South Placer Fire District Board Meeting October 14, 2020

PURSUANT TO EXECUTIVE ORDER N-29-20, CERTAIN PROVISIONS OF THE OPEN MEETING ACT ARE SUSPENDED DUE TO A STATE OF EMERGENCY IN RESPONSE TO THE COVID-19 PANDEMIC. CONSISTENT WITH THE EXECUTIVE ORDER THE SPFD BOARD MEETING WILL INCLUDE TELECONFERENCING/ONLINE ACCESS FOR PUBLIC PARTICIPATION.

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 accessing the **goto** meeting online application or telephone access by following the directions provided below.

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

October 2020 South Placer Fire District Board Meeting

Wed, October 14, 2020 7PM - 9PM (PDT)

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

https://global.gotomeeting.com/join/341405989 Lse this link to access meeting online

You can also dial in using your phone.

(For supported devices, tap a one-touch number below to join instantly.)

- One-touch: tel:+12245013412,,341405989#

New to GoToMeeting? Get the app now and be ready when your first meeting starts: https://global.gotomeeting.com/install/341405989

Note: The South Placer Fire District Board of Directors will be meeting at 6900 Eureka Rd, Granite Bay CA, 95746 in the Districts training room. Due to the rooms capacity and the need for social distancing, public access is <u>solely</u> by telephonic/online means and will be made accessible to members of the public seeking to attend and to address the Board <u>solely</u> 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 kmedeiros@southplacerfire.org

AGENDA SOUTH PLACER FIRE DISTRICT BOARD OF DIRECTORS Weds. October 14, 2020

<u>Closed Session recommended at 6:00 - 7:00 p.m.</u>: Staff recommends closed session to discuss SAFF Local 522 side letter - college accreditation language and to discuss the contract renewal for the position of Fire Chief. (Pursuant to Govt. Code § 54957.6. and Govt. Code § 54957(b))

- 2. Flag Salute
- 3. Public Comment
- 4. Closed Session Report on action taken and votes of the Board

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
- C. Authorization of Deposits:

Ambulance	\$132,926.20
Consolidated Mitigation Fees	15,582.21
Plans/Inspections	12,425.00
Cell Tower Leases	9,876.60
Workers Comp. Reimbursements	7.796.58
Uniform sales	66.00
Refunds/Reimbursements	918.63
Safer Grant Reimbursement	<u>53,781.82</u>
TOTAL	\$ 233,373.04

D. Approval of the October 2020 Expenditures: \$365,298.49

E. Personnel Items

<u>Separations</u>:

Cameron Wardlaw, Captain Paramedic

Promotions:

Gavin Gollnick, Reserve Apprentice Firefighter

Reassignments: New Hires: None None

Interns/Volunteers: None

6. Special Presentation

7. Old Business:

- A. <u>Station 18 New Truck Room Update</u>: Chief recommends discussion on the proposed project and progress made to date. Pg. 15
- B. Penryn Fire District Request for Service Proposal: The Chief recommends discussion and authorization to move forward toward a negotiation process with the Penryn Fire District.

 Pg. 16

8. New Business:

- A. <u>Gann Limit Report</u>: Staff recommends discussion and adoption of the resolution setting the Fiscal Year 2020/21 appropriations limit, per Article XIIIB of the State Constitution (1979) and verifying compliance for 2019/20. Pg. 28
- B. 2019/20 South Placer Fire District (Former Loomis Fire District) Special Tax Report: Staff recommends review and approval of the Fiscal Year 2019/20 (Former Loomis Fire District) Fire Suppression and Protection Special Tax Report completed September 2020.

 Pg.35
- C. 2019/20 South Placer Fire District Special Tax Report: Staff recommends review and approval of the Fiscal Year 2019/20 Fire Suppression and Protection Special Tax Report completed September 2020. Pg. 49
- D. GASB 75 OPEB Actuarial: Staff recommends discussion and approval of the GASB 75 actuarial report.

 Pg. 62
- E. <u>Vehicle 012 Report on Loss</u>: Staff recommends discussion on incident resulting in 012 being a total loss. Pg. 80
- 9. Information and Discussion:
 - A. <u>Covid-19 Update:</u> Chief recommends updating the Board on the status of the current pandemic and the District's response and preparations. Pg. 83
- 10. Correspondence Pg. 97
- 11. Chief's Report
- 12. Functions
- 13. Board/Staff Comments
- 14. Future Agenda Items
- 15. Adjournment

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South Placer Fire District CHECKBOOK REGISTER REPORT

Bank Reconciliation

Page: 1 User ID: kmedeiros

Ranges:	From:	To:
Checkbook ID	First	Last
Description	First	Last
User-Defined 1	First	Last

From: 10.

Number First Last

Date 9/3/2020 10/7/2020

Check Check

Sorted By: Date

Include Trx: Reconciled, Unreconciled

Checkbook ID	Description		User-Defined 1		Current	Balance	
Number	Date	Type	Paid To/Rcvd From Rec	onciled	Origin	Payment	Deposit
PLACER COUNTY	County Of Plac	er			\$1,298	315.59	
23893			AFLAC	No	PMCHK00000904	\$781.90	
23894	10/6/2020	CHK	California Assn of Prefessio	No	PMCHK00000904	\$1,268.50	
23895	10/6/2020	CHK	California Assn of Prefessio	No	PMCHK00000904	\$59.00	
23896	10/6/2020	CHK	NGLIC C/O Superior Vision Se	No	PMCHK00000904	\$897.08 \$500.00 \$2,332.57	
23897	10/6/2020	CHK	P.E.R.S	No	PMCHK00000904	\$500.00	
23898	10/6/2020		P.E.R.S	No	PMCHK00000904	\$2,332.57	
23899	10/6/2020	CHK	P.E.R.S	No	PMCHK00000904	\$89,364.82	
23900	10/6/2020			No	PMCHK00000904	\$6,736.58	
23901	10/6/2020		Sacramento Area Fire Fighter	No	PMCHK00000904	\$1,926.21 \$1,926.21 \$75.00	
23902	10/6/2020		Sacramento Area Fire Fighter	No	PMCHK00000904	\$1,926.21	
23903	10/6/2020	CHK	SPFAOA	No	PMCHK00000904	\$75.00	
23904	10/6/2020		SPFAOA	No	PMCHK00000904	\$75.00	
23905	10/6/2020	CHK		No	PMCHK00000904	\$75.00 \$6,380.66	
23906	10/6/2020	CHK	TASC/ Total Admin Service		PMCHK00000904	\$6,380.66	
23907	10/6/2020	CHK	Voya Financial Trust Co.	No	PMCHK00000904	\$12,452.70	
23908	10/6/2020	CHK	Voya Financial Trust Co.	No	PMCHK00000904		
16 Trans	action(s)				-		\$0.00
	Wells Fargo Op				(\$17,	172.03)	
25859	9/20/2020	CHK	ACE HARDWARE	No	PMCHK00000902	\$276.53	
25860	9/20/2020	CHK	BART INDUSTRIES	Yes	PMCHK00000902	\$227.65	
25861	9/20/2020	CHK	Cascade Healthcare Services	No	PMCHK00000902	\$175.00	
25862	9/20/2020	CHK	FOLSOM LAKE FORD	Yes	PMCHK00000902	\$175.00 \$72.07 \$409.42	
25863	9/20/2020	CHK	Gold Country Water	Yes	PMCHK00000902	\$409.42	
25864	9/20/2020	CHK	Interwest Consulting Group	Yes	PMCHK00000902	\$1,490.00	
25865	9/20/2020	CHK		Yes	PMCHK00000902	\$295.00	
25866	9/20/2020	CHK	_	Yes	PMCHK00000902	\$296.50 \$1,824.86 \$110.04	
25867	9/20/2020	CHK		Yes	PMCHK00000902	\$1,824.86	
25868	9/20/2020	CHK	Mission Uniform Services	Yes	PMCHK00000902	\$110.04	
25869	9/20/2020	CHK	Municipal Emergency Services	No	PMCHK00000902	\$36.92	
25870	9/20/2020	CHK	NETWORK DESIGN ASSOC	Yes	PMCHK00000902	\$520.00	
25871	9/20/2020	CHK	PLACER COUNTY WATER	Yes	PMCHK00000902	\$497.66	
25872	9/20/2020	CHK	PLACER COUNTY TAX COLLECTOR	No	PMCHK00000902 PMCHK00000902	\$819.48	
25873	9/20/2020	CHK	Quill Corporation		PMCHK00000902	\$280.03	
25874	9/20/2020		Recology Auburn Placer	Yes	PMCHK00000902	\$644.16	
25875	9/20/2020	CHK	South Placer Municipal Utili	Yes	PMCHK00000902	\$280.80	
25876	9/20/2020	CHK	SAN JUAN WATER	Yes	PMCHK00000902	\$1,291.78	
25877	9/20/2020	CHK	Consolidated Communications	Yes	PMCHK00000902	\$2,387.96	
25878	9/20/2020	CHK	SAMBA Holdings Inc	Yes	PMCHK00000902	\$61.16	
25879	9/20/2020	CHK	Sprint	No	PMCHK00000902	\$119.37	
25880	9/20/2020	CHK	TIAA Commercial Finance, Inc	No	PMCHK00000902	\$2,452.70	
25881	9/20/2020	CHK	US Bank Corporate Payment Sy	Yes	PMCHK00000902	\$19,840.98	
25882	9/20/2020	CHK	Verizon Wireless	Yes	PMCHK00000902	\$397.23	
25883	9/20/2020	CHK	Vision Quest Information Sol	Yes	PMCHK00000902	\$99.00	
25884	9/20/2020	CHK	ZEP MANUFACTURING CO.	Yes	PMCHK00000902	\$229.68	
25885	10/6/2020	CHK	Pioneeer Auto Body	No	PMCHK00000903	\$301.00	
25886	10/7/2020	CHK	PLACER COUNTY WATER	No	PMCHK00000905	\$2,640.00	1
25887	10/7/2020	CHK	South Placer Municipal Utili	No	PMCHK00000905	\$1,845.00	4
25888	10/7/2020	CHK	AT & T	No	PMCHK00000906	\$159.31	

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South Placer Fire District CHECKBOOK REGISTER REPORT Bank Reconciliation Page:

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User ID: kmedeiros

Checkbook ID Description User-Defined 1 Current Balance

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Number	Data	Teles	Daid Ma / David David		0.1.1.		Deposi
25889	10/7/2020	СНК	ACE HARDWARE AT & T / T-1 Lines ADVANTAGE GEAR AT&T Mobility BURTONS FIRE APPARATUS BART INDUSTRIES Benz Air Engineering Co, I	No	PMCHK00000906	\$159.61	
25890	10/7/2020	CHK	AT & T / T-1 Lines	No	PMCHK00000906	\$1,059.16	
25891	10/7/2020	CHK	ADVANTAGE GEAR	No	PMCHK00000906	\$371.99	
25892	10/7/2020	CHK	AT&T Mobility	No	PMCHK00000906	\$1,176.96	
25893	10/7/2020	CHK	BURTONS FIRE APPARATUS	No	PMCHK00000906	\$93.52	
25894	10/7/2020	CHK	BART INDUSTRIES	No	PMCHK00000906	\$350.94	
25895	10/7/2020	CHK	Benz Air Engineering Co, I	nc No	PMCHK00000906	\$1,273.04	
25896	10/7/2020 10/7/2020	CHK	Cascade Healthcare Service	s No	PMCHK00000906	\$1,273.04 \$175.00 \$448.93 \$1,097.93 \$125.39 \$335.41 \$307.24 \$209.00 \$133,837.00 \$16.08 \$1,330.50 \$15.73 \$302.43	
25897	10/7/2020	CHK	CUMMINS Pacific, LLC	No	PMCHK00000906	\$448.93	
25898	10/7/2020	CHK	CIT Technology Fin Serv. I	inc No	PMCHK00000906	\$1,097.93	
25899	10/7/2020	CHK	DAWSON OIL	No	PMCHK00000906	\$125.39	
25900	10/7/2020 10/7/2020 10/7/2020	CHK	De Lage Landen Financial S	er No	PMCHK00000906	\$335.41	
25901	10/7/2020	CHK	Derotic LLC	No	PMCHK00000906	\$307.24	
25902	10/7/2020	CHK	DELTA WIRELESS	No	PMCHK00000906	\$209.00	
25903	10/7/2020		FASIS	No	PMCHK00000906	\$133.837.00	
25904	10/7/2020	CHK	FOLSOM LAKE FORD	No	PMCHK00000906	\$16.08	
25905	10/7/2020	CHK	Foothill Fire and WIRE	No	PMCHK00000906	\$1.330.50	
25906	10/7/2020	CHK	GRAINGER, W.W.	No	PMCHK00000906	\$15.73	
25907	10/7/2020	CHK	Derotic LLC DELTA WIRELESS FASIS FOLSOM LAKE FORD Foothill Fire and WIRE GRAINGER, W.W. Gold Country Water	No	PMCHK00000906	\$302.43	
25908	10/7/2020	CHK	Hunt and Sons, Inc HARRIS INDUSTRIAL GASES	No	PMCHK00000906	\$5,255.89	
25909	10/7/2020	CHK	HARRIS INDUSTRIAL GASES	No	PMCHK00000906	\$672.82	
25910	10/7/2020	CHK	INLAND BUSINESS SYSTEMS	No	PMCHK00000906	\$502.43 \$5,255.89 \$672.82 \$1.88 \$255.00	
25911	10/7/2020	CHK	JRB Pest and Sanitation	No	PMCHK00000906	\$255.00	
25912	10/7/2020		Kingsley Bogard, LLP		PMCHK00000906	\$1,536.00	
25913	10/7/2020	CHK	LIFE ASSIST	No	PMCHK00000906	\$2,961,61	
25914	10/7/2020		Mission Uniform Services		PMCHK00000906	\$151.81	
25915	10/7/2020		NEDA	No.	PMCHK00000906	\$2,961.61 \$151.81 \$175.00	
25916	10/7/2020		North Bay Pensions, LLC	No	PMCHK00000906	\$4,000.00	
25917	10/7/2020	CHK	North Bay Pensions, LLC NETWORK DESIGN ASSOC PG & E PLACER COUNTY WATER Purchase Power	No		\$1,169.50	
25918	10/7/2020		PG & E	No	PMCHK00000906	\$9,227.71	
25919	10/7/2020		PLACER COUNTY WATER	No	PMCHK000000906	\$9,227.71 \$496.40 \$90.56 \$50.00	
25920	10/7/2020		Purchase Power	No	PMCHK000000906	\$90.56	
25921			Sacramento Co. Fire Chiefs	A No	PMCHK00000906	\$50.00	
25922	10/7/2020 10/7/2020 10/7/2020	CHK	STERICYCLE INC	No	PMCHK00000906	\$262.50	
25923	10/7/2020	CHK	STERICYCLE INC SAMBA Holdings Inc Target Solutions, LLC TIFCO INDUSTRIES	No	PMCHK00000906	\$262.50 \$61.16 \$5,364.00 \$75.46 \$6,531.81	
25924	10/7/2020	CHK	Target Solutions, LLC	No	PWCHK00000000	S5.364 NA	
25925	10/7/2020		TIFCO INDUSTRIES	No	PWCHK00000000	\$75.46	
25926	10/7/2020		WITTMAN ENTERPRISES, LLC	No	PMCHK00000906	\$6.531.91	
	. ,					70,002.01	

⁸⁴ Total Transaction(s)

68 Transaction(s)

\$0.00

\$221,106.26

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South Placer Fire District CHECK DISTRIBUTION REPORT

Page: 1

To:

From:

User ID: kmedeiros

Payables Management

Ranges: From: To:

WELLS FARGO OP Vendor ID First Last Checkbook ID PLACER COUNTY

Vendor Name First Check Number First Last Last

Check Date 9/21/2020 10/7/2020

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		
A212 32028	AFLAC 136664 August Type Account	PLACER COUNTY 23893 2020 premium \$781.90 Description Agency Share Insurance	10/6/2020 Debit \$781.90	\$781.90 Credit \$0.00
C273 32029	Type Account PURCH 0-000-0215-000	PLACER COUNTY 23894 Description Group Insurance Payable Group Insurance Payable	10/6/2020 Debit \$29.50 \$1,239.00	\$1,268.50 Credit \$0.00 \$0.00
C273 32030	California Assn of Prefessiona 10/2020 NS LTD 10/2020 Type Account PURCH 0-000-0215-000		10/6/2020 Debit \$59.00	\$59.00 Credit \$0.00
N115 32031	NGLIC C/O Superior Vision Serv 0000444249 10-2024 Type Account PURCH 0-000-1550-000		10/6/2020 Debit \$897.08	\$897.08 Credit \$0.00
P101 32032	16146666 Arrear: Type Account	PLACER COUNTY 23897 s Admin fee \$500.00 Description Legal/Consulting Fees	10/6/2020 Debit \$500.00	\$500.00 Credit \$0.00
P101 32033	P.E.R.S 16146667 Arrear Type Account PURCH 0-000-1300-000	PLACER COUNTY 23898 s contribution \$2,332.57 Description PERS Retirement	10/6/2020 Debit \$2,332.57	\$2,332.57 Credit \$0.00
P101 32034	P.E.R.S 16181158 October Type Account PURCH 0-000-0215-000 PURCH 0-000-1550-000 PURCH 0-000-1550-000	PLACER COUNTY 23899 r 2020 premium \$89,364.82 Description Group Insurance Payable Agency Share Insurance Agency Share Insurance	Debit \$22,547.98 \$48,257.08 \$18,559.76	\$89,364.82 Credit \$0.00 \$0.00 \$0.00
P159 32035	PRINCIPAL MUTUAL 10-2020 DENTAL Octobe: Type Account PURCH 0-000-1550-000	PLACER COUNTY 23900 2020 Dental premium \$6,736.58 Description Agency Share Insurance	10/6/2020 Debit \$6,736.58	\$6,736.58 Credit \$0.00
S043	Sacramento Area Fire Fighters	PLACER COUNTY 23901	10/6/2020	\$1 ,6 26.21

User Date: 10/7/2020

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South Placer Fire District CHECK DISTRIBUTION REPORT Payables Management

Page: 2

User ID: kmedeiros

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number		Original Voucher Amoun	ıt.	
32036	PP06 UNION 2020 EE Type Account		\$1,926.21 n	Debit \$1,926.21	Credit \$0.00
S043 32037	Sacramento Area Fire Fight PP07 UNION 2020 EE Type Account PURCH 0-000-0218-000	Union dues PP 7 Descriptio	\$1,926.21 n	10/6/2020 Debit \$1,926.21	\$1,926.21 Credit \$0.00
S233	SPFAOA	PLACER COUNTY	23903	10/6/2020	\$75.00
32038	PP06 SPFAOA 2020 SP Type Account PURCH 0-000-0218-000	Descriptio		Debit \$75.00	Credit \$0.00
S233 32039	SPFA0A PP07 SPFA0A 2020 SP Type Account PURCH 0-000-0218-000	PLACER COUNTY FAOA dues PP 7 Descriptio Union Dues	\$75.00 n	10/6/2020 Debit \$75.00	\$75.00 Credit \$0.00
T160 32040	TASC/ Total Admin Service PP06 DC/MR 2020 EE Type Account PURCH 0-000-0216-000	/ER DC/MR PP 06 Descriptio Flexible B	\$6,380.66 n enefits Payable	10/6/2020 Debit \$1,175.85	\$6,380.66 Credit \$0.00
	PURCH 0-000-1550-000 PURCH 0-000-1550-000		re Insurance re Insurance	\$4,675.38 \$529.43	\$0.00 \$0.00
T160 32041	TASC/ Total Admin Service PP07 DC/MR 2020 EE Type Account PURCH 0-000-0216-000 PURCH 0-000-1550-000 PURCH 0-000-1550-000	/ER DC/MR PP 07 Descriptio Flexible B Agency Sha	\$6,380.66	Debit \$1,175.85 \$4,675.38 \$529.43	\$6,380.66 Credit \$0.00 \$0.00 \$0.00
V125 32042	Voya Financial Trust Co. PP06 DEF COMP 2020 EE Type Account PURCH 0-000-0214-000 PURCH 0-000-0214-000	Descriptio 457 Deferr	\$12,452.70	Debit \$11,552.58 \$900.12	\$12,452.70 Credit \$0.00 \$0.00
V125 32043	Voya Financial Trust Co. PP07 DEF COMP 2020 EE Type Account PURCH 0-000-0214-000 PURCH 0-000-0214-000	/ER Def Comp PP 07 Descriptio 457 Deferr	\$13,035.34	10/6/2020 Debit \$12,112.14 \$923.20	\$13,035.34 Credit \$0.00 \$0.00
P216 32027	Pioneeer Auto Body ESTIMATE 1216 Ra Type Account PURCH 0-000-2222-000	WELLS FARGO OP dio heads removal Descriptio Automotive	\$301.00	10/6/2020 Debit \$301.00	\$301.00 Credit \$0.00
P125 32106	PLACER COUNTY WATER STA 18 WATER Pr Type Account	WELLS FARGO OP oject application & Descriptio	deposi \$2,640.00	10/7/2020 Debit	\$2 <mark>,7</mark> 40.00 Credit

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User Date: 10/7/2020

CHECK DISTRIBUTION REPORT

Page: 3

User ID: kmedeiros

Payables Management

Vendor ID Vendor Name Checkbook ID Check Number Check Date Voucher Number Invoice Number Original Voucher Amount PURCH 0-000-4522-001 Station 18 Schematic Design/Archite \$2,640.00 South Placer Municipal Utility WELLS FARGO OP 25887
STA 18 SEWER Plan check & inspection fee \$1,845.00 S019 10/7/2020 \$1,845.00 32107 Type Account Description
PURCH 0-000-4522-001 Station 18 Schematic Design/Archite Debit Credit \$1,845.00 \$0.00 AT & T WELLS FARGO OF 25555

X09252020 Monthly billing

Type Account Description

7-000-2037-000 Telephone A163 WELLS FARGO OP 25888 10/7/2020 \$159.31 \$159.31 32050 Debit Credit \$159.31 \$0.00 ACE HARDWARE WELLS FARGO OP 25889

024580 LED bulbs, mop holder

Type Account Description

PURCH 0-000-2225-005 3505 Auburn Folsom Road A164 10/7/2020 \$159,61 \$32.15 32044 Debit Credit \$32.15 \$0.00 024637 Bench brush, strip furring
Type Account Description 32045 \$16.12 Debit Credit PURCH 0-000-2225-001 6900 Eureka Road \$16.12 \$0.00
 024643
 Air filters

 Type
 Account
 Description

 PURCH
 0-000-2225-028
 5840 Horseshoe Bar Rd
 \$64.31 32046 Debit Credit \$64.31 \$0.00 024652 Nuts, bolts, screws, bits \$47.03 Type Account Description 32047 Debit \$47.03 Credit PURCH 0-000-2225-001 6900 Eureka Road \$0.00 AT & T / T-1 Lines WELLS FARGO OP 25890
092520 Monthly billing
Type Account Description
PURCH 0-000-2037-000 Telephone A168 10/7/2020 \$1.059.16 32051 \$1,059.16 Debit Credit \$1,059.16 \$0.00 ADVANTAGE GEAR WELLS FARGO OP 25891
34372-1 Boots
Type Account Description
PURCH 0-000-2133-000 Uniform Supplies A172 WELLS FARGO OP 25891 10/7/2020 \$371.99 32048 \$359.23 Debit Credit \$359.23 \$0.00 34484-1 Laces Type Account 32049 \$12.76 Description Debit Credit PURCH 0-000-2133-000 Uniform Supplies \$12.76 \$0.00 AT&T Mobility WELLS FARGO OP 25892
16915928 Monthly billing
Type Account Description 4226 10/7/2020 \$1,176.96 32052 \$1,176.96 Debit Credit PURCH 0-000-2037-000 Telephone \$1,176.96 \$0.00 BURTONS FIRE APPARATUS WELLS FARGO OP 25893 31.38 **8**93.52 10/7/2020 \$50446 4" gauge 32056 \$93.52 Type Account Description Debit Credit

System: 10/7/2020 4:44:09 PM User Date: 10/7/2020

South Placer Fire District CHECK DISTRIBUTION REPORT

Payables Management

Page: 4

User ID: kmedeiros

Vendor ID	Vendor Name	Checkbook ID Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amou	nt	
		2004 Spartan HiTec	\$93.52	\$0.00
B147 32053	573517 W		10/7/2020	\$350.94
	Type Account PURCH 0-000-2222-014	Description 2008 Ford F150 4X4	Debit \$52.44	Credit \$0.00
32054	225004 F Type Account	uel & oil filters \$298.50 Description	Debit	Credit
	PURCH 0-000-2222-815	2013 HME/Aherns-Fox Engine OES 380	\$298.50	\$0.00
B178 32055	AWF200708 N	Inc WELLS FARGO OP 25895 ederman transmitter, anchor \$1,273.04	10/7/2020	\$1,273.04
	Type Account PURCH 0-000-2222-710	Description 2006 Freightliner/Hi-Tech BR19	Debit \$1,273.04	Credit \$0.00
C147 32057	Cascade Healthcare Servic	es LL WELLS FARGO OP 25896	10/7/2020	\$175.00
	Type Account PURCH 0-000-2024-000	Description ParamedicCert.EMT/CPR Cert Classes	Debit \$175.00	Credit \$0.00
C233 32059	Y5-41351 P		10/7/2020	\$448.93
	Type Account PURCH 0-000-2222-000	Description Automotive Repairs/Supplies	Debit \$448.93	Credit \$0.00
C251 32058	36320975 M	inc WELLS FARGO OP 25898 shothly billing \$1,097.93	10/7/2020	\$1,097.93
	Type Account PURCH 0-000-2121-000	Description Copy Machine Contract/Maint.	Debit \$1,097.93	Credit \$0.00
D101 32060	DAWSON OIL 425038 M	WELLS FARGO OP 25899 onthly billing \$125.39	10/7/2020	\$125.39
	Type Account PURCH 0-000-2124-000	Description Fuel & Oil	Debit \$125.39	Credit \$0.00
D144 32061		Servi WELLS FARGO OP 25900 soperty tax on copier \$69.68	10/7/2020	\$335.41
	Type Account	Description Copy Machine Contract/Maint.	Debit \$69.68	Credit \$0.00
32062	69630889 Me	nthly billing \$265.73 Description	Debit	0114
	PURCH 0-000-2121-000		\$265.73	Credit \$0.00
0149 32064		WELLS FARGO OP 25901 jector gasket, switch \$307.24	10/7/2020	\$307.24
	Type Account PURCH 0-000-2222-815	Description 2013 HME/Aherns-Fox Engine OES 380	Debit \$307.24	Credit \$0.00
0195	DELTA WIRELESS	WELLS FARGO OP 25902	10/7/2020	9 \$209.00

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H141

HARRIS INDUSTRIAL GASES

South Placer Fire District CHECK DISTRIBUTION REPORT Payables Management

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		Payables Management			
Vendor ID	Vendor Name	Checkbook ID Check Number		Check Date	Check Amount
Voucher Number	Invoice Number		L Voucher Amount		
32063	145006406-1 Pa		\$209.00		
	Type Account PURCH 0-000-2221-000	Description	+207.0V	Debit \$209.00	Credit \$0.00
F107 32065		WELLS FARGO OP 25903 C premium, 10/1-12/31/20	\$133,837.00	10/7/2020	\$133,837.00
	Type Account PURCH 0-000-1315-000	Description Workmans Comp. Insurance	2	Debit \$133,837.00	Credit \$0.00
F109 32066	FOLSOM LAKE FORD 685889 Do	oor lock switch	\$16.08	10/7/2020	\$16.08
	Type Account PURCH 0-000-2222-011			Debit \$16.08	Credit \$0.00
F200 32067	Foothill Fire and WIRE 46194 Fi	ire alarms, qtrly billing	\$1,330.50	10/7/2020	\$1,330.50
	PURCH 0-000-2225-001 PURCH 0-000-2225-003 PURCH 0-000-2225-005	7070 Auburn Folsom Road		Debit \$295.50 \$237.00 \$183.00	Credit \$0.00 \$0.00
	PURCH 0-000-2225-006 PURCH 0-000-2225-016 PURCH 0-000-2225-028	4650 East Roseville Park 5300 Olive Ranch Road		\$255.00 \$237.00 \$123.00	\$0.00 \$0.00 \$0.00 \$0.00
G110	GRAINGER, W.W.	WELLS FARGO OP 25906			,
32069	9634022181 30 Type Account	Omm combo wrench Description	\$15.73	10/7/2020 Debit	\$15.73 Credit
	PURCH 0-000-2222-000	Automotive Repairs/Suppl	lies	\$15.73	\$0.00
G158 32068	Gold Country Water 20201017 Mc Type Account	WELLS FARGO OP 25907 onthly billing Description	\$302.43	10/7/2020	\$302.43
	PURCH 0-000-2053-000		olies	Debit \$302.43	Credit \$0.00
H130 32075	Hunt and Sons, Inc 595671 Ga	WELLS FARGO OP 25908 asoline, diesel	\$1,397.20	10/7/2020	\$5,255.89
	Type Account PURCH 0-000-2124-001	Description Station 17 Fuel		Debit \$1,397.20	Credit \$0.00
32076		asoline, diesel Description	\$1,310.37	Dahir	g W
	PURCH 0-000-2124-003			Debit \$1,310.37	Credit \$0.00
32077	614776 Ga	asoline, diesel Description	\$1,708.31	Debit	Credit
	PURCH 0-000-2124-001			\$1,708.31	\$0.00
32078	Type Account	asoline, diesel Description	\$840.01	Debit	Credit
	PURCH 0-000-2124-003	Station 19 Fuel		\$840.01	10

WELLS FARGO OP 25909

10/7/2020

\$672.82

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South Placer Fire District CHECK DISTRIBUTION REPORT Payables Management

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Vendor ID		Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number		Original Voucher Amount		
32070	01818310 16 Type Account	gauge sheet Description		Debit \$89.65	Credit \$0.00
32071	1818924 Me Type Account PURCH 0-000-2130-000	Description	\$171.45	Debit \$171.45	Credit \$0.00
32072	01819972 Cy Type Account PURCH 0-000-2130-000	Description	\$219.08	Debit \$219.08	Credit \$0.00
32073	01820003 Cy Type Account PURCH 0-000-2130-000	Description		Debit \$147.47	Credit \$0.00
32074	01820112 Cy Type Account PURCH 0-000-2130-000	Description	\$45.17	Debit \$45.17	Credit \$0.00
I121 32079		cess copies Description	\$1.88	10/7/2020 Debit \$1.88	\$1.88 Credit \$0.00
J128 32080	JRB Pest and Sanitation 46394 Mo Type Account PURCH 0-000-2225-006		\$85.00	10/7/2020 Debit \$85.00	\$255.00 Credit \$0.00
32081	46395 Mo Type Account PURCH 0~000-2225-003	onthly billing Description 7070 Auburn		Debit \$85.00	Credit \$0.00
32082	46396 Mo Type Account PURCH 0-000-2225-016	onthly billing Description 5300 Olive I		Debit \$85.00	Credit \$0.00
K127 32083	Kingsley Bogard, LLP 26091 Au Type Account PURCH 0-000-2010-000	gust services Description	\$1,536.00	10/7/2020 Debit \$1,536.00	\$1,536.00 Credit \$0.00
L107 32084	Type Account	WELLS FARGO OP rious supplies Description Medical Supp	\$2,687.94	10/7/2020 Debit \$2,687.94	\$2,961.61 Credit \$0.00
32085	1037599 B1 Type Account PURCH 0-000-2127-000	unt cannula Description Medical Supp		Debit \$96.53	11redit \$0.00

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South Placer Fire District CHECK DISTRIBUTION REPORT Payables Management

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Vendor ID	Vendor Name	Checkbook ID Check Number		Check Date	Check Amount
Voucher Number	Invoice Number		Voucher Amount		
32086	Type Account	lars, syringes, Ondansetr Description Medical Supplies	\$177.14	Debit \$177.14	Credit \$0.00
M101 32087	Mission Uniform Services 513158060 Pre Type Account PURCH 0-000-2042-000		\$34.20 Veralls	10/7/2020 Debit \$34.20	\$151.81 Credit \$0.00
32088	513169158 Wee Type Account PURCH 0-000-2042-000	Description	\$35.08 veralls	Debit \$35.08	Credit \$0.00
32089	5613217152 Wee Type Account PURCH 0-000-2042-000	cly billing Description Laundry Service/Shop Cov	\$27.51 veralls	Debit \$27.51	Credit \$0.00
32090	513254601 Wee Type Account PURCH 0-000-2042-000	Description	\$27.51 veralls	Debit \$27.51	Credit \$0.00
32091	513302360 Wee: Type Account PURCH 0-000-2042-000	tly billing Description Laundry Service/Shop Cov	\$27.51	Debit \$27.51	Credit \$0.00
N124 32094	Type Account	WELLS FARGO OP 25915 nal membership dues Description Memberships/Subscription	\$175.00	10/7/2020 Debit \$175.00	\$175.00 Credit \$0.00
N144 32095	North Bay Pensions, LLC 20059 GASI Type Account PURCH 0-000-2043-000	WELLS FARGO OP 25916 3 68 & 75 reports Description Legal/Consulting Fees	\$4,000.00	10/7/2020 Debit \$4,000.00	\$4,000.00 Credit \$0.00
N226 32092	NETWORK DESIGN ASSOC 78706 Soft Type Account PURCH 0-000-2122-001	WELLS FARGO OP 25917 ware subscriptions Description Software Support	\$617.00	10/7/2020 Debit \$617.00	\$1,169.50 Credit \$0.00
32093	78859 IT (Type Account PURCH 0-000-2122-001	consulting Description Software Support	\$552.50	Debit \$552.50	Credit \$0.00
P111 32096	PG & E 20200916 Mont Type Account PURCH 0-000-2027-000	WELLS FARGO OP 25918 thly billing Description Gas & Electric	\$31.05	10/7/2020 Debit \$31.05	\$9,227.71 Credit 12 ^{\$0.00}

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Vendor ID	Vendor Name	Checkbook ID Check Number	Check Date	Check Amount
Voucher Number	Invoice Number		oucher Amount	
32097	20200914 Mon:	thly billing \$1 Description 6900 Eureka Road 7070 Auburn Folsom Road 3505 Auburn Folsom Road 4650 East Rsvl. Parkway Station 16 5300 Olive Ranc	9,196.66 Debit \$3,218.14 \$2,164.92 \$918.57	Credit \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00
P125 32098	PLACER COUNTY WATER 20200914 Bi-7 Type Account PURCH 0-000-2041-003	WELLS FARGO OP 25919 monthly billing Description Water - Station #19	10/7/2020 \$496.40 Debit \$496.40	\$496.40 Credit \$0.00
P269 32099	Purchase Power 20200921 Post Type Account PURCH 0-000-2131-000	2	\$90.56 \$90.56 Debit \$90.56	\$90.56 Credit \$0.00
\$030 32100	Sacramento Co. Fire Chiefs A SPLA2021 Memb Type Account PURCH 0-000-2030-000	Dership dues, FY 2020-21 Description	10/7/2020 \$50.00 Debit \$50.00	\$50.00 Credit \$0.00
S145 32102	STERICYCLE INC 3005253884 Mont Type Account PURCH 0-000-2046-000	WELLS FARGO OP 25922 Thly billing Description Medical Waste Disposal	10/7/2020 \$262.50 Debit \$262.50	\$262.50 Credit \$0.00
5286 32101	SAMBA Holdings Inc INV00444908 Driv Type Account PURCH 0-000-2023-000	WELLS FARGO OP 25923 ver monitoring Description Employee Physicals & Wellne	10/7/2020 \$61.16 Debit ess \$61.16	\$61.16 Credit \$0.00
F107 32103	Target Solutions, LLC INV12934 Annu Type Account PURCH 0-000-2040-000	WELLS FARGO OP 25924 pal billing \$5 Description Education/Training	10/7/2020 5,364.00 Debit \$5,364.00	\$5,364.00 Credit \$0.00
F117 32104	TIFCO INDUSTRIES 71585061 Disc Type Account PURCH 0-000-2222-000	WELLS FARGO OP 25925 c holder, fittings, nuts Description Automotive Repairs/Supplies	10/7/2020 \$75.46 Debit \$75.46	\$75.46 Credit \$0.00
√121 32105	WITTMAN ENTERPRISES, LLC 2008046 Augu Type Account PURCH 0-000-2025-000	WELLS FARGO OP 25926 sst services \$6 Description Ambulance Billing Services	10/7/2020 6,531.81 Debit \$6,531.81	\$6,531.81 Credit \$0.00

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South Placer Fire District CHECK DISTRIBUTION REPORT Payables Management

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User ID: kmedeiros

Vendor ID Vendor Name Checkbook ID Check Number Check Date Check Amount Voucher Number Invoice Number Original Voucher Amount

SOUTH PLACER FIRE PROTECTION DISTRICT INTEROFFICE MEMORANDUM

TO:

BOARD OF DIRECTORS

FROM:

CHIEF ERIC G. WALDER

SUBJECT:

BOARD MEETING AGENDA STAFF RECOMMENDATIONS

DATE:

WEDNESDAY, OCTOBER 07, 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. 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 District's 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. In July 2020, the project was approved by the Loomis Planning Commission. The Chief will give an update on progress made to date. The Facilities Committee met on September 3rd, 2020 with the Architect and reviewed the project. The Architect has completed the construction documents and has submitted to the Town Planning Department.

Impact: Informational

Attachments: None

Eric G. Walder, EFO

Fire Chief

South Placer Fire Protection District

SOUTH PLACER FIRE DISTRICT INTEROFFICE MEMORANDUM

TO:

BOARD OF DIRECTORS

FROM:

FIRE CHIEF ERIC WALDER

SUBJECT:

BOARD MEETING AGENDA STAFF RECOMMENDATIONS

DATE:

WEDNESDAY, OCTOBER 07, 2020

CC:

BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Penryn Fire District (PFD) Request for Administrative Services:

Action Requested: The Chief recommends discussion and authorization to move forward toward a negotiation process with PFPD.

Background: On July 29th 2020, the Fire Chief received the attached document from the Fire Board of the Penryn Fire Protection District (PFPD) requesting a service proposal for Administrative and Operational Services. The South Placer Fire District (SPFD) held a Special Meeting of the Board of Directors on August 5th, 2020 and authorized the Fire Chief to prepare a proposal for the SPFD Boards review and consideration. At the August 12th, 2020, the SPFD Board authorized the Chief to submit and present the initial draft proposal to the PFPD Board. On August 13th, 2020, the Chief presented the estimated proposal to PFPD Board of Directors. On August 24th, 2020, the District received communication from PFPD requesting to move forward toward negotiating a Service Agreement with SPFD. Since the last Board meeting Staff has compiled a list of items that SPFD would like further information from PFPD to fully analyze a potential Administrative Services Contract.

Impact: Additional Revenue to the District. Additional workload on Administrative positions and Battalion Chiefs. Promotes future opportunity to collaborate further. Helps a neighboring agency in need of assistance.

Attachments: Penryn Admin Contract Questions, 8-24-2020 Negotiations Request Letter, 8-13-2020 SPFD Presented Proposal, and 7-29-2020 Proposal Request Letter.

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



South Placer Fire District

6900 Eureka Road Granite Bay, California 95746 Ph (916) 791-7059 Fax (916) 791-2199 www.southplacerfire.org

Providing Exceptional Service to Our Community

Board of Directors

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

Eric Walder

Penryn Board Committee,

Thank you for meeting with Kathy and I last week and discussing the process needed to move forward with exploring an Administrative Services Contract that works for both agencies. I asked my staff to compile a list of the required information to evaluate their respective areas of expertise. These are items that they are responsible for overseeing within our agency and would be within their expectation for work performed for Penryn in an Administrative Contract. This list is not exhaustive, and through this process, items can be added or removed depending upon the needs of Penryn Fire District or any regulatory directive or identified need.

Fire Chief/Administration Board Committees? Board Agenda Meeting Date and Time? Board Secretary, Board Agenda, and Packet Responsibility? List of Current Consultants used by the Board of Directors and or past Fire Chiefs? ☐ Web Site Changes, updates, etc? ☐ Nexus Study (Mitigation/Developer Fees)? Mitigation Account one and five-year reports? Capital Facilities Plans? o Major Equipment Replacement Plan o Apparatus Replacement Plans o Facilities Replacement Plans **Budgeting Process?** o Current Approved Budget and Latest Profit and Loss Statement o Reserve Accounts and Balances including Mitigation Accounts Special Tax Reports o Any Grants received in the last 10 years and reporting on grant funds and equipment received Current Policy / Procedures Manual? o Job Descriptions, including Fire Chief

Fire Chief/Administration Cont.

 □ Memorandum of Understanding with Penryn Firefighters? ○ Current Employee Seniority List ○ Employee Shift Schedule ○ Employee Roster ○ Employee Benefits Summary □ Hiring Process? ○ Background ○ Physical (Drug Testing) ○ Psychological Evaluations ○ Intern Program / Apprentice Program
Business Operations/Human Resources
☐ Last 2 months workday reports
Last 2 months any/all bank statements
Accounts receivable and payable, process, timeline, chart of accounts and County Contact?
 Last 2 payroll EIB spreadsheets to County and corresponding payroll reports? Timecard Process and Recording (Documentation excel? Timecards? Vacation & holiday accrual? Tracking method? Other Payroll/Extra Help- interns, volunteer pay, reserves, etc how they are recorded/paid?
☐ Cal Card – List of cardholders, credit card policy, purchasing limits?
Workers Compensation carrier reporting last two months?
Workers Comp and General Liability policies?
☐ CFAA Salary Survey 2020?
Salary Schedule 2020?
☐ Vendor Contracts?
Personnel/Operations/Training/EMS
How do you schedule staffing? Callback procedure? (Telestaff or some other way?)
☐ Fit Test records? Example: N95, P100, SCOTT or SCBA facepiece
Red Cards, Minimum Training, Training Records?
Condition of PPE and who manages PPE. Records of Maintenance and Purchase?
2 Page

Personnel/Operations/Training/EMS Cont.
☐ Daily work schedule?
Please provide RMS Run Data for Penryn Fire District for 2019/2020 and 2018/2019.
O Calls for service all types within Penryn Fire District with detail
O Calls for service all types total run by Penryn Fire District
O Mutual Aid Calls with Detail
O Auto Aid Calls with Detail
O Board adopted response time standard?
Records management RMS (ZOLL), NFIRS Reporting?
Emergency Medical Services (EMS)
O Who Manages?
O Bloodborne and ATD required training and vaccination record management?
☐ Training
O Who Manages?
O Training Files?
O Target Solutions Mandated Training?
O Outside Training? (Budget)
Who does the fleet maintenance and manages fleet repair and associated records?
O Truck Check Program – Copy of Forms
O Current apparatus age, mileage, condition
O Annual pump, hose, and ladder test records
O Fueling of apparatus where and how, contract?
SCBA Documentation and Maintenance?
 Pressure vessel test records and certifications (SCBA Compressor and Air compressors if any)
Prevention/Public Education/Facilities
How are mitigation fees paid and processed/filed?
☐ Fee Schedules?
O Developer Fees?
O Fee Schedule for plan checks and prevention services?
How are plan review processed?
31Page

Prevention/Public Education/Facilities Cont.

☐ Current documentation on building requirements? Current Ordinance?	
How are inspection request taken in and scheduled?	
Do you use Acella for communication for projects through the County?	
O County Contact Information	
How are weed complaints processed?	
How are burning permits processed?	
☐ What Inspection forms do you use?	
O How are business/school/assembly inspections being done?	
O Copy of required SB 1205 Inspection Report for 2019	
Who conducts Fire Investigations?	
O Investigator Qualifications?	
O Any open fire investigations?	
☐ Knox program details – WPC key as well as Penryn key?	
LPG requirements – plan submittal, install, inspection, sign off?	
Who oversees Facility Maintenance?	
O Facilities budget?	
Fire Prevention Budget?	
O Pub Ed programs?	
Please feel free to reach out to me with questions regarding the attached list.	
9-16-2020 Eric Walder, EFO Date	_
Eric Walder, EFO Date Fire Chief	
South Placer Fire District	



PENRYN FIRE PROTECTION DISTRICT

PO Box 219, 7206 Church St., Penryn, Ca 95663 916-663-3389 FAX 916-663-1262

BOARD OF DIRECTORS

Susan Mahoney Dennis Bergstrom Cheryl Hotaling Danielle Hardesty Randy Neifer

An Organization Committed to Serving the Community of the Penryn Fire Protection District

July 29, 2020

Eric Walder, Fire Chief 6900 Eureka Rd. Granite Bay, CA 95746

Chief Walder,

On July 29, 2020, the Board of Directors of the Penryn Fire Protection District took action to authorize the Chair to explore the fire service options with the request of contracting administrative and operation services with South Placer Fire District. The district is requesting a Service Proposal

Please consider this a request to perform an analysis of cost and benefits for fire protection to the Penryn Fire Protection District considers Public Safety as the number one priority. Therefore, providing a level of fire protection service that meets or exceeds the current level is of the highest importance to the district. Given that point, they also are mindful that providing an acceptable level of service at the best value is also a high priority.

For any additional questions do not hesitate to contact the Board Chair.

Thank you for your help and assistance in this matter.

Sincerely,

Dennis Bergstrom, District Chair



South Placer Fire District

6900 Eureka Road Granite Bay, California 95746 Ph (916) 791-7059 Fax (916) 791-2199 www.southplacerfire.org

We Provide Exceptional Service to our Community

Board of Directors

Chris Gibson DC
Gregary Grenfell
Terri Ryland
Tom Millward
Sean Mullin
Russ Kelley
David Harris
Fire Chief
Eric Walder

August 13, 2020

Penryn Fire Protection District PO Box 219 Penryn, CA 95663

Re: Request for Proposal for Administrative Services

Board President Bergstrom and Chief Higgins,

South Placer Fire District (SPFD) has reviewed your request for administrative services and has prepared a proposal for your consideration. We recognize both Districts have a long history of working collaboratively together through the Western Placer County Fire Chiefs Closest Resource Agreement to provide the highest level of service possible to our communities. It is also evident that the Penryn Fire Protection District (PFPD) needs immediate assistance with the administrative and operational oversight of your District.

Considering the expedited nature of this request, SPFD is submitting the attached estimated proposal prepared with limited information on the scope of the need. SPFD would request a future contract negotiation with the PFPD if your Board of Directors choose to move forward with pursuing services. During these negotiations, SPFD reserves the right to amend the attached proposal as items that are discovered affect SPFD's responsibilities.

Respectfully Submitted,

Eric G. Walder, EFO

Fire Chief

PROPOSAL FOR ADMINISTRATIVE SERVICES FOR PENRYN FIRE PROTECTION DISTRICT





1. The proposed approximate cost for Administrative Services and Battalion Chief Coverage is \$165,000 for services outlined below. It is desirable that the length of any proposed contract be for an initial 1-year period. A full contract negotiation and legal review of proposed contract with approval of both Fire Boards would need to be conducted before services would be rendered.

a. Fire Administrative Services

SPFD Fire Chief will attend the Penryn Fire Protection District's Board of Directors meetings. If the Chief's absence is required, the Deputy Chief will attend. The Chief, working with staff, will prepare all Board documents and agendas. The Fire Chief will meet with the Board Chair to set the agenda in advance of the Board meeting. Fire Chief will assist the Board in budgeting and administering the budget throughout the fiscal year. Fire Chief will assure that the scope of work needed in administration of the District is identified and handled by the appropriate administrative staff. This includes human resources, payroll, accounts receivable, accounts payable, public inquiries and complaints. A complete review of the current PFPD administrative operation is needed to identify all needs and extent of contract.

b. Fire Prevention Services

Fire prevention services include the oversight of the following areas: code enforcement, fire investigations, oversight of current public education program, new development meetings, plan submittal and review (utilizing Interwest Consulting Group as a 3rd party reviewer), and new construction inspections. Code enforcement includes oversight of existing engine company inspections of commercial occupancies, enforcement of open burning policies, weed abatement regulations, and California Fire Code violations. Cost for these services will not be borne by SPFD and shall be covered by the fees charged by PFPD and are not considered part of the base contract price. All fees received by PFPD for Fire Prevention services conducted by employees of the SPFD will be passed through to SPFD. *PFPD will adopt a fee schedule that is equal to SPFD's fee schedule. See Attached Exhibit #1.

c. Incident Management

The SPFD handles incident command by employing shift work battalion chiefs that are in command of the personnel and equipment assigned to their shift. During business hours there is a Deputy Fire Chief and Fire Chief that respond to assist with major incidents or cover the District operations when there is a need. Additionally, both the Chief and the Deputy Chief are available from their residences off-duty and reside within 4 miles of the District boundary.

d. Labor Management

The Fire Chief, Deputy Chief and Battalion Chiefs will work within the Current Penryn Fire District MOU and District policies to effectively manage the District's work force. Outside labor legal attorney services may be used if necessary. No costs for labor relations, grievances or legal fees will be borne by SPFD.

e. Training

Oversight and coordination of existing training program.

SOUTH PLACER FIRE DISTRICT COMMAND STAFF

Fire Chief - Eric G. Walder, EFO

Chief Walder has served the South Placer Fire District for the past 29 years, for the past five years as the Fire Chief.

- Bachelor of Science in Public Safety Administration Grand Canyon University
- National Fire Academy Executive Fire Officer
- CSFM Certified Fire Officer
- CSFM Certified Chief Fire Officer
- CalOES Fire and Rescue Region IV Coordinator
- Firefighting Resources of California Organized for Potential Emergencies (FIRESCOPE)
 - o Operations Team Member
- California State Licensed Paramedic

Deputy Chief - Karl Fowler, CFI

Chief Fowler has been in the Fire Service for over 34 years. He has served the South Placer Fire District for 28 years and was also the former Fire Chief of the Loomis Fire District.

- Bachelor of Arts Degree Fire Service Management CSU Sacramento
- CSFM Certified Chief Officer
- CSFM Certified Fire Officer
- Placer County Operational Area Coordinator Alternate
- Strike Team/Task Force Leader Qualified
- CSFM CFI Fire Investigator
- Sierra Sac Valley Arson Task Force Member

Division Chief/Fire Marshal - Jeff Ingolia

- 26 years of fire service experience
- Bachelor of Arts, Public Safety Administration
- ICC Certified Fire Inspector II
- CSFM Fire Investigator II
- Sierra Sac Valley Arson Task Force Member

Battalion Chief Jason Brooks - A Shift

- 30 years of fire service experience
- Bachelor of Science in Occupational Studies in Emergency Management –CSU –Long
 Beach
- CSFM Certified Fire Officer
- CSFM Certified Chief Fire Officer
- NWCG Strike Team/Task Force Leader
- NWCG Division/Group Trainee

Battalion Chief Matt Feeley - B Shift

- 25 years of fire service experience
- Bachelor of Science Administrative Management and Fire Prevention Technology
 Cogswell University
- CSFM Certified Chief Fire Officer
- CSFM Certified Fire Officer
- NWCG Strike Team/Task Force Leader

Battalion Chief Darren McMillin - C Shift

- 30 years of fire service experience
- Associate of Arts Degree Fire Science
- CSFM Certified Chief Fire Officer
- CSFM Certified Fire Officer
- NWCG Strike Team/Task Force Leader
- Type 2 Public Information Officer

Business Manager – Kathy Medeiros

- 24 years of experience in Human Resources and Accounting (private and public sector)
- Bachelor of Science degree in Accounting Information Systems CSUS

Administrative Assistant/Fire Inspector – Katrina Hoop

- 25 years of fire service administration experience
- CSFM Inspector I
- Assists with all prevention activities plan checking, inspections, code enforcement, variances, weed abatement, and development meetings

District Secretary – Barbara Leak

- 20 years fire service administration experience
- Bachelor of Science Degree in Business Administration CSU, Chico



Penryn Fire Protection District

PO Box 219, 7206 Church St., Penryn, Ca 95663 916-663-3389 FAX 916-663-1262

BOARD OF DIRECTORS

Dennis Bergstrom Cheryl Hotaling Danielle Hardesty Susan Mahoney Randy Neifer

An Organization Committed to Serving the Community of the Penryn Fire Protection District

August 24, 2020

South Placer Fire District 6900 Eureka Road Granite Bay, California 95746

RE: Operational and Administration Proposal

Board of Directors and Chief Walder,

Penryn Fire Protection District (PFPD) has received and reviewed your Proposal for the Service Agreement we requested. We extend a heartfelt "thank you" for the time and effort that went into this initial proposal. During Chief Walder's presentation of the Service Proposal at our PFPD Board Meeting on August 13th, he mentioned, for all concerned, we should enter into negotiations to properly discover and negotiate the services requested to enable PFPD to achieve its continued excellence in service to its District. This would allow for both Districts to realize the benefits and synergies that may be available to each District.

I am proud to announce that our Board met and approved the motion to continue down the path of negotiations for a Service Agreement with SPFD on August 20, 2020. In the meantime, we may hire a temporary interim Chief. This is to allow us to have Leadership during the time of negotiations and should not be interpreted as an adverse intent for our negotiations. It is our intent that this may be a start of continued success for both Districts.

Respectfully,

Dennis S. Bergstrom

Chair PFPD

SOUTH PLACER FIRE DISTRICT INTEROFFICE MEMORANDUM

TO:

BOARD OF DIRECTORS

FROM:

FIRE CHIEF E. WALDER

SUBJECT:

BOARD MEETING AGENDA STAFF RECOMMENDATIONS

DATE:

WEDNESDAY, OCTOBER 07, 2020

CC:

BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Gann Limit Report and Resolution:

Action Requested: Staff recommends discussion and adoption of the resolution setting the FY 2020/21 appropriations limit, per Article XIIIB of the State Constitution (1979) and verifying compliance for 2019/20.

Background: This is standard procedure. Each year the District sets its appropriations limit by computing the previous year's limit to the per capita personal income factor and the population factor. This calculation is made each year by multiplying the District's adopted appropriations limit in the prior fiscal year by the change in the cost of living in the preceding year and the change in population within the District for the preceding fiscal year.

Impact: Procedural

Attachments:2019/20 Gann Limit Compliance Evaluation and 2020 -21 Gann Limit Report, and Resolution No. 4 – 2020/21.

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

South Placer Fire Protection District 2019-20 Gann Limit Compliance Evaluation and 2020-21 Gann Limit

2019-20 Gann Limit Compliance Evaluation

The District's 2019-20 Gann Limit was calculated to be \$10,997,313. Based on 2019-20 Budget figures, it was expected that the District's appropriations subject to limitation would not exceed this figure. At the end of the 2019-20 fiscal year, after all property tax receipts and expenditures were documented, a compliance calculation demonstrated that the District's appropriations subject to limitation were in fact below the Gann Limit, as demonstrated in the following table.

2019-20 Appropriations Subject to Limitation		
	2019-20 Actuals	
Unadjusted Appropriations Subject to the Limit		
Property Tax	\$8,290,448	
Special Tax	\$1,170,742	
Total Unadjusted Appropriations Subject to the Limit	\$9,461,190	
Adjustments for Appropriations Not Subject to the Limit		
Court Ordered Mandates - FLSA Overtime	\$0	
Federal Mandates - Worker's Compensation	\$549,639	
Qualified Capital Outlay	\$259,749	
Qualified Debt Service	\$354,020	
Total Adjustments for Appropriations Not Subject to the Limit	\$1,163,408	
Adjusted Appropriations Subject to the Limit	\$8,297,782	
Gann Limit	\$10,997,313	
Appropriations Under/(Over) the Limit	\$2,699,531	

As shown in the table, the District's appropriations were \$2,699,531 under the Limit. Since the District has demonstrated its compliance with the 2019-20 Gann Limit, no further action is required.

2020-21 Gann Limit and Estimated Compliance

For 2020-21, the District must calculate its new Gann Limit, based on both Cost of Living and Population Factors. Additionally, as part of the Budget adoption process, the District should estimate whether it will be in compliance with its 2020-21 Gann Limit by evaluating appropriations subject to limitation.



Gann Limit Calculation

The Gann Limit is calculated by first using the prior year's Limit as a base, then applying a Cost of Living Factor and a Population Factor. The Cost of Living Factor is equal to the **greater of** the percent change in non-residential new construction or the percent change in California per capita personal income. For 2020-21, the Placer County Assessor's Office has calculated that the District's percent change in non-residential new construction is 4.83%. The California Department of Finance calculated the percent change in California per capita personal income to be 3.73%. Therefore, the Cost of Living Factor to be applied to the District's 2020-21 Gann Limit is 4.83%.

The Population Factor is equal to the *greater of* the percent change in county population or the percent change in unincorporated County population, or the percent change in the District's population. According to data provided by the California Department of Finance, the percent change in Placer County population was 1.95% and the percent change in unincorporated Placer County population was 1.27%. In order to determine the percentage change in the District's population, a special population estimate must be specifically requested to the Department of Finance at the District's expense. Due to the fact that there was minimal residential new construction in the District's boundaries, this was not completed this year. Therefore, the Population factor to be applied to the District's 2020-21 Gann Limit is 1.95%.

As shown in the following table, the District's 2020-21 Gann Limit is calculated to be \$11,753,480.

Gann Limit Calculation				
	Prior Year Gann Limit	Cost of Living Factor	Population Factor	Current Year Gann Limit
2020-21	\$10,997,313	1.0483	1.0195	\$11,753,480

Estimated Appropriations Subject to Limitation

Based on the District's 2020-21 budget, the District is estimating tax receipts of \$9,747,122 from general property taxes, the District's Special Tax and the Loomis Parcel Tax. These tax receipts can be adjusted for appropriations that are not subject to limitation from sources such as: FLSA Overtime, Federal Mandates (Worker's Compensation), Qualified Capital Outlay and Debt Service. Based on 2020-21 budget estimates, the District will have approximately \$1,046,609 of appropriations that are not subject to limitation. Therefore, the District's total appropriations subject to the Gann Limit total \$8,700,513, which is \$3,052,967 below the calculated 2020-21 Gann Limit, as shown in the following table. Therefore, we can reasonably estimate that the District will be in compliance with its Gann Limit for 2020-21.



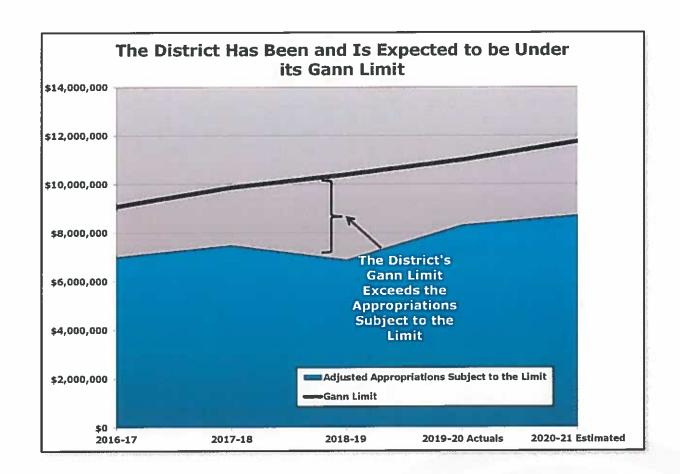
October 2020

2020-21 Estimated Appropriations Subject to Limitation		
	2020-21 Estimated	
Unadjusted Appropriations Subject to the Limit		
Property Tax	\$8,569,522	
Special Tax	\$1,177,600	
Total Unadjusted Appropriations Subject to the Limit	\$9,747,122	
Adjustments for Appropriations Not Subject to the Limit Court Ordered Mandates - FLSA Overtime	\$0	
Federal Mandates - Worker's Compensation	\$535,349	
Qualified Capital Outlay	\$145,650	
Qualified Debt Service	\$365,610	
Total Adjustments for Appropriations Not Subject to the Limit	\$1,046,609	
Adjusted Appropriations Subject to the Limit	\$8,700,513	
Gann Limit	\$11,753,480	
Appropriations Under/(Over) the Limit	\$3,052,967	

<u>Summary</u>

In summary, the District has met its Gann Limit requirements for 2019-20 and is estimated to again meet its limitations for 2020-21.







RESOLUTION NO. 4 - 2020/21

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH PLACER FIRE PROTECTION DISTRICT ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2020/21 AND VERIFYING COMPLIANCE WITH ARTICLE XIIIB FOR THE 2019/20 FISCAL YEAR APPROPRIATIONS LIMIT

WHEREAS, the voters of California, on November 6, 1979 adopted Article XIIIB of the State Constitution placing various limits on the appropriations of proceeds of taxes by the State and local governments, such as District. An appropriation is a legal authorization from the Board of Directors of the District to make expenditures or to incur obligations for specific purposes; and

WHEREAS, the voters adopted Proposition 111 on June 5, 1990, amending Article XIIIB of the State Constitution and modifying the appropriations limit calculation formula; and

WHEREAS, Article XIIIB, as amended, provides that the appropriations limit for the District for Fiscal Year 2020-21 is calculated by annually adjusting the District's base year appropriations limit in Fiscal Year 1986-87 for the annual change in the cost of living and change in population within the District each year. This calculation is made each year by multiplying the District's adopted appropriations limit in the prior fiscal year by the change in the cost of living in the preceding year and the change in population within the District for the preceding fiscal year; and

WHEREAS, the Board of Directors adopted Appropriations Limit Policies and Procedures in Fiscal Year 2011-12 providing guidance related to the calculation and implementation of the appropriations limit; and

WHEREAS, Article XIIIB, as amended, and Government Code section 7901 require the District to specify the adjustment factors utilized in calculation of the cost of living and change in population adjustments to the District's appropriations limit each year by a recorded vote of the District's Board of Directors; and

WHEREAS, the calculation of the District's appropriations limit for Fiscal Year 2020-21 and the explanation for such calculations are attached hereto, marked Exhibit A, and incorporated herein by this reference;

NOW THEREFORE, THE BOARD OF THE SOUTH PLACER FIRE DISTRICT DOES RESOLVE AS FOLLOWS:

Section 1. The appropriations limit for Fiscal Year 2020-21 has been calculated by utilizing the appropriate adjustment factors for cost of living and population which were

applied to the Fiscal Year 2019-20 appropriations limit, as authorized by the Board of Directors.

Section 2. The District's appropriations limit pursuant to Article XIIIB for Fiscal Year 2020-21 shall be \$11,753,480. The Board expressly adopts the appropriations limit calculations for Fiscal Year 2020-21.

Section 3. The District Board of Directors hereby finds that the District has complied with all of the provisions of Article XIIIB, as amended, and Government Code section 7900 et seq., in determining the District's appropriations limit for Fiscal Year 2020-21.

Section 4. The Board hereby directs staff to perform a compliance calculation as soon as possible after the completion of Fiscal Year 2020-21 to determine if appropriations subject to limitation of the proceeds of taxes subject to the appropriations limit during the Fiscal Year 2020-21 have exceeded this appropriations limit established for Fiscal Year 2020-21.

Section 5. The Board hereby finds that appropriations subject to limitation of the proceeds of taxes subject to the appropriations limit during the Fiscal Year 2019-20 have not exceeded the appropriations limit established for Fiscal Year 2019-20.

PASSED AND ADOPTED this 14th day of October, 2020, by the following roll call vote.

Secretary of the Board		
ATTEST:		
	President	
ABSENT:		
NOES:		
AYES:		

SOUTH PLACER FIRE DISTRICT INTEROFFICE MEMORANDUM

TO:

BOARD OF DIRECTORS

FROM:

CHIEF ERIC G. WALDER

SUBJECT:

BOARD MEETING AGENDA STAFF RECOMMENDATIONS

DATE:

WEDNESDAY, OCTOBER 07, 2020

CC:

BOARD SECRETARY KATHY MEDEIROS

Agenda Item: 2019/20 South Placer Fire District (Former Loomis Fire District) Special Tax Report:

Action Requested: Staff recommends review and approval of the Fiscal Year 2019/20 (Former Loomis Fire District) Fire Suppression and Protection Special Tax Report completed September 2020.

Background: The Districts Special Tax administrator SCI prepared the report of the SPFD (Former Loomis Fire District) Special Tax which includes a brief history of the special tax and summarizes the parcel tax submittal to the County, expenditures for the fiscal year 2019/20, and projections for current fiscal year 2020/21.

Impact: The Fire Districts (Former Loomis Fire District) Special Tax Revenues for 2019/20 were \$469,771.

Attachments: 2019/20 South Placer Fire District (Former Loomis Fire District) Tax Report dated September 2020.

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



SOUTH PLACER FIRE PROTECTION DISTRICT

(FORMER LOOMIS FIRE PROTECTION DISTRICT)

FIRE SUPPRESSION AND PROTECTION SPECIAL TAX

TAX REPORT

SEPTEMBER 2020 FOR FISCAL YEAR 2019-20

TAX ADMINISTRATION CONSULTANT:

SCIConsultingGroup
4745 MANGELS BOULEVARD
FAIRFIELD, CALIFORNIA 94534
PHONE 707.430.4300
FAX 707.430.4319
www.sci-cg.com

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SOUTH PLACER FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS

Chris S. Gibson, President Gary Grenfell, Vice President Sean Mullin, Clerk Dave Harris, Director Russ Kelly, Director Tom Millward, Director Terri Ryland, Director

FIRE CHIEF

Eric Walder, Fire Chief

SECRETARY OF THE BOARD

Katherine Medeiros

ENGINEER OF WORK

SCI Consulting Group

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In June 2017 Loomis Fire Protection District (the "former District") completed the necessary steps, as directed by the Placer County Local Agency Formation Commission (PCLAFCO), in order to merge with South Placer Fire Protection District (the "Consolidated District"). The former District was formed in 1930 as a volunteer department. The former District is located in the rural foothills of Placer County along Interstate 80, and its service area encompasses approximately 18 square miles. The former District includes most of the town of Loomis as well as some unincorporated areas. The former District also provides service along Interstate 80 and the main line for Amtrak and the Union Pacific Railroad, a major tourist transportation corridor.

On June 3, 1997, registered voters in the town of Loomis and some unincorporated areas that make up the former District voted to approve a special tax. After 67 years of providing fire protection and emergency medical services, the once all volunteer fire department was unable to keep up with the growth in the area and thus needed additional funding. The purpose of this tax is to ensure that former District continues to receive fire protection and emergency medical services. In addition, former District receives some minimal property tax revenues.

The Special Tax was collected for the first time in fiscal year 1997-98. This Report summarizes the purpose of the Special Tax, the fiscal year 2019-20 Special Tax, method of apportionment, and other related data as required by Government Code Section 50075.1 et seq.

In future years, the Special Tax will continue to be collected and its revenue will continue to be used to provide local fire suppression, protection and emergency response services in the former District area, as approved by its voters in June 3, 1997.

The passage of the Special Tax by the voters on June 3, 1997 authorized the District to levy the Special Tax at a rate of \$63.46 per tax unit or Single Family Residence for fiscal year 1996-97. In order to help ensure that the revenues from the special tax grow in line with the inflation-adjusted cost of providing local fire protection and medical emergency response services, the tax rate may be increased in future years by an annual amount determined by the Consumer Price Index. The Board of Directors determined that the tax rate for fiscal year 2019-20 shall be increased by the total CPI change of 4.01%, according to the Consumer Price Index ("CPI") for All Urban Consumers – San Francisco Bay Area from April 2018 to April 2019, as determined by the United States Bureau of Labor Statistics.

Therefore, the rates shown for fiscal year 2019-20 are shown in the following Figure.

FIGURE 1 - SPECIAL TAX RATE

Use of Property	2015-16 Rate	2016-17 Rate	2017-18 Rate	2018-19 Rate	2019-20 Rate	Unit
Single-Family	\$98.61	\$101.28	\$105.12	\$108.50	\$112.85	per parcel SFR rate + MFR for
Multi-family Residential	\$48.22	\$49.52	\$51.40	\$53.05	\$55.79	each additional unit
Apartment Building	\$98.61	\$101.28	\$105.12	\$108.50	\$112.85	per parcel
Apartment Units	\$48.22	\$49.52	\$51.40	\$53.05	\$55.79	per unit
Mobile Homes on a Separate Parcel	\$98.61	\$101.28	\$105.12	\$108,50	\$112.85	per parcel
Mobile Home Park	\$98.61	\$101.28	\$105.12	\$108.50	\$112.85	per parcel
Mobile Home Units	\$4.69	\$4.81	\$5.00	\$5.16	\$5.36	per unit
Commercial/ Industrial	\$98.61	\$101.28	\$105.12	\$108.50	\$112.85	per parcel
Agricultural / Vacant	\$98.61	\$101.28	\$105.12	\$108.50	\$112.85	per parcel
All other uses	\$98.61	\$101.28	\$105.12	\$108.50	\$112.85	per parcel

The Special Tax revenue for fiscal year 2019-20, as well as the amounts for previous fiscal years, are summarized in Figure 2.

FIGURE 2 - SUMMARY OF SPECIAL TAX REVENUES

		Tax Amount		Annual	Change
Fiscal Year	Tax Units	per Tax Unit	Total Tax	Tax Units	Tax Amount
2011-12	3,910	\$89.61	\$379,811	10	\$7,897
2012-13	3,881	\$91.48	\$380,201	(29)	\$390
2013-14	4,058	\$93.65	\$386,521	177	\$6,320
2014-15	4,158	\$96.27	\$404,719	100	\$18,198
2015-16	4,161	\$98.61	\$409,145	3	\$4,426
2016-17	4,161	\$101.28	\$421,120	0	\$11,975
2017-18	4,161	\$105.12	\$436,574	_	\$15,454
2018-19	4,164	\$108.50	\$451,115	3	\$14,541
2019-20	4,189	\$112.85	\$469,771	25	\$18,656

There were 4,189 parcels in the District as of June 30, 2019. The total annual taxes to be collected within the District for fiscal year 2019-20 were \$463,554.

FIGURE 3 - EXPENDITURES FOR FISCAL YEAR 2019-20

Revenue Parcei Tax	\$463,554
Expenses Salaries and Benefits	\$334,326
Administraton/ Benefits	\$39,022
Service and Ops	\$81,891
Fixes Assets	\$8,315
Ending Balance	\$0

PROJECTIONS FOR FISCAL YEAR 2020-21

Revenue from fiscal year 2020-21 property tax bill collections will be used to fund operating expenses in order to provide local fire protection and emergency medical services in the District.

The Figure below displays the preliminary budget for the Loomis Fire Protection District for fiscal year 2020-21:

FIGURE 4 - PROJECTED BUDGET FOR FISCAL YEAR 2020-21

Revenue	
	\$474,700
Parcel Tax	3474,700
Expenses	
Salaries and Benefits	\$250,802
Administraton Salaties/ Benefits	\$11,881
Service and Ops	\$193,077
Fixes Assets	\$18,940
Ending Balance	\$0

GENERAL ADMINISTRATIVE REQUIREMENTS

The Special Tax levies are calculated for all parcels on the new fiscal year's assessor roll. This roll includes all parcels that are in existence prior to January 1 of the previous fiscal year. After the Special Tax levies have been computed, the levy data must be filed with the County Auditor prior to August 10 of each year for inclusion on property tax bills.

After submission of the Special Tax levies, the final levies should be confirmed with the County Auditor prior to the preparation of tax bills, which typically occurs in October. The Special Tax is collected in two equal installments on the tax bills that are due on December 10 and April 10.

USE OF PROCEEDS

All proceeds of the Special Tax levied and imposed shall be accounted for and paid into a special account designated for use of operations and maintenance of the District, pursuant to Government Code Section 50075.1(b) and (c).

APPROPRIATIONS LIMIT

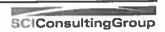
Pursuant to Section 7902.1 of the California Government Code or any successor provision of law, the Board shall provide in each year for any increase in the District's appropriations limit as shall be necessary to ensure that Parcel Tax proceeds, and of all qualified parcel tax levied by the District, may be spent for the authorized purposes.

DELINQUENCIES

The District participates in the "Teeter Plan" with the County of Placer whereby the County pays all delinquent parcel taxes to the District and in return the County institutes collection proceedings and, when collected, keeps all delinquent payments with interest and penalties. This plan allows the District to maintain reliable parcel tax revenues and reduces the cost of collection. Contract to include in the Teeter Plan is at the option of the County. It is not anticipated that the County will discontinue the Teeter Plan unless the level of delinquencies becomes excessive. Delinquencies are 0.89% for fiscal year 2019-20, which is below the Teeter Plan upper threshold limit of 4% and, therefore, should continue to be closely monitored. See Figure 5 below:

FIGURE 5 - SUMMARY OF % OF UNPAID DELINQUENCIES

	As of June 30, 2020
Total Special Tax Levied Total Special Taxes Delinquent Percent of Special Tax Delinquent	463,554 4062 0.876%



APPEALS PROCEDURE

Taxpayers wishing to challenge the County Assessor's determination must do so under the procedures for correcting a misclassification of property pursuant to Section 4876.5 of the California Revenue and Taxation Code or other applicable procedures. Taxpayers seeking a refund of the Parcel Tax paid shall follow the procedures applicable to property tax refunds pursuant to the California Revenue and Taxation Code.

PUBLIC INFORMATION

Taxpayers and other interested persons can obtain information regarding the parcel tax, or other information by contacting the District's parcel tax levy administrator, SCI Consulting Group at telephone number (707) 430-4300 or (800) 273-5167. SCI Consulting Group's toll free property-owner inquiry line is also included with property tax bills.

AUDITOR FILING AND REPORTING

Parcel tax levies for the upcoming fiscal year must be filed with the Placer Tax Collector by August 10. The parcel tax levies have been submitted and confirmed for the fiscal year 2019-20. After submission of the parcel tax levies, the final levies should be confirmed with the County Auditor prior to the preparation of tax bills which typically occurs in October. The parcel tax is collected in two equal installments on the tax bills that are due on December 10 and April 10.

EXHIBIT A - SPECIAL TAX ROLL, FISCAL YEAR 2019-20

Reference is hereby made to the Assessment Roll in and for the assessment proceedings is on file in the office of the Fire Chief of the South Placer Fire Protection District, as the Assessment Roll is too voluminous.

SOUTH PLACER FIRE DISTRICT INTEROFFICE MEMORANDUM

TO:

BOARD OF DIRECTORS

FROM:

CHIEF ERIC G. WALDER

SUBJECT:

BOARD MEETING AGENDA STAFF RECOMMENDATIONS

DATE:

WEDNESDAY, OCTOBER 07, 2020

CC:

BOARD SECRETARY KATHY MEDEIROS

Agenda Item: 2019/20 South Placer Fire District Special Tax Report:

Action Requested: Staff recommends review and approval of the Fiscal Year 2019/20 Fire Suppression and Protection Special Tax Report completed September 2020.

Background: The Districts Special Tax administrator SCI prepared the report of the SPFD Special Tax which includes a brief history of the special tax and summarizes the parcel tax submittal to the County, expenditures for the fiscal year 2019/20, and projections for current fiscal year 2020/21.

Impact: The Fire Districts Special Tax Revenues for 2019/20 were \$700,995.

Attachments: 2019/20 South Placer Fire District Tax Report dated September 2020.

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



SOUTH PLACER FIRE PROTECTION DISTRICT

FIRE SUPPRESSION AND PROTECTION SPECIAL TAX

SPECIAL TAX REPORT

SEPTEMBER 2020 FOR FISCAL YEAR 2019-20

TAX ADMINISTRATION CONSULTANT:

SCIConsultingGroup
4745 MANGELS BOULEVARD
FAIRFIELD, CALIFORNIA 94534
PHONE 707.430.4300
FAX 707.430.4319
www.sci-cg.com

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SOUTH PLACER FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS

Chris S. Gibson, President Gary Grenfell, Vice President Sean Mullin, Clerk Dave Harris, Director Russ Kelly, Director Tom Millward, Director Terri Ryland, Director

FIRE CHIEF

Eric Walder, Fire Chief

SECRETARY OF THE BOARD

Katherine Medeiros

ENGINEER OF WORK

SCI Consulting Group

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INTRODUCTION

The South Placer Fire District has served the community of Granite Bay and portions of Loomis, Penryn, and Newcastle since 1952. The South Placer First District formed a Special Tax by way of Ordinance No. FP6 of the Board of the South Place Fire District "SPFD", adopted on June 3, 1980. The purpose of this tax is to ensure that the residents within the South Placer Fire District continue to receive Advance Life Support and transportation, fire suppression, and Rescue/Special Operations services. In addition, SPFD receives some minimal property tax revenues.

The Special Tax was collected for the first time on July 1,1980. This Report summarizes the purpose of the Special Tax, the fiscal year 2019-20 Special Tax, method of apportionment, and other related data as required by Government Code Section 50075.1 et seq.

In future years, the Special Tax will continue to be collected and its revenue will continue to be used to provide Advance Life Support and transportation, fire suppression, and Rescue/Special Operations services.in the South Placer area, as approved by way of Ordinance No. FP6 of the Board of the South Placer Fire District.

SPECIAL TAX RATE

The passage of the Special Tax by the voters on June 3, 1980 authorized the District to levy the Special Tax. SCI Consulting Group became the parcel tax administrator beginning with the submittal of the Fiscal Year 2016-17. The Board of Directors has determined that the tax rate for fiscal year 2019-20 shall remain as follows:

Therefore, the rates shown for fiscal year 2019-20 are shown in the following Figure.

FIGURE 1 - SPECIAL TAX RATE

Use of Property	Rate	Unit
Residential Parcel	\$70.00	per parcel *
Commercial Unit	\$0.05	per square feet *
Irrigated Farm	\$70.00	for all builings *
Mobile Home Park	\$20.00	per unit *
Land	\$2.00	per acre

Note: All marked (*) will include an additional \$2 per acre

There are currently 10,020 parcels in the District as of June 30, 2019. The total annual parcel tax submitted to be collected within the district for fiscal year 2019-20 was approximately \$700,995.80. After county fees the district received an estimated amount of \$700,995.80

Figure 2 below will summarize the Parcel Tax Levies for the previous five years.

FIGURE 2 - SUMMARY OF PARCEL TAX SUBMITTAL FY 2019-20

Fiscal Year	Tax Units	Tax Amount per Tax Unit	Total Tax
2015-16	9,341	see Figure 1	\$ 686,749.86
2016-17	9,347	see Figure 1 for details	\$ 689,484.64
2017-18	9,976	see Figure 1 for details	\$693,033.98
2018-19	9,987	see Figure 1 for details	\$696,222.84
2019-20	10,014	see Figure 1 for details	\$700,995.80
2018-19	9,987	see Figure 1 for details see Figure 1	\$696,222.84

Figure 3 below displays the Parcel Tax Levies expenditures for fiscal year 2019-20:

FIGURE 3— ESTIMATED EXPENDITURES FOR FISCAL YEAR 2019-20

Special Parcel Tax: Measure A Revenues	\$700,996
Expenses	#00 DE3
Legal Fees and Consulting Fees County Charges	\$96,853 \$175,252
Other Service & Operational Expenditures	\$428,891
Ending Balance	\$0

Figure 4 below displays the Parcel Tax Levies projections for fiscal year 2020-21:

FIGURE 4 – PROJECTIONS FOR FISCAL YEAR 2020-21

Revenues Special Parcel Tax: Measure A Revenues	\$702,900
Expenses	
Legal Fees and Consulting Fees	\$30,000
County Charges	\$170,000
Other Service & Operational Expenditures	\$502,900
Ending Balance	\$0

GENERAL ADMINISTRATIVE REQUIREMENTS

The Special Tax levies are calculated for all parcels on the new fiscal year's assessor roll. This roll includes all parcels that are in existence prior to January 1 of the previous fiscal year. After the Special Tax levies have been computed, the levy data must be filed with the County Auditor prior to July 24th of each year for inclusion on property tax bills.

After submission of the Special Tax levies, the final levies should be confirmed with the County Auditor prior to the preparation of tax bills, which typically occurs in October. The Special Tax is collected in two equal installments on the tax bills that are due on December 10 and April 10.

AB2109 REQUIREMENTS

During last year's legislative session, the Governor signed AB2109 that is effective January 1, 2015. In summary, each county, city, and special district that assesses a parcel tax (direct charge) shall provide information to the Controller in the annual Financial Transaction Report. The information to be provided is as follows:

- 1. The type and rate of parcel tax imposed
- 2. The number of parcels subject to the parcel tax
- 3. The number of parcels exempt from the parcel tax
- 4. The sunset date of the parcel tax, if any
- 5. The amount of revenue received from the parcel tax
- 6. The manner in which the revenue received from the parcel tax is being used

USE OF PROCEEDS

All proceeds of the Special Tax levied and imposed shall be accounted for and paid into a special account designated for use of operations and maintenance of the District, pursuant to Government Code Section 50075.1(b) and (c).

DELINQUENCIES

Beginning in 1993/94, Placer County implemented the alternative method of apportionment commonly referred to as the Teeter Plan. The basic concept of the Teeter Plan is that the County apportions to taxing agencies 100% of their secured (and supplemental secured) levy (adjusted for roll changes), with the County owning the delinquent receivables. Placer County "Teeters" all secured ad valorem taxes as well as all direct charges (with the exception of 1915 Act Bond and Mello Roos charges). 55% of the current secured roll is apportioned in December, 40% in April and 5% in June. They also distribute any adjustments due to roll changes processed during the year in June.

The District participates in the "Teeter Plan" with the County of Placer whereby the County pays all delinquent parcel taxes to the District and in return the County institutes collection proceedings and, when collected, keeps all delinquent payments with interest and penalties.

This plan allows the District to maintain reliable parcel tax revenues and reduces the cost of collection. Contract to include in the Teeter Plan is at the option of the County. It is not anticipated that the County will discontinue the Teeter Plan unless the level of delinquencies becomes excessive. Delinquencies are 0.54% for fiscal year 2019-20, which is below the Teeter Plan upper threshold limit of 4% and, therefore, should continue to be closely monitored.

See Figure 5 below:

FIGURE 3 – DELINQUENCIES FOR FISCAL YEAR 2019-20

	As of July 5, 2019
Total Special Tax Levied Total Special Taxes Delinquent	\$700,996 \$3,761
Percent of Special Tax Delinquer	0.54%

EXHIBIT A - SPECIAL TAX ROLL, FISCAL YEAR 2019-20

Special Tax Roll – Exhibit A – begins on the following page.

SOUTH PLACER FIRE DISTRICT INTEROFFICE MEMORANDUM

TO:

BOARD OF DIRECTORS

FROM:

FIRE CHIEF ERIG G. WALDER

SUBJECT:

BOARD MEETING AGENDA STAFF RECOMMENDATIONS

DATE:

FRIDAY, OCTOBER 09, 2020

CC:

ADMINISTRATIVE SECRETARY KATHY MEDEIROS

Agenda Item: GASB 75 OPEB Actuarial:

Action Requested: Staff recommends discussion, and approval the GASB 75 actuarial report.

Background: In June 2015, the Governmental Accounting Standards Board (GASB) released Statement No. 75, "Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions". This statement, often referred to as **GASB 75**, requires governmental entities to (1) record annual expense for their OPEB and (2) disclose certain information in their year-end financial statements.

The District has contracted with North Bay Pensions LLC to perform the required actuarial services to determine what its OPEB obligations under the program are, and what the impact of GASB 75 will be for the 2019-2020 year. This report also includes GASB 75 results that were accrued and disclosed by the District during the 2018-2019 year.

This GASB 75 report has been submitted to our auditors who will incorporate the reports findings into our year end audit for 2019/2020.

Impact: Meet requirements of GASB 75, District currently has 23 retirees.

Attachments: GASB 75 Actuarial Report

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

SOUTH PLACER FIRE DISTRICT

VALUATION OF RETIREE HEALTH BENEFITS

REPORT OF GASB 75 ACTUARIAL VALUATION AS OF JUNE 30, 2019

Prepared by: North Bay Pensions LLC

September 18, 2020

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Actuarial Certification

This report presents the determination of benefit obligations under Statement No. 75 of the Governmental Accounting Standards Board (GASB 75) as of June 30, 2019 for the retiree health and welfare benefits provided by the South Placer Fire District. I was retained by the District to perform these calculations.

GASB Statement 75, "Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions", was issued to provide standards for governmental employers to record expense for **Other Postemployment Benefits** (**OPEB**).

The information contained in this report was based on a participant census as of June 30, 2019 provided to me by the District. The actuarial assumptions and methods used in this valuation were selected by the District after consultation with me. I believe the assumptions and methods are reasonable and appropriate for purposes of actuarial computations under GASB 75.

Actuarial computations under GASB 75 are for purposes of fulfilling employer accounting requirements. The calculations reported herein have been made on a basis consistent with my understanding of GASB 75. Determinations for purposes other than meeting employer financial accounting requirements may be significantly different from the results reported herein. Due to the limited scope of my assignment, I did not perform an analysis of the potential range of future measurements.

To the best of my knowledge, this report is complete and accurate. This valuation has been conducted in accordance with generally accepted actuarial principles and practices. The undersigned is a Fellow of the Society of Actuaries, a Fellow of the Conference of Consulting Actuaries, and a Member of the American Academy of Actuaries, and meets their continuing education requirements and qualification standards for public statements of actuarial opinion relating to retirement plans. In my opinion, I am qualified to perform this valuation.

9-18-2020

Nick Franceschine, F.S.A.

North Bay Pensions LLC

550 Du Franç Avenue Sebastopol, CA 95472 1-707-824-9600 FAX 707-823-6189 nick@northbaypensions.com

Summary of Results

Background

The District maintains a program which pays part of monthly medical insurance premiums on behalf of retired former employees, provided that the employee has satisfied certain requirements. As of June 30, 2019, the District has accumulated \$1,173,972 in an irrevocable trust with PARS (Public Agency Retirement Services) toward the cost of future benefits.

In June 2015, the Governmental Accounting Standards Board (GASB) released Statement No. 75, "Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions". This statement, often referred to as GASB 75, requires governmental entities to (1) record annual expense for their OPEB and (2) disclose certain information in their year-end financial statements.

The District has requested this actuarial valuation to determine what its OPEB obligations under the program are, and what the impact of GASB 75 will be for the 2019-2020 year. This report also includes GASB 75 results that were accrued and disclosed by the District during the 2018-2019 year.

Actuarial Present Value of Projected Benefit Payments

The Actuarial Present Value of Projected Benefit Payments (APVPBP) for all current and former employees, as of June 30, 2019, is \$5,369,597. This is the amount the District would theoretically need to set aside at this time to fully fund <u>all</u> those future benefits.

The total value of \$5,369,597 is the sum of these amounts:

Future benefits of current employees	\$ 3,114,732
Future benefits of current retirees	<u>2,254,865</u>
APVPBP	\$ 5,369,597

The maximum benefit cap of \$858.08 per month is a significant factor in controlling the cost of this post-retirement medical plan. If the cap were not in effect, the total value of future benefits would be more than twice as high.

These figures are computed by (1) estimating the OPEB benefits that will be paid to each current and former employee and their beneficiaries (if applicable), upon the employee's retirement from the District, (2) estimating the likelihood that each payment will be made, taking into consideration the likelihood of remaining employed until retirement age and the likelihood of survival after retirement, and (3) discounting each expected future payment back to the present date at an assumed rate of investment return.

Net OPEB Liability

The **Total OPEB Liability** (TOL) is the portion of the APVPBP which has been "earned" by employees based on past years of service (i.e. benefits allocated to past years of service).

The Plan Fiduciary Net Position (FNP) is equal to the value of assets that have been accumulated in an irrevocable trust for these benefits.

The Net OPEB Liability or Asset (NOL) is the excess of the Total OPEB Liability over the Plan Fiduciary Net Position. At the end of each fiscal year, the District must show a liability equal to the NOL.

At June 30, 2018 and June 30, 2019, these amounts are:

,	June 30, 2018	June 30, 2019
Present value of benefits for employees	\$ 2,244,109	\$ 2,500,414
Present value of benefits for retirees	<u>2,020,617</u>	<u>2,254,865</u>
Total OPEB Liability	\$ 4,264,726	\$ 4,755,279
Accumulated assets in the CERBT trust	\$ 1,026,979	\$ 1,173,972
Plan Fiduciary Net Position	\$ 1,026,979	\$ 1,173,972
Total OPEB Liability Plan Fiduciary Net Position Net OPEB Liability	\$ 4,264,726 (1,026,979) \$ 3,237,747	\$ 4,755,279 (1,173,972) \$ 3,581,307

The TOL of \$4,755,279 may be compared to the TOL of \$4,148,051 that was shown in the 2017 valuation report. We would have expected the TOL to increase to approximately \$4,374,000 by 2019 as employees continue working. The difference between the 2017 figure of \$4,148,051 and this year's figure of \$4,755,279 is due to:

•	Expected increase in the TOL since 2017	\$ 225,780
•	Changes in assumptions	15,918
	Lower medical premiums than expected	(63,559)
•	Miscellaneous experience gains and losses	429,089
-	Total of changes	\$ 607,228

The assumption changes are explained below under "Actuarial Assumptions". The experience loss of \$429,089 is mostly due to the larger workforce this year (55 employees) compared to 2017 (41 employees).

OPEB Expense under GASB 75

GASB 75 requires that the annual change in the NOL be recognized as OPEB expense, except for certain specific changes which are to be recognized over different periods of time. Changes in actuarial assumptions, and experience gains and losses, are to be recognized over the average of the expected remaining service lives of all employees. This average for District employees is 9.8 years. Differences between actual and expected investment earnings are to be recognized over 5 years. The unrecognized remaining amounts of assumption changes, experience gains/losses and investment earnings differences are called "deferred outflows and inflows of resources relating to OPEB" (see Exhibit 5).

The OPEB Expense for the fiscal year ending June 30, 2020 is \$287,720. For the year ending June 30, 2019, the OPEB Expense was \$252,742. Derivations of these amounts are shown in Exhibit 4.

Disclosure Information as of June 30, 2019 and June 30, 2020

Amounts to be disclosed in the footnotes to the District audited financial statements as of June 30, 2019 and as of June 30, 2020 are shown in Exhibits 2 through 6 of this report. Numbers labelled as "June 30, 2018" are to be disclosed at June 30, 2019. Numbers labelled as "June 30, 2019" are to be disclosed at June 30, 2020.

Exhibit 7 shows estimated retiree benefits and OPEB expense for the next nine years after that.

Actuarial Assumptions

All actuarial assumptions are unchanged from the July 1, 2017 valuation, except as described below. The assumptions are described in detail in Exhibit 9.

The probabilities of retirement, termination and mortality have been changed from the 2014 CalPERS assumptions to the 2017 CalPERS assumptions. This change had the effect of increasing the TOL by \$15,918.

Exhibit 1 - Actuarial Values as of June 30, 2019

The Actuarial Present Value of Projected Benefit Payments (APVPBP) as of June 30, 2019 of all future employer-paid benefits from the program, for all current and former employees, is as follows:

	Actuarial Present <u>Values</u>	Number of <u>Persons</u>	
Current Employees Retired Employees	\$ 3,114,732 2,254,865	55 <u>17</u>	
	\$ 5,369,597	72	

As of June 30, 2019, the District has accumulated \$1,173,972 in an irrevocable trust toward this liability.

The Total OPEB Liability (TOL) as of June 30, 2019 is the portion of the APVPBP which has been "earned" to date by current and former employees, based on the years of service already completed:

Current employees Retired former employees	\$ 2,500,414 2,254,865
Totals	\$ 4,755,279

Summary of Participating Employees as of June 30, 2019

Active Employees

Number	55 employees
Average Age	41.6 years
Average Service	15.2 years

Retired Former Employees and Surviving Spouses

Number	17 persons
Average Age	62.0 years

Exhibit 2 - Net OPEB Liability

The Net OPEB Liability (NOL) is the excess of the Total OPEB Liability (TOL) over the Plan Fiduciary Net Position (FNP). As of June 30, 2017, June 30, 2018 and June 30, 2019 these are:

	June 30, 2017	June 30, 2018	June 30, 2019
Total OPEB Liability			
Value of benefits for employees Value of benefits for retirees	\$ 2,058,338 2,089,713	\$ 2,244,109 2,020,617	\$ 2,500,414 2,254,865
Total OPEB Liability	\$ 4,148,051	\$ 4,264,726	\$ 4,755,279
Plan Fiduciary Net Position			
Fair value of assets in CERBT	<u>\$ 837,564</u>	<u>\$ 1,026,979</u>	\$ 1,173,972
Plan Fiduciary Net Position	\$ 837,564	\$ 1,026,979	\$ 1,173,972
Net OPEB Liability	\$ 3,310,487	\$ 3,237,747	\$ 3,581,307

The Net OPEB Liability has changed from June 30, 2017 to June 30, 2018 in this way:

	<u>TOL</u>	<u>FNP</u>	<u>NOL</u>
Values at June 30, 2017	\$ 4,148,051	\$ 837,564	\$ 3,310,487
Service cost Interest Differences between actual and expected experience Benefit changes Employer contributions Net investment income Benefits paid to retirees Administrative expense Net changes	59,183 249,210 0 0 (191,718) \$ 116,675	331,718 49,415 (191,718) 0 \$ 189,415	59,183 249,210 0 (331,718) (49,415) 0 0 \$ (72,740)
Values at June 30, 2018	\$ 4,264,726	\$ 1,026,979	\$ 3,237,747

The Net OPEB Liability has changed from June 30, 2018 to June 30, 2019 in this way:

	TOL	<u>FNP</u>	NOL
Values at June 30, 2018	\$ 4,264,726	\$ 1,026,979	\$ 3,237,747
Service cost	60,958		60,958
Interest	255,887		255,887
Differences between actual and expected experience	365,718		365,718
Assumption changes	15,918		15,918
Employer contributions		287,928	(287,928)
Net investment income		66,993	(66,993)
Benefits paid to retirees	(207,928)	(207,928)	0
Administrative expense	, , ,	0	0
Net changes	\$ 490,553	\$ 146,993	\$ 343,560
Values at June 30, 2019	\$ 4,755,279	\$ 1,173,972	\$ 3,581,307

Exhibit 3 - Sensitivity of the Net OPEB Liability

The following presents the Net OPEB Liability (NOL) as well as what the NOL would be if it were calculated using a discount rate that is 1-percentage-point higher or lower than the current discount rate, as of June 30, 2018 and June 30, 2019:

		1% Decrease 5.15%	Discount Rate 6.15%	1% Increase 7.15%
Net OPEB Liability	6-30-2018	\$ 3,825,390	\$ 3,237,747	\$ 2,756,686
Net OPEB Liability	6-30-2019	\$ 4,242,703	\$ 3,581,307	\$ 3,040,280

The following presents the Net OPEB Liability (NOL) as well as what the NOL would be if it were calculated using healthcare cost trend rates that are 1-percentage-point higher or lower than the current healthcare cost trend rates, as of June 30, 2018 and June 30, 2019:

		1% Decrease	Trend Rate	1% Increase
Net OPEB Liability	6-30-2018	4.0% to 4.25% \$ 3,192,088	5.0% to 5.25% \$ 3,237,747	6.0% to 6.25% \$ 3,267,036
Net OPEB Liability	6-30-2019	4.25% \$ 3,525,869	5.25% \$ 3,581,307	6.25% \$ 3,617,039

Exhibit 4 - OPEB Expense for the Fiscal Year Ending June 30, 2020

For the year ending <u>June 30, 2019</u>, the District recognized OPEB expense of \$252,742, computed as follows:

<u>(4,141)</u>
0
0
0
0
(51,510)
249,210
\$ 59,183

For the year ending <u>June 30, 2020</u>, the District recognized OPEB expense of \$287,720, computed as follows:

Service cost	\$ 60,958
Interest	255,887
Expected investment return	(63,159)
Administrative expense	0
Change in NOL due to changes in benefits	0
Recognition of difference between actual and expected experience	37,318
Recognition of changes in assumptions	1,624
Recognition of difference between projected and actual earnings on investments	<u>(4,908)</u>
Total	\$ 287,720

Exhibit 5 - Deferred Outflows and Inflows of Resources

The values of deferred outflows and inflows of resources related to OPEB as of June 30, 2018, to be reported as of June 30, 2019, are:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 0	\$ 0
Changes of assumptions	0	0
Net difference between projected and actual earnings on OPEB plan investments	0	13,679
District contributions subsequent to the measurement date	287,928	0
Total	\$ <u>287,928</u>	\$ 13,679

Amounts reported as deferred outflows and inflows of resources related to OPEB as of June 30 2018, to be reported as of June 30, 2019, will be recognized in OPEB expense as follows:

Year Ended June 30	
2020	\$ (4,141)
2021	(4,141)
2022	(4,140)
2023	419
2024	0
Thereafter	0

The values of deferred outflows and inflows of resources related to OPEB as of June 30, 2019, to be reported as of June 30, 2020, are:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 328,400	\$ 0
Changes of assumptions	14,294	0
Net difference between projected and actual earnings on OPEB plan investments	1,257	12,186
District contributions subsequent to the measurement date	UNKNOWN	0
Total	\$	\$ 12,186

"UNKNOWN" is the total of amounts contributed by the District to retirees' benefits and to the PARS trust during the 12 months ending June 30, 2020. This is the sum of (1) the total contributions to PARS (which is \$40,000), (2) the actual benefits paid to retirees during the 12 months ending June 30, 2020, and (3) the total of subsidized premiums for the 12 months ending June 30, 2020 (which is \$58,110).

Amounts reported as deferred outflows and inflows of resources related to OPEB as of June 30 2019, to be reported as of June 30, 2020, will be recognized in OPEB expense as follows:

Year Ended June 30	
2021	\$ 34,034
2022	34,035
2023	38,594
2024	38,176
2025	38,942
Thereafter	147,984

Exhibit 6 - Schedule of Changes in the Net OPEB Liability

Reporting date	6/30/2019	<u>6/30/2020</u>
Total OPEB liability		
Service cost	\$ 59,183	\$ 60,958
Interest	249,210	255,887
Changes of benefit terms	0	0
Differences between actual and expected experience	0	365,718
Changes of assumptions	0	15,918
Benefits paid to retirees	<u>(191,718)</u>	<u>(207,928)</u>
Net change in Total OPEB liability	116,675	490,553
Total OPEB liability – beginning	<u>4,148,051</u>	<u>4,264,726</u>
Total OPEB liability – ending	\$ 4,264,726	\$ 4,755,279
Plan fiduciary net position		
Contributions – employer	\$ 331,718	\$ 287,928
Net investment income	49,415	66,993
Benefits paid to retirees	(191,718)	(207,928)
Administrative expense	<u>0</u>	<u>0</u>
Net change in plan fiduciary net position	189,415	146,993
Plan fiduciary net position - beginning	<u>837,564</u>	<u>1,026,979</u>
Plan fiduciary net position - ending	\$ 1,026,979	\$ 1,173,972
Net OPEB Liability – ending	\$ 3,237,747	\$ 3,581,307
Plan fiduciary net position as a percentage of the Total OPEB liability	24.08 %	24.69 %
Covered-employee payroll	\$ 7,129,638	\$ 7,243,269
Net OPEB liability as a percentage of covered-employee payroll	45.41 %	49.44 %

Exhibit 7 - Ten-Year Projection of Costs

Shown below are <u>estimates</u> of (a) the benefits expected to be paid to retirees, and (b) the amounts the District is expected to accrue as GASB 75 OPEB expense, for the next ten years. For these estimates it is assumed that all actuarial assumptions and the size of the workforce will remain unchanged, that the promised benefits will remain the same, that the District will pay all benefits to retirees each year, and that there are no significant experience gains or losses.

	Employer-Paid Retiree <u>Payments</u>	Projected Implicit Rate <u>Subsidy Payments</u>	GASB 75 OPEB Expense
Fiscal Year Ending:			
2020	\$ 175,000	\$ 58,110	\$ 287,720
2021	190,000	63,873	310,000
2022	207,000	70,000	314,000
2023	224,000	85,000	321,000
2024	241,000	94,000	322,000
2025	261,000	0	322,000
_	271,000	0	324,000
2026			,
2027	278,000	0	327,000
2028	289,000	0	330,000
2029	300,000	0	325,000

Exhibit 8 - Summary of Benefit Provisions

The District contributes toward post-retirement medical benefits for retired employees who satisfy certain eligibility requirements.

- 1. **Eligibility:** Employees are eligible for medical benefits upon retirement from the District after age 50 with at least 5 years of service. The retired employee must enroll in one of the medical plans offered by CalPERS.
- 2. Benefits: Eligible employees receive benefits for the life of the retired employee and covered dependent spouse or registered domestic partner. The District will pay the full amount of the CalPERS medical premium for the retiree and spouse, but not to exceed \$858.08 per month. Retired employees who are eligible are responsible for enrolling in Medicare Parts B and D. No other benefits of any kind are paid for by the District.

Exhibit 9 - Summary of Actuarial Assumptions

Actuarial Assumptions: The following assumptions as of June 30, 2019 were selected by the District in accordance with the requirements of GASB 75. These assumptions, in my opinion, are reasonable and appropriate for purposes of determining OPEB costs under GASB 75.

<u>Long-Term Expected Rate of Return on Investments</u>: The long-term expected rate of return on investments was determined to be 6.15%. This was computed as PARS's expected long-term mean rate of return of 6.48%, minus estimated investment expense of 0.33%.

<u>Discount rate</u>: 6.15% per year. The cash flows of the OPEB plan were projected to future years, assuming that the District will contribute an amount each year at least equal to retirees' benefits, until the Net OPEB Liability is expected to be \$0, and then small amounts thereafter to keep the NOL at \$0. Under that projection, the plan assets are projected to be adequate to pay all benefits to retirees in all future years, so the discount rate has been set equal to the long-term expected rate of return on investments, 6.15%.

Medical Cost Increases (Trend): CalPERS medical premiums are assumed to increase 5.25% per year. The \$858.08 cap is assumed to remain unchanged in future years.

<u>Payroll Growth</u>: Total payroll is assumed to increase 3.0% per year in the future.

<u>Coverage Elections:</u> 100% of eligible employees are assumed to elect coverage upon retirement, and to remain covered under District plans for life. Employees who have waived medical coverage are assumed to elect Kaiser employee-only coverage upon retirement. Male spouses are assumed to be 3 years older than female spouses, in cases where actual spouse birth dates were not supplied.

<u>Mortality</u>: Mortality rates are taken from the 2017 CalPERS valuation. In the 2017 valuation, mortality was taken from the 2014 CalPERS OPEB Assumptions Model.

<u>Funding Method:</u> The Entry Age actuarial cost method has been used, with normal costs calculated as a level percentage of payroll, as required by GASB 75.

Retirement: Retirement rates for non-safety employees are taken from the 2017 CalPERS pension valuation for "public agency miscellaneous 2% at 55". Sample rates:

	10 Years Service	20 Years Service	30 Years Service
Age 55	4.0 %	9.3 %	15.4 %
Age 58	5.4 %	9.0 %	13.1 %
Age 61	8.8 %	14.6 %	18.9 %
Age 64	12.9 %	19.6 %	24.9 %

Retirement rates for safety employees are taken from the 2017 CalPERS pension valuation for "Fire 2% at 50". Sample rates are:

	10 Years Service	20 Years Service	30 Years Service
Age 55	8.9 %	8.9 %	20.4 %
Age 58	8.8 %	8.8 %	20.4 %
Age 61	7.2 %	7.2 %	16.5 %
Age 64	11.4 %	11.4 %	26.2 %

In the 2017 valuation, rates were taken from the 2014 CalPERS OPEB Assumptions Model.

<u>Turnover (withdrawal)</u>: Likelihood of termination within the next year for non-safety employees is taken from the 2017 CalPERS valuation. Sample rates are:

	5 Years Service	10 Years Service	15 Years Service
Age 20	6.54 %		
Age 30	6.15 %	4.16 %	2.62 %
Age 40	5.19 %	3.75 %	2.43 %
Age 50	4.41 %	2.86 %	1.88 %

Likelihood of termination within the next year for safety employees is taken from the 2017 CalPERS valuation for Fire employees. Sample rates are:

	5 Years Service	10 Years Service	15 Years Service
Age 20 Age 30 Age 40 Age 50	1.46 % 1.46 % 1.46 % 1.46 %	0.69 % 0.69 % 0.69 %	0.52 % 0.52 % 0.52 %

In the 2017 valuation, turnover rates were taken from the 2014 CalPERS OPEB Assumptions Model.

<u>Inflation:</u> Long-term inflation is assumed to be 2.75% per year.

<u>Age-Specific Medical Claims:</u> The estimated per person medical claims (true costs of coverage) during the 2019-2020 fiscal year are as follows (rates are shown for certain ages only):

Age	Annual Claims
40	\$ 7,055
45	8,532
50	10,540
55	12,999
60	15,151
64	16,255

These age-specific rates were developed so as to reproduce in the aggregate the same total premiums that would be paid to the carriers for all current employees and all current retirees.

<u>Disability:</u> Incidence of disability is considered to be included in the termination and retirement rates here, so no explicit recognition of disablement has been included.

SOUTH PLACER FIRE DISTRICT INTEROFFICE MEMORANDUM

TO:

BOARD OF DIRECTORS

FROM:

FIRE CHIEF ERIG G. WALDER

SUBJECT:

BOARD MEETING AGENDA STAFF RECOMMENDATIONS

DATE:

FRIDAY, OCTOBER 09, 2020

CC:

ADMINISTRATIVE SECRETARY KATHY MEDEIROS

Agenda Item: Vehicle 012 Report on Loss:

Action Requested: Staff recommends discussion on incident resulting in Vehicle 012 being a total loss.

Background: 012 was being used by an employee on the Fox Incident on the Klamath National Forrest when the vehicle was struck by Deer. The incident was documented and reported to the proper authorities and the Districts insurance coverage. The vehicle was a 2004 Expedition with approx. 135,000 miles. The Districts employee was uninjured in the incident.

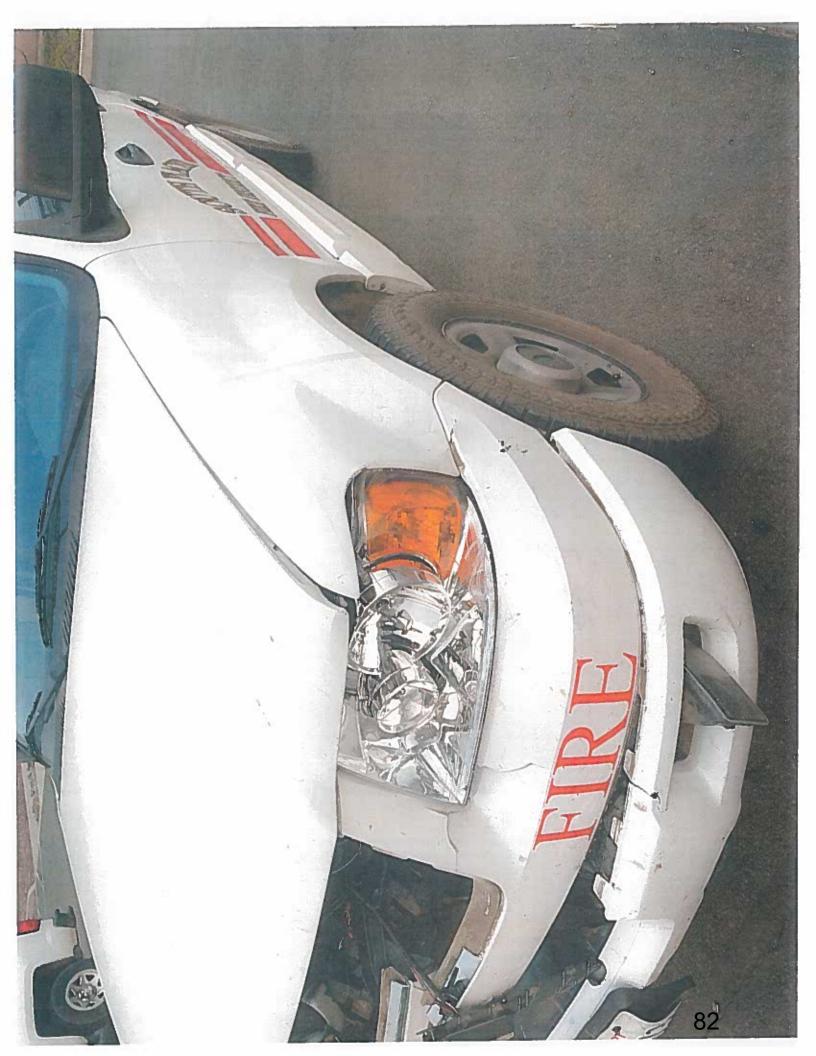
Staff has been working with the insurance carrier, the vehicle was insured at an agreed upon value. The District is in the process of getting quotes for a replacement vehicle.

Impact: Loss of use of vehicle until replaced.

Attachments: Pictures of Damage to Vehicle 012

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





SOUTH PLACER FIRE DISTRICT INTEROFFICE MEMORANDUM

TO:

BOARD OF DIRECTORS

FROM:

FIRE CHIEF ERIC G. WALDER

SUBJECT:

BOARD MEETING AGENDA STAFF RECOMMENDATIONS

DATE:

FRIDAY, OCTOBER 09, 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 pandemic. On June 19th, 2020, The District issued Bulletin #2020-5 updating the Covid-19 Directives. The Governor has changed the guidance with restrictions for Placer County which changed on September 8th, 2020 from risk level widespread to substantial which will allow the County to ease some restrictions. On October 10, 2020 the District issued Bulletin #2020-6 updating the Covid-19 Directives.

Impact: Continued Operation

Attachments: Most Current South Placer Fire District Covid-19 Plan, SPFD Bulletin #2020-6

Eric G. Walder, EFO Fire Chief

South Placer Fire District

SOUTH PLACER FIRE DISTRICT BULLETIN #2020-6

TO:

ALL PERSONNEL

FROM:

FIRE CHIEF ERIC WALDER

SUBJECT:

ADDITIONAL COVID-19 DIRECTIVES

DATE ISSUED:

OCTOBER 9, 2020

DATE SUPERCEDED:

The California Department of Public Health and Governor Gavin Newson issued new guidance on June 18th, 2020 stating that people in California must wear face coverings in high risk situations. It is the Districts intent to provide face coverings for each member of the District so they can follow the recommendations set forth.

It is imperative that we abide by recommended guidelines, set an example to the community, and protect the health of the community along with our employees. We should take the perspective that the fire station is our home and follow the Governors guidance when in the public. As essential workers we should limit our exposure to Corona-19 and maintain the restrictions on Travel and public interaction that remain in these directives. Essential travel is defined as calls for service, grocery shopping (as outlined in #7 below), obtaining needed supplies, and training in groups of ten or less, if social distancing can be maintained.

Supersedes District Bulletin #2020-5

Directives (Effective Immediately and in place until further notice):

- All Stations are on lock-down from outside visitors. No public allowed in fire stations, family and friend station visits are highly discouraged if needed, visitors to remain outside. No public classes or tours.
 - Vendors and Deliveries We still need to work with our vendors US Mail, UPS, FED EX, AMAZON, HUNT & SONS ETC. Remain vigilant and keep social distancing with these interactions. Captains have the authority to limit access to the station. Contact on Duty BC if assistance is needed or you have questions.
 - Allied Fire Agencies- Will have access to Stations when on cover assignment and can be integrated in multi-agency training following directive #4.
- 2. Board of Directors To protect Directors and Employees, Directors are not to visit fire stations until further notice. Directors please contact the Fire Chief for any needs.
- 3. Front Office Staff Front Office staff will be working their normal hours in the office. The office is open to the public with restrictions. Anyone entering the public accessible space of the front office must wear a face covering.

- 4. Training and interactions with other stations, and allied agencies Training will be modified to limit size to 10 individuals, while maintaining social distancing of 6ft.
 - Training and EMS Will modify Drill schedule to accommodate.
 - Implementing GoTo Meetings at the Battalion Chief Level
 - Outside agencies employees will be temperature screened prior to training if not completed by their agency.
- 5. District Meetings Meetings of 10 or less people while maintaining social distancing. If possible, meetings are to be move to the GoTo platform. Board Meetings will continue to be held in a hybrid form utilizing online platforms for public participation.
- **6.** On Duty Shopping is discouraged If needed, limit shopping to one trip per rotation, while maintaining social distancing. Face coverings while in the public is mandatory. It is preferred that food is brought to work at the beginning of your shift.
- 7. Travel Eliminate all non-essential travel outside the boundary of the fire station property.
- 8. Face Coverings When beyond the boundary of the fire station property, a face covering will be worn. Face coverings are not to be used to replace current PPE guidelines.

South Placer Fire District

COVID-19 Plan



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

10/9/2020

Thru

11/5/2020

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.
 - o 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.).
 - o 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.
 - o 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:

- o 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:

- o 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 #2020-6
- · 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 presymptomatic 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 presymptomatic 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/2019ncov/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 (surgical mask or simple mask). <u>Face coverings are not to be used to replace</u> <u>current PPE guidelines.</u>

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:
 - o 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.
 - o 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

South Placer Fire District COVID-19 Disease Plan

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
 - 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

For evaluation and direction (866)961-2889 0800-1800 hours

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, County recommended or Occupational Health testing. This is to get test results returned in the minimum amount of time. The OptumServe testing may not be the fastest available testing but may still be used in conjunction with other available testing sites and or vendors.

- 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 direct 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

South Placer Fire District COVID-19 Disease Plan

- Chief Officers
- Employee Assistance Program (EAP)



SOUTH PLACER FIRE PROTECTION DISTRICT PARS OPEB Trust Program

Account Report for the Period 8/1/2020 to 8/31/2020

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

		Accoun	t Summary				
Source	Beginning Balance as of 8/1/2020	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 8/31/2020
OPEB	\$1,294,365.67	\$0.00	\$38,937.84	\$652.85	\$0.00	\$0.00	\$1,332,650.66
Totals	\$1,294,365.67	\$0.00	\$38,937.84	\$652.85	\$0.00	\$0.00	\$1,332,650.66

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

				Annualized Return			
Source	1-Month	3-Months	1-Year	3-Years	5-Years	10-Years	Plan's Inception Date
OPEB	3.01%	8.69%	10.66%	7.40%	7.34%	-	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

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