

AGENDA  
SOUTH PLACER FIRE DISTRICT  
BOARD OF DIRECTORS  
Weds. February 8<sup>th</sup>, 2023

**1. 6:00 p.m. Closed Session (Station 17, Portable Conference/Training Room)**

A. Labor Negotiations (Gov Code 54957.6) – Provide an update on contract negotiations

**2. Regular Session to Follow Closed Session at 6:30 pm or when closed session is complete. (Station 17, Portable Conference/Training Room)**

**3. Flag Salute**

**4. Public Comment**

**5. Closed Session**

At any time during the regular session, the legislative body may adjourn to a 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 a closed session to consider liability claims, threats to public services or facilities, public employee appointment, public employment, public employee performance evaluation, or public employee discipline/dismissal/release.

**6. Consent Agenda (Single Motion Needed)**

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

A. Approval of the Agenda

B. Approval of the Minutes

C. Authorization of Deposits:

Ambulance	\$195,934.54
Consolidated Mitigation Fees	\$31,221.16
Plans/Inspections	\$24,400.50
Cell Tower Leases	\$9,749.14
MVA Fire Recovery	\$851.76
Steel Recycling	\$169.74
<b>TOTAL</b>	<b><u>\$262,326.84</u></b>

D. Approval of the February 2023 Expenditures: \$360,617.67

E. Personnel Items

<u>Separations:</u>	Captain Cody Forrest FF/PM Jacob Ramirez
<u>Promotions:</u>	None
<u>Reassignments:</u>	None
<u>New Hires:</u>	None
<u>Interns/Volunteers:</u>	None

**7. Special Presentation: None**

**8. Old Business:**

- A. **District-Wide Photovoltaic Solar Electric Project:** Staff recommends an updatePG#22 on the District-wide solar project.

**9. New Business:**

- A. **Fiscal Year 2022/23 2<sup>nd</sup> Quarter Budget Report:** Staff recommends a short PG#23 presentation on the status of the Fiscal Year 2022/23 budget.
- B. **SCI Proposal for Providing Consulting, Engineer of Work, and Levy Administration on South Placer Fire District (Former Loomis Fire District) Special Tax:** Staff recommends discussion and approval for the Chief to execute PG#28 a new agreement with SCI Consulting Group.
- C. **Contract Approval with American Capital for Collection Services:** Staff PG#37 recommends discussion and approval for the Chief to execute a new agreement with American Capital for collections on unpaid accounts.
- D. **Apprentice Firefighter Wage Increase:** Staff recommends discussion and PG#44 approval of Apprentice Wage Increase.
- E. **FAIRA Notice of Nomination and Election Procedures for the 2023 Election to the Authority's Governing Board:** Staff recommends discussion and PG#45 possible action to nominate a member of the District to the FAIRA Governing Board.

**10. Information and Discussion:**

- A. **District Operational Update:** Staff recommends discussion about District operations after recent changes

**11. Correspondence**

PG#48

**12. Chief's Report**

**13. Labor Report**

**14. Functions**

**15. Board/Staff Comments**

**16. Future Agenda Items**

**17. Adjournment**

**Upcoming Board Meetings**

Special Meeting for Brown Act training -- February 21<sup>st</sup>, 2023 @ 6:00 PM  
Next Regular Board Meeting -- March 8<sup>th</sup>, 2023 @ 6:00 PM

SOUTH PLACER FIRE DISTRICT  
BOARD OF DIRECTORS  
Regular Board Meeting Minutes  
January 11, 2023

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Wednesday, January 11, 2023, at 7:00 p.m. by President, Terri Ryland.

Present:

Terri Ryland, President  
Chris Gibson, Vice President  
Ken Musso, Clerk  
Tracy Randall, Director  
Mike Johnson, Director  
Gary Grenfell, Director  
Dan Bajtos, Director

Absent:

None

Staff in Attendance:

Fire Chief, Mark Duerr  
Deputy Chief, Matt Feeley  
Division Chief, Jeff Ingolia  
Division Chief, James Magnuson  
Battalion Chief, Brian Midtlyng  
Captain, Justin Buathier  
Captain Paramedic, Nick Paskey  
Firefighter Paramedic, Josh Christian

Public Comment: None

Closed Session Report: President Ryland reported that there had been a closed session meeting prior to the regular meeting with nothing to report out at this time.

Consent Agenda: Director Grenfell made a motion to approve the items for the consent agenda. The motion was seconded by Director Gibson.

Ayes: Ryland, Gibson, Musso, Randall, Grenfell, Bajtos, Johnson    Noes: None    Abstain: None    Absent: None  
Carried

OLD BUSINESS

Employee Retention: Staff recommends discussion on current issues facing the District involving employee retention. Chief Duerr reported that the District has no vacancies at any rank at this time. He recommended dropping the item from future agendas. Directors Ryland and Johnson asked for a standing report from labor units to be added to future meetings following the Chief's report. The Board agreed that a standing report from labor units could suffice for this standing item. Director Randall noted that he would like the item returned at some point when the District loses personnel. Chief Duerr agreed that the standing item would return at times of recruitment or difficulty maintaining personnel.

District-Wide Photovoltaic Solar Electric Project: Staff recommends an update on the District-wide solar project and discussion on securing NEM 2 status on possible future projects to include approval to enter an additional contract with DC Solar. The process has begun of installing photovoltaic solar panels at four operating stations with DC Solar. As progress has begun it was determined that an error in the calculations for Station 16 occurred due to the station being unstaffed in the recent year's utility history. Calculations had to be redone and the project is increasing by \$34,000 in costs. To accommodate the increase, Chief Duerr suggested postponing the fuel convault purchase in this fiscal year. Additionally, Station 15 and Station 19 could secure NEM 2 approval for the next three years into the future with an approved authorization form, a completed interconnecting agreement, and creating an engineered electrical line diagram that PG&E approves prior to April 13, 2023. DC Solar can provide this work at a cost of an additional \$7,900. Director Ryland agreed that the District should secure NEM 2 for the two closed stations to allow flexibility as they could be reopened in the next few years. Director Randall made a motion to approve the additional contract with DC Solar and continue the current solar project to the other four operating stations. Director Gibson made a second to the motion.

Ayes: Ryland, Gibson, Musso, Randall, Grenfell, Bajtos, Johnson Noes: None Abstain: None Absent: None  
Carried

## NEW BUSINESS

2022 Annual Fire Inspection Resolution: Staff recommends acceptance of the Resolution documenting the number of reportable annual occupancy inspections completed in 2022 as per Senate Bill 1205. Total annual inspections for 2022 were 483 throughout the District. Director Gibson made a motion to approve Resolution No. 14-2022/23 acknowledging receipt of the report made by the District regarding the annual inspection of certain occupancies. Director Bajtos made a second to the motion.

### Roll Call:

Ayes: Ryland, Gibson, Musso, Randall, Grenfell, Bajtos, Johnson Noes: None Abstain: None Absent: None  
Carried

Authorization to enter into Agreement with Specialized Legal Counsel: Staff recommends discussion and authorization to enter into a contract with legal counsel specializing in Other Post-Employment Benefits (OPEB). Chief Duerr began by reminding the Board of the Board adopted goal for 2022/23 maintaining fiscal responsibility and pursuing any areas of concern. He continued that the District's unfunded liability in long-term health care for retirees is currently being absorbed by general fund monies. OPEB is a specialized and regulated topic that the District needs to retain legal counsel for future options to build additional solvency for the District. The Employee Law Group was highly recommended by District's counsel. Director Gibson made a motion to authorize Chief Duerr to enter into an agreement with the Employee Benefits Law Group. Director Bajtos made a second to the motion.

Ayes: Ryland, Gibson, Musso, Randall, Grenfell, Bajtos, Johnson Noes: None Abstain: None Absent: None  
Carried

Board Certification of the South Placer Fire Administrative Officers Association Decertification and Formal Recognition Election Results of Sacramento Area Firefighters Local 522-Battalion Chiefs Unit: Chief recommends that the Board formally certify the Formal Recognition Election results and recognize Sacramento Area Firefighters, Local 522-Battalion Chiefs Unit as the exclusive bargaining representative for the bargaining unit consisting of Battalion Chiefs. Chief Duerr explained that the group petitioned for decertification of the South Placer Fire Administrative Officers Association and

reorganizing under the SAFF 522 Battalion Chiefs unit. He noted that the process was conducted in accordance with District rules and regulations. Director Gibson made a motion to approve the Board certification of the South Placer Fire Administrative Offices Association Decertification and formally recognize the election of Sacramento Area Firefighters Local 522-Battalion Chiefs Unit, approving Resolution No. 15-2022/23. Director Bajtos made a second to the motion.

Roll Call:

Ayes: Ryland, Gibson, Musso, Randall, Grenfell, Bajtos, Johnson Noes: None Abstain: None Absent: None  
Carried

Request for Proposals (RFP) for a Standards of Cover (SOC) Study: Staff recommends discussion and approval of an RFP for a Standards of Cover Study. Chief Duerr began that the last SOC was created in 2008 and the community has grown along with demand, frequency, and types of calls have changed. The draft RFP will utilize historical data to quantify response times, effective response force capabilities, goals regarding population and density, labor demands, and other factors that affect service delivery. This RFP will begin the process of using a third party to provide an unbiased assessment of the data. He noted that the SOC could assist with future decision-making and strategic planning for the District. Estimates for SOC reports range between \$20-\$50,000 and are normally done every five years in agencies with lots of growth. He noted the current in-process Placer LAFCO MSR study could provide some information and savings for the SOC costs. Director Ryland made a motion to approve the RFP for a Standards of Cover Study. Director Gibson made a second to the motion.

Ayes: Ryland, Gibson, Musso, Randall, Grenfell, Bajtos, Johnson Noes: None Abstain: None Absent: None  
Carried

## INFORMATION AND DISCUSSION

District Operational Update: Staff recommends a discussion about District operations after recent changes. Chief Duerr began that the call volume is up from last month at 402, with December being up 80 calls from last year. 63% of incidents were rescue calls with four fires reported. Medic 16 and Engine 17 are the busiest units. Engine 17 on call at 9.98%. Average response times over 389 calls had travel times of within 7 minutes, which are good. Response times for the month are between 9 minutes.

Correspondence: One PARS financial statement for November.

### Chief's Report:

- Winter storms had down trees and power lines
- Open Houses for 2023: 3/18 Station 16, 6/24 Station 18, 9/30 Station 20, 12/16 Station 17.
- Engineer testing and Apprentice Firefighter testing
- SCI Levy Contract renewing for 3 years to come next month for approval
- Fire Prevention department – Total Permits up by 3, new starts down from last year. Fees are down, square feet are down, the building is down
- Overtime generated by sick leave and vacations. Sick leave 33%, Holiday 13%, Vacation 34% Miscellaneous 20%, openings 0
- Overtime down, mandatory hours down. Overall overtime is leveling out. The cost of overtime per month peaked in September, last month was at a low of \$24,000 for a pay period

Functions: None

Board/Staff Comments: Director Gibson remarked that he was glad to see Director Grenfell back at the meeting after an illness.

Future Agenda Items: January 24 Board Training 6:30 p.m., February 8 next Regular Board Meeting 6:00 p.m.

There being no further business to come before the Board, the meeting adjourned at 7:57 p.m. The next regular meeting will be held on Wednesday, February 8th, 2022.

Respectfully submitted,

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

Recording Secretary, Kathy Medeiros

SOUTH PLACER FIRE DISTRICT  
BOARD OF DIRECTORS  
Special Board Meeting Minutes  
January 24, 2023

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Wednesday, January 24, 2023, at 6:34 p.m. by President, Terri Ryland.

Present:

Terri Ryland, President  
Chris Gibson, Vice President  
Ken Musso, Clerk  
Tracy Randall, Director  
Mike Johnson, Director  
Gary Grenfell, Director  
Dan Bajtos, Director

Absent:

None

Staff in Attendance:

Fire Chief, Mark Duerr  
Business Manager, Kathy Medeiros

Public Comment: None

Information and Discussion

Conflicts of Interest, and Ethics Review: The Board received a presentation and were able to address general questions to District counsel Paul Gant of Kingsley Bogard regarding Conflicts of Interest and Ethics training.

There being no further business, the meeting adjourned at 8:25 p.m.

Respectfully submitted,

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

Kathy Medeiros  
Recording Secretary

Ranges:	From:	To:		From:	To:
Checkbook ID	First	Last	Number	First	Last
Description	First	Last	Date	12/30/2022	2/1/2023
User-Defined 1	First	Last	Type	Check	Check

Sorted By: Date  
Include Trx: Reconciled, Unreconciled

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

Checkbook ID	Description	User-Defined 1	Current Balance		
Number	Date	Type	Paid To/Rcvd From	Reconciled Origin	Payment      Deposit
PLACER COUNTY	County Of Placer				\$3,747,693.54
24373	2/1/2023	CHK	AFLAC	No PMCHK00001008	\$714.44
24374	2/1/2023	CHK	California Assn of Prefessio	No PMCHK00001008	\$118.00
24375	2/1/2023	CHK	California Assn of Prefessio	No PMCHK00001008	\$1,386.50
24376	2/1/2023	CHK	California Assn of Prefessio	No PMCHK00001008	\$59.00
24377	2/1/2023	CHK	Department of Health Care Se	No PMCHK00001008	\$12,349.26
24378	2/1/2023	CHK	NGLIC C/O Superior Vision Se	No PMCHK00001008	\$955.14
24379	2/1/2023	CHK	P.E.R.S	No PMCHK00001008	\$111,574.84
24380	2/1/2023	CHK	PRINCIPAL MUTUAL	No PMCHK00001008	\$7,582.21
24381	2/1/2023	CHK	Sacramento Area Fire Fighter	No PMCHK00001008	\$2,224.74
24382	2/1/2023	CHK	Sacramento Area Fire Fighter	No PMCHK00001008	\$2,282.70
24383	2/1/2023	CHK	SPFAOA	No PMCHK00001008	\$75.00
24384	2/1/2023	CHK	SPFAOA	No PMCHK00001008	\$75.00
24385	2/1/2023	CHK	TASC/ Total Admin Service	No PMCHK00001008	\$4,755.53
24386	2/1/2023	CHK	TASC/ Total Admin Service	No PMCHK00001008	\$4,755.53
24387	2/1/2023	CHK	TASC/ Total Admin Service	No PMCHK00001008	\$234.78
24388	2/1/2023	CHK	Voya Financial Trust Co.	No PMCHK00001008	\$14,491.26
24389	2/1/2023	CHK	Voya Financial Trust Co.	No PMCHK00001008	\$18,204.58
17 Transaction(s)					\$181,838.51      \$0.00
WELLS FARGO OP	Wells Fargo Operating Account				(\$11,530.86)
27716	1/12/2023	CHK	Amerigas	No PMCHK00001006	\$1,070.03
27717	1/12/2023	CHK	BURTONS FIRE APPARATUS	No PMCHK00001006	\$856.22
27718	1/12/2023	CHK	BART INDUSTRIES	No PMCHK00001006	\$594.25
27719	1/12/2023	CHK	Benz Air Engineering Co, Inc	No PMCHK00001006	\$2,472.10
27720	1/12/2023	CHK	Brookcrest By Culligan Water	No PMCHK00001006	\$86.10
27721	1/12/2023	CHK	Benoit, Kyle T	No PMCHK00001006	\$200.00
27722	1/12/2023	CHK	DC Solar Electric Inc.	No PMCHK00001006	\$35,524.20
27723	1/12/2023	CHK	DR Associates International	No PMCHK00001006	\$1,572.47
27724	1/12/2023	CHK	FasTrak	No PMCHK00001006	\$7.00
27725	1/12/2023	CHK	FOLSOM LAKE FORD	No PMCHK00001006	\$87.69
27726	1/12/2023	CHK	Firefighters Burn Institute	No PMCHK00001006	\$250.00
27727	1/12/2023	CHK	Fire Plan Review, Inc.	No PMCHK00001006	\$3,448.75
27728	1/12/2023	CHK	Garside, Doug	No PMCHK00001006	\$200.00
27729	1/12/2023	CHK	Hunt and Sons, Inc	No PMCHK00001006	\$4,215.24
27730	1/12/2023	CHK	HARRIS INDUSTRIAL GASES	No PMCHK00001006	\$668.64
27731	1/12/2023	CHK	JRB Pest and Sanitation	No PMCHK00001006	\$85.00
27732	1/12/2023	CHK	Kingsley Bogard, LLP	No PMCHK00001006	\$7,670.00
27733	1/12/2023	CHK	Klimek, Mitchell E	No PMCHK00001006	\$200.00
27734	1/12/2023	CHK	LIFE ASSIST	No PMCHK00001006	\$1,919.03
27735	1/12/2023	CHK	Loomis News	No PMCHK00001006	\$42.00
27736	1/12/2023	CHK	Mission Uniform Services	No PMCHK00001006	\$137.55
27737	1/12/2023	CHK	NETWORK DESIGN ASSOC	No PMCHK00001006	\$13,504.89
27738	1/12/2023	CHK	Ogen, Dustin	No PMCHK00001006	\$375.00
27739	1/12/2023	CHK	Doug Phillips	No PMCHK00001006	\$2,400.00
27740	1/12/2023	CHK	Quill Corporation	No PMCHK00001006	\$23.57
27741	1/12/2023	CHK	Recology Auburn Placer	No PMCHK00001006	\$866.52
27742	1/12/2023	CHK	Robert W. Johnson Accountanc	No PMCHK00001006	\$15,150.00
27743	1/12/2023	CHK	SAN JUAN WATER	No PMCHK00001006	\$1,443.53
27744	1/12/2023	CHK	STERICYCLE INC	No PMCHK00001006	\$303.88



Checkbook ID	Description		User-Defined 1		Current Balance	
Number	Date	Type	Paid To/Rcvd From	Reconciled Origin	Payment	Deposit
27745	1/12/2023	CHK	SAMBA Holdings Inc	No	PMCHK00001006	\$82.77
27746	1/12/2023	CHK	TIFCO INDUSTRIES	No	PMCHK00001006	\$254.58
27747	1/12/2023	CHK	US Bank Corporate Payment Sy	No	PMCHK00001006	\$12,576.24
27748	1/12/2023	CHK	Verizon Wireless	No	PMCHK00001006	\$74.62
27749	1/12/2023	CHK	Western Extrication Speciali	No	PMCHK00001006	\$30,337.77
27750	1/12/2023	CHK	Warren, Greg	No	PMCHK00001006	\$200.00
27751	1/12/2023	CHK	WFCA: Daily Dispatch	No	PMCHK00001006	\$280.00
27752	1/12/2023	CHK	Xerox Financial Services	No	PMCHK00001006	\$2,522.83
27753	1/26/2023	CHK	AUBURN TIRE SERVICE	No	PMCHK00001007	\$22.99
27754	1/26/2023	CHK	BK Technologies, Inc	No	PMCHK00001007	\$1,520.00
27755	1/26/2023	CHK	Capital Public Finance Group	No	PMCHK00001007	\$3,900.00
27756	1/26/2023	CHK	DC Solar Electric Inc.	No	PMCHK00001007	\$3,402.60
27757	1/26/2023	CHK	Element Built Homes	No	PMCHK00001007	\$668.22
27758	1/26/2023	CHK	GRAINGER, W.W.	No	PMCHK00001007	\$52.86
27759	1/26/2023	CHK	Hunt and Sons, Inc	No	PMCHK00001007	\$5,365.55
27760	1/26/2023	CHK	INLAND BUSINESS SYSTEMS	No	PMCHK00001007	\$16.09
27761	1/26/2023	CHK	Interwest Consulting Group I	No	PMCHK00001007	\$2,968.75
27762	1/26/2023	CHK	JRB Pest and Sanitation	No	PMCHK00001007	\$550.00
27763	1/26/2023	CHK	LIFE ASSIST	No	PMCHK00001007	\$2,968.94
27764	1/26/2023	CHK	Leslie, Ryan	No	PMCHK00001007	\$250.00
27765	1/26/2023	CHK	NETWORK DESIGN ASSOC	No	PMCHK00001007	\$1,547.00
27766	1/26/2023	CHK	Placer County Water Agency	No	PMCHK00001007	\$416.74
27767	1/26/2023	CHK	Quill Corporation	No	PMCHK00001007	\$415.01
27768	1/26/2023	CHK	Sac Area Firefighters - Beha	No	PMCHK00001007	\$854.00
27769	1/26/2023	CHK	Consolidated Communications	No	PMCHK00001007	\$2,434.91
27770	1/26/2023	CHK	TIFCO INDUSTRIES	No	PMCHK00001007	\$509.77
27771	1/26/2023	CHK	WITTMAN ENTERPRISES, LLC	No	PMCHK00001007	\$9,213.26
56 Transaction(s)						\$178,779.16
73 Total Transaction(s)						\$0.00

System: 2/1/2023 1:50:23 PM  
User Date: 2/1/2023

South Placer Fire District  
CHECK DISTRIBUTION REPORT  
Payables Management

Page: 1  
User ID: kmedeiros

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Checkbook ID	PLACER COUNTY
Vendor Name	First	Last	Check Number	First
Check Date	12/30/2022	2/1/2023		

Sorted By: Checkbook ID

Distribution Types Included: PURCH

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
A212	AFLAC	PLACER COUNTY	24373	2/1/2023	\$714.44
35723	455892	January premium	\$714.44		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-1550-000	Agency Share Insurance	\$714.44	\$0.00	
C273	California Assn of Prefessiona	PLACER COUNTY	24374	2/1/2023	\$118.00
35724	07-2021 NS LTD ADJ 7-2021 NS/credits misapplied	\$118.00			
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0215-000	Group Insurance Payable	\$59.00	\$0.00	
	PURCH 0-000-0215-000	Group Insurance Payable	\$59.00	\$0.00	
C273	California Assn of Prefessiona	PLACER COUNTY	24375	2/1/2023	\$1,386.50
35725	02-2023 LTD 2-2023 Safety LTD	\$1,386.50			
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0215-000	Group Insurance Payable	\$59.00	\$0.00	
	PURCH 0-000-0215-000	Group Insurance Payable	\$1,327.50	\$0.00	
C273	California Assn of Prefessiona	PLACER COUNTY	24376	2/1/2023	\$59.00
35726	02-2023 NS LTD 2-2023 NSafety LTD	\$59.00			
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0215-000	Group Insurance Payable	\$59.00	\$0.00	
D148	Department of Health Care Serv	PLACER COUNTY	24377	2/1/2023	\$12,349.26
35727	GEM022302YO 2022/23 Qtr 1 QAF fee	\$12,349.26			
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2025-000	Ambulance Billing Services	\$12,349.26	\$0.00	
N115	NGLIC C/O Superior Vision Serv	PLACER COUNTY	24378	2/1/2023	\$955.14
35728	701214 2-2023 vision premium	\$955.14			
	Type Account	Description	Debit	Credit	
	PURCH 0-000-1550-000	Agency Share Insurance	\$955.14	\$0.00	
P101	P.E.R.S	PLACER COUNTY	24379	2/1/2023	\$111,574.84
35729	17058425 February 2023 premium	\$111,574.84			
	Type Account	Description	Debit	Credit	
	PURCH 0-000-0215-000	Group Insurance Payable	\$26,740.52	\$0.00	
	PURCH 0-000-1550-000	Agency Share Insurance	\$61,276.43	\$0.00	
	PURCH 0-000-1550-000	Agency Share Insurance	\$23,557.89	\$0.00	
P159	PRINCIPAL MUTUAL	PLACER COUNTY	24380	2/1/2023	\$7,582.21
35730	02-2023 DENTAL February dental premium	\$7,582.21			
	Type Account	Description	Debit	Credit	
	PURCH 0-000-1550-000	Agency Share Insurance	\$7,582.21	\$0.00	

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
S043 35731	Sacramento Area Fire Fighters PP15 UNION 2023 Type Account PURCH 0-000-0218-000	PLACER COUNTY EE Union dues PP 15 Description Union Dues Payable	24381 \$2,224.74	2/1/2023 Debit \$2,224.74	\$2,224.74 Credit \$0.00
S043 35732	Sacramento Area Fire Fighters PP16 UNION 2023 Type Account PURCH 0-000-0218-000	PLACER COUNTY EE Union dues PP 16 Description Union Dues Payable	24382 \$2,282.70	2/1/2023 Debit \$2,282.70	\$2,282.70 Credit \$0.00
S233 35733	SPFAOA PP15 SPFAOA 2023 Type Account PURCH 0-000-0218-000	PLACER COUNTY SPFAOA dues PP 15 Description Union Dues Payable	24383 \$75.00	2/1/2023 Debit \$75.00	\$75.00 Credit \$0.00
S233 35734	SPFAOA PP16 SPFAOA 2023 Type Account PURCH 0-000-0218-000	PLACER COUNTY SPFAOA dues PP 16 Description Union Dues Payable	24384 \$75.00	2/1/2023 Debit \$75.00	\$75.00 Credit \$0.00
T160 35735	TASC/ Total Admin Service PP15 DC/MR 2023 Type Account PURCH 0-000-0216-000 PURCH 0-000-1550-000 PURCH 0-000-1550-000	PLACER COUNTY EE/ER DC/MR PP 15 Description Flexible Benefits Payable Agency Share Insurance Agency Share Insurance	24385 \$4,755.53	2/1/2023 Debit \$965.33 \$3,471.24 \$318.96	Credit \$0.00 \$0.00 \$0.00
T160 35736	TASC/ Total Admin Service PP16 DC/MR 2023 Type Account PURCH 0-000-0216-000 PURCH 0-000-1550-000 PURCH 0-000-1550-000	PLACER COUNTY EE/ER DC/MR PP 16 Description Flexible Benefits Payable Agency Share Insurance Agency Share Insurance	24386 \$4,755.53	2/1/2023 Debit \$965.33 \$3,471.24 \$318.96	Credit \$0.00 \$0.00 \$0.00
T160 35737	TASC/ Total Admin Service IN2632519 Type Account PURCH 0-000-0215-000	PLACER COUNTY 3/1/23-3/31/23 Admin fees Description Group Insurance Payable	24387 \$234.78	2/1/2023 Debit \$234.78	\$234.78 Credit \$0.00
V125 35738	Voya Financial Trust Co. PP15 DEF COMP 2023 Type Account PURCH 0-000-0214-000 PURCH 0-000-0214-000	PLACER COUNTY EE/ER Def Comp PP 15 Description 457 Deferred Comp. Payable 457 Deferred Comp. Payable	24388 \$14,491.26	2/1/2023 Debit \$13,452.66 \$1,038.60	\$14,491.26 Credit \$0.00 \$0.00
V125 35739	Voya Financial Trust Co. PP16 DEF COMP 2023 Type Account PURCH 0-000-0214-000 PURCH 0-000-0214-000	PLACER COUNTY EE/ER Def Comp PP 16 Description 457 Deferred Comp. Payable 457 Deferred Comp. Payable	24389 \$18,204.58	2/1/2023 Debit \$17,165.98 \$1,038.60	\$18,204.58 Credit \$0.00 \$0.00
A190	Amerigas	WELLS FARGO OP	27716	1/12/2023	\$1,070.03

System: 2/1/2023 1:50:23 PM  
 User Date: 2/1/2023

South Placer Fire District  
 CHECK DISTRIBUTION REPORT  
 Payables Management

Page: 3  
 User ID: kmedeiros

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
35629	3144567621	Propane, Station 19	\$1,070.03		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2021-000	Propane		\$1,070.03	\$0.00
B138	BURTONS FIRE APPARATUS	WELLS FARGO OP	27717	1/12/2023	\$856.22
35635	S59089	Foam Pro parts	\$856.22		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-603	2008 Ford F550 4x4 Westmark Type 4		\$856.22	\$0.00
B147	BART INDUSTRIES	WELLS FARGO OP	27718	1/12/2023	\$594.25
35630	6091-471919	Heater hose	\$166.13		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-818	2004 Spartan HiTec		\$166.13	\$0.00
35631	6091-472002	Chain saw fuel	\$411.50		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-001	Station 17 Fuel		\$411.50	\$0.00
35632	6091-472047	Air line adapter	\$16.62		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$16.62	\$0.00
B178	Benz Air Engineering Co, Inc	WELLS FARGO OP	27719	1/12/2023	\$2,472.10
35633	AWF221220	Exhaust puck and transmitter	\$2,472.10		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-829	2022 Pierce Freightlines		\$1,236.05	\$0.00
	PURCH 0-000-2222-830	2022 Pierce Freightlines		\$1,236.05	\$0.00
B194	Brookcrest By Culligan Water	WELLS FARGO OP	27720	1/12/2023	\$86.10
35634	35634	Monthly billing	\$86.10		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2053-000	Food/Drink-Incident Supplies		\$86.10	\$0.00
B201	Benoit, Kyle T	WELLS FARGO OP	27721	1/12/2023	\$200.00
35683	35683	Uniform Allowance 2022	\$200.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2017-000	Uniform /Cell Phone Allowance		\$200.00	\$0.00
D161	DC Solar Electric Inc.	WELLS FARGO OP	27722	1/12/2023	\$35,524.20
35676	2023-101445	Solar deposit, Sta 16	\$7,025.10		
	Type Account	Description		Debit	Credit
	PURCH 0-000-4512-049	Solar Project		\$7,025.10	\$0.00
35677	2023-101449	Solar deposit, Sta 17	\$14,649.70		
	Type Account	Description		Debit	Credit
	PURCH 0-000-4512-049	Solar Project		\$14,649.70	\$0.00
35678	2023-101453	Solar deposit, Sta 18	\$6,856.90		
	Type Account	Description		Debit	Credit
	PURCH 0-000-4512-049	Solar Project		\$6,856.90	\$0.00

System: 2/1/2023 1:50:23 PM  
 User Date: 2/1/2023

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 Amount			
35679	2023-101457	Solar deposit, Sta 20	\$6,992.50		
	Type Account	Description		Debit	Credit
	PURCH 0-000-4512-049	Solar Project		\$6,992.50	\$0.00
D162	DR Associates International	WELLS FARGO OP	27723	1/12/2023	\$1,572.47
35687	8591	Background check	\$1,572.47		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2045-000	Pre-Employment Physicals/Background		\$1,572.47	\$0.00
F100	FasTrak	WELLS FARGO OP	27724	1/12/2023	\$7.00
35636	I712148572152	Bridge toll	\$7.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2599-000	Miscellaneous Expense		\$7.00	\$0.00
F109	FOLSOM LAKE FORD	WELLS FARGO OP	27725	1/12/2023	\$87.69
35639	742997	Brake booster line	\$87.69		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-021	2017 Ford F250 XL		\$87.69	\$0.00
F124	Firefighters Burn Institute	WELLS FARGO OP	27726	1/12/2023	\$250.00
35638	2116	Youth Firesetter Program due	\$250.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2030-000	Memberships/Subscriptions		\$250.00	\$0.00
F173	Fire Plan Review, Inc.	WELLS FARGO OP	27727	1/12/2023	\$3,448.75
35637	1037	December services	\$3,448.75		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2043-001	Prevention Consulting Fees		\$3,448.75	\$0.00
G174	Garside, Doug	WELLS FARGO OP	27728	1/12/2023	\$200.00
35684	35684	Uniform Allowance 2022	\$200.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2017-000	Uniform /Cell Phone Allowance		\$200.00	\$0.00
H130	Hunt and Sons, Inc	WELLS FARGO OP	27729	1/12/2023	\$4,215.24
35644	922067	Gasoline, diesel	\$2,711.01		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-001	Station 17 Fuel		\$2,711.01	\$0.00
35645	922095	Gasoline, diesel	\$1,504.23		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-003	Station 19 Fuel		\$1,504.23	\$0.00
H141	HARRIS INDUSTRIAL GASES	WELLS FARGO OP	27730	1/12/2023	\$668.64
35640	0001896014	Welding supplies	\$159.89		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$159.89	\$0.00

System: 2/1/2023 1:50:23 PM  
 User Date: 2/1/2023

South Placer Fire District  
 CHECK DISTRIBUTION REPORT  
 Payables Management

Page: 5  
 User ID: kmedeiros

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
35641	0001897764	Cylinder rental	\$264.65		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2130-000	Oxygen		\$264.65	\$0.00
35642	0001897796	Cylinder rental	\$190.25		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2130-000	Oxygen		\$190.25	\$0.00
35643	0001897915	Cylinder rental	\$53.85		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2130-000	Oxygen		\$53.85	\$0.00
J128	JRB Pest and Sanitation	WELLS FARGO OP	27731	1/12/2023	\$85.00
35646	61810	Monthly billing, Sta 20	\$85.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-005	3505 Auburn Folsom Road		\$85.00	\$0.00
K127	Kingsley Bogard, LLP	WELLS FARGO OP	27732	1/12/2023	\$7,670.00
35647	27228	November services	\$7,670.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2010-000	Labor Legal Fees		\$5,687.50	\$0.00
	PURCH 0-000-2043-000	Legal/Consulting Fees		\$1,982.50	\$0.00
K142	Klimek, Mitchell E	WELLS FARGO OP	27733	1/12/2023	\$200.00
35685	35685	Uniform Allowance 2022	\$200.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2017-000	Uniform /Cell Phone Allowance		\$200.00	\$0.00
L107	LIFE ASSIST	WELLS FARGO OP	27734	1/12/2023	\$1,919.03
35648	1279574	Saline syringes	\$79.80		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2127-000	Medical Supplies		\$79.80	\$0.00
35649	1281107	Various supplies	\$1,839.23		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2127-000	Medical Supplies		\$1,839.23	\$0.00
L168	Loomis News	WELLS FARGO OP	27735	1/12/2023	\$42.00
35650	35650	Annual subscription renewal	\$42.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2032-000	News Publications & Ads		\$42.00	\$0.00
M101	Mission Uniform Services	WELLS FARGO OP	27736	1/12/2023	\$137.55
35651	518275265	Weekly billing	\$27.51		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls		\$27.51	\$0.00
35652	518322654	Weekly billing	\$27.51		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls		\$27.51	\$0.00

System: 2/1/2023 1:50:23 PM  
User Date: 2/1/2023

South Placer Fire District  
CHECK DISTRIBUTION REPORT  
Payables Management

Page: 6  
User ID: kmedeiros

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
35653	518367132	Weekly billing	\$27.51		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls	\$27.51	\$0.00	
35654	518410747	Weekly billing	\$27.51		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls	\$27.51	\$0.00	
35655	518455915	Weekly billing	\$27.51		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls	\$27.51	\$0.00	
N226	NETWORK DESIGN ASSOC	WELLS FARGO OP 27737	1/12/2023	\$13,504.89	
35656	86835	Annual IT subscriptions, hdw	\$13,504.89		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2056-000	Software Subscriptions	\$7,428.89	\$0.00	
	PURCH 0-000-4465-028	Station IT	\$6,076.00	\$0.00	
O120	Ogen, Dustin	WELLS FARGO OP 27738	1/12/2023	\$375.00	
35657	35657	Driver/Op 1B class fee	\$375.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2040-000	Education/Training	\$375.00	\$0.00	
P113	Doug Phillips	WELLS FARGO OP 27739	1/12/2023	\$2,400.00	
35680	35680	Volunteer Pay Jul-Dec 2022	\$1,200.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-1015-000	Other Payroll (Volunteer Pay)	\$1,200.00	\$0.00	
35681	35681	Longevity Pay 2022	\$1,000.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-1016-000	Volunteer Length of Service Award	\$1,000.00	\$0.00	
35682	35682	Uniform Allowance 2022	\$200.00		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2017-000	Uniform /Cell Phone Allowance	\$200.00	\$0.00	
Q004	Quill Corporation	WELLS FARGO OP 27740	1/12/2023	\$23.57	
35658	29808768	Label maker tape	\$23.57		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2129-000	Office Supplies/Computer	\$23.57	\$0.00	
R129	Recology Auburn Placer	WELLS FARGO OP 27741	1/12/2023	\$866.52	
35659	69749117	Monthly billing, Sta 16	\$34.51		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2026-000	Garbage	\$34.51	\$0.00	
35660	69747715	Monthly billing, Sta 17	\$567.90		
	Type Account	Description	Debit	Credit	
	PURCH 0-000-2026-000	Garbage	\$567.90	\$0.00	

System: 2/1/2023 1:50:23 PM  
User Date: 2/1/2023

South Placer Fire District  
CHECK DISTRIBUTION REPORT  
Payables Management

Page: 7  
User ID: kmedeiros

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
35661	69747525	Qtrly billing, Sta 18	\$229.60		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$229.60	\$0.00
35662	69859205	Monthly billing, Sta 20	\$34.51		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$34.51	\$0.00
R180	Robert W. Johnson Accountancy	WELLS FARGO OP	27742	1/12/2023	\$15,150.00
35663	6626	Financial audit YE 6/30/22	\$14,650.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2020-000	Audit		\$14,650.00	\$0.00
35664	6642	State Controller's Rpt, 21/2	\$500.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2020-000	Audit		\$500.00	\$0.00
S107	SAN JUAN WATER	WELLS FARGO OP	27743	1/12/2023	\$1,443.53
35666	35666	Bi-monthly billing, Sta 15	\$719.97		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2041-006	Water - Station #15		\$719.97	\$0.00
35667	35667	Bi-monthly billing, Sta 16	\$465.26		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2041-016	Water-Station 16 Olive Ranch		\$465.26	\$0.00
35668	35668	Bi-monthly billing, Sta 17	\$258.30		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2041-001	Water - Station #17		\$258.30	\$0.00
S145	STERICYCLE INC	WELLS FARGO OP	27744	1/12/2023	\$303.88
35669	3006326313	Monthly billing	\$303.88		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2046-000	Medical Waste Disposal		\$303.88	\$0.00
S286	SAMBA Holdings Inc	WELLS FARGO OP	27745	1/12/2023	\$82.77
35665	INV01023832	Driver monitoring	\$82.77		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2056-000	Software Subscriptions		\$82.77	\$0.00
T117	TIFCO INDUSTRIES	WELLS FARGO OP	27746	1/12/2023	\$254.58
35670	71824726	Various hardware	\$254.58		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$254.58	\$0.00
U109	US Bank Corporate Payment Syst	WELLS FARGO OP	27747	1/12/2023	\$12,576.24
35671	35671	Monthly billing	\$12,576.24		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2023-000	Employee Physicals & Wellness		\$150.00	\$0.00



System: 2/1/2023 1:50:23 PM  
 User Date: 2/1/2023

South Placer Fire District  
 CHECK DISTRIBUTION REPORT  
 Payables Management

Page: 8  
 User ID: kmedeiros

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
	PURCH 0-000-2037-001	6900 Eureka Road		\$27.10	\$0.00
	PURCH 0-000-2037-003	7070 Auburn Folsom Road		\$135.94	\$0.00
	PURCH 0-000-2037-005	3505 Auburn Folsom Road		\$120.63	\$0.00
	PURCH 0-000-2037-006	4650 East Rsvl. Parkway		\$241.37	\$0.00
	PURCH 0-000-2037-016	Station 16 Olive Ranch		\$139.85	\$0.00
	PURCH 0-000-2037-028	Station 28		\$255.49	\$0.00
	PURCH 0-000-2038-000	Training Supplies		\$194.50	\$0.00
	PURCH 0-000-2039-000	Business/Conference		\$32.00	\$0.00
	PURCH 0-000-2040-000	Education/Training		\$735.00	\$0.00
	PURCH 0-000-2055-000	Safety Awards & Recognition		\$70.85	\$0.00
	PURCH 0-000-2056-000	Software Subscriptions		\$1,147.96	\$0.00
	PURCH 0-000-2120-000	Cleaning/Maintenance Supplies		\$752.24	\$0.00
	PURCH 0-000-2122-000	Computer Service & Maint.		\$42.77	\$0.00
	PURCH 0-000-2124-001	Station 17 Fuel		\$2,995.48	\$0.00
	PURCH 0-000-2128-000	Miscellaneous Supplies		\$79.58	\$0.00
	PURCH 0-000-2129-000	Office Supplies/Computer		\$262.91	\$0.00
	PURCH 0-000-2221-000	Radio Repair		\$246.01	\$0.00
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$437.94	\$0.00
	PURCH 0-000-2222-016	LFPD Ford Expedition		\$129.99	\$0.00
	PURCH 0-000-2222-209	2006 Ford F-550 Shop Truck		\$340.00	\$0.00
	PURCH 0-000-2222-603	2008 Ford F550 4x4 Westmark Type 4		\$7.50	\$0.00
	PURCH 0-000-2222-830	2022 Pierce Freightlines		\$418.28	\$0.00
	PURCH 0-000-2225-016	5300 Olive Ranch Road		\$101.89	\$0.00
	PURCH 0-000-2599-000	Miscellaneous Expense		\$83.72	\$0.00
	PURCH 0-000-4465-028	Station IT		\$27.03	\$0.00
	PURCH 0-000-4465-029	Vehicle IT		\$100.24	\$0.00
	PURCH 0-000-4512-047	Recliners		\$3,299.97	\$0.00
V114 35672	Verizon Wireless 9924224747	WELLS FARGO OP Monthly billing	27748	1/12/2023	\$74.62
	Type Account	Description		Debit	Credit
	PURCH 0-000-2037-000	Telephone		\$74.62	\$0.00
W180 35673	Western Extrication Specialist 2066	WELLS FARGO OP Homatro extrication tools	27749	1/12/2023	\$30,337.77
	Type Account	Description		Debit	Credit
	PURCH 0-000-4523-056	Extrication Tools		\$30,337.77	\$0.00
W185 35686	Warren, Greg 35686	WELLS FARGO OP Uniform Allowance 2022	27750	1/12/2023	\$200.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-2017-000	Uniform /Cell Phone Allowance		\$200.00	\$0.00
W191 35674	WFCA: Daily Dispatch 003326	WELLS FARGO OP Apprentice firefighter ad	27751	1/12/2023	\$280.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-2032-000	News Publications & Ads		\$280.00	\$0.00
X001 35675	Xerox Financial Services 3682228	WELLS FARGO OP Copier lease & DocuWare	27752	1/12/2023	\$2,522.83
	Type Account	Description		Debit	Credit
	PURCH 0-000-2056-000	Software Subscriptions		\$2,522.83	\$0.00
A211	AUBURN TIRE SERVICE	WELLS FARGO OP	27753	1/26/2023	\$22.99

System: 2/1/2023 1:50:23 PM  
 User Date: 2/1/2023

South Placer Fire District  
 CHECK DISTRIBUTION REPORT  
 Payables Management

Page: 9  
 User ID: kmedeiros

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
35688	135207	Tire repair	\$22.99		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-024	2020 Ford Transit Van		\$22.99	\$0.00
B204	BK Technologies, Inc	WELLS FARGO OP	27754	1/26/2023	\$1,520.00
35689	6020386	Repairs to 5 radios	\$1,520.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2221-000	Radio Repair		\$1,520.00	\$0.00
C156	Capital Public Finance Group,	WELLS FARGO OP	27755	1/26/2023	\$3,900.00
35690	2022-287	2023 annual COPs rpt	\$3,900.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2043-000	Legal/Consulting Fees		\$3,900.00	\$0.00
D161	DC Solar Electric Inc.	WELLS FARGO OP	27756	1/26/2023	\$3,402.60
35693	2023-101445 (2)	Additional deposit, Sta 16	\$3,402.60		
	Type Account	Description		Debit	Credit
	PURCH 0-000-4512-049	Solar Project		\$3,402.60	\$0.00
E134	Element Built Homes	WELLS FARGO OP	27757	1/26/2023	\$668.22
35694	BLD22-06576	Mitigation fee refund	\$668.22		
	Type Account	Description		Debit	Credit
	PURCH 0-000-8267-000	Consolidated Mitigation Revenue		\$668.22	\$0.00
G110	GRAINGER, W.W.	WELLS FARGO OP	27758	1/26/2023	\$52.86
35695	9566901253	Heater elbow	\$52.86		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-818	2004 Spartan HiTec		\$52.86	\$0.00
H130	Hunt and Sons, Inc	WELLS FARGO OP	27759	1/26/2023	\$5,365.55
35696	933568	Motor oil	\$1,334.95		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-001	Station 17 Fuel		\$1,334.95	\$0.00
35697	935871	Diesel exhuast fluid	\$205.67		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-001	Station 17 Fuel		\$205.67	\$0.00
35698	945418	Gasoline, diesel	\$2,583.05		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-001	Station 17 Fuel		\$2,583.05	\$0.00
35699	945419	Gasoline, diesel	\$1,241.88		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-003	Station 19 Fuel		\$1,241.88	\$0.00
I121	INLAND BUSINESS SYSTEMS	WELLS FARGO OP	27760	1/26/2023	\$16.09
35700	IN3191777	Freight & tax on toner	\$16.09		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2129-000	Office Supplies/Computer		\$16.09	\$0.00

System: 2/1/2023 1:50:23 PM  
User Date: 2/1/2023

South Placer Fire District  
CHECK DISTRIBUTION REPORT  
Payables Management

Page: 10  
User ID: kmedeiros

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
I134	Interwest Consulting Group Inc	WELLS FARGO OP	27761	1/26/2023	\$2,968.75
35701	84502	December services	\$2,968.75		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2043-001	Prevention Consulting Fees		\$2,968.75	\$0.00
J128	JRB Pest and Sanitation	WELLS FARGO OP	27762	1/26/2023	\$550.00
35702	62599	Monthly billing	\$125.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-028	5840 Horseshoe Bar Rd		\$125.00	\$0.00
35703	62615	Monthly billing	\$85.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-005	3505 Auburn Folsom Road		\$85.00	\$0.00
35704	62616	Monthly billing	\$85.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-003	7070 Auburn Folsom Road		\$85.00	\$0.00
35705	62617	Monthly billing	\$85.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-001	6900 Eureka Road		\$85.00	\$0.00
35706	62618	Monthly billing	\$85.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-016	5300 Olive Ranch Road		\$85.00	\$0.00
35707	62619	Monthly billing	\$85.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-006	4650 East Roseville Parkway		\$85.00	\$0.00
L107	LIFE ASSIST	WELLS FARGO OP	27763	1/26/2023	\$2,968.94
35709	1285791	Various supplies	\$452.75		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2127-000	Medical Supplies		\$452.75	\$0.00
35710	1284854	Various supplies	\$2,516.19		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2127-000	Medical Supplies		\$2,516.19	\$0.00
L147	Leslie, Ryan	WELLS FARGO OP	27764	1/26/2023	\$250.00
35708	35708	Paramedic renewal	\$250.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2024-000	ParamedicCert.EMT/CPR Cert Classes		\$250.00	\$0.00
N226	NETWORK DESIGN ASSOC	WELLS FARGO OP	27765	1/26/2023	\$1,547.00
35711	86872	IT work on domain block issu	\$65.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2122-001	Software Support		\$65.00	\$0.00

System: 2/1/2023 1:50:23 PM  
User Date: 2/1/2023

South Placer Fire District  
CHECK DISTRIBUTION REPORT  
Payables Management

Page: 11  
User ID: kmedeiros

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
35712	86959	MS 365, Exchange, Duo, etc	\$962.00		
Type	Account	Description		Debit	Credit
PURCH	0-000-2056-000	Software Subscriptions		\$962.00	\$0.00
35713	87005	Monthly IT maintenance	\$520.00		
Type	Account	Description		Debit	Credit
PURCH	0-000-2122-001	Software Support		\$520.00	\$0.00
P125	Placer County Water Agency	WELLS FARGO OP	27766	1/26/2023	\$416.74
35714	35714	Monthly billing, Sta 18	\$40.07		
Type	Account	Description		Debit	Credit
PURCH	0-000-2041-028	Water - Station #28		\$40.07	\$0.00
35715	35715	Monthly billing, Sta 18	\$65.19		
Type	Account	Description		Debit	Credit
PURCH	0-000-2041-028	Water - Station #28		\$65.19	\$0.00
35716	35716	Monthly billing, Sta 18	\$40.07		
Type	Account	Description		Debit	Credit
PURCH	0-000-2041-028	Water - Station #28		\$40.07	\$0.00
35717	35717	Monthly billing, Sta 19	\$212.44		
Type	Account	Description		Debit	Credit
PURCH	0-000-2041-003	Water - Station #19		\$212.44	\$0.00
35718	35718	Monthly billing, Sta 20	\$58.97		
Type	Account	Description		Debit	Credit
PURCH	0-000-2041-005	Water - Station #20		\$58.97	\$0.00
Q004	Quill Corporation	WELLS FARGO OP	27767	1/26/2023	\$415.01
35719	30177084	Paper, toner	\$415.01		
Type	Account	Description		Debit	Credit
PURCH	0-000-2129-000	Office Supplies/Computer		\$415.01	\$0.00
S050	Sac Area Firefighters - Behavi	WELLS FARGO OP	27768	1/26/2023	\$854.00
35720	35720	Peer Support dues, 2022/23	\$854.00		
Type	Account	Description		Debit	Credit
PURCH	0-000-2030-000	Memberships/Subscriptions		\$854.00	\$0.00
S282	Consolidated Communications In	WELLS FARGO OP	27769	1/26/2023	\$2,434.91
35691	35691	Monthly billing	\$132.69		
Type	Account	Description		Debit	Credit
PURCH	0-000-2037-000	Telephone		\$132.69	\$0.00
35692	35692	Monthly billing	\$2,302.22		
Type	Account	Description		Debit	Credit
PURCH	0-000-2037-001	6900 Eureka Road		\$1,712.67	\$0.00
PURCH	0-000-2037-003	7070 Auburn Folsom Road		\$200.86	\$0.00
PURCH	0-000-2037-005	3505 Auburn Folsom Road		\$43.23	\$0.00

System: 2/1/2023 1:50:23 PM  
User Date: 2/1/2023

South Placer Fire District  
CHECK DISTRIBUTION REPORT  
Payables Management

Page: 12  
User ID: kmedeiros

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
	PURCH 0-000-2037-006	4650 East Rsvl. Parkway		\$177.73	\$0.00
	PURCH 0-000-2037-016	Station 16 Olive Ranch		\$167.73	\$0.00
T117	TIFCO INDUSTRIES	WELLS FARGO OP 27770		1/26/2023	\$509.77
35721	71800449	Various hardware	\$509.77		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$509.77	\$0.00
W121	WITTMAN ENTERPRISES, LLC	WELLS FARGO OP 27771		1/26/2023	\$9,213.26
35722	2212046	December services	\$9,213.26		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2025-000	Ambulance Billing Services		\$9,213.26	\$0.00

---

---

**SOUTH PLACER FIRE PROTECTION DISTRICT  
INTEROFFICE MEMORANDUM**

---

---

**TO:** BOARD OF DIRECTORS  
**FROM:** CHIEF MARK DUERR  
**SUBJECT:** BOARD MEETING AGENDA STAFF RECOMMENDATIONS  
**DATE:** WEDNESDAY, FEBRUARY 8<sup>TH</sup>, 2023  
**CC:** BOARD SECRETARY KATHY MEDEIROS

---

**Agenda Item: District-wide Photovoltaic Solar Electric Project :**

**Action Requested:** Staff recommends an update on the District-wide solar.

**Background** – The District has begun the photovoltaic solar panels project on its four (4) operating stations. The contract and downpayment have been remitted. The project is in the design phase, with the District waiting for design documents for final approval.

**Impact:** Upfront costs to secure energy efficiency into the future.

**Attachments:** none

**Mark Duerr**  
**Fire Chief**  
South Placer Fire Protection District

---

---

**SOUTH PLACER FIRE DISTRICT  
INTEROFFICE MEMORANDUM**

---

---

**TO:** BOARD OF DIRECTORS  
**FROM:** FIRE CHIEF MARK DUERR  
**SUBJECT:** BOARD MEETING AGENDA STAFF RECOMMENDATIONS  
**DATE:** WEDNESDAY, FEBRUARY 8<sup>TH</sup>, 2023  
**CC:** BOARD SECRETARY KATHY MEDEIROS

---

**Agenda Item: FY 2022/2023 2<sup>nd</sup> Quarter Budget Report:**

**Action Requested:** The Chief recommends a short presentation on the status of the FY 2022/23 budget.

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

**Impact:** Informational

**Attachments:** 2nd Quarter Budget overview sheet, December 2022 Profit and Loss Statement.

**Mark Duerr**  
**Fire Chief**  
**South Placer Fire District**

## FY 2022/23 2nd Quarter Budget Report (July - December)

Revenue	2nd Quarter	Budgeted	Percentage
General Revenue	\$7,992,633	\$13,763,124	58.1 %
Consolidated Mitigation Revenue	\$352,555	\$476,800	73.9 %
CFAA Staffing Reimbursements	\$171,448	\$180,000	95.2 %
<b>Total Revenue</b>	<b>\$8,516,636</b>	<b>\$14,419,924</b>	<b>59.1 %</b>

Expenditures	2nd Quarter	Budgeted	Percentage
Salaries/Benefits (PP 2 -15) 14 PP's	\$6,071,586	\$11,417,790	53.2 %
CFAA Expenditures	\$155,785	\$180,000	86.5 %
Service and Operations	\$969,025	\$1,712,641	56.6 %
Fixed Assets	\$23,253	\$80,743	28.8 %
Capital Expenditures	\$9,500	\$551,750	1.7 %
Consolidated Mitigation Expenditures	\$319,284	\$477,000	66.9 %
<b>Total Expenditures</b>	<b>\$7,548,433</b>	<b>\$14,419,924</b>	<b>52.3 %</b>

Report Prepared By Kathy Medeiros January 2023



South Placer Fire District  
Profit & Loss Statement  
For the Six Months Ending Saturday, December 31, 2022

		YTD	BUDGET	----- REMAINING ----- VARIANCE	%
<b>REVENUES</b>					
Secured Property Tax General	0-000-6000-001	\$4,968,240	\$8,858,425	\$3,890,185	43.92%
Unitary & Op Non-Unitary	0-000-6000-002	98,282	176,585	78,303	44.34%
Current Unsecured Property Tax	0-000-6000-003	191,163	186,727	(4,436)	(2.38%)
Delinquent Secured Property Taxes	0-000-6000-004	765	(28)	(793)	2,831.79%
Delinquent Unsecured Property Tax	0-000-6000-005	0	2,481	2,481	100.00%
Current Supplemental Property Tax	0-000-6000-006	154,968	151,918	(3,050)	(2.01%)
Delinquent Supplemental Property Tax	0-000-6000-008	487	236	(251)	(106.22%)
SPFD Special Tax	0-000-6001-000	386,161	703,000	316,839	45.07%
Loomis Special Tax	0-000-6001-001	288,136	520,000	231,864	44.59%
Loomis Fire Protection & Response Assessment	0-000-6002-000	604,949	1,093,350	488,401	44.67%
Railroad Unitary Tax	0-000-6106-000	3,140	5,699	2,559	44.90%
Interest-County	0-000-6950-000	4,841	5,500	659	11.99%
Sect. 5151 Interest Refunded	0-000-6957-000	(21)	(367)	(346)	94.29%
HOPERS Intergovernmental Revenue	0-000-7000-000	7,984	56,048	48,064	85.75%
Ambulance Services	0-000-8192-000	947,863	1,400,000	452,137	32.30%
Uniform Reimbursement	0-000-8193-001	0	1,000	1,000	100.00%
Other Staffing Reimbursements	0-000-8193-009	0	1,050	1,050	100.00%
Other Miscellaneous	0-000-8193-010	120,933	124,500	3,567	2.86%
Fees For Service & Cost Recovery Charges	0-000-8193-011	143,591	300,000	156,409	52.14%
4850 Reimbursements	0-000-8193-014	18,674	27,500	8,826	32.10%
Cellular Tower Lease	0-000-8193-015	48,329	95,000	46,671	49.13%
MVA Fees	0-000-8193-016	4,148	7,500	3,352	44.69%
Local/State/Federal Grants	0-000-8193-018	0	47,000	47,000	100.00%
CFAA Revenues	8197	171,448	180,000	8,552	4.75%
Consolidated Mitigation Fee Revenue	0-000-8267-000	347,928	475,000	127,072	26.75%
Consolidated Mitigation Interest	0-000-8264-007	4,627	1,800	(2,827)	(157.05%)
<b>TOTAL REVENUES</b>		<b>8,516,636</b>	<b>14,419,924</b>	<b>5,903,289</b>	<b>40.94%</b>
<b>OPERATING EXPENSES</b>					
<b>SALARIES/BENEFITS</b>					
Salaries & Wages	1002:1003	2,839,136	5,761,100	2,921,964	50.72%
Sellback/Admin. & FF's	1004	(60,528)	175,000	235,528	134.59%
Intern FF/Board/Res.App FF/PT	1005	1,700	23,000	21,300	92.61%
Callback/Overtime-Firefighter	1006	732,790	900,000	167,210	18.58%
Comp For Absence/Illness	1007	18,889	20,000	1,111	5.56%
Out of Grade Pay	1008	193	2,500	2,307	92.27%
Other Payroll	1015	0	9,000	9,000	100.00%
Volunteer Length of Service Award	1016	0	1,000	1,000	100.00%
PERS Retirement	1300	459,157	921,360	462,203	50.17%
PERS Lump Sum Payment	1302	1,003,042	1,004,000	958	0.10%
Employer 457 Def. Comp. Match	1305	14,540	25,000	10,460	41.84%
Employment Taxes (FICA/Medicare/SUI)	1301	55,260	95,249	39,989	41.98%
Workmans Comp. Insurance	1315	174,794	700,000	525,206	75.03%
Agency Share Insurance	1550	698,286	1,250,000	551,714	44.14%
OPEB Contribution	1551	0	40,000	40,000	100.00%
COP Debt Service	1552	115,685	386,370	270,685	70.06%
Labor Legal	2010	7,449	35,000	27,551	78.72%
Uniform Allowance/Cell Phone	2017	5,409	63,411	58,002	91.47%
Employees Assistance Program	2019	5,784	5,800	16	0.27%
CFAA Expenditures	1997	155,785	180,000	24,215	13.45%
<b>TOTAL SALARIES/BENEFITS/CFAA</b>		<b>6,227,371</b>	<b>11,597,790</b>	<b>5,370,418</b>	<b>46.31%</b>
<b>SERVICE &amp; OPERATIONS</b>					
Audit	2020	0	15,150	15,150	100.00%
Propane	2021	967	3,100	2,133	68.80%
Employee Physicals/DL/Wellness	2023	13,439	15,000	1,561	10.40%
ParamedicCert.EMT/CPR Classes	2024	3,691	7,750	4,059	52.37%
Ambulance Billing Service	2025	40,988	140,000	99,012	70.72%
Garbage	2026	4,153	12,500	8,347	66.78%
Gas & Electric	2027	47,406	85,000	37,594	44.23%

South Placer Fire District  
Profit & Loss Statement  
For the Six Months Ending Saturday, December 31, 2022

		YTD	BUDGET	----- REMAINING ----- VARIANCE	%
Insurance (FAIRA)	2028	124,355	122,085	(2,270)	(1.86%)
Memberships/Subscriptions	2030	14,740	20,000	5,260	26.30%
News Publications & Ads	2032	841	1,500	659	43.96%
Sewer	2035	562	7,000	6,438	91.98%
Telephone	2037	24,122	57,750	33,629	58.23%
Training Supplies	2038	0	12,500	12,500	100.00%
Business/Conference	2039	4,994	15,000	10,006	66.71%
Education/Training	2040	2,369	22,500	20,131	89.47%
Water	2041	7,494	15,000	7,506	50.04%
Laundry	2042	580	1,850	1,270	68.65%
Legal/Consulting Fees	2043-000	111,898	127,574	15,676	12.29%
Prevention Consulting Fees	2043-001	43,549	47,500	3,951	8.32%
Petty Cash Fund	2044	0	250	250	100.00%
Pre-Employment Testing/Background Inv.	2045	404	10,000	9,596	95.96%
Medical Waste Disposal	2046	1,736	5,500	3,764	68.43%
County Charges (Tax Collection/LAFCO/Refunds)	2050	195,155	209,130	13,975	6.68%
Elections	2051	0	40,000	40,000	100.00%
Food/Drink-Incident Supplies	2053	655	7,500	6,845	91.26%
Safety Awards	2055	6,646	2,000	(4,646)	(232.31%)
Software Subscriptions	2056	76,066	111,562	35,496	31.82%
Cleaning/Maintenance Supplies	2120	1,863	14,000	12,137	86.69%
Computer Service & Maint.	2122	6,310	12,000	5,690	47.42%
Fire Prevention Supplies	2123	3,715	13,500	9,785	72.48%
Fuel & Oil	2124	54,455	90,000	35,545	39.49%
Medical Supplies	2127	52,927	105,000	52,073	49.59%
Miscellaneous Supplies	2128	180	920	740	80.39%
Office Supplies/Computer	2129	2,232	8,000	5,768	72.11%
Oxygen	2130	3,121	8,500	5,379	63.29%
Postage/Shipping	2131	730	2,000	1,270	63.51%
Storage	2132	2,592	2,600	8	0.31%
Uniform Supplies	2133	32	14,000	13,968	99.77%
Misc. Firefighting Equip/Supplies	2135	8,238	25,750	17,512	68.01%
Radio Repair	2221	2,433	12,500	10,067	80.54%
Automotive Repairs/Supplies	2222	49,258	115,000	65,742	57.17%
Facilities Maintenance	2225	36,412	80,000	43,588	54.48%
SCBA Maintenance	2226	5,149	7,000	1,851	26.45%
Equipment Service Maintenance	2227	11,460	30,350	18,890	62.24%
Turnout Clothing Maint.	2228	844	5,500	4,656	84.65%
Outside Services/Printing	2523	264	1,320	1,056	80.03%
Bad Debt Expense	8510 + 4521	0	50,000	50,000	100.00%
<b>TOTAL SERVICE &amp; OPERATIONS</b>		<b>969,025</b>	<b>1,712,641</b>	<b>743,617</b>	<b>43.42%</b>
<b>FIXED ASSETS</b>					
Facilities,	4456	0	5,100	5,100	100.00%
Firefighting Equipment	4462	7,198	26,000	18,802	72.31%
Office & Communication Equipment	4465	459	29,593	29,134	98.45%
Radio & Communications	4469	9,411	18,300	8,889	48.58%
Aparatus Upgrades	4476	6,185	1,750	(4,435)	(253.46%)
<b>TOTAL FIXED ASSETS</b>		<b>23,253</b>	<b>80,743</b>	<b>57,490</b>	<b>71.20%</b>
<b>CAPITAL EXPENDITURES</b>					
Automatic Heart Defibrillators/EKG Monitors	0-000-4511-003	0	117,500	117,500	100.00%
Fuel Storage	0-000-4512-002	0	34,000	34,000	100.00%
Station 17 Seal Coat and Restripe	0-000-4512-025	0	3,500	3,500	100.00%
Dry Rot Repair	0-000-4512-037	0	5,000	5,000	100.00%
Drainage Work	0-000-4512-044	0	5,000	5,000	100.00%
Recliners	0-000-4512-047	0	3,250	3,250	100.00%
Replace/Waterproof Electric box at tower	0-000-4512-048	0	1,000	1,000	100.00%
Solar - 4 Stations	0-000-4512-049	9,500	375,000	365,500	97.47%
Training Room Upgrades	0-000-4512-050	0	7,500	7,500	100.00%
<b>TOTAL CAPITAL EXPENDITURES</b>		<b>9,500</b>	<b>551,750</b>	<b>542,250</b>	<b>98.28%</b>

South Placer Fire District  
Profit & Loss Statement  
For the Six Months Ending Saturday, December 31, 2022

		YTD	BUDGET	----- REMAINING ----- VARIANCE	%
CONSOLIDATED MITIGATION EXPENDITURES					
Type 1 Engine/PNC Equipment Finance	0-000-4523-021	146,158	147,000	842	0.57%
Handtevy EMS Pediatric System	0-000-4523-052	5,648	6,000	352	5.86%
Lucas Devices	0-000-4523-053	141,742	145,000	3,258	2.25%
Tablet Command	0-000-4523-054	0	78,000	78,000	100.00%
28" Extension Ladders	0-000-4523-055	0	3,000	3,000	100.00%
Extrication Tools	0-000-4523-056	0	30,000	30,000	100.00%
Station 16 Opening	0-000-4523-057	0	21,000	21,000	100.00%
Station 15 Generator	0-000-4523-058	25,736	47,000	21,264	45.24%
TOTAL CONSOLIDATED MITIGATION		319,284	477,000	157,715	33.06%
TOTAL OPERATING EXPENSES		7,548,433	14,419,924	6,871,489	47.65%
EXCESS OF REVENUE/EXPENDITURES		968,203	0	(968,200)	0.00%
BEGINNING FUND BALANCE		3,832,957	3,832,957	0	0.00%
ENDING FUND BALANCE		4,801,160	3,832,957	(968,200)	(25.26%)
COMPONENTS OF FUND BALANCE					
Ending FB Consolidated Mit. Reserve	0-000-0565-000	0	(787,259)	(787,259)	100.00%
Ending FB Unassigned	0-000-0554-000	0	(1,389,173)	(1,389,173)	100.00%
Ending FB Res for Imprest Cash	0-000-0555-000	0	(250)	(250)	100.00%
Ending FB Designated for F/A Acq	0-000-0556-000	0	(501,705)	(501,705)	100.00%
Ending FB Facilities	0-000-0557-000	0	(316,487)	(316,487)	100.00%
Ending FB Unassigned Major Equipment	0-000-0558-000	0	(123,627)	(123,627)	100.00%
Ending FB Contingent Reserve	0-000-0559-000	0	(714,456)	(714,456)	100.00%
		0	(3,832,957)	(3,832,957)	100.00%

---

---

**SOUTH PLACER FIRE PROTECTION DISTRICT  
INTEROFFICE MEMORANDUM**

---

---

**TO:** BOARD OF DIRECTORS  
**FROM:** CHIEF MARK DUERR  
**SUBJECT:** BOARD MEETING AGENDA STAFF RECOMMENDATIONS  
**DATE:** WEDNESDAY, FEBRUARY 8<sup>TH</sup>, 2023  
**CC:** BOARD SECRETARY KATHY MEDEIROS

---

**Agenda Item: SCI Proposal for Providing Consulting, Engineer of Work and Levy Administration on South Placer Fire District (Former Loomis Fire District) Special Tax:**

**Action Requested:** Chief recommends discussion and approval for the Chief to execute a new agreement with SCI Consulting Group.

**Background:** The current agreement with SCI to provide professional consulting, engineering of work, and levy administration for the Special Tax in Division 1 (former Loomis Fire District) is expiring at the end of this fiscal year. The scope of services provided by SCI includes year-round administration of the South Placer Fire Protection District (Former Loomis Fire District) Special Tax. The final year of the current contract 2022/2023 cost equaled \$5,750. The cost for each year of the new proposed three-year contract is 2023/24, \$6,775; 2024/25, \$6,955; and 2025/26, \$7,140.

**Impact:** Financial

**Attachments:** Proposed services agreement with SCI Consulting Group for levy administration; timeline

**Mark Duerr**  
**Fire Chief**  
South Placer Fire District

# Levy Administration Services Agreement

THIS AGREEMENT is made on \_\_\_\_\_, 2023, between the **South Placer Fire Protection District**, ("District") and **SCI Consulting Group** ("Consultant" or "SCI"), a California Corporation, who agree as follows:

1. **Scope of Work ("Work").** Consultant shall perform the work and render the services described in the Scope of Work shown below (the "Work"). The Consultant shall provide all labor, equipment, material and supplies required or necessary to properly and competently perform the Work, and determine the method, details and means of doing the Work.
2. **Payment.**
  - a. In exchange for the Work, District shall pay to the Consultant a fee for completed phases of the Work. The total fee for the Work shall not exceed amounts set forth in the Fee Schedule shown below. There shall be no compensation for extra or additional work or services by the Consultant unless approved in advance in writing by District. The Consultant's fee shall include all the Consultant's costs and expenses related to the Work.
  - b. At the completion of each phase of the Work, the Consultant shall submit to the District an invoice for the Work performed. If the Work is satisfactorily completed and the invoice is accurately computed, the District shall pay the invoice within 30 days of its receipt.
3. **Term.** This Agreement shall take effect on the above date and shall continue in effect until completion of the Work.
4. **Insurance.**
  - a. **Types & Limits.** The Consultant, at its sole cost and expense, shall procure and maintain for the duration of this Agreement the following types and limits of insurance:

Commercial General Liability	\$2,000,000 per occurrence \$4,000,000 aggregate
Automobile Liability	\$2,000,000 per accident
Workers' Compensation	Statutory limits
Professional Liability	\$2,000,000 per claim
Excess Liability (over General Liability & Auto Liability)	\$1,000,000 per occurrence & \$1,000,000 aggregate
  - b. **Other Requirements.** The general liability policy(ies) shall be endorsed to name the District, its officers and employees as additional insureds regarding liability arising out of the Work.
  - c. **Proof of Insurance.** Upon request, the Consultant shall provide to the District proof of insurance.

5. **Indemnification.** The Consultant shall indemnify, defend, protect, and hold harmless the District, and its officers and employees from and against any and all liability, losses, claims, damages, expenses, demands, and costs (including, but not limited to, attorney, expert witness and consultant fees, and litigation costs) arising out of the Consultant's performance of the Work and caused by willful misconduct of or by the Consultant or its employees, agents and subcontractors.
6. **Entire Agreement.** This writing represents the sole, final, complete, exclusive and integrated expression and statement of the terms of this contract between the parties concerning the Work, and supersedes all prior oral and/or written negotiations, representations or contracts. This Agreement may be amended only by a subsequent written contract approved and executed by both parties.
7. **Independent Contractor.** The Consultant's relationship to the District is that of an independent contractor.
8. **Successors and Assignment.** This Agreement shall bind and inure to the benefit of the heirs, successors and assigns of the parties; however, the Consultant shall not subcontract, assign or transfer this Agreement or any part of it without the prior written consent of the District.
9. **No Waiver of Rights.** Any waiver at any time by either party of its rights as to a breach or default of this Agreement shall not be deemed to be a waiver as to any other breach or default.
10. **Severability.** If any part of this Agreement is held to be void, invalid or unenforceable, then the remaining parts will nevertheless continue in full force and effect.
11. **Governing Law and Venue.** This Agreement will be governed by and construed in accordance with the laws of the State of California.
12. **Default.** In the event that the Consultant defaults in the obligations of the Consultant under this Agreement, or the Consultant defaults in the performance of the terms and conditions of this Agreement, the District may, at its option, declare this Agreement to be in default and, at any time thereafter, may do any one or more of the following: a) enforce performance of the Agreement by the Consultant; or b) terminate this Agreement. In the event that this Agreement is terminated, payment shall still be due for all Work performed by the Consultant through the date of the termination.
13. **Cancellation.** The District or the Consultant may cancel this Agreement without cause. The party desiring to cancel this Agreement shall notify the other party in writing. In the event that this Agreement is cancelled, payment shall still be due for all Work performed by the Consultant through the date of the notification of cancellation.
14. **Attorney's Fees.** In the event any legal action is brought to enforce or construe this Agreement, the prevailing party shall be entitled to an award of reasonable attorney's fees, expert witness and consulting fees, and litigation costs.
15. **Notice.** Any notice, invoice or other communication that is required or permitted to be given under this Agreement shall be in writing and either served personally or sent by prepaid, first class U.S. mail or by commercial delivery service, addressed as follows:

**Public Agency:**

South Placer Fire Protection District  
6900 Eureka Rd  
Granite Bay, CA 95746

**Consultant:**

SCI Consulting Group  
4745 Mangels Boulevard  
Fairfield, CA 94534

Any party may change its address by notifying the other party of the change in the manner provided below:

_____	_____
_____	_____
_____	_____
_____	_____

## Scope of Work

This section outlines the levy administration services and other responsibilities SCI would perform as the Special Tax Administrator for South Placer Fire Protection District.

### DEFINITIONS

District:	South Placer Fire Protection District, staff and Directors.
Special Tax:	The Parcel Fee including Zones of Benefit (Town of Loomis)
SCI or Consultant:	SCI Consulting Group, and any and all employees and subcontractors
Administration:	Services related to the determination, levy and collection of special tax revenues

---

### Identification of District Parcels and Levy Calculation

1. Obtain and carefully review the resolution ordering the election and other election documents for the Special Tax to develop a thorough understanding of the tax requirements.
2. Calculate and verify the proposed specific tax amount for each parcel and prepare the preliminary tax roll to be used by the District as a basis for the annual budget.

---

### Document Preparation

1. Prepare any needed resolutions and staff reports for the Special Tax.
2. Prepare and assist with the publication of any notices for the continuation of the Special Tax if needed.
3. Attend the District Board meeting as needed, including those at which the resolution is approved.

---

### Confirmation of District Parcels, Levy Calculation, Verification and Submittal

1. Create a database including every parcel in the boundaries of the District, including the parcel attributes necessary for calculating the Special Tax, and update it with new information for the upcoming year.
2. Identify new or changed parcels that may require an updated or new tax calculation and recalculate the final tax on a parcel-by-parcel basis.
3. Prepare the final Tax Roll for the Special Tax and submit it to the County for inclusion on the upcoming fiscal year tax bills.



---

**District Information and Levy Confirmation**

1. Verify and validate Auditor's levy data prior to the printing of tax bills.

---

**Annual Special Tax Report and Other Accountability Reporting Requirements**

1. Prepare an annual Special Tax Report to ensure compliance with the Government Code 50075 et seq, and file it with the District by January 1 after the close of the fiscal year.
2. Complete the parcel tax reporting forms, as required per Government Code 12463.2, and forward the completed forms to the District to be filed with the District's annual Financial Transactions Report to the State Controller's Office within 7 months after the close of the fiscal year.

---

**Responding to Public Inquiries and Appeals**

1. Provide the County Auditor/Tax Collector with our toll-free phone number so property owners can directly contact SCI Consulting Group throughout the fiscal year regarding any questions that arise.
2. Throughout the fiscal year, research and, if necessary, revise any taxes which we find to be based upon incorrect information being used to apply the Special Tax methodology. (It should be noted that, due to our comprehensive levy validation procedures, actual revisions are expected to be very minimal, if any.)

## Fee Schedule

SCI shall be compensated for the performance of the Scope of Work as follows:

	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>
Annual Levy Administration	\$ 5,925	\$ 6,105	\$ 6,290
Payment due on August 10:	\$ 3,851	\$ 3,968	\$ 4,089
Balance due on January 31:	\$ 2,074	\$ 2,137	\$ 2,202
Maximum Direct Expenses	\$ 850	\$ 850	\$ 850
<b>Total Contract Authorization</b>	<b>\$ 6,775</b>	<b>\$ 6,955</b>	<b>\$ 7,140</b>

1. The Scope of Work includes one meeting with the District. Any additional meetings shall be billed at the rate of \$550 per person per meeting.
2. In the event that the District elects to request optional, additive scope of work, SCI will work with the District to negotiate compensation for these additional tasks and execute an Addendum to the agreement for these additional services.
3. Incidental costs incurred by SCI for the purchase of property data, maps, travel and other out-of-pocket expenses incurred in performing the Scope of Work shall be reimbursed at actual cost by the District with total cost not to exceed \$850 per year, without prior authorization from the District. Publication of the legal notice of public hearing will be billed separately as incurred.

Note: All costs associated with this proposal can be financed or refunded by tax proceeds.

The Fee Schedule shown above is valid as long as this agreement is executed within 90 days from the date this agreement was submitted to the District.

## Signature Page

By signing below, we agree to the terms of this Levy Administration Services Agreement.

**Accepted:**

\_\_\_\_\_  
Mark Duerr  
Fire Chief  
South Placer Fire Protection District

\_\_\_\_\_  
Date

**Accepted:**

  
\_\_\_\_\_  
John W. Bliss  
President  
SCI Consulting Group

\_\_\_\_\_  
1-11-2023  
Date

**PROPOSED TIMELINE FOR THE  
SOUTH PLACER FIRE PROTECTION DISTRICT  
ASSESSMENTS AND SPECIAL TAXES  
FISCAL YEAR 2023-24**

January	February	March	April
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5 6 7	1 2 3 4	1 2 3 4	1
8 9 10 11 12 13 14	5 6 7 8 9 10 11	5 6 7 8 9 10 11	2 3 4 5 6 7 8
15 16 17 18 19 20 21	12 13 14 15 16 17 18	12 13 14 15 16 17 18	9 10 11 12 13 14 15
22 23 24 25 26 27 28	19 20 21 22 23 24 25	19 20 21 22 23 24 25	16 17 18 19 20 21 22
29 30 31	26 27 28	26 27 28 29 30 31	23 24 25 26 27 28 29
			30
May	June	July	August
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5 6	1 2 3	1	1 2 3 4 5
7 8 9 10 11 12 13	4 5 6 7 8 9 10	2 3 4 5 6 7 8	6 7 8 9 10 11 12
14 15 16 17 18 19 20	11 12 13 14 15 16 17	9 10 11 12 13 14 15	13 14 15 16 17 18 19
21 22 23 24 25 26 27	18 19 20 21 22 23 24	16 17 18 19 20 21 22	20 21 22 23 24 25 26
28 29 30 31	25 26 27 28 29 30	23 24 25 26 27 28 29	27 28 29 30 31
		30 31	
September	October	November	December
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2	1 2 3 4 5 6 7	1 2 3 4	1 2
3 4 5 6 7 8 9	8 9 10 11 12 13 14	5 6 7 8 9 10 11	3 4 5 6 7 8 9
10 11 12 13 14 15 16	15 16 17 18 19 20 21	12 13 14 15 16 17 18	10 11 12 13 14 15 16
17 18 19 20 21 22 23	22 23 24 25 26 27 28	19 20 21 22 23 24 25	17 18 19 20 21 22 23
24 25 26 27 28 29 30	29 30 31	26 27 28 29 30	24 25 26 27 28 29 30
			31

<u>Tentative Date</u>	<u>Tasks to be Completed (Detailed List)</u>	<u>Responsible</u>
January 2023	South Placer (Loomis) special tax agreement renewal	SCI/District
Apr 10	Submit preliminary assessment totals to District	SCI
Apr 26	Engineer's Report is submitted to District for review	SCI
May 2	Complete and file Engineer's Report with District	SCI
May 10	Passage of resolution of intention to levy annual assessment, preliminarily accepting Engineer's Report and scheduling the Public Hearing	Board/District
May 22	Submit preliminary special tax totals to District (former Loomis and South Placer FPD)	SCI
May 27	Publish notice of public hearings (must occur at least 10 days before Public Hearing)	SCI
Jun 7	Public Hearing, passage of resolutions adopting the the Engineer's Report, levying annual assessments, and special tax fees	Board/District
July due date	Submission of assessments to County	SCI
Sept/Oct	Confirmation of final levies with County	SCI
Oct/Nov	Tax budget numbers from District , Tax Reports (draft and final) Reporting documents	SCI/District
Oct – Apr 2024	Administration of levies/Answer property owner inquiries	SCI

*It is understood that all regular meetings of the District Board are every 2nd Wednesday of each month.*

---

---

**SOUTH PLACER FIRE PROTECTION DISTRICT  
INTEROFFICE MEMORANDUM**

---

---

**TO:** BOARD OF DIRECTORS  
**FROM:** CHIEF MARK DUERR  
**SUBJECT:** BOARD MEETING AGENDA STAFF RECOMMENDATIONS  
**DATE:** WEDNESDAY, FEBRUARY 8<sup>TH</sup>, 2023  
**CC:** BOARD SECRETARY KATHY MEDEIROS

---

**Agenda Item: Contract Approval with American Capital for Collection Services**

**Action Requested:** Staff recommends discussion and approval for the Chief to execute a new agreement with American Capital for collections on unpaid accounts.

**Background:** The District was informed late last year that the current collection agency, Placer Creditors Bureau, has ceased operations and is no longer in business. Staff conducted research, identified replacement vendors, and selected American Capital to provide this service. American Capital has a long-standing relationship with the District's EMS billing agency, Wittman Enterprises, and shares the same philosophy and business practices regarding collections as the District. This should be a seamless transition for Wittman and the District.

The attached contract has been reviewed by District legal counsel and is ready for the Board's review and approval.

**Impact:** Financial

**Attachments:** Proposed contract

**Mark Duerr**  
**Fire Chief**  
South Placer Fire District



## AGREEMENT FOR THE COLLECTION OF UNPAID ACCOUNTS

This AGREEMENT made and entered into this 21st day of December 2022, by and between **South Placer Fire District** located at 6900 Eureka Road, Granite Bay CA 95746 hereinafter referred to as "**Client**", and **American Capital Enterprises, Inc.**, located at 41870 Kalmia Street, Suite 120, Murrieta, CA 92562 hereinafter referred to as "**American**".

WHEREAS, Client has overdue accounts which it desires American to collect and provide collection services in connection therewith.

NOW THEREFORE, in consideration of the material covenants contained herein, the parties agree hereto as follows:

I. **Client will:**

1. Use reasonable care to assign bona fide claims.
2. Use its best efforts to verify any disputed amount.
3. Allow American to forward certain out of state accounts to an agency approved by Client.
4. Pay American its commission on any account paid prior to assignment where American has initiated the discovery of the payment.

II. **American will:**

1. Earn commission on all monies received on assigned accounts after the assignment date, whether paid to Client or American, at the following rates:

A.	First Placement Account	30%
B.	Legal/Judgment Account	50%
C.	Second Placement Account	50%

Earn commission on the amount assigned if an account is later determined to have been paid prior to placement.

Earn commission on an account cancelled by client as a courtesy write-off for the debtor.

Earn commission on the dollar value of property returned to the Client when such property forms all or part of the basis for the claim. Such property may include, but is not limited to, all vehicles, business equipment, tools, books, cellular phones, pagers, computers, uniforms, rental items, Clients' products, household goods and personal items of every kind.

2. Attempt to obtain payment in full. However, Client authorizes American to accept any payment arrangement on its account (s) that American believes, in its sole discretion and judgment, is in the best interest of Client.
3. Obtain prior approval from Client before initiating legal action on any account.
4. Advance all legal costs in connection with approved legal action against any debtor.
5. Retain from first monies collected on a legal account it's advanced costs.
6. Retain any interest on placed accounts as allowed by law.
7. Upon Request, provide Client with monthly "Creditor Master" reports reflecting the status of each account.
8. Allow Client to audit an assigned account at any time.
9. Allow Client to cancel an individual assigned account at any time for a mistake or an error in assignment subject to I. (4) above. Client agrees that American will earn its commission on error accounts if significant work has commenced and on accounts where client is unable to verify a disputed account. If American collects monies on an account later determined to be an error in assignment, American will retain its commission since commissioned collectors will have been paid.

Any other account may be withdrawn, by Client without charge, after thirty-six (36) months from the date of assignment on 90 days' prior written notice, provided the claim is not in the process of collection.



A claim is deemed to be in the process of collection within the meaning of this section if any of the following apply:

- (1) Within one year immediately preceding the demand for withdrawal a payment has been received thereon by either Client or American.
- (2) American has obtained a promise of payment.
- (3) Suit filed thereon by or on behalf of the Client is pending or has been reduced to judgment.
- (4) The claim has been forwarded for collection.
- (5) Payment is assured because of an ascertained future event, such as payment of dividends in a bankruptcy proceeding, probate of an estate, assignment for benefit of creditors, or similar events.

American may, as a condition to a mass withdrawal, require by registered or certified mail that Client furnish a signed statement to the effect Client has not received on account of such claims any payment which has not previously been reported and accounted for and that no arrangement has been made with any debtor directly for the payment or settlement of such claim.

If an outstanding balance is due American, Client agrees that it may not recall any significant number of assigned accounts until paid, whether or not all other account cancellation provisions are satisfied.

American, at its option, may charge 1.5% monthly interest on any unpaid balance outstanding for more than 60 days.

10. Compliance With Law:

American will comply with all applicable federal and state laws and regulations pertaining to its debt collection practices and procedures, including by way of illustration and not limitation, the Fair Debt Collection Practices Act (FDCPA), the California Debt Collection Licensing Act (DCLA); and the California Fair Debt Collection Practices Act. (CFDCPA).

11. Insurance:

American will carry and maintain throughout the period of this Agreement, at American's sole cost, liability insurance in an approved company or companies as follows: worker compensation insurance, general liability Insurance in the amount of \$2,000,000 and E&O insurance in the amount of \$1,000,000. \_Certificates of



insurance coverage shall be furnished when requested by District within thirty (30) days.

This insurance shall be adequate to protect both American and Client from all liability on account of injury or damage done to the persons or property of any and all persons during or in consequence of the performance of the services contracted for. The maintenance of such insurance will not in any manner affect American's obligation to indemnify Client, as provided herein, but maintenance of the approved insurance shall be a condition precedent to the American's rights and benefits under this Agreement.

American shall exercise reasonable diligence to have insurance carriers provide prompt written notice to District at least thirty (30) days prior to termination, cancellation or reduction of coverage in the policy.

## 12. Indemnification

- a. American agrees to indemnify District, its officers, agents, board, representatives, and employees, against all claims, damages, losses, and expenses, including reasonable attorney fees arising out of performance of American's work under this Agreement that are caused in whole or in part by American's negligent or intentional acts or omissions, or that of anyone employed by American for whose acts American may be liable. For any action, proceeding, or special proceeding under this Agreement, venue shall be in Placer County, State of California.
- b. District agrees to indemnify American, its officers, agents, board, representatives, and employees, against all claims, damages, losses, and expenses, including reasonable attorney fees arising out of its actions on the assigned accounts and performance of District's obligations under this Agreement that are caused in whole or in part by District's negligent or intentional acts or omissions, or that of anyone employed by District for whose acts District may be liable. For any action,

proceeding, or special proceeding under this Agreement, venue shall be in Placer County, State of California.

- III. Client warrants the accounts are first placements (no collection agency or attorney has attempted to contact the debtor by letter service or otherwise) and understands the commission rates herein are based on this representation. If accounts are not first placements, Client agrees to pay a contingency commission of **50%** for each second or third placement account assigned.

A "Legal" account is any Client account on which the Client has signed an authorization for American to proceed with a lawsuit and any collection work by an Attorney has commenced.

Client understands that the scope of Americans' service does not include attending any Workers Compensation or Bankruptcy hearings or any related additional legal representation.

Client understands that no specific legal action or result, has been promised on the account (s) unless attached as an addendum to this agreement.

Although Client is not obligated to assign any accounts, if monthly assignments are made for 6 consecutive months or longer, we agree that either party may terminate this Agreement for future assignments by providing **90 days** written notice to the other party at the address set forth above. Client agrees that failure to do so will result in a prorated charge equal to American commission earned on the average monthly assignments terminated prematurely. In all other cases, either party may terminate this Agreement for future assignments with 30 days notice.

If either party files suit to enforce the terms of this Agreement, the prevailing party shall be entitled to its reasonable attorney fees and court costs.

Client agrees that the place of contracting is Placer County, California and the laws of the State of California shall govern this Agreement (except where federal law supersedes State law). We agree that the language of this Agreement shall not be construed for or against any particular party, based on attribution of the drafting of the Agreement

This Agreement shall be binding upon, and shall inure to the benefit of, the parties hereto and their respective successors and assigns.

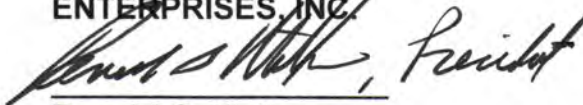
This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

This Agreement is personal to the parties and may not be assigned by American, in whole or in part, without the prior written consent of Client.

American shall have no right or authority, either express or implied, to assume or create, on behalf of the Client, any obligation or responsibility of whatsoever kind or nature as to any third party.

IN WITNESS WHEREOF, the parties have executed this AGREEMENT on the date first written above.

**AMERICAN CAPITAL  
ENTERPRISES, INC.**

Handwritten signature of Ronald G. Matheson in black ink, written over a horizontal line.

**Ronald G. Matheson  
President/CEO**

**Chief Mark Duerr**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Print Name & Title**

\_\_\_\_\_  
**Tax ID#**

\_\_\_\_\_  
**NPI #**

---

---

**SOUTH PLACER FIRE DISTRICT  
INTEROFFICE MEMORANDUM**

---

---

**TO:** BOARD OF DIRECTORS  
**FROM:** CHIEF MARK DUERR  
**SUBJECT:** BOARD MEETING AGENDA STAFF RECOMMENDATIONS  
**DATE:** WEDNESDAY, FEBRUARY 8<sup>TH</sup>, 2023  
**CC:** BOARD SECRETARY KATHY MEDEIROS

---

**Agenda Item: Apprentice Firefighter Wage Increase:**

**Action Requested:** Staff recommends discussion and approval of Apprentice Wage Increase.

**Background:** The Apprentice Firefighter position is an at-will, unrepresented employee of the DISTRICT. Apprentices are not covered by a Memorandum of Understanding (MOU). The Apprentice position is designed to provide career development opportunities in the fire service and assist with staffing the District. The current Apprentice hourly rate is \$15 an hour. To comply with the California Minimum Wage Standard, it is recommended to increase the Apprentice Firefighter Wage to \$15.50 an hour.

**Impact:** Fiscal

**Attachments:** None

Mark Duerr  
Fire Chief  
South Placer Fire District



---

---

**SOUTH PLACER FIRE DISTRICT  
INTEROFFICE MEMORANDUM**

---

---

**TO:** BOARD OF DIRECTORS  
**FROM:** FIRE CHIEF MARK DUERR  
**SUBJECT:** BOARD MEETING AGENDA STAFF RECOMMENDATIONS  
**DATE:** WEDNESDAY, FEBRUARY 8<sup>TH</sup>, 2023  
**CC:** BOARD SECRETARY KATHY MEDEIROS

---

**Agenda Item: FAIRA Notice of Nomination and Election Procedures for the 2023 Election to the Authority's Governing Board**

**Action Requested:** Staff recommends discussion and possible action to nominate a member of the District to the FAIRA Governing Board.

**Background:** In accordance with the Fire Agencies Insurance Risk Authority's Sixth Amended Joint Powers Authority Agreement (JPA), seven (7) positions of the Governing Board ("Board") must be filled by election prior to July 1, 2023. The South Placer Fire seat is up for reelection.

Should the agency wish to nominate an individual to represent it in the election, that person must hold a position within the agency that is one of the following:

- A member of a legislative body
- The administrative officer
- The fire chief
- A staff person responsible for the risk management function.

If formal action is taken, the District will submit the attached nomination form prior to March 14<sup>th</sup>, 2023.

**Impact:** FAIRA leadership

**Attachments:** Nomination Instructions; Nomination form

**Mark Duerr**  
**Fire Chief**  
**South Placer Fire District**



## Fire Agencies Insurance Risk Authority

Date: January 27, 2023  
To: FAIRA Member Agencies  
Subject: **Notice of Nomination and Election Procedures for the 2023 Election to the Authority's Governing Board**

In accordance with the Fire Agencies Insurance Risk Authority's Sixth Amended Joint Powers Authority Agreement (JPA), seven (7) positions of the Governing Board ("Board") must be filled by election prior to July 1, 2023. The following Member Agencies are eligible for re-election:

Fresno County	San Miguel	Vacaville
Kentfield	South Placer	
Northstar CSD	Tiburon	

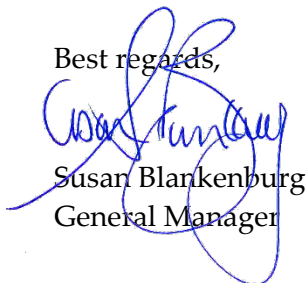
Should your Agency wish to nominate an individual to represent it in the election, that person must hold a position within your Agency that is one of the following:

- A Member of the Legislative Body;
- The Administrative Officer;
- The Fire Chief; or
- A Staff Person responsible for the Risk Management Function.

After your Agency nominates the individual by formal action, please submit a Nomination Form (enclosed) listing that individual as a nominee as well as a short biographical statement. Forms are required to be sent no later than March 14, 2023 to FAIRA by email to [tay\\_gonzalez@ajg.com](mailto:tay_gonzalez@ajg.com)

Nominees will be placed on a ballot that will be sent to all Member Agencies. Each will then be able to vote for seven (7) of the nominees, who will then fill the seven (7) open Board positions. Should you have any questions concerning this matter, please contact me or Tay Gonzalez directly.

Best regards,



Susan Blankenburg  
General Manager

Enclosure (Nomination Form)

**NOMINATION OF INDIVIDUAL TO STAND FOR ELECTION TO THE FAIRA  
GOVERNING BOARD IN 2023**

\_\_\_\_\_, a Member Agency of FAIRA, hereby nominates the following individual representing a FAIRA Member Agency to stand for election prior to July 1, 2023 for one of seven (7) Governing Board of Directors positions.

\_\_\_\_\_, a Member Agency of FAIRA, has authorized the nomination by motion of the Agency's Governing Board made and passed on \_\_\_\_\_.

---

Nominated Individual's Name

---

Title

Signed: \_\_\_\_\_  
District Board Chairperson or Designee

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
District Board Clerk

Please attach a short biographical statement of the Nominated Individual to be circulated during the election.

The following current Member Districts' seats are eligible for re-election:

Fresno County  
Kentfield  
Northstar CSD  
San Miguel

South Placer  
Tiburon  
Vacaville

SOUTH PLACER FIRE PROTECTION DISTRICT  
PARS OPEB Trust ProgramAccount Report for the Period  
12/1/2022 to 12/31/2022Mark Duerr  
Fire Chief  
South Placer Fire Protection District  
6900 Eureka Rd.  
Granite Bay, CA 95746

## Account Summary

Source	Beginning Balance as of 12/1/2022	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 12/31/2022
OPEB	\$1,390,908.09	\$0.00	-\$37,020.05	\$667.33	\$0.00	\$0.00	\$1,353,220.71
<b>Totals</b>	<b>\$1,390,908.09</b>	<b>\$0.00</b>	<b>-\$37,020.05</b>	<b>\$667.33</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,353,220.71</b>

## Investment Selection

Source	
OPEB	Moderate HighMark PLUS

## Investment Objective

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

## Investment Return

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
OPEB	-2.66%	-4.62%	-14.71%	1.79%	3.61%	5.37%	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.