion thereof that the violation continues to exist. In determining the amount of the civil penalty to impose, the court shall consider all relevant circumstances, including, but not limited to, the extent of the harm caused by the conduct constituting a violation, the nature and persistence of such conduct, the length of time over which the conduct occurred, the assets, liabilities, and net worth of the violator, whether corporate or individual, and any corrective action taken by the violator.

C. Criminal Actions.

1. It shall be unlawful for any person to violate any provision of this part. Any person violating any provision of this part shall be deemed guilty of an infraction or misdemeanor as hereinafter specified. Such person shall be deemed guilty of a separate offense for each and every day or portion thereof during which any violation of any provision of this part is committed, continued or permitted.

2. Any person so convicted shall be guilty of an infraction offense and punished by a fine not exceeding one hundred dollars (\$100.00) for a first violation; guilty of an infraction offense and punished by a fine not exceeding two hundred dollars (\$200.00) for a second violation on the same site and perpetrated by the same person. The third and any additional violations on the same site and perpetrated by the same person shall constitute a misdemeanor offense and shall be punishable by a fine not exceeding one thousand dollars (\$1,000.00) or six months in jail, or both. Payment of any penalty herein shall not relieve a person from the responsibility for correcting the violation. Notwithstanding the above, a first or second offense may be charged as a misdemeanor.

D. Treble Damages. Upon a second or subsequent civil or criminal judgment for a violation of this part within a two-year period the violator shall be liable to the county of Placer for treble the abatement costs, in accordance with Government Code Section 25845.5.

E. Notice of Noncompliance. Whenever a notice/order has been issued, the enforcement official may record a notice of noncompliance with the office of the county recorder of Placer County and shall notify the owner of the property of such action. The notice of noncompliance shall describe the property, shall set forth the noncomplying conditions, and shall state that any abatement costs incurred by the county as a result of the violation of this part may be specially assessed as a lien on the property and that the owner has been so notified.

9.32.220 Authority to promulgate reasonable rules and regulations.

The board of supervisors may adopt, by resolution, reasonable rules and regulations to enforce, interpret, and carry out the provisions of this part. Such rules may vary among different

areas within the county. A copy of any such rules and regulations shall be kept on file with the clerk of the board.

9.32.230 No duty to enforce.

Nothing in this part shall be construed as imposing on any enforcement official, the county of Placer, any special district or other public agency any duty to issue a notice of violation or order to abate, nor to abate any violations of this part, and neither the enforcement official, nor the county, nor any special district or other public agency shall be held liable for failure to take such actions.

9.32.240 Severability.

This part and the various sections and clauses thereof are hereby declared to be severable. If any sentence, paragraph, section or clause is adjudged unconstitutional or invalid, the remainder of this part shall not be affected thereby. The board of supervisors hereby declares that it would have passed this part and each section thereof, regardless of the fact that one or more sections thereof be declared unconstitutional or invalid.

Section 2. This ordinance shall take effect and be in full force thirty (30) days after the date of its passage. The Clerk is directed to publish this ordinance, or a summary thereof, within fifteen (15) days in accordance with Government Code Section 25124.

EXHIBIT B
INDEMNIFICATION AND INSURANCE REQUIREMENTS

1) HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

The DISTRICT hereby agrees to protect, defend, indemnify, and hold PLACER COUNTY free and harmless from any and all losses, claims, liens, demands, and causes of action of every kind and character including, but not limited to, the amounts of judgments, penalties, interest, court costs, legal fees, and all other expenses incurred by PLACER COUNTY arising in favor of any party, including claims, liens, debts, personal injuries, death, or damages to property (including employees or property of the COUNTY) and without limitation by enumeration, all other claims or demands of every character occurring or in any way incident to, in connection with or arising directly or indirectly out of, the MOU. DISTRICT agrees to investigate, handle, respond to, provide defense for, and defend any such claims, demand, or suit at the sole expense of the DISTRICT. DISTRICT also agrees to bear all other costs and expenses related thereto, even if the claim or claims alleged are groundless, false, or fraudulent. This provision is not intended to create any cause of action in favor of any third party against DISTRICT or the COUNTY or to enlarge in any way the DISTRICT's liability but is intended solely to provide for indemnification of PLACER COUNTY from liability for damages or injuries to third persons or property arising from DISTRICT's performance pursuant to this MOU.

As used above, the term PLACER COUNTY means Placer County or its officers, agents, employees, and volunteers.

2) INSURANCE:

It is agreed that DISTRICT and COUNTY shall each maintain at all times during the performance of this MOU insurance coverage or self-insurance in the amounts of not less than One Million Dollars (\$1,000,000) to cover all of their operations. Specifically, but not limited to not less than One Million Dollars (\$1,000,000) general liability, One Million Dollars (\$1,000,000) automobile liability, One Million Dollars (\$1,000,000) workers' compensation, and One Million Dollars (\$1,000,000) professional liability (E&O).

EXHIBIT C GENERAL PROVISIONS

1. ENTIRE AGREEMENT.

This MOU and any attachments hereto constitute the sole, final, complete, exclusive and integrated expression and statement of the terms and conditions of the agreement among the Parties hereto concerning the subject matter addressed herein, and supersede all prior negotiations, representations or agreements, oral or written, that may be related to the subject matter of this MOU.

2. EXHIBITS.

Any and all exhibits referred to in and/or attached to this MOU are hereby incorporated into this MOU as if set forth in full herein.

3. AMENDMENTS.

No revision or amendment to this MOU shall be valid unless made in writing and signed by duly authorized representatives of all Parties.

4. FURTHER ASSURANCES.

From time to time, either Party, at the request of the other Party, and without further consideration, shall execute and deliver further instruments and take such other actions as the requesting Party may reasonably require to complete more effectively the transactions contemplated by this MOU.

5. TIME OF THE ESSENCE.

Time is of the essence with respect to the obligations to be performed under this MOU.

6. SUCCESSORS IN INTEREST.

The covenants herein contained shall apply to and bind the successors and assigns (to the extent assignment is permitted) of the Parties hereto.

7. NO THIRD PARTY BENEFICIARY.

This MOU is made and entered into for the sole protection and benefit of the Parties and their successors and assigns. This MOU is not intended to, and shall not be construed to, create any right on the part of any third party to bring any action or otherwise enforce any of its terms.

8. STATUS OF EMPLOYEES.

All persons performing services for District shall be solely employees or contractors of District and not employees of County, except those persons expressly and directly employed by County. Furthermore, District is not an agent of County.

9. CONSTRUCTION AND INTERPRETATION.

It is agreed and acknowledged by the Parties that the provisions of this MOU have been arrived at through negotiation, and that each of the Parties has had a full and fair opportunity to review the provisions of this MOU and to have such provisions reviewed by legal counsel. Therefore, the normal rule of construction that any ambiguities are to be resolved against the drafting party shall not apply in construing or interpreting this MOU.

10. CAPTIONS.

The captions in this MOU are for convenience only and shall not be deemed to be relevant in resolving any question of interpretation or construction of any section or paragraph of this MOU. All references to section numbers refer to sections in this MOU.

11. COUNTERPARTS.

This MOU may be executed in counterparts, each of which shall be deemed an original, and all of which when affixed together shall constitute but one and the same instrument.

12. SEVERABILITY.

The invalidity of any term or provision of this MOU as determined by a court of competent jurisdiction shall in no way affect the validity of any other provision hereof. Each remaining term and provision of this MOU shall be valid and enforceable to the fullest extent permitted by law.

13. WAIVER.

The failure of any Party to insist upon strict performance of any of the terms, covenants, or conditions of this MOU shall not be deemed a waiver of any right or remedy that said Party may have, and shall not be deemed a waiver of said Party's right to require strict performance of all terms, covenants, and conditions thereafter, nor a waiver of any remedy for the subsequent breach of any of the terms, covenants or conditions.

14. FORCE MAJEURE.

If any Party hereto shall be delayed or prevented from the performance of any act required hereunder by reason of acts of God, strikes, lockouts, labor troubles, inability to procure materials, or other cause without fault and beyond the control of the Party obligated (financial inability excepted), performance of such act shall be excused for the period of the delay and the period for the performance of any such act shall be extended for a period equivalent to the period of such delay.

15. LEGAL JURISDICTION.

The Parties hereto expressly agree that this MOU shall be governed by, interpreted under and construed and enforced in accordance with the laws of the State of California. Venue for any disputes shall be the Superior Court for the State of California, in Placer County. The Parties hereby waive any federal court removal rights and/or original jurisdiction rights that they may have.

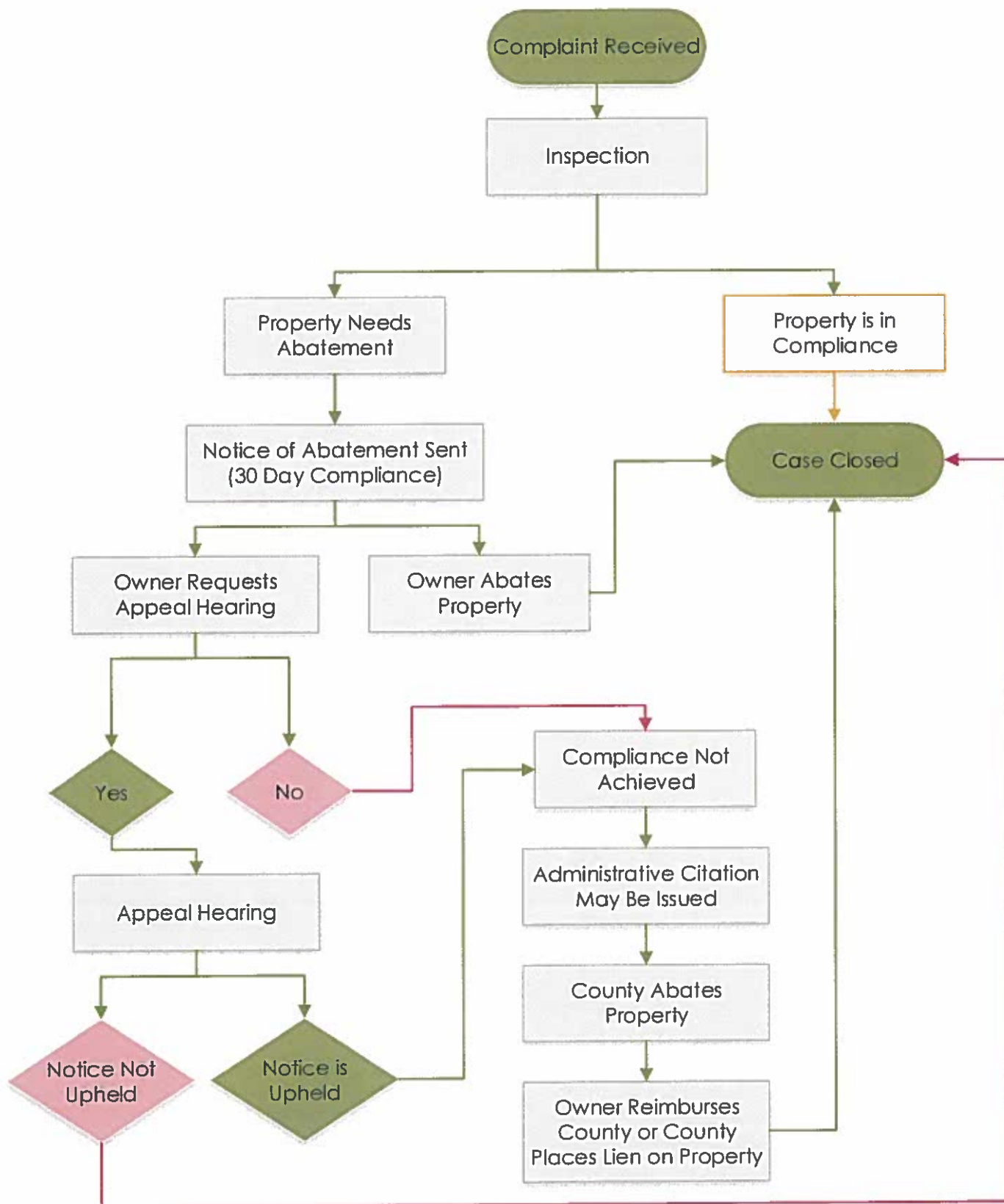
16. AUTHORITY OF DIRECTOR.

The Director of the Placer County Community Development/Resource Agency, or designee, shall administer this MOU on behalf of County. Unless otherwise provided herein or required by applicable law, the Director shall be vested with all rights, powers, and duties of County hereunder.

17. AUTHORITY OF EXECUTION.

Each person executing this MOU on behalf of a Party represents and warrants that such person is duly and validly authorized to do so on behalf of the entity which it purports to bind.

Placer County
Hazardous Vegetation Ordinance Enforcement Process



**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: FIRE CHIEF ERIC G. WALDER
SUBJECT: SAC METRO HELICOPTER AND DOZER CONTRACT
DATE: TUESDAY JUNE 30, 2020
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Contract with Sacramento Metropolitan Fire District for Helicopter and Dozer Response on Emergency Incidents.

Action Requested: Chief recommends action to authorize approval of contract with Sacramento Metropolitan Fire District for helicopter and dozer response on emergency incidents.

Background: Cal Fire responds dozers and helicopters to all State Responsibility Areas (SRA) and areas that present a significant threat to SRA land. South Placer Fire District is responsible for all Local Responsibility Areas (LRA). The contract with Sacramento County would provide helicopter and dozer response when needed within the LRA and resource is available. We have used both the helicopter and the dozer on multiple occasions. These resources are extremely valuable when used.

Impact: Fiscal, \$10,000 per year.

Attachments: MOU for Specialized Units.

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



TODD HARMS
Fire Chief

Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 • Mather, CA 95655 • Phone (916) 859-4300 • Fax (916) 859-3702

May 13, 2020

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

Dear Chief Walder,

Enclosed is an MOU between the South Placer/Loomis Fire Protection District and Metro Fire for the use of Metro Fire's specialized units, specifically Bulldozer(s) and Helicopter(s).

Once you have signed the MOU, please return it using the enclosed self-addressed envelope. Please retain a copy of the fully executed MOU for your records.

Please do not hesitate to contact me at (916) 859-4508 if you have any questions.

Sincerely,

Jill Guzman
Office of the Fire Chief

Enclosures

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
SOUTH PLACER FIRE DISTRICT/LOOMIS FIRE DISTRICT
AND THE
SACRAMENTO METROPOLITAN FIRE DISTRICT**

This MEMORANDUM OF UNDERSTANDING (hereinafter "MOU") is made and entered into by and between the South Placer Fire District ("South Placer"), and Loomis Fire District ("Loomis")(hereinafter collectively referred to as "District") and the Sacramento Metropolitan Fire District (hereinafter "Metro Fire"). This MOU establishes the response criteria for the use of Metro Fire specialized suppression units, specifically Bulldozer(s) and Helicopter(s).

RECITALS

- (1) The District has responsibility for life and property safety for those areas in which it received tax revenue for such responsibility. The District is comprised of two local government agencies, each of which has legal authority to enter into this MOU.
- (2) Metro Fire has statutory responsibility for life and property safety, for those areas in which it receives tax revenue for such responsibility. Metro Fire is a separate, distinct local government agency that has statutory authority to enter into this MOU.
- (3) Wildland fires require a rapid, efficient, and coordinated response to minimize their effects on the public, the environment, and property. This often requires a coordinated response from State, Federal, and Local Agencies.
- (4) The District and Metro Fire each recognize that coordination between the agencies is necessary to address fire response issues and wildland fire operations. The District and Metro Fire participate in a mutual aid system that shares ground resources, such as fire engines and incident command personnel.
- (5) The District and Metro Fire have an opportunity to enter into an MOU for the use of Metro Fire Dozer(s) and Copter(s) for the purposes of enhancing SRA initial attack capabilities within South Placer and Loomis Fire Protection Districts' initial attack response areas, thereby fulfilling the District's mission. The use of a Metro Fire Dozer(s) and Copter(s) will enhance and supplement South Placer and Loomis Fire Protection Districts' initial attack resources, but will not substitute or replace locally funded assets.
- (6) The Standardized Emergency Management System (SEMS) is the recognized system for managing a multi-jurisdictional response for fire and other

emergencies within California. In the field, the Incident Command System (ICS), a component of the SEMS, is used for managing a fire incident involving multiple jurisdictions.

NOW, THEREFORE, in consideration of the mutual promises and conditions herein made, it is agreed as follows:

TERMS AND CONDITIONS - AVIATION

- (1) Metro Fire will provide, when available, a Carded Type II Helicopter (Bell UH-1H) ("Copter") with tank to respond to wildland fires within the District's jurisdiction, which includes the community of Granite Bay and portions of Loomis, Penryn, and Newcastle. Metro Fire will provide personnel and sufficient fuel to operate the Copter and will be responsible for maintenance of the Copter.
- (2) South Placer and Loomis will each be responsible for a share of the payment to Metro Fire to compensate for the potential time of Copter use, and Metro Fire will be compensated at the agreed upon rate as set forth in "Agreement Rates" Sections 1 and 2 and Table 1 below.

TERMS AND CONDITIONS – BULLDOZERS

- (1) Metro Fire will provide, when available, a Type II Dozer and Transport ("Dozer") with HFEO qualified operator to respond to wildland fires within the District's jurisdiction, which includes the community of Granite Bay and portions of Loomis, Penryn, and Newcastle. Metro Fire will provide personnel and sufficient fuel to operate the Dozer and will be responsible for maintenance of the Dozer.
- (2) South Placer and Loomis will each be responsible for a share of the payment to Metro Fire to compensate for the potential time of Dozer use, and Metro Fire will be compensated at the agreed upon rate as set forth in "Agreement Rates" Sections 1 and 2 and Table 1 below.

AGREEMENT RATES

- (1) Agreed upon Annual Local Risk Pool Rate set forth in Table 1 will include the costs of equipment, personnel, fuel, and maintenance. South Placer will be responsible for 80% of the Annual Local Risk Pool Rate set forth in Table 1 and Loomis will be responsible for 20% of the Annual Local Risk Pool Rate set forth in Table 1.
- (2) The Annual Local Risk Pool Rate set forth in Table 1 will be calculated based on the calendar year from January 1 through December 1. Payment for the previous calendar year will be issued to Metro Fire no later than January 31 of the following year.

Table 1

Copter(s)	Annual Local Risk Pool Rate Combined Total for District
Type II	\$10,000.00 total for both Copter and Dozer
Dozer(s)	
Type II (E)	
Transport	

MISCELLANEOUS PROVISIONS

- (1) State or Federal Direct Protection Agency (DPA) requested missions are not to be considered part of this MOU and it will be the responsibility of Metro Fire to direct bill the requesting federal agency.
- (2) **Limitations:** Nothing in this MOU will be interpreted to conflict with, or be inconsistent with, any federal or state statute, regulation, or other provision of law applicable to the District or Metro Fire. Furthermore, this MOU does not constitute a delegation of any authority by either party to another.
- (3) **Employment Policy:** It is agreed that employees of the parties to this MOU will at all times be subject only to the laws, regulations, and rules governing their employment, regardless of agency, and will not be entitled to compensation or other benefits of any kind as a result of this MOU, other than specifically provided by the terms of their employment.
- (4) **Indemnification:** Each party hereto (hereafter "Indemnifying Party") will indemnify, defend, and hold harmless the other parties and their respective officers, agents, and employees from and against any and all losses, costs, damages, expenses, claims, suits, demands, or liability of any kind or character, including, but not limited to, reasonable attorney fees, to the extent arising from any negligent, reckless, or intentional act or omission of the Indemnifying Party, its officers, volunteers, agents, or employees, which occurs in the performance of, or otherwise in connection with, this MOU

It is the intention of the parties that, where fault is determined to have been contributory, principles of comparative fault will be followed and each party will bear the proportionate cost of any damage attributable to the fault of that party, its officers, directors, agents, employees, subcontractors, and volunteers.

The indemnity provisions of this MOU will survive the termination of this MOU.

- (5) **Duration of MOU:** The term of this MOU will be effective on the date it is executed by all parties, and will remain in effect until June 30, 2021, or until terminated in writing pursuant to paragraph 7 ("Termination") below.

- (6) **Amendment Procedure:** This MOU may be amended or supplemented at any time by written mutual consent of all the parties involved.
- (7) **Termination:** Any party may terminated this MOU for any reason, or no reason, at any time by giving 30 days' written notice to the other parties. In the event any party is unable to continue its participation in the MOU, that party will notify the other parties, to the attention of the respective Fire Chief, in writing as soon as practicable. In cases of emergencies, or where written notification is impossible or impractical, notice will be given orally and followed in writing. The 30 days' notice requirement may be shortened upon agreement of all the parties. Termination by South Placer or Loomis individually will only apply to termination of the MOU as it applies to the terminating party.
- (8) **Insurance:** Metro Fire agrees to continuously maintain, in full force and effect, the following minimum policy of insurance during the term of this MOU.

COVERAGE

LIMITS OF LIABILITY

Workers' Compensation

Statutory

Commercial General Liability

\$1,000,000 each occurrence
\$2,000,000 aggregate

Personal Injury:
\$1,000,000 each occurrence
\$2,000,000 aggregate

Automobile Liability

\$1,000,000 combined single limit

- a. Form. Metro Fire will submit a certificate evidencing such coverage for the period covered by this MOU in a form satisfactory to the District's risk management and the District's Attorney(s), prior to undertaking any work hereunder. Any insurance written on a claims made basis is subject to the approval of the District's risk management and the District Attorney(s).
- b. Additional Insureds. Metro Fire will also provide a separate endorsement form or section of the policy showing the District, its officers, agents, employees, and volunteers as additional insureds for each type of coverage, except for Workers' Compensation. Such insurance will specifically cover the contractual liability of Metro Fire and special risks and liability that may be caused by a helicopter and a dozer. The additional insured coverage under Metro Fire's policy will be primary and noncontributory, as evidenced by a separate endorsement or section of the policy, and will not seek contribution from the District's insurance or self-insurance. In addition, the additional insured coverage will be at least

as broad as the Insurance Services Office ("ISO") CG 20 01 Endorsement. Any available insurance proceeds in excess of the specified minimum insurance coverage requirements and limits will be available to the additional insureds. Furthermore, the requirements for coverage and limits will be: (1) the minimum coverage and limits specified in this MOU; or (2) the full coverage and maximum limits of any insurance proceeds available to the named insureds, whichever is greater.

- c. Cancellation/Modification. Metro Fire will provide 10 days' written notice to the District prior to cancellation or modification of any insurance required by this MOU.
- d. Umbrella/Excess Insurance. The limits of insurance required in this MOU may be satisfied by a combination of primary and excess insurance. Any excess insurance will contain, or be endorsed to contain, a provision that such coverage will also apply on a primary and noncontributory basis for the benefit of the District (if agreed to in a written contract) before the District's own insurance will be called upon to protect it as a named insured.
- e. Subcontractors. Metro Fire agrees to include in its contracts with all subcontractors the same requirements and provisions of this MOU, including the indemnity and insurance requirements, to the extent they apply to the scope of the subcontractors' work.

Furthermore, Metro Fire will require its subcontractors to agree to be bound to Metro Fire and the District in the same manner and to the same extent as Metro Fire is bound to the District under this MOU. Additionally, Metro Fire will obligate its subcontractors to comply with these same provisions with respect to any tertiary subcontractor, regardless of tier. A copy of the District's indemnity and insurance provisions will be furnished to the subcontractor or tertiary subcontractor upon request.

- f. Self-Insured Retentions. All self-insured retentions ("SIR") must be disclosed to the District's risk management for approval and will not reduce the limits of liability. Policies containing any SIR provision will provide, or be endorsed to provide, that the SIR may be satisfied by either the named insured or the District. The District reserves the right to obtain a full certified copy of any insurance policy and endorsements. The failure to exercise this right will not constitute a waiver of such right.
- g. Waiver of Subrogation. Metro Fire hereby agrees to waive subrogation which any insurer of Metro Fire may acquire from Metro Fire by virtue of the payment of any loss under a Workers' Compensation, Commercial General Liability, or Automobile Liability policy. All Workers' Compensation, Commercial General Liability, and Automobile Liability

policies will be endorsed with a waiver of subrogation in favor of the District, its officers, agents, employees, and volunteers for all work performed by Metro Fire, its employees, agents, and subcontractors.

- h. Liability/Remedies. Insurance coverage in the minimum amounts set forth herein will not be construed to relieve Metro Fire of liability in excess of such coverage, nor will it preclude the District from taking such other actions as are available to it under any other provisions of this MOU or law.

1. **Governing Agreement:** In the event of any conflict between this MOU and its exhibits, the provisions of this MOU will govern.
2. **Assignment:** This MOU and the rights and duties hereunder will not be assigned in whole or in part without the express written consent of all parties.
3. **Independent Capacity:** For purposes of this MOU, each party will act in an independent capacity and not as officers, employees, or agents of the other. Nothing in this MOU establishes, constitutes or will be construed as establishing or constituting a partnership, agency or employment relationship between the parties. Persons providing services under this MOU will remain the employees of their respective agencies, and will not be employees of the other.
4. **No Liability for Other Party's Employees:** Each party will assume responsibility and liability for the acts of its own agents or employees in connection with the performance of their duties under this MOU. For tort liability purposes, no party will be considered the agent of another party. Each party will be liable, if at all, only for the torts of its own personnel that occur within the scope of their official duties and for which liability may be imposed under the law.
5. **No Third Party Beneficiary:** The parties to this MOU do not intend for any third party to obtain a right by virtue of this MOU.
6. **Attorney's Fees; Venue; Governing Law:** If any party commences any legal action against another party arising out of this MOU or the performance thereof, the prevailing party in such action will be entitled to recover its reasonable litigation expenses, including but not limited to, court costs, expert witness fees, discovery expenses, and attorney's fees. Any action arising out of this MOU will be brought in Placer County, California, regardless of where else venue may lie. This MOU will be governed by and construed in accordance with the laws of the State of California.
7. **Severability:** If any of the provisions contained in this MOU are for any reason held invalid or unenforceable, such holding will not affect the remaining provisions or the validity and enforceability of the MOU as a whole, unless to do so would frustrate the intent of the parties in entering into this MOU.

8. **Integrated Agreement:** This is an integrated agreement and contains all of the terms, considerations, understanding, and promises of the parties concerning the Copter and Dozer. It will be read as a whole.
9. **Waiver:** In the event that any party at any time or times waives any breach of this MOU by another party, such waiver shall not constitute a waiver of any other or succeeding breach of this MOU, whether of the same or any other covenant, condition, or obligation. Waiver shall not be deemed effective until and unless signed by the waiving party.
10. **Authority:** The Board of Directors for the South Placer Fire Protection District and for the Loomis Fire Protection District has each authorized the execution of this MOU by their Fire Chief and Metro Fire has caused this MOU to be executed.

IN WITNESS WHEREOF, the parties have executed this MOU.

SOUTH PLACER FIRE PROTECTION
DISTRICT
and
LOOMIS FIRE PROTECTION
DISTRICT

Eric Walder, Fire Chief for
South Placer Fire Protection District
and Loomis Fire Protection District

Date

SACRAMENTO METROPOLITAN
FIRE DISTRICT



Todd Harms, Fire Chief
Sacramento Metropolitan Fire District



Date

**SOUTH PLACER FIRE PROTECTION DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF ERIC G. WALDER
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: THURSDAY, JULY 02, 2020
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Placer County Auditor-Controller Services Agreement:

Action Requested: Staff recommends discussion and action to approve proposed agreement with the Placer County Auditor Controller.

Background: The Placer County Auditor-Controllers Office has been providing professional services to the District under a pay as we go process. Some of these services include general accounting, accounts payable, accounting support, payroll, workday external connection and recording the Districts adopted budget. The County Auditor Controller is proposing that a scope of services is outlined in an agreement that spell out responsibilities of both parties to the agreement and identifies annual cost and billing for those services rendered by the Auditor- Controllers office.

Impact: \$6,266.84

Attachments: Continued limited partnership with the County for identified administrative assistance.

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



COUNTY OF PLACER

OFFICE OF AUDITOR-CONTROLLER

ANDREW C. SISK, CPA
Auditor-Controller
E-mail: asisk@placer.ca.gov

NICOLE C. HOWARD, CPA
Assistant Auditor-Controller
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June 10, 2020

To the Board of Directors and Management
South Placer Fire District

The Auditor-Controller is pleased to confirm our understanding of the terms and costs of our services under this agreement for the 2020-2021 fiscal year.

A. Scope of Services

The Auditor-Controller will provide the following services to South Placer Fire District ("District"):

1. **General Accounting** – includes use of County's centralized accounting system and recording of financial system entries submitted by the District. Transactions will be reviewed for authorization by appropriate District personnel prior to processing. This also includes compiling the District's financial information to report within the County's A-87 Cost Plan, if applicable.
2. **Accounts Payable** – includes processing payment claims by warrant, wire or ACH. Claims will be reviewed to validate authorized District signers have approved the payment prior to processing, recording and mailing payments. Any invoices submitted with payment claims will be scanned and archived for retention. Review of invoices for mathematical accuracy and appropriateness of expenditure is not part of the service agreement. Maintaining vendors and payments for purposes of 1099 reporting along with issuing 1099 forms for the calendar year, if applicable.
3. **Accounting Support** – includes responding to routine inquiries, working with external auditors, and replying to bank confirmations.
4. **Payroll** – includes bi-weekly payroll processing and validating employees' time cards including wage garnishments, recording and mailing payments, submitting retirement and deferred compensation data, remitting tax payments, filing quarterly tax reports, issuing W-2 forms and maintaining complete records. All payroll will be reviewed by the District prior to submitting for payment.
5. **Workday External Connection** – includes access to the Workday accounting system.
6. **Adopted Budget** – includes recording your District's adopted budget, ensuring expenditures do not exceed authorized budget and processing budget revisions.

B. Term

The term of this Agreement will commence on July 1, 2020 and end on June 30, 2021. Subject to written agreement of the parties, this agreement may be renewed annually.

C. Responsibilities of Auditor-Controller

The Auditor-Controller's responsibility under this Agreement is to perform the services enumerated above. The Auditor-Controller will not audit accounting entries, payment claims or budget transactions, nor will we validate the appropriateness of accounting transactions or claims for payment.

The Auditor-Controller's services are not designed to detect instances of fraud, noncompliance with laws or regulations or significant errors; however, the Auditor-Controller will communicate to District any known and suspected fraud, noncompliance with laws or regulations or significant errors that come to their attention. Neither the County nor the Auditor-Controller will be held liable should any instances of fraud, noncompliance with laws or regulations or significant errors be subsequently discovered by either District or through a claim or lawsuit to District.

D. Responsibilities of District Management

District is responsible for (1) ensuring all transactions are submitted and/or approved by authorized staff, (2) reviewing all transactions prior to submittal to ensure appropriateness of the expenditure, compliance with laws or regulations and to check for significant errors and fraud, (3) retaining all source documents, and (4) providing all District Board authorized budgets and budget amendments. District is encouraged to routinely provide accounting reports and payment registers to its Board for review.

District agrees to inform County of significant noncompliance, fraud and/or errors immediately upon discovery.

For all services provided District management agrees to assume all management responsibilities; oversee the services by designating an individual who possesses suitable skill, knowledge, and/or experience to understand the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. District agrees to hold the County and the Auditor-Controller harmless for any subsequent claims or lawsuits that may arise from the results of the services.

Annual Cost and Billing

The annual cost of services identified above is \$6,266.84. Your District will be billed by journal entry during the third quarter of the fiscal year for the entire annual costs. A copy of the journal entry will be provided to your District.

Agreement

The Auditor-Controller appreciates the opportunity to be of service to you and believes this letter accurately summarizes the significant terms of your agreement. This Agreement constitutes the entire agreement between the parties and supersedes all prior agreements. Please execute this document and return the original version to my office at your earliest convenience.

Sincerely,

Andrew C. Sisk, CPA
Auditor-Controller

We, the undersigned, have read and agree to the terms of this Agreement. We represent we have the authority to execute this Agreement on behalf of the South Placer Fire District.

Authorized Signature Director: _____ Dated: _____

Authorized Signature Board Chair: _____ Dated: _____

District Name: _____

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: FIRE CHIEF ERIC G. WALDER
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: THURSDAY, JULY 02, 2020
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Covid-19 Update:

Action Requested: Information and discussion answer Board questions.

Background: The Covid -19 pandemic has spread across the globe and has impacted the State of California resulting in a March 19th, 2020 Executive Order issued by Governor Gavin Newsom for all Californians to shelter in place, with the exception of critical workforce employees. In preparation and anticipation of this statewide order the Fire Chief on March 16th, 2020 issued directives to be implemented immediately to protect the critical workforce and the local community. This effectively altered operations to take care of the critical operational components of our service while continuing the basic level of service in our prevention division. On March 23rd, 2020 Bulletin #2020-1 was issued updating the directives. The first comprehensive South Placer Fire District Covid-19 Plan was issued after consultation with labor and management employees. The SPFD Covid -19 Plan is monitored and updated regularly for changes in guidance by local, state, and national health care officials. Periodic emails are being produced internally to inform the Districts employees of the expanding pandemic. On April 4th, 2020 The District issued Bulletin #2020-2 updating the Covid-19 Directives. Placer County is working through a 4 stage reopening process. Currently Placer County cases are on the rise and mask restrictions are required County wide.

Impact: Continued Operation

Attachments: South Placer Fire District Covid-19 Plan

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

South Placer Fire District

COVID-19 Plan



This is a live document, subject to change as pandemic evolves.

6/29/2020

Thru

7/06/2020

Introduction

This plan represents the efforts of South Placer Fire District to prepare for a widespread infectious disease or pandemic event which could create an emergency or even a disaster. This plan is specific to South Placer Fire District. It does not supersede agency specific direction from either a State Agency or from State or Local Health officials.

Objectives

1. Maintain the **health and well-being** of agency personnel and their families.
2. Ensure continued **emergency response** capabilities to protect the citizens and to fulfill the District's mission.
3. Institute **preventive measures** at all South Placer Fire District Facilities.
4. Promote **proper hygiene** to prevent the further spread of the disease.
5. **Monitor the health** of employees to ensure they receive proper and appropriate care.

Current Information

The Fire Chief or designee (Deputy Chief) will provide routine updates via email that reflect new information, direction and guidance as it becomes available from the CDC, Public Health, SSV, or other relevant sources. **If you have any questions about this plan or its direction contact your Battalion Chief.**

Prevention and Preparedness

- No public presentations/ school visits (internal or external)
- Practice social distancing to the extent possible
- Review all CDC/Placer Public Health/State changes/recommendations when received
- All stations will be cleaned at a minimum of twice a shift or more often as appropriate.
- Prepare personal plan (home plan)
 - Preventative steps to prevent cross-contamination to family/friends
 - CDC Home plan check list:
<https://www.cdc.gov/coronavirus/2019-ncov/community/home/index.html>

Response

- Use enhanced dispatch and response procedures
- Placer County Dispatch will continue processing calls as normal, in addition to asking specific questions related to current pandemic. If the Dispatcher receives any information that leads them to suspect the patient may have Covid-19 they will voice **"PPE Alert"** over the radio.

- Dispatch and your BC will have a list of addresses of known Covid19 Patients when **“PPE Alert”** is voiced take precautionary measures before making patient contact.
- Incidents dispatched with **“PPE Alert”**, recommended PPE includes: Disposable patient examination gloves, eye protection, disposable isolation gown, respiratory protection (N-95 or higher) for all personnel on the call.

Patient Assessment & Treatment

All Incidents:

- Personnel should exercise appropriate precautions when responding to any patient with signs or symptoms of a respiratory infection.
 - Personnel will wear a facemask on all patient contacts where Covid-19 is not suspected. A single facemask can be worn for the entire shift unless the facemask becomes contaminated. If facemasks are unavailable personnel can utilize N95 respirators as above.
 - If possible, the patient should be instructed (either by dispatch or initial arriving responders) to meet EMS personnel outside the building or in an area that will allow for adequate distancing (living room, etc.).
 - If possible, initial assessment should occur from a distance of at least six (6) feet from the patient. Involve the fewest personnel required to minimize possible exposures.
 - Patient contact should be minimized to the extent possible until a facemask is placed on the patient.
 - If possible, a facemask should be worn by any patient with signs/symptoms of a respiratory infection for source control. If a nasal cannula is in place, a facemask should be worn over the nasal cannula. Alternatively, an oxygen mask can be used if clinically indicated. If none of these options are possible, have the patient cover their mouth/nose with tissue when coughing.
 - To reduce exposure risk, family members are not allowed to ride to receiving facility in District vehicles. Exception: Guardians of minors and other dependent individuals, Guardians will ride in the patient care compartment of ambulances in a seated position.
- If COVID-19 is not suspected, personnel shall follow standard procedures and use appropriate PPE for routine evaluation of patients with a potential respiratory infection.

If COVID-19 is suspected or known:

- Involve the fewest personnel required to minimize possible exposures.
- Personnel providing direct patient care, or who will be in the ambulance patient care compartment with the patient, shall follow contact and airborne precautions. Recommended PPE includes:
 - N-95 or higher-level respirator or facemask (if a respirator is not available).
 - N-95 respirators or respirators that offer a higher level of protection should be used instead of a facemask when performing or present for an aerosol-generating procedure.
 - When the supply chain is restored, fit-tested EMS clinicians should return to use of respirators for patients with known or suspected COVID-19.
 - Eye protection (i.e., goggles or disposable face shield that fully covers the front and sides of the face). Personal eyeglasses and contact lenses are NOT considered adequate eye protection.
 - A single pair of disposable patient examination gloves. Change gloves if they become torn or heavily contaminated.
 - An isolation gown.

Precautions for Aerosol-Generating Procedures:

- If possible, consult with the base/modified base hospital for specific guidance before performing aerosol-generating procedures.
- An N-95 or higher-level respirator, instead of a facemask, should be worn in addition to the other PPE described above, for personnel present for or performing aerosol-generating procedures.
- EMS personnel should exercise caution if an aerosol-generating procedure (BVM ventilation, oropharyngeal suctioning, endotracheal intubation, nebulizer treatment, CPAP, etc.) is necessary.
- If possible (i.e., while still on scene), the rear doors of the ambulance should be opened, and the HVAC system should be activated during aerosol-generating procedures. This should be done away from pedestrian traffic.
- Engine/Truck Personnel should not accompany ambulance personnel for transport unless patient is in cardiac arrest, respiratory failure, severe trauma, etc. Use your best clinical judgement if the additional exposure risk is needed for the appropriate treatment of your patient.

Personal/PPE Hygiene:

- Respiratory and cough etiquette
- Wash hands with soap and water for a minimum of 20 seconds before and after contact with patients, after using PPE, and after touching contaminated surfaces
- Complete a gross decontamination at the scene, including medical gear and bags
- Properly doff and dispose of medical waste into biohazard bag
- Clean and disinfect boots using proper disinfectants
- If appropriate, shower and launder uniforms

Facilities/Equipment:

- Adhere to SPFD Bulletin #2020-5
- Eliminate public exposure to common areas
- Daily disinfecting of common areas of station
- Daily disinfecting of engine/truck/medic/duty rigs, suggested but not limited to:
 - Headsets/Mic
 - Steering Wheel
 - Door Latches
 - Window controls and dashboard controls

Staffing:

- Follow the existing callback procedure and staffing procedure.

Staffing Reductions:

- If necessary, contact the Battalion Chief, who will immediately notify the Fire Chief. The Fire Chief will determine which units/stations are to be down-staffed due to Corona virus impacts. Medic Units will remain staffed as a priority.

Exposure/Reporting

- Use ATD Standard, contact on duty Battalion Chief for all exposures or potential exposures.
- If exposed to someone who has a fever or respiratory symptoms without proper PPE or breach of PPE, contact the Battalion Chief and submit a completed Injury/Exposure incident report.
- Testing protocol and development through Public Health/CDC and or Occupational Health. The District will use all means at its disposal to have our employees tested by the most expedient means available.

Prevention/Preparedness

Handwashing:

- Hand washing is the single most important action to prevent transmission of infectious disease. All personnel should practice good hygiene by regularly washing their hands.
- Always wash hands with soap and water or waterless instant hand antiseptic for a minimum of 20 to 30 seconds:
 - ✓ Avoid touching eyes, nose, mouth, especially with unwashed hands
 - ✓ After any patient contact (in addition to wearing gloves)
 - ✓ Before eating and drinking
 - ✓ Before cooking or handling food
 - ✓ After using the restroom
 - ✓ After any contact with vehicles and equipment, and when entering barracks, offices and staff quarters.

Handshaking/Social Distancing

- Employees should refrain from "handshakes and fist bumps", as this has shown to be source of transmission. Instead look at someone and acknowledge them with a head tilt.
- Individuals should maintain six (6) feet of social distancing whenever possible.

Coughing and Sneezing:

- All employees will cough or sneeze into a disposable tissue or similar. If no tissues are available, they are to utilize their shirt sleeve or wear a mask/respirator.

Flu Like symptoms:

- Any employees with symptoms indicative of flu (fever, headache, muscle aches, respiratory symptoms, sore throat) should contact their supervisor immediately. Exposing fellow co-workers puts our workforce and vulnerable patients at risk.

Disinfecting:

- After each response or public contact, immediately disinfect yourself, apparatus, equipment, gear, PPE/uniform. **(DON'T FORGET YOUR BOOTS)**
- Daily cleaning of the facility will include, all common areas including but not limited to handrails, doorknobs, surfaces and floors with proper disinfectant sprays and solutions.
 - Disinfectant Spray / Disinfectant wipes
 - Hand sanitizer
 - Soap and water

Communication:

- South Placer employees will contact their supervisor to assess that appropriate inventory levels of PPE are being met and to confirm and assess any employee health issues. The goal is to maintain sufficient personnel staffing for continuity of service and to identify any unrecognized trends of multiple illnesses.

Inventory:

- South Placer Fire Logistical Leads will work to ensure a 30-day supply of available disinfecting cleaners and PPE for use in District storerooms.

Medical Equipment Replacement

- Keep the fire station equipment stock at a level to be able to run emergency incidents for a one-week period at the minimum.
- Document any equipment needs to the appropriate contact Via Email with detailed descriptions of the need.

Masks/Safety Glasses:

- If PPE becomes limited and **PPE is not contaminated** such as your N95 masks, you may use again. Eye protection can be cleaned and disinfected and used again. Use proper donning and doffing of PPE and launder and change clothing as needed.
- Mounting evidence shows that infected persons can transmit COVID-19 during the pre-symptomatic phase. EMS personnel are strongly advised to wear a facemask during all patient care activities, when the use of an N-95 or higher-level respirator is not indicated. A single facemask can be worn for the entire day. This will provide some protection to EMS personnel, and will help to prevent inadvertent transmission from pre-symptomatic healthcare workers to patients and co-workers.
- To extend the supply of N95 respirators, CDC has issued guidance on decontamination processes for N95s using vaporous hydrogen peroxide, ultraviolet germicidal irradiation, or moist steam. N95s may be decontaminated 3-5 times, depending on the process, thereby greatly extending N95 supplies (<https://www.cdc.gov/coronavirus/2019-ncov/hcp/ppe-strategy/decontamination-reuse-respirators.html>).

Non-Emergency Use of Facial Coverings

- **Face Coverings** - When beyond the boundary of the fire station property, a face covering will be worn. Simple Masks or the non-fit tested N95's may be used. **Face coverings are not to be used to replace current PPE guidelines.**

Personnel Monitoring & Surveillance

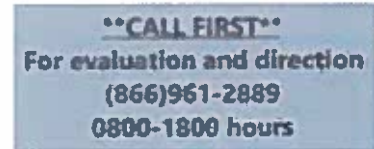
- In the setting of community transmission, all health care providers are at some risk for exposure to COVID-19, whether in the workplace or in the community. Continuing work exclusions and home quarantining guidance in the setting of community transmission would quickly result in a deficit of EMS personnel to treat the growing number of COVID-19 patients, and all other patients. Therefore, personnel will do the following:
 - Employees will screen themselves for signs or symptoms.
 - Symptoms consistent with COVID-19 include cough, shortness of breath, sore throat, and fever of a 100 F or more. Less common symptoms can include muscle aches, nausea, vomiting, diarrhea, abdominal pain, headache, runny nose, and fatigue. Ask employees to report recognized exposures.
- In consultation with the Placer County Health Director and our occupational health program, we are directed to have asymptomatic employees who have had an exposure to a COVID-19 patient to continue to work.
 - These employees should confirm they are at normal temperature and are absent of symptoms each day prior to starting work.
 - If there is an exposure to someone who is a confirmed case of Covid-19 with a breach of PPE or without proper PPE, wear a facemask for 14 days after exposure.
 - If employees develop even mild symptoms consistent with COVID-19, they must cease patient care activities immediately, don a facemask (if not already wearing one), and notify their supervisor and occupational health services prior to leaving work or entering a District provided support center when opened.
 - At the beginning of each shift, the captain will conduct a Covid-19 screening which will be documented in the daily Safety Briefing on Target Solutions notating temperature of all crew members and if any symptoms are present.
 - Each station is issued a MedSource Non-Contact Infrared Body Thermometer Model MS-131002 with User Manual. This is to remain in the captain's office. A spare will be in the administrative office.
 - How to operate:
 - The thermometer is aligned with the middle of the forehead to measure body temperature (between the eyebrows) and keep the

distance at 1-5cms, press the On/Scan button. Please refer to User Manual for further operating instructions.

- Priority Covid-19 Testing for First Responders- Testing process is reported to be working well, as stated below all first responders who want a test can be tested you do not have to be symptomatic.
 - M-F, 0700 – 1900
 - Appointment only
 - Online appointments are available at <https://lhi.care/covidtesting>
 - Phone registration will only be used for people without internet access at [888-634-1123](tel:888-634-1123)
 - Up to 12 appointments per hour
 - Symptomatic
 - Asymptomatic first responders
 - OptumServe will bill insurance for those with insurance or bill the State for individuals without insurance

South Placer Fire District Employees with Signs and Symptoms of Covid-19

- Upon leaving work, the employee will be seen at SRMC



ER and or Occupational Health **"CALL FIRST"** **"Follow Medical Direction"**. A COVID-19 Test will be administered as soon as medically possible. The District may identify an alternate COVID -19 testing facility or site in addition to or in place of the ER or Occupational Health testing. This is to get test results returned in the minimum amount of time. The OptumServe testing described in the previous section is the fastest available testing method available to the District.

- Any employee who is sent home by a supervisor or manager or elects to isolate at the Employee Support Center with symptoms of COVID-19 shall be placed on paid administrative leave until the employee receives a negative COVID-19 test result.
- Any employee who voluntarily calls in sick to prevent the spread of COVID-19 or symptoms thereof and is ultimately determined to be positive for COVID-19, shall have any sick leave used converted to administrative leave.
- If needed, Station 16 will be closed, and Medic 16 moved to Station 17. This will be done at the order of the Fire Chief.
- Station 16 will be utilized as an Employee Support Center, during isolation periods in the event an employee becomes symptomatic, this is an option to the employee. If the

employee wishes, they may choose to isolate at home. Isolation at a District supported Employee Support Center will be provided until a negative COVID-19 Test is received or the employee is cleared by a physician to return to duty.

- Support to be provided at the Employee Support Center will include:
 - Utilities- Gas, Electricity, Etc.
 - Subsistence- Runners, Pick-up/Delivery, Stock Station with basic level needs.
 - Finance - District - As approved by Fire Chief
 - Communications- Station Phones / Radios - Emergency use
 - Personal Item assistance- Assist with obtaining personal Items
 - Medical Evaluation/Doctor visits- Supported with on-duty personnel and administration as needed.
 - **Note: Medical Care is not provided, if employee needs continual care the employee must seek medical care / treatment at a medical facility as directed by their health care professional. In an Emergency Situation Call 911.**
- The Employee Support Center will be monitored daily for any logistical needs.
- Logistical needs will be monitored and requested through the on-duty Battalion Chief and or Administrative Chief Officers.
- At the time more capacity is needed beyond which the Station 16 Support Center can accommodate, the Fire Chief may alter operations at other facilities to support the ongoing isolation of District employees. Commercial lodging facilities may be considered but the District faces many logistical restrictions with this option.
- The stations/employee support center will not be open to the public, no visitors or family will be allowed.

Employee & Family Support

If an employee is utilizing an Employee Support Center, the following units of the District are a support resource for the employee and their family members:

- Local 522 - South Placer Unit
- South Placer Fire Administrative Officers Association -SPFAOA
- South Placer Firefighters Association
- South Placer Peer Support/Chaplain Service
- Chief Officers
- Employee Assistance Program (EAP)

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF ERIC WALDER
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: THURSDAY, JULY 02, 2020
CC: BOARD SECRETARY KATHY MEDEIROS

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. Staff recommends keeping this item on the agenda under information and discussion so the Chief can share information that arises in a timely manner with the Board.

Impact: Informational

Attachments: None

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



Thank you for making
a hard time easier.

Thank you, Cazi
and mom for free
drinking we fire
truck over for my
dog go look at for
a few hours. I
know it made his
death what
wonderful last memories

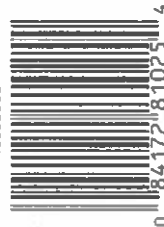
you have many
we appreciated
so much!

Thank you
Love Diana,
Don & Denny



american greetings

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Just
for you!

Thanks
for Your
Support



When life's really difficult,
it helps to have people
like you to lean on.



SOUTH PLACER FIRE PROTECTION DISTRICT
PARS OPEB Trust Program

Account Report for the Period
5/1/2020 to 5/31/2020

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

Account Summary

Source	Beginning Balance as of 5/1/2020	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 5/31/2020
OPEB	\$1,150,375.01	\$0.00	\$38,599.43	\$598.70	\$0.00	\$0.00	\$1,188,375.74
Totals	\$1,150,375.01	\$0.00	\$38,599.43	\$598.70	\$0.00	\$0.00	\$1,188,375.74

Investment Selection

Source	
OPEB	Moderate HighMark PLUS

Investment Objective

Source	
OPEB	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.

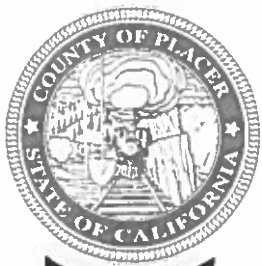
Investment Return

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
OPEB	3.36%	-0.45%	5.78%	5.34%	4.86%	-	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

COUNTY OF PLACER



BOARD

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Certificate of Recognition

From The County of Placer

*Congratulations on your graduation from the
Leadership Loomis Program
Class of 2019-2020*

From

Supervisor Jim Holmes, District 3

To

Katherine Medeiros

*The County of Placer recognizes your
participation in the Loomis Area Chamber of
Commerce Leadership Loomis Program for
2019-2020. We recognize your commitment to
completing this program and thank you for
your involvement in your community.*

Issued this 16th day of June, 2020

Jim Holmes, District 3 Supervisor

Placer County Board of Supervisors

ASSEMBLYMAN KEVIN KILEY



CERTIFICATE OF RECOGNITION

KATHERINE MEDEIROS

IN HONOR OF:

YOUR SUCCESSFUL COMPLETION OF THE LOOMIS BASIN
CHAMBER OF COMMERCE LEADERSHIP LOOMIS PROGRAM.
THE SIXTH DISTRICT OF THE CALIFORNIA STATE ASSEMBLY
COMMENDS YOU FOR YOUR COMMUNITY ENGAGEMENT AND
LEADERSHIP DEVELOPMENT.

CONGRATULATIONS!

JUNE 16, 2020



KEVIN KILEY Assemblyman | 6th District



Robert W. Johnson
an accountancy corporation

6234 Birdcage Street, Citrus Heights, California 95610 | robertwjohncpgroup@gmail.com | 916.723.2555
www.bob-johnson-cpa.com

June 1, 2020

Board of Directors
South Placer Fire District
6900 Eureka Road
Granite Bay, CA 95746

We are pleased to confirm our understanding of the services we are to provide for South Placer Fire District for the year ended June 30, 2020.

We will audit the statement of net position and governmental fund balance sheet of South Placer Fire District as of June 30, 2020, and the related statements of activities and governmental fund revenues, expenditures and changes in fund balances and revenues and expenditures compared to budget for the year then ended, and the related notes to the financial statements.

Our fee for your June 30, 2020 audit will be an amount not to exceed \$10,500.

Mary T. Cummins, CPA, will serve as the partner in charge for this engagement.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), for CalPERS defined benefit plans and Post-employment Benefit Plans Other than Pensions (OPEB). Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to South Placer Fire District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our

audit of the basic financial statements. We will issue a written report upon completion of our audit of the District's financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

We have also been engaged to report on supplementary information other than RSI that accompanies South Placer Fire District's financial statements. We will subject supplementary information to the auditing procedures applied in our audit of the financial statements, and we will provide an opinion on it in relation to the financial statements as a whole.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the fourth paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America, the State Controller's Minimum Audit Requirements for California Special Districts and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions, or may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent

financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, or any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of the audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Controls

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of South Placer Fire District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will assist in preparing the financial statements and related notes of the District in conformity with U.S. generally accepted accounting principles based on information provided by you, including certain accounting or reporting associated with defined benefit pension or OPEB plans. We may also assist the District by maintaining the depreciation schedule. We will perform the services in accordance with applicable professional standards.

The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the District from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services and any other nonaudit services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Administration and Other

The audit documentation for this engagement is the property of Robert W. Johnson, An Accountancy Corporation and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the cognizant or oversight agency or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Robert W. Johnson, An Accountancy Corporation personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,



Robert W. Johnson, An Accountancy Corporation

RWJ:mcc

APPROVAL:

Signature: _____

Title: _____

Date: _____