

AGENDA
SOUTH PLACER FIRE DISTRICT
BOARD OF DIRECTORS
Wednesday, March 13th, 2024

1. **6:00 p.m. Regular Session –**

A. In Person at Station 17, Portable Conference/Training Room

B. To watch the meeting online, use the link <https://tinyurl.com/53nv5nfc>

- i. Any public member may provide written comment to the Board before the meeting by emailing the Secretary at kmedeiros@southplacerfire.org. If you are commenting on a particular item on the agenda, please identify the agenda item number and letter. Any comment of 500 words or less (per person, per item) will be read into the record if: (1) the subject line includes "COMMENT TO BOARD FOR [DATE OF] MEETING – PLEASE READ"; and (2) it is received by the Secretary by 5:00 p.m. the day of the meeting. Please be aware that any public comments requesting to be read aloud that do not specify a particular agenda item number will be read aloud during the general public comment portion of the agenda. Due to potential technological delays in transmission, the public is encouraged to submit any comments to the Secretary early to ensure they are received in time to be read into the record.

2. **Flag Salute**

3. **Public Comment**

Persons who wish to speak to the Board regarding an item not on tonight's agenda or wish to ask the Board to pull an item from the Consent Calendar may do so now. Please submit the Public Comment form to the Board Secretary before the commencement of the Board Meeting. When called upon, please come to the podium, state your name and address, and limit your remarks to three (3) minutes. Please be aware that the California Government Code prohibits the Board from taking any immediate action on an item that does not appear on the agenda unless the item meets stringent statutory requirements. However, your concerns can be referred to the Staff for review and reported back to the Board at a later date. Comments on agenda items, including items pulled from the Consent Calendar, will be allowed at this time or when the Board considers them.

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

All matters listed under the Consent Agenda are considered routine and will be enacted by one motion. There will be a separate discussion of these items if 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	\$125,520.63
Consolidated Mitigation Fees	\$46,633.40
Plans/Inspections	\$42,038.00
Cell Tower Leases	\$8,088.60
MVA Fire Recovery	\$1,368.90
Refunds/Reimbursements	\$3,103.67

Report Fees	\$65.00
FEMA Grant Reimbursement	\$63,018.00

TOTAL	<u>\$289,836.20</u>
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D. Approval of the March 2024 Expenditures: \$270,807.86

E. Personnel Items

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

5. **Special Presentation:** None.

6. **Old Business:**

- A. **South Placer Fire District Policy Updates:** Staff recommends a second reading and adopting the proposed policy updates. PG#23
- B. **Community Facilities District (CFD) Goals and Policy:** Staff recommends a review and first reading of the Community Facilities District (CFD) policies and goals. PG#35

7. **New Business**

- A. **District Master Plan:** Staff recommends discussion and approval of the Master Plan. PG#41
- B. **2024/25 Emergency Medical Services (EMS) Fee Adjustment:** Staff recommends reviewing and discussing the current ambulance rate schedule and area rates. PG#317
- C. **LAFCO Election Process:** The Chief recommends the Board members cast their ballots for the LAFCO Board Special District Representative and Alternate. PG#325
- D. **Individual Board Member Discussion on Future Consolidation:** Staff recommends a moderated discussion on the Board's position on future consolidation. PG#337
- E. **Appointment of New Member of the Loomis Citizens' Oversight Committee:** Staff recommends the appointment of a new member to the Loomis Citizens' Oversight Committee as required under the Proposition 218 Benefit Assessment. PG#338

8. Information and Discussion:

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

9. Correspondence

PG#339

- 10. Chief's Report:** Staff recommends a monthly District update

PG#351

11. Labor Report

PG#352

12. Functions

13. Board/Staff Comments

14. Future Agenda Items

15. 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.

- A. Real Property Transactions Gov Code 54956.8
i. 6900 Eureka Road

16. Statement of Action Taken During Closed Session

17. Adjournment

**Next Board Meeting:
April 10th, 2024**

SOUTH PLACER FIRE DISTRICT
BOARD OF DIRECTORS
Regular Board Meeting Minutes
February 14, 2024

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Wednesday, February 14, 2024, at 6:05 p.m. by President, Tracy Randall.

Board Present:

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

Absent:

Mike Johnson, Director

Staff in Attendance:

Deputy Chief, Matt Feeley
Division Chief, Jeff Ingolia
Battalion Chief, Matt Van Voltinburg

Captain, Joe Stephens
Division Chief, James Magnuson
Captain Paramedic, Shawn Cline

Public Comment: Member of the public, Gary Dahlbeck, noted that significant election contributions were made in support of other local agency board member elections. He requested that the individual South Placer board members state their stance on any future consolidations. President Randall noted that the board does not respond during public comment but that he will add the item as a future agenda item to be discussed at a regular board meeting. Additional discussion occurred from Anita Wright regarding the upcoming candidates for Placer County Supervisor and their potential support for the fire service including reopening of the District's closed stations.

Consent Agenda: Director Gibson made a motion to approve the consent agenda. Director Ryland made a second to the motion.

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

Special Presentation: None

OLD BUSINESS

South Placer Fire District Policy Updates: Staff recommends review and approval of the proposed policy updates. Deputy Chief Feeley began that this would be the second reading for the two policies requesting approval at this time: Wellness and Fitness, Apparatus/Vehicle Backing. President Randall noted that the grammatical errors in the prior meetings had been corrected. Director Gibson made a motion to approve the two policies presented for approval. Director Ryland made a second to the motion.

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

NEW BUSINESS

South Placer Fire District Policy Updates: Staff recommends a review and first reading of the proposed policy updates. Deputy Chief Feeley began that one policy is presented for review and approval, the Disciplinary Action policy. Director Ryland noted a grammatical correction to 1049.3.8 C). and suggested re-wording the sentence to, “The decision of the assigned OAH Judge shall be advisory only”. President Randall added that the policy has been approved through a meet and confer process. Deputy Chief Feeley continued that this is the first reading of these policies at this time, and they will be back for approval at the next regular board meeting.

LAFCO Nomination: Staff recommends discussion and possible action on LAFCO Special District Representative. The nomination period is for one regular and one alternate Special District representative seat on the Placer Local Agency Formation Commission. Director Ryland expressed interest in the position noting that her letter of interest and qualifications has been written. She then asked the board to consider nominating her for the position. Director Grenfell made a motion to nominate Teresa Ryland for the LAFCO special District representative regular and alternate position. Director Gibson made a second to the motion.

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

Carried

Legal Counsel Review: Staff recommends discussion and approval of an RFP for the District’s legal counsel. Deputy Chief Feeley explained that Kingsley Bogard is still representing the District. He asked the Board to review and approve the Request for Proposal (RFP) so that the District can review other legal agencies providing similar services. Director Ryland made a motion to approve staff to move forward with an RFP for legal counsel. Director Gibson made a second to the motion.

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

Carried

Community Facilities District (CFD) Goals and Policy: Staff recommends a review and first reading of the Community Facilities District (CFD) policies and goals. To secure long term recurring funding for the District, staff has recommended the Board implement CFD’s discussed during the workshop in January. The policies and goals developed during the workshop are presented to the board for a first reading. The rate and method of apportionment will occur at a special meeting held on February 29th. The second reading and adoption of the policies and goals will be held during the regularly scheduled board meeting on March 13, 2024. Member of the public, Sandy Harris asked the board to consider fairly pricing the CFDs for the small businesses in the District. Chief Feeley remarked that this is the first reading of the goals and policies so there is no action required at this time.

SCI Proposal for Providing Consulting, Engineer of Work and Levy Administration on South Placer Fire District Special Tax – Measure A: Staff recommends discussion and approval for the Chief to execute a renewed agreement with SCI Consulting Group. SCI provides year-round administration of the South Placer Fire Protection District Special tax. For the final year of the current contract through 2023/24, costs equaled \$6328. For the proposed three-year contract renewal: \$7270, \$7465, and \$7665. Director Ryland made a motion to approve the three-year contract renewal with SCI Consulting for the administration of the SPFD Special Tax Measure A. Director Gibson made a second to the motion.

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

Carried

Fiscal Year 2023/24 2nd Quarter Budget: The Chief recommends a short presentation on the Fiscal Year 2023/24 budget status. Deputy Chief Feeley noted that 53% of general revenue has been

received with mitigation revenues exceeding budget expectations at 88.9%. Salaries and benefits are high at 51%, with overall expenditures running under at 48.4% considering ½ of the fiscal year has passed. Director Gibson made a motion to approve the Fiscal Year 2023/24 2nd Quarter Budget reports as presented. Director Muso made a second to the motion.

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

Carried

National Child Safety Council Donations: Staff recommends discussion and approval to work with the National Child Safety Council (NCSC) to acquire community safety material for children. NCSC provides public safety agencies with safety education materials for children by distributing letters to the business community soliciting support and donations for program materials. In 2022 the District received \$2000 in materials that were utilized for prevention materials and community outreach. Director Bajtos made a motion to approve the continued work with the NCSC. Director Gibson made a second to the motion.

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

Carried

Firefighter Trainee Job Description: The Chief recommends a discussion and adoption of the Firefighter Trainee job description. Deputy Chief Feeley began that this is a new position for the District. He continued that the position would be a paramedic at time of hire and would attend a District paid Firefighter Academy to obtain a Firefighter 1 certificate during their 18-month probationary period. President Randall continued that the costs of the academy were minimal, and that labor and administration have met and agreed to the terms of the position. Director Gibson made a motion to approve the Firefighter Trainee Job Description. Director Ryland made a second to the motion.

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

Carried

INFORMATION AND DISCUSSION

District Operational Update: Staff recommends a discussion about District operations after recent changes. Deputy Chief Feeley began by saying that call volume was 324 calls: down from January of last year. Call volume is down 2% for the District overall. Station 18 had the most call volume by station, followed by Station 17 and Station 16. Calls by apparatus: Medic 16, Engine 17, Engine 18, and Medic 20. There were six total fires in District: 1 vehicle, 1 chimney, 4 mutual aids. Turn out times dropped to 1.28 and travel times to 7.15 in January. Congratulations to the crews for great work all around. For the 2023 CQI review, there were 2930 PCR's written.

Correspondence: One PARS financial statement for the month of December and a PARS financial audit along with letters of appreciation for the Prevention Department and Div. Chief Magnuson.

Chief's Report:

- Weather Event: crews did great job meeting call demand and providing excellent service despite stations without power.
- Upstaffed Brush 19 for 24 hours at Station 19 by request of OES
- No damage to district property but power outages reemphasized importance of generators at Station 16 and Station 17
- New Phone system implemented in District for substantial cost savings.
- Thanks to Captain Stephens for his assistance at Foresthill with their testing process.
- Sent 3 personnel to South Dakota for final inspection on new water tender.

- Fire Prevention department: Total permits up over last year, square footage down, fee revenue up, new starts up. Inspections completed down; plan reviews completed up.
- Overtime in December: 46% due to open positions, 18% miscellaneous, Vacation 8%, Disability 9%, sick leave 19%
- Volunteer vs. mandatory overtime hours: 32% mandatory, 68% volunteer.
- Overtime totals averaging 2200 hours, \$70,000 per pay period.
- Leave usage year over year: vacation is down, overtime is up due to Disabilities.

Labor Report: Captain Cline presented the labor report for SAFF 522 and began by thanking administration and the board for their assistance regarding recruitment discussions on the staffing crisis. He continued that labor believes that there are two positions to hire: Firefighter EMT's and Firefighter Paramedics with both options optimistically leading to additional Paramedics on the line. He noted that labor is not in favor of hiring Firefighter EMT's as this could accelerate the retention issues by straining current medics on staff. Labor would prefer that any Firefighter/EMT's hired attend a traditional didactic paramedic program. President Randall noted that the board is planning on working with labor to mitigate any issues that come from any hiring decisions.

Functions: Feb. 29th Board Workshop with CPFG on CFD Rate Apportionment at 18:00 with Brown Act Training from 19:00-21:00, Station 16 Open house March 9 from 11 am-1 pm, FDAC Conference April 24-26

Board/Staff Comments: None

Future Agenda Items: Individual Board member Discussion on Future Consolidations

6:49 p.m. Adjourn to Closed Session: The Board of Directors adjourned to a closed session meeting for the following purposes:

- (A) Pending Litigation – Meet with legal counsel to discuss possible litigation. (Gov. Code § 54956.9(d)(2))
- (B) Labor Negotiations - Conference regarding contract negotiations. (Gov. Code § 54957.6)

7:15 p.m. Return from Closed Session

Closed Session Report: President Randall reported that the Board had met in closed session and will meet with labor to discuss the grievance procedure at a future date. Counsel is working on language for approval.

There being no further business to come before the Board, the meeting adjourned at 7:15 p.m. The next regular meeting will be held on Wednesday, March 13, 2024.

Respectfully submitted,



Recording Secretary, Kathy Medeiros

SOUTH PLACER FIRE DISTRICT
BOARD OF DIRECTORS
Special Board Meeting Minutes
February 29, 2024

REGULAR BUSINESS

The South Placer Fire District Board of Directors special meeting was called to order on Thursday, February 29, 2024, at 6:00 p.m. by President Tracy Randall.

Board Present:

Tracy Randall, President
Chris Gibson, Vice President
Ken Musso, Clerk (arrived at 6:20 pm)
Teresa Ryland, Director
Gary Grenfell, Director
Dan Bajtos, Director
Mike Johnson, Director

Absent:

None

Staff in Attendance:

Fire Chief, Mark Duerr
Division Chief, Jeff Ingolia
Battalion Chief, Brian Midtlyng

Public Comment: None

NEW BUSINESS

Community Facilities District (CFD) Workshop: Staff recommends discussion and direction on creating a Community Facilities District for new development to fund public safety services. Cathy Dominico of Capital Public Finance Group (CPFG) presented the board on the next steps for forming a public safety services CFD. She continued that a CFD is a tool to mitigate the increasing cost of services as new development occurs. The District would receive annual revenues incrementally as new development occurs. The first reading of the Local Goals and Policies was done at the Feb. 14 regular board meeting. The second reading will be held at the March 13 regular board meeting. The next step in the process is to establish the rate and method of apportionment that will be approved at the regular April board meeting with a Resolution of Intention. She continued that upon review, the average square foot residence within the District is 2800 square feet with an assessed value of \$700,000. Fire Marsal Ingolia noted that the average new development for new square footage over the past two years has exceeded 5000 square feet. She also recommended the Board set a flat amount for all multi-family residential. Discussion was held on the debt burden of every residence not exceeding 2%, with homes in the District currently well below that threshold at 1.2%. After reviewing the neighboring agencies' CFD rates, the Board recommended doubling the proposed tax rate from .071 cents per square foot to .15 cents per square foot while increasing the multi-family rate to \$300 per unit. The board discussed the need to keep the fees aligned with El Dorado County and Diamond Springs. It was noted that the multi-family rate included Residential Care Facilities. Further research and discussion with the county were necessary to determine if a separate category could be created for the CFD tax rate. The board agreed to apply an inflationary rate tied to a regional California Consumer Price Index with a floor of 0%. The next stop in the CFD will be the adoption of goals and policies at the March 13 regular meeting, with the rates and apportionment to be approved at the April meeting.

Brown Act Workshop: Staff recommends a workshop presented by District legal counsel on the Brown Act. The Board received a presentation on the Brown Act and was able to address general questions to District counsel Monica Espejo of Liebert, Cassidy & Whitmore regarding the Brown Act.

There being no further business to come before the Board, the meeting adjourned at 9:06 p.m. The next regular meeting will be held on Wednesday, March 13, 2024.

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

Ranges: From: To: From: To:
 Checkbook ID First Last Number First Last
 Description First Last Date 2/7/2024 3/5/2024
 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					\$2,787,594.79	
24579	2/29/2024	CHK	AFLAC	No	PMCHK00001055	\$714.44	
24580	2/29/2024	CHK	California Assn of Prefessio	No	PMCHK00001055	\$88.50	
24581	2/29/2024	CHK	NGLIC C/O Superior Vision Se	No	PMCHK00001055	\$851.40	
24582	2/29/2024	CHK	P.E.R.S	No	PMCHK00001055	\$106,104.78	
24583	2/29/2024	CHK	PRINCIPAL MUTUAL	No	PMCHK00001055	\$7,035.78	
24584	2/29/2024	CHK	Sacramento Area Fire Fighter	No	PMCHK00001055	\$2,705.60	
24585	2/29/2024	CHK	Sacramento Area Fire Fighter	No	PMCHK00001055	\$2,563.20	
24586	2/29/2024	CHK	TASC/ Total Admin Service	No	PMCHK00001055	\$4,894.03	
24587	2/29/2024	CHK	TASC/ Total Admin Service	No	PMCHK00001055	\$4,894.03	
24588	2/29/2024	CHK	Voya Financial Trust Co.	No	PMCHK00001055	\$17,856.80	
24589	2/29/2024	CHK	Voya Financial Trust Co.	No	PMCHK00001055	\$16,564.76	
						-----	-----
11 Transaction(s)						\$164,273.32	\$0.00

WELLS FARGO OP	Wells Fargo Operating Account		Current Balance				
			\$127,005.37				
28518	2/22/2024	CHK	AUBURN TIRE SERVICE	No	PMCHK00001053	\$432.74	
28519	2/22/2024	CHK	BURTONS FIRE APPARATUS	No	PMCHK00001053	\$507.82	
28520	2/22/2024	CHK	BART INDUSTRIES	No	PMCHK00001053	\$141.56	
28521	2/22/2024	CHK	Capital Public Finance Group	No	PMCHK00001053	\$1,360.00	
28522	2/22/2024	CHK	DAWSON OIL	No	PMCHK00001053	\$2,949.68	
28523	2/22/2024	CHK	FOLSOM LAKE FORD	No	PMCHK00001053	\$149.51	
28524	2/22/2024	CHK	HARRIS INDUSTRIAL GASES	No	PMCHK00001053	\$778.20	
28525	2/22/2024	CHK	Hamel, Peter	No	PMCHK00001053	\$2,954.70	
28526	2/22/2024	CHK	Interstate All Battery Cente	No	PMCHK00001053	\$941.07	
28527	2/22/2024	CHK	Interwest Consulting Group I	No	PMCHK00001053	\$7,660.63	
28528	2/22/2024	CHK	JRB Pest and Sanitation	No	PMCHK00001053	\$310.00	
28529	2/22/2024	CHK	LIFE ASSIST	No	PMCHK00001053	\$3,147.78	
28530	2/22/2024	CHK	Long, Michael	No	PMCHK00001053	\$623.08	
28531	2/22/2024	CHK	Magnuson, James	No	PMCHK00001053	\$856.95	
28532	2/22/2024	CHK	Meraki Public Affairs, Inc	No	PMCHK00001053	\$1,500.00	
28533	2/22/2024	CHK	NETWORK DESIGN ASSOC	No	PMCHK00001053	\$422.50	
28534	2/22/2024	CHK	Placer County Water Agency	No	PMCHK00001053	\$455.61	
28535	2/22/2024	CHK	Pitney Bowes Global Financia	No	PMCHK00001053	\$168.66	
28536	2/22/2024	CHK	Recology Auburn Placer	No	PMCHK00001053	\$691.88	
28537	2/22/2024	CHK	Robertson, Mark	No	PMCHK00001053	\$459.50	
28538	2/22/2024	CHK	SCI Consulting Group	No	PMCHK00001053	\$10,019.88	
28539	2/22/2024	CHK	STERICYCLE INC	No	PMCHK00001053	\$303.88	
28540	2/22/2024	CHK	Consolidated Communications	No	PMCHK00001053	\$2,043.48	
28541	2/22/2024	CHK	Silva, James	No	PMCHK00001053	\$500.00	
28542	2/22/2024	CHK	TIFCO INDUSTRIES	No	PMCHK00001053	\$248.20	
28543	2/22/2024	CHK	UNDERWRITERS LABORATORIES	No	PMCHK00001053	\$3,897.30	
28544	2/22/2024	CHK	UE Medical Devices Inc	No	PMCHK00001053	\$2,033.27	
28545	2/22/2024	CHK	VanVollinburg ,Matthew	No	PMCHK00001053	\$250.00	
28546	2/22/2024	CHK	WESTERN PLACER COUNTY FIRE C	No	PMCHK00001053	\$360.00	
28547	2/22/2024	CHK	WINDUSTRIAL	No	PMCHK00001053	\$293.68	
28548	2/22/2024	CHK	WITTMAN ENTERPRISES, LLC	No	PMCHK00001053	\$17,736.15	
28549	2/22/2024	CHK	Warloe, Roger	No	PMCHK00001053	\$75.00	
28550	2/26/2024	CHK	Gray, Donavon	No	PMCHK00001054	\$37.61	
28551	3/5/2024	CHK	ADVANTAGE GEAR	No	PMCHK00001056	\$489.40	
28552	3/5/2024	CHK	Adams, John	No	PMCHK00001056	\$122.82	

Checkbook ID	Description	User-Defined 1	Current Balance				
Number	Date	Type	Paid To/Rcvd From	Reconciled Origin	Payment	Deposit	
28553	3/5/2024	CHK	BURTONS FIRE APPARATUS	No	PMCHK00001056	\$688.22	
28554	3/5/2024	CHK	Brookcrest By Culligan Water	No	PMCHK00001056	\$139.90	
28555	3/5/2024	CHK	CAPITAL CLUTCH & BRAKE	No	PMCHK00001056	\$76.65	
28556	3/5/2024	CHK	Capital Public Finance Group	No	PMCHK00001056	\$3,900.00	
28557	3/5/2024	CHK	DAWSON OIL	No	PMCHK00001056	\$3,664.22	
28558	3/5/2024	CHK	Fire Plan Review, Inc.	No	PMCHK00001056	\$3,309.25	
28559	3/5/2024	CHK	FE Supply Company	No	PMCHK00001056	\$3,369.39	
28560	3/5/2024	CHK	JRB Pest and Sanitation	No	PMCHK00001056	\$180.00	
28561	3/5/2024	CHK	NETWORK DESIGN ASSOC	No	PMCHK00001056	\$972.50	
28562	3/5/2024	CHK	Operating Engineers Health &	No	PMCHK00001056	\$232.82	
28563	3/5/2024	CHK	PG & E	No	PMCHK00001056	\$4,884.29	
28564	3/5/2024	CHK	Purchase Power	No	PMCHK00001056	\$44.69	
28565	3/5/2024	CHK	RIVERVIEW INTERNATIONAL	No	PMCHK00001056	\$71.92	
28566	3/5/2024	CHK	Recology Auburn Placer	No	PMCHK00001056	\$1,533.60	
28567	3/5/2024	CHK	Smoke Busters	No	PMCHK00001056	\$1,020.00	
28568	3/5/2024	CHK	Saeed, Tanvir	No	PMCHK00001056	\$200.00	
28569	3/5/2024	CHK	STERICYCLE INC	No	PMCHK00001056	\$319.07	
28570	3/5/2024	CHK	SACRAMENTO TRUCK CENTER	No	PMCHK00001056	\$257.69	
28571	3/5/2024	CHK	SAMBA Holdings Inc	No	PMCHK00001056	\$110.23	
28572	3/5/2024	CHK	T-Mobile	No	PMCHK00001056	\$1,042.44	
28573	3/5/2024	CHK	US Bank Corporate Payment Sy	No	PMCHK00001056	\$12,518.13	
28574	3/5/2024	CHK	WFCA: Daily Dispatch	No	PMCHK00001056	\$476.00	
28575	3/5/2024	CHK	West, Jacquelynn	No	PMCHK00001056	\$50.00	
28576	3/5/2024	CHK	Xerox Financial Services	No	PMCHK00001056	\$2,550.99	
59	Transaction(s)					\$106,534.54	\$0.00
70	Total Transaction(s)						

Ranges: From: To: From: To:
 Vendor ID First Last Checkbook ID PLACER COUNTY WELLS FARGO OP
 Vendor Name First Last Check Number First Last
 Check Date 2/7/2024 3/5/2024

Sorted By: Checkbook ID

Distribution Types Included: PURCH

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
A212	AFLAC	PLACER COUNTY	24579	2/29/2024	\$714.44
37230	74962	February premium	\$714.44		
	Type Account	Description		Debit	Credit
	PURCH 0-000-1550-000	Agency Share Insurance		\$714.44	\$0.00
C273	California Assn of Professiona	PLACER COUNTY	24580	2/29/2024	\$88.50
37231	3/2024 NS LTD	3/2024 NSafety LTD	\$88.50		
	Type Account	Description		Debit	Credit
	PURCH 0-000-0215-000	Group Insurance Payable		\$88.50	\$0.00
N115	NGLIC C/O Superior Vision Serv	PLACER COUNTY	24581	2/29/2024	\$851.40
37232	802623	March 2024 vision premium	\$851.40		
	Type Account	Description		Debit	Credit
	PURCH 0-000-1550-000	Agency Share Insurance		\$851.40	\$0.00
P101	P.E.R.S	PLACER COUNTY	24582	2/29/2024	\$106,104.78
37233	17457784	March 2024 premium	\$106,104.78		
	Type Account	Description		Debit	Credit
	PURCH 0-000-0215-000	Group Insurance Payable		\$22,891.98	\$0.00
	PURCH 0-000-0221-000	OPEB Obligation Payable		\$15,940.40	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$60,200.05	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$7,072.35	\$0.00
P159	PRINCIPAL MUTUAL	PLACER COUNTY	24583	2/29/2024	\$7,035.78
37234	3-2024 DENTAL	March 2024 dental premium	\$7,035.78		
	Type Account	Description		Debit	Credit
	PURCH 0-000-1550-000	Agency Share Insurance		\$7,035.78	\$0.00
S043	Sacramento Area Fire Fighters	PLACER COUNTY	24584	2/29/2024	\$2,705.60
37235	PP16 UNION 2024	EE Union dues PP 16	\$2,705.60		
	Type Account	Description		Debit	Credit
	PURCH 0-000-0218-000	Union Dues Payable		\$2,705.60	\$0.00
S043	Sacramento Area Fire Fighters	PLACER COUNTY	24585	2/29/2024	\$2,563.20
37236	PP17 UNION 2024	EE Union dues PP 17	\$2,563.20		
	Type Account	Description		Debit	Credit
	PURCH 0-000-0218-000	Union Dues Payable		\$2,563.20	\$0.00
T160	TASC/ Total Admin Service	PLACER COUNTY	24586	2/29/2024	\$4,894.03
37237	PP16 DC/MR 2024	EE/ER DC/MR PP 16	\$4,894.03		
	Type Account	Description		Debit	Credit
	PURCH 0-000-0216-000	Flexible Benefits Payable		\$961.49	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$3,578.36	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$354.18	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
T160 37238	TASC/ Total Admin Service PP17 DC/MR 2024	PLACER COUNTY EE/ER DC/MR PP 17	24587	2/29/2024	\$4,894.03
	Type Account	Description		Debit	Credit
	PURCH 0-000-0216-000	Flexible Benefits Payable		\$961.49	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$3,578.36	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$354.18	\$0.00
V125 37239	Voya Financial Trust Co. PP16 DEF COMP 2024	PLACER COUNTY EE/ER Def Comp PP 16	24588	2/29/2024	\$17,856.80
	Type Account	Description		Debit	Credit
	PURCH 0-000-0214-000	457 Deferred Comp. Payable		\$16,910.52	\$0.00
	PURCH 0-000-0214-000	457 Deferred Comp. Payable		\$946.28	\$0.00
V125 37240	Voya Financial Trust Co. PP17 DEF COMP 2024	PLACER COUNTY EE/ER Def Comp PP 17	24589	2/29/2024	\$16,564.76
	Type Account	Description		Debit	Credit
	PURCH 0-000-0214-000	457 Deferred Comp. Payable		\$15,641.56	\$0.00
	PURCH 0-000-0214-000	457 Deferred Comp. Payable		\$923.20	\$0.00
A211 37166	AUBURN TIRE SERVICE 141349	WELLS FARGO OP Front tires	28518	2/22/2024	\$432.74
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-508	2017 Ford E450 Medix Type III		\$432.74	\$0.00
B138 37178	BURTONS FIRE APPARATUS S63232	WELLS FARGO OP Foam pump	28519	2/22/2024	\$507.82
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-830	2022 Pierce Freightlines		\$507.82	\$0.00
B147 37173	BART INDUSTRIES 397482	WELLS FARGO OP Compressor	28520	2/22/2024	\$141.56
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$141.56	\$0.00
C156 37179	Capital Public Finance Group, 2024-226	WELLS FARGO OP Finance consulting	28521	2/22/2024	\$1,360.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-2043-000	Legal/Consulting Fees		\$1,360.00	\$0.00
D101 37182	DAWSON OIL 702855	WELLS FARGO OP Fuel, Sta 17	28522	2/22/2024	\$2,949.68
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-001	Station 17 Fuel		\$1,683.70	\$0.00
37183	702856	Fuel , Sta 19		\$1,265.98	
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-003	Station 19 Fuel		\$1,265.98	\$0.00
F109	FOLSOM LAKE FORD	WELLS FARGO OP	28523	2/22/2024	\$149.51

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
37184	757944	Turbo intercooler pipe		\$149.51	
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-021	2017 Ford F250 XL		\$149.51	\$0.00
H141	HARRIS INDUSTRIAL GASES	WELLS FARGO OP	28524	2/22/2024	\$778.20
37185	0001933584	Oxygen		\$269.45	
	Type Account	Description		Debit	Credit
	PURCH 0-000-2130-000	Oxygen		\$269.45	\$0.00
37186	0001935490	Cylinder rental		\$277.05	
	Type Account	Description		Debit	Credit
	PURCH 0-000-2130-000	Oxygen		\$277.05	\$0.00
37187	0001935520	Cylinder rental		\$177.85	
	Type Account	Description		Debit	Credit
	PURCH 0-000-2130-000	Oxygen		\$177.85	\$0.00
37188	0001935630	Cylinder rental		\$53.85	
	Type Account	Description		Debit	Credit
	PURCH 0-000-2130-000	Oxygen		\$53.85	\$0.00
H189	Hamel, Peter	WELLS FARGO OP	28525	2/22/2024	\$2,954.70
37228	BLD18-03094	Mitigation fee refund		\$2,954.70	
	Type Account	Description		Debit	Credit
	PURCH 0-000-8267-000	Consolidated Mitigation Revenue		\$2,954.70	\$0.00
I130	Interstate All Battery Center	WELLS FARGO OP	28526	2/22/2024	\$941.07
37189	50032943	Group 31 batteries		\$941.07	
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$941.07	\$0.00
I134	Interwest Consulting Group Inc	WELLS FARGO OP	28527	2/22/2024	\$7,660.63
37190	262955	January services		\$7,660.63	
	Type Account	Description		Debit	Credit
	PURCH 0-000-2043-001	Prevention Consulting Fees		\$7,660.63	\$0.00
J128	JRB Pest and Sanitation	WELLS FARGO OP	28528	2/22/2024	\$310.00
37191	68858	Monthly billing		\$130.00	
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-028	5840 Horseshoe Bar Rd		\$130.00	\$0.00
37192	70395	Monthly billing		\$90.00	
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-001	6900 Eureka Road		\$90.00	\$0.00
37193	70396	Monthly billing		\$90.00	
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-005	3505 Auburn Folsom Road		\$90.00	\$0.00
L107	LIFE ASSIST	WELLS FARGO OP	28529	2/22/2024	\$3,147.78

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
37194	1405198	Various supplies			\$1,264.98
	Type Account	Description		Debit	Credit
	PURCH 0-000-2127-000	Medical Supplies		\$1,264.98	\$0.00
37195	1406873	Various supplies			\$1,290.40
	Type Account	Description		Debit	Credit
	PURCH 0-000-2127-000	Medical Supplies		\$1,290.40	\$0.00
37196	1407395	Various supplies			\$592.40
	Type Account	Description		Debit	Credit
	PURCH 0-000-2127-000	Medical Supplies		\$592.40	\$0.00
L142	Long, Michael	WELLS FARGO OP	28530	2/22/2024	\$623.08
37197	37197	Lodging for classes			\$623.08
	Type Account	Description		Debit	Credit
	PURCH 0-000-2040-000	Education/Training		\$623.08	\$0.00
M178	Magnuson, James	WELLS FARGO OP	28531	2/22/2024	\$856.95
37198	37198	Paramedic license renewal			\$250.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-2024-000	ParamedicCert.EMT/CPR Cert Classes		\$250.00	\$0.00
37199	37199	CDL renewal (DMV)			\$45.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-2024-000	ParamedicCert.EMT/CPR Cert Classes		\$45.00	\$0.00
37200	37200	Conference travel			\$201.95
	Type Account	Description		Debit	Credit
	PURCH 0-000-2040-000	Education/Training		\$201.95	\$0.00
37201	37201	CPR cards			\$360.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-2024-000	ParamedicCert.EMT/CPR Cert Classes		\$360.00	\$0.00
M204	Meraki Public Affairs, Inc	WELLS FARGO OP	28532	2/22/2024	\$1,500.00
37202	1076	Public survey planning			\$1,500.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-2043-000	Legal/Consulting Fees		\$1,500.00	\$0.00
N226	NETWORK DESIGN ASSOC	WELLS FARGO OP	28533	2/22/2024	\$422.50
37203	90675	IT consulting			\$422.50
	Type Account	Description		Debit	Credit
	PURCH 0-000-2122-001	Software Support		\$422.50	\$0.00
P125	Placer County Water Agency	WELLS FARGO OP	28534	2/22/2024	\$455.61
37205	37205	Monthly billing			\$85.96
	Type Account	Description		Debit	Credit
	PURCH 0-000-2041-028	Water - Station #28		\$85.96	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
37206	37206	Monthly billing		\$48.60	
	Type Account	Description		Debit	Credit
	PURCH 0-000-2041-028	Water - Station #28		\$48.60	\$0.00
37207	37207	Monthly billing		\$48.60	
	Type Account	Description		Debit	Credit
	PURCH 0-000-2041-028	Water - Station #28		\$48.60	\$0.00
37208	37208	Monthly billing		\$203.13	
	Type Account	Description		Debit	Credit
	PURCH 0-000-2041-003	Water - Station #19		\$203.13	\$0.00
37209	37209	Monthly billing		\$69.32	
	Type Account	Description		Debit	Credit
	PURCH 0-000-2041-005	Water - Station #20		\$69.32	\$0.00
P178 37204	Pitney Bowes Global Financial 3106523926	WELLS FARGO OP Qtrly billing, postage meter	28535	2/22/2024	\$168.66
	Type Account	Description		Debit	Credit
	PURCH 0-000-2131-000	Postage/Shipping		\$168.66	\$0.00
R129 37210	Recology Auburn Placer 73162208	WELLS FARGO OP Monthly billing, Sta 16	28536	2/22/2024	\$691.88
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$37.75	\$0.00
37211	73160855	Monthly billing, Sta 17		\$616.38	
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$616.38	\$0.00
37212	73175671	Monthly billing, Sta 20		\$37.75	
	Type Account	Description		Debit	Credit
	PURCH 0-000-2026-000	Garbage		\$37.75	\$0.00
R174 37213	Robertson, Mark 37213	WELLS FARGO OP RIO class registration fees	28537	2/22/2024	\$459.50
	Type Account	Description		Debit	Credit
	PURCH 0-000-2040-000	Education/Training		\$305.00	\$0.00
37214	37214	Ethical leadership class fee		\$154.50	
	Type Account	Description		Debit	Credit
	PURCH 0-000-2040-000	Education/Training		\$154.50	\$0.00
S142 37216	SCI Consulting Group SBS11120	WELLS FARGO OP Meas A admin, FY 23-24	28538	2/22/2024	\$10,019.88
	Type Account	Description		Debit	Credit
	PURCH 0-000-2043-000	Legal/Consulting Fees		\$3,828.00	\$0.00
37217	SBS11121	Loomis Ben Assmt, FY 23-24		\$4,117.88	
	Type Account	Description		Debit	Credit

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
	PURCH 0-000-2043-000	Legal/Consulting Fees		\$4,117.88	\$0.00
37218	SBS11122	Loomis Parcel Tax, FY 23-24	\$2,074.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2043-000	Legal/Consulting Fees		\$2,074.00	\$0.00
S145	STERICYCLE INC	WELLS FARGO OP 28539		2/22/2024	\$303.88
37220	8005907122	Monthly billing	\$303.88		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2046-000	Medical Waste Disposal		\$303.88	\$0.00
S282	Consolidated Communications In	WELLS FARGO OP 28540		2/22/2024	\$2,043.48
37180	37180	Monthly billing	\$113.80		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2037-000	Telephone		\$113.80	\$0.00
37181	37181	Monthly billing	\$1,929.68		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2037-001	6900 Eureka Road		\$1,340.13	\$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
	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
S301	Silva, James	WELLS FARGO OP 28541		2/22/2024	\$500.00
37219	INV-1254-1	Metal sign	\$500.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-001	6900 Eureka Road		\$500.00	\$0.00
T117	TIFCO INDUSTRIES	WELLS FARGO OP 28542		2/22/2024	\$248.20
37221	71941147	Various hardware	\$248.20		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$248.20	\$0.00
U102	UNDERWRITERS LABORATORIES	WELLS FARGO OP 28543		2/22/2024	\$3,897.30
37223	72020549119	Ladder testing	\$3,897.30		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$3,897.30	\$0.00
U117	UE Medical Devices Inc	WELLS FARGO OP 28544		2/22/2024	\$2,033.27
37222	2713	UESCOPE Monitor kit	\$2,033.27		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2127-000	Medical Supplies		\$2,033.27	\$0.00
V200	VanVoltinburg ,Matthew	WELLS FARGO OP 28545		2/22/2024	\$250.00
37224	37224	Paramedic recertification	\$250.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2024-000	ParamedicCert.EMT/CPR Cert Classes		\$250.00	\$0.00
W104	WESTERN PLACER COUNTY FIRE CHI	WELLS FARGO OP 28546		2/22/2024	\$360.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
37225	37225	2024 membership dues	\$360.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2030-000	Memberships/Subscriptions		\$360.00	\$0.00
W118	WINDUSTRIAL	WELLS FARGO OP	28547	2/22/2024	\$293.68
37215	265073 01	2-inch plumbing	\$293.68		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-813	2005 Spartan Hi-Tech Type One Engin		\$293.68	\$0.00
W121	WITTMAN ENTERPRISES, LLC	WELLS FARGO OP	28548	2/22/2024	\$17,736.15
37226	2312046	December services	\$10,564.36		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2025-000	Ambulance Billing Services		\$10,564.36	\$0.00
37227	2401046	January services	\$7,171.79		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2025-000	Ambulance Billing Services		\$7,171.79	\$0.00
W201	Warloe, Roger	WELLS FARGO OP	28549	2/22/2024	\$75.00
37229	589097	Ambulance refund	\$75.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2025-000	Ambulance Billing Services		\$75.00	\$0.00
G104	Gray, Donavon	WELLS FARGO OP	28550	2/26/2024	\$37.61
35416	35416	CO detector, reimbursement	\$37.61		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-005	3505 Auburn Folsom Road		\$37.61	\$0.00
A172	ADVANTAGE GEAR	WELLS FARGO OP	28551	3/5/2024	\$489.40
37242	71846-1	Class A Jacket	\$489.40		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2133-000	Uniform Supplies		\$489.40	\$0.00
A244	Adams, John	WELLS FARGO OP	28552	3/5/2024	\$122.82
37241	855876	Ambulance refund	\$122.82		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2025-000	Ambulance Billing Services		\$122.82	\$0.00
B138	BURTONS FIRE APPARATUS	WELLS FARGO OP	28553	3/5/2024	\$688.22
37244	S 63458	Tank level gauge conversion	\$688.22		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-813	2005 Spartan Hi-Tech Type One Engin		\$688.22	\$0.00
B194	Brookcrest By Culligan Water	WELLS FARGO OP	28554	3/5/2024	\$139.90
37243	37243	Monthly billing	\$139.90		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2053-000	Food/Drink-Incident Supplies		\$139.90	\$0.00
C115	CAPITAL CLUTCH & BRAKE	WELLS FARGO OP	28555	3/5/2024	\$76.65
37245	1813514	Check valve, fittings	\$76.65		
	Type Account	Description		Debit	Credit

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
	PURCH 0-000-2222-713	2012 Pierce International BR28		\$76.65	\$0.00
C156 37246	Capital Public Finance Group, 2024-245	WELLS FARGO OP 2024 COPS disclosure rpts	28556 \$3,900.00	3/5/2024	\$3,900.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-2043-000	Legal/Consulting Fees		\$3,900.00	\$0.00
D101 37247	DAWSON OIL 703324	WELLS FARGO OP Fuel, Sta 17	28557 \$2,529.31	3/5/2024	\$3,664.22
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-001	Station 17 Fuel		\$2,529.31	\$0.00
37248	703325	Fuel, Sta 19	\$1,134.91		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2124-003	Station 19 Fuel		\$1,134.91	\$0.00
F173 37250	Fire Plan Review, Inc. 1153	WELLS FARGO OP February 2024 services	28558 \$3,309.25	3/5/2024	\$3,309.25
	Type Account	Description		Debit	Credit
	PURCH 0-000-2043-001	Prevention Consulting Fees		\$3,309.25	\$0.00
F176 37249	FE Supply Company 788	WELLS FARGO OP Forcible entry door repair	28559 \$3,369.39	3/5/2024	\$3,369.39
	Type Account	Description		Debit	Credit
	PURCH 0-000-2038-000	Training Supplies		\$3,369.39	\$0.00
J128 37251	JRB Pest and Sanitation 71770	WELLS FARGO OP Monthly billing. Sta 16	28560 \$90.00	3/5/2024	\$180.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-016	5300 Olive Ranch Road		\$90.00	\$0.00
37252	71771	Monthly billing, Sta 17	\$90.00		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2225-001	6900 Eureka Road		\$90.00	\$0.00
N226 37253	NETWORK DESIGN ASSOC 90769	WELLS FARGO OP Monthly software licensing	28561 \$875.00	3/5/2024	\$972.50
	Type Account	Description		Debit	Credit
	PURCH 0-000-2056-000	Software Subscriptions		\$875.00	\$0.00
37254	90824	IT consulting	\$97.50		
	Type Account	Description		Debit	Credit
	PURCH 0-000-2122-001	Software Support		\$97.50	\$0.00
O125 37270	Operating Engineers Health & W 604701	WELLS FARGO OP Ambulance refund	28562 \$232.82	3/5/2024	\$232.82
	Type Account	Description		Debit	Credit
	PURCH 0-000-2025-000	Ambulance Billing Services		\$232.82	\$0.00
P111	PG & E	WELLS FARGO OP	28563	3/5/2024	\$4,884.29

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
37255	37255	Monthly billing			\$4,884.29
	Type	Account	Description	Debit	Credit
	PURCH	0-000-2027-001	6900 Eureka Road	\$1,586.54	\$0.00
	PURCH	0-000-2027-003	7070 Auburn Folsom Road	\$1,318.10	\$0.00
	PURCH	0-000-2027-005	3505 Auburn Folsom Road	\$284.52	\$0.00
	PURCH	0-000-2027-006	4650 East Rsvl. Parkway	\$95.94	\$0.00
	PURCH	0-000-2027-016	Station 16 5300 Olive Ranch Road	\$1,074.12	\$0.00
	PURCH	0-000-2027-028	Station 28	\$382.14	\$0.00
	PURCH	0-000-2027-029	Station 29	\$142.93	\$0.00
P269	Purchase Power	WELLS FARGO OP	28564	3/5/2024	\$44.69
37256	37256	Postage			\$44.69
	Type	Account	Description	Debit	Credit
	PURCH	0-000-2131-000	Postage/Shipping	\$44.69	\$0.00
R115	RIVERVIEW INTERNATIONAL	WELLS FARGO OP	28565	3/5/2024	\$71.92
37261	151942	Air fittings			\$71.92
	Type	Account	Description	Debit	Credit
	PURCH	0-000-2222-713	2012 Pierce International BR28	\$71.92	\$0.00
R129	Recology Auburn Placer	WELLS FARGO OP	28566	3/5/2024	\$1,533.60
37257	73206922	Monthly billing, Sta 16			\$37.75
	Type	Account	Description	Debit	Credit
	PURCH	0-000-2026-000	Garbage	\$37.75	\$0.00
37258	73205577	Monthly billing, Sta 17			\$616.38
	Type	Account	Description	Debit	Credit
	PURCH	0-000-2026-000	Garbage	\$616.38	\$0.00
37259	73220741	Monthly billing, Sta 20			\$37.75
	Type	Account	Description	Debit	Credit
	PURCH	0-000-2026-000	Garbage	\$37.75	\$0.00
37260	355600	30 yd debris box, Sta 29			\$841.72
	Type	Account	Description	Debit	Credit
	PURCH	0-000-2225-029	Station 29	\$841.72	\$0.00
S035	Smoke Busters	WELLS FARGO OP	28567	3/5/2024	\$1,020.00
37265	2276	Opacity testing			\$1,020.00
	Type	Account	Description	Debit	Credit
	PURCH	0-000-2222-000	Automotive Repairs/Supplies	\$1,020.00	\$0.00
S060	Saeed, Tanvir	WELLS FARGO OP	28568	3/5/2024	\$200.00
37263	282505	Ambulance refund			\$200.00
	Type	Account	Description	Debit	Credit
	PURCH	0-000-2025-000	Ambulance Billing Services	\$200.00	\$0.00
S145	STERICYCLE INC	WELLS FARGO OP	28569	3/5/2024	\$319.07
37266	8006224827	Monthly billing			\$319.07
	Type	Account	Description	Debit	Credit
	PURCH	0-000-2046-000	Medical Waste Disposal	\$319.07	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
S163 37262	SACRAMENTO TRUCK CENTER FA009182953:01	WELLS FARGO OP	28570	3/5/2024	\$257.69
	Type Account	Description		Debit	Credit
	PURCH 0-000-2222-812	Water pump		\$257.69	\$0.00
		2001 Weststaes Pumper Engine OES 2			
S286 37264	SAMBA Holdings Inc INV01418601	WELLS FARGO OP	28571	3/5/2024	\$110.23
	Type Account	Description		Debit	Credit
	PURCH 0-000-2056-000	Driver monitoring		\$110.23	\$0.00
		Software Subscriptions			
T150 37267	T-Mobile 37267	WELLS FARGO OP	28572	3/5/2024	\$1,042.44
	Type Account	Description		Debit	Credit
	PURCH 0-000-2037-000	Monthly billing		\$1,042.44	\$0.00
		Telephone			
U109 37268	US Bank Corporate Payment Syst 37268	WELLS FARGO OP	28573	3/5/2024	\$12,518.13
	Type Account	Description		Debit	Credit
	PURCH 0-000-2021-000	Monthly billing		\$895.08	\$0.00
	PURCH 0-000-2030-000	Propane		\$4,508.17	\$0.00
	PURCH 0-000-2032-000	Memberships/Subscriptions		\$64.35	\$0.00
	PURCH 0-000-2039-000	News Publications & Ads		\$3,945.96	\$0.00
	PURCH 0-000-2040-000	Business/Conference		\$1,149.98	\$0.00
	PURCH 0-000-2040-000	Education/Training		\$242.31	\$0.00
	PURCH 0-000-2056-000	Software Subscriptions		\$605.11	\$0.00
	PURCH 0-000-2120-000	Cleaning/Maintenance Supplies		\$245.76	\$0.00
	PURCH 0-000-2124-000	Fuel & Oil		\$732.75	\$0.00
	PURCH 0-000-2129-000	Office Supplies/Computer		\$11.84	\$0.00
	PURCH 0-000-2131-000	Postage/Shipping		\$135.10	\$0.00
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$21.18	\$0.00
	PURCH 0-000-2222-011	2003 Crown Victoria		\$117.93	\$0.00
	PURCH 0-000-2222-017	2016 Ford BC Vehicle		\$283.96	\$0.00
	PURCH 0-000-2222-102	1945 Ford Parade Truck (LFPD)		\$29.70	\$0.00
	PURCH 0-000-2222-205	2001 Ford F-350 Utility U17		\$110.59	\$0.00
	PURCH 0-000-2225-001	6900 Eureka Road		\$0.00	\$142.12
	PURCH 0-000-2225-005	3505 Auburn Folsom Road		\$0.00	\$602.96
	PURCH 0-000-2225-011	6900 Eureka Road (Shop)		\$163.44	\$0.00
	PURCH 0-000-4470-007	Shop Tools/Equipment			
W191 37271	WFOA: Daily Dispatch 004504	WELLS FARGO OP	28574	3/5/2024	\$476.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-2032-000	Job announcement ads		\$476.00	\$0.00
		News Publications & Ads			
W202 37269	West, Jacquelynn 574373	WELLS FARGO OP	28575	3/5/2024	\$50.00
	Type Account	Description		Debit	Credit
	PURCH 0-000-2025-000	Ambulance refund		\$50.00	\$0.00
		Ambulance Billing Services			
X001 37272	Xerox Financial Services 5447476	WELLS FARGO OP	28576	3/5/2024	\$2,550.99
	Type Account	Description		Debit	Credit
	PURCH 0-000-2056-000	DocuWare & Xerox contract		\$2,550.99	\$0.00
		Software Subscriptions			

System: 3/5/2024 10:45:12 AM
User Date: 3/5/2024

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
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Voucher Number	Invoice Number	Original Voucher Amount
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**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, MARCH 13TH, 2024
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: South Placer Fire District Policy Updates:

Action Requested: Staff recommends a second reading and approval of the proposed policy updates.

Background: With the recent changes to operations and the Board's goal of updating and consolidating the District Policy Manual, staff presents the following policies for review and discussion:

Impact: Policy update.

Number	Policy	Adopted Date
1049	Disciplinary Action	8/15/2017

Attachments: Proposed policy.

Mark Duerr
Fire Chief
South Placer Fire Protection District

Disciplinary Action

1049.1 PURPOSE AND SCOPE

The purpose of this procedure is to establish pre-disciplinary and disciplinary procedures for the South Placer Fire District. This policy is intended to assure that the interests of the South Placer Fire District and the community are being served, and that employee are treated uniformly in the application of discipline. This policy shall apply to all regular employees in all classifications and is intended to provide written guidelines related to taking disciplinary action for violation of the South Placer Fire District's policies, procedures, and applicable laws.

1049.2 POLICY

It is the intent of the South Placer District that supervisors shall be responsible for monitoring the behavior of their personnel. Good behavior shall be reinforced and unacceptable behavior shall be corrected.

1049.3 PROCEDURE

Pre-Disciplinary and disciplinary procedures for the South Placer Fire District shall be consistently applied and follow existing laws, regulations, and guidelines. All Discipline should be approached with a positive attitude and demeanor. The most effective effort to correct unacceptable performance or behavior is through a positive, open discussion reviewing factual information with the individual. The employee should immediately be made aware of issues and provided every opportunity to improve performance or behavior.

1049.3.1 DEFINITIONS

- Corrective Action (pre-disciplinary)
 - Corrective actions are intended to assist and encourage employees to correct their conduct or improve their work performance. These actions include but are not limited to, verbal warnings and written counseling memos. A verbal warning or counseling memo with respect to performance deficiencies and similar matters shall not constitute an adverse action and may be initiated by a Company officer, Chief Officer, or District Board. Any corrective counseling memo issued by Company or Chief Officers shall be approved by the Fire Chief. A verbal warning and/or counseling memo puts the employee on notice and if properly documented, provides an important record of facts that such notice has been given. Verbal warnings and counseling memos are defined as follows:
 - Verbal Counseling: Usually the first step in the formal corrective action process. The supervisor may document a verbal warning in writing [provided to the employee](#), but it will not become part of the employee's personnel file. This is not designated as discipline for purposes of this policy.
 - Counseling Memo: Usually the second step in the corrective action process. It may follow one or more verbal warnings issued for a repeated

Disciplinary Action

offense or a pattern of misconduct; however, a verbal warning need not proceed a counseling memo. An employee may submit a rebuttal to a counseling memo within ~~thirty~~ ~~XXX~~ ~~-(30~~ ~~XX)~~ days of receipt of the memo. A counseling memo shall be retained by the District for a period of twelve months (12) and will not become part of the employee's personnel file unless attached to formal disciplinary action.

- Adverse Action (Disciplinary)
 - Adverse action is an employee's formal discipline, including written reprimand, suspension, salary reduction, demotion, and dismissal. Each level of discipline is defined below:
 - Written reprimand: A written notification issued to inform an employee of performance, behavior, or attendance deficiency that has not been attained or maintained within a timeline and that further disciplinary action may be taken unless there is an immediate and sustained improvement. A written reprimand may, but is not required to, be preceded by a Counseling Memo and may be issued after the memo has proven ineffective or when the nature of the employee's deficiency warrants a more serious disciplinary action. The letter will be retained in a personnel file for a period of twenty-four (24) months.
 - Suspension: A temporary and involuntary absence from employment without pay for disciplinary reasons
 - Salary reduction: A temporary decrease in an employee's base salary rate.
 - Demotion: A reduction in rank, class, position, or pay grade generally associated with a disciplinary action
 - Dismissal: The permanent removal of an employee from the employment service for a stated cause
- Administrative leave: The District's ~~decision~~ ~~ability~~ to place an employee on paid leave depends on the severity of the alleged violation or misconduct pending the completion of an internal investigation and pre-disciplinary action. The Fire Chief shall establish the condition of administrative leave in accordance with this policy manual.
- At-will employment: Employment with the South Placer Fire District is at-will unless otherwise provided by collective bargaining agreements or other employment agreements. An at-will employee may be terminated at any time, without cause, without prior warning, and without the right of appeal.
- Cause: Any action or inaction that adversely affects the District, which shall include but shall not be limited to:
 - Fraud or misrepresentation in securing employment
 - Incompetence
 - Inefficiency
 - Inexcusable neglect of duty

South Placer Fire District

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Disciplinary Action

- Insubordination
- Dishonesty
- Drunkenness on duty
- Intemperance
- Addiction to alcohol, narcotics or habit-forming drugs, or the abuse of alcohol, narcotics, or habit-forming drugs while on duty
- Absence without authorization or sufficient reason
- Chronic absenteeism or tardiness
- Conviction of a felony, misdemeanor, or a plea of nolo contendere involving moral turpitude
- Immorality
- Discourteous treatment of the public or other members
- Disobedience of any lawful order
- Misuse of public property
- Intentionally, willfully or wrongfully violating any of the rules set forth in the Rules and Regulations of the District, or the Operations and Procedures Manual used by the District or any of the Bulletins issued by the District in effect at that time.
- Any employment, activity, or enterprise which is clearly inconsistent, incompatible, in conflict with, or inimical to their duties or with the District's duties, functions, or responsibilities
- Refusal to take and subscribe to any oath or affirmation which is required by law in connection with their employment
- Revocation or suspension of the member's driver's license or evidence of a poor driving record
- Falsifying information or records submitted to the District
- Willful damage to public property, waste of District supplies or equipment, or excessive carelessness with District property or funds
- Misappropriation of [District City](#) funds or property
- Failure to possess, maintain or keep in effect any license, certificate, or other similar requirement specified in the law or the employee's job requirement or otherwise necessary for the employee to perform the position's duties.
- Due Process: The right to notice, the opportunity to be heard, the right to be free from arbitrary or unreasonable action
- Managerial Rights: Those functions and duties that are reserved to the District management and are within its sole discretion, such as the right to appoint and discipline up to and including discharge, and to determine the merits, necessity, and scope of service.

Disciplinary Action

- **Miscellaneous Employee:** An unsworn employee
- **Progressive Discipline:** Discipline shall be imposed on a progressive basis, and the degree of discipline imposed should bear a reasonable relationship to the violation.
- **Skelly meeting:** a pre-disciplinary meeting with an impartial third party during which an employee is given the opportunity to respond orally and/or in writing to the disciplinary charges before discipline is imposed. Prior to the meeting, the employee must be given: 1) notice of proposed action in adequate time to prepare a response; 2) the reason for such action; and 3) a copy of the charges and materials upon which the action is based and relied upon. See *Skelly v. State Personnel Bd.*, 15 Cal.3d 194 (1975).
- **Skelly Officer:** The official outside the affected operating department or the official sufficiently removed and/or uninvolved from the circumstances giving rise to cause conducts the pre-disciplinary (Skelly) meeting. This does not preclude the Fire Chief from being the *Skelly* Officer, where appropriate.
- **Supervisor:** The first-line supervisor who has the immediate responsibility to direct an employee
- **Sworn Employee:** Any ranked personnel of the District

1049.3.2 PRINCIPLES OF COUNSELING AND NOTIFICATION (INFORMAL DISCIPLINE)

Before formal discipline is imposed to address such matters as (1) failure to comply with job expectations, job standards, training, District policies, procedures, rules, and regulations or (2) performance, behavior, or attendance problems that may need improvement in accordance with the standards required of the position, the supervisor or manager shall memorialize each significant counseling/discussion session, in the form of either a **documented** verbal counseling or Counseling Memo.

Verbal counseling: ~~with-written documentation:~~

- An initial discussion ~~and possible written record~~ of counseling/discussion between the employee and supervisor on specific topics. A record of the counseling/discussion shall be issued to the employee via email and retained by the supervisor for ~~a~~ reference. This documentation shall only exist to memorialize the issue and not be considered discipline.

Counseling Memo

- The first form of a written record of a counseling/discussion between the employee and the supervisor on specific topics is to address and inform the employee that improvement is needed in performance, behavior, or attendance. A Counseling Memorandum may be issued if sustained improvement is not demonstrated within the established verbal counseling timelines. A counseling memorandum shall include the following information:
 - Employee's name and position.
 - Date of counseling/discussion.

South Placer Fire District

SPFD Policy Manual

Disciplinary Action

- Name of those present, including the manager, supervisor, or a bargaining unit representative, if applicable.
- The reason for the correction should include the specific behavior, performance, or attendance problem and/or the alleged offense or rule violation.
- Reference to prior counseling/discussion and /or previous disciplinary actions, if applicable.
- A specific statement of the expected job performance, behavior, and/or job standard.
- Any voluntary explanation provided freely ~~is given~~ by the employee or other significant information.
- ~~If the immediate and sustained improvement is not demonstrated, formal disciplinary action may be taken, up to and including dismissal from District employment~~
- The employee's signature acknowledges receipt of the document or, in the alternative, a proof of service. If the employee is unavailable or refuses to sign, the supervisor shall note this on the employee's signature line "unavailable" or "refuse to sign."

1049.3.3 TYPES OF DISCIPLINARY ACTIONS AND NOTIFICATIONS (FORMAL DISCIPLINE)

Written Reprimand

- A Written Reprimand is a written notification issued to inform an employee of a ~~performance, behavior, or attendance~~ deficiency that has not been attained or maintained within an established timeline and that further disciplinary action may be taken unless there is an immediate and sustained improvement. A Written Reprimand may, but is not required to, be preceded by a Counseling Memo and may be issued after a memo has proved ineffective or when the nature of the employee's deficiency warrants a more serious disciplinary action. The Written Reprimand shall include the following information:
 - Employee's name and position; -
 - The reason(s) for the reprimand, which shall include the specific behavior, performance, or attendance problem and/or the alleged offense or rule violation;
 - Reference to prior verbal counseling or Counseling Memo and/or previous formal disciplinary actions, if applicable;
 - Goals and time frames for improved performance or corrected behavior;
 - A specific statement of the expected job performance, behavior, and/or job standards;
 - Any voluntarily made explanation given by the employee or other significant information;

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Disciplinary Action

- Reference to the fact that if the immediate and sustained improvement is not demonstrated, further disciplinary action may be taken, up to and including dismissal.
- Include copies of written materials, reports, statements, and any other documents that support the proposed action; and
- The employee's signature acknowledging receipt of the document or, in the alternative, a proof of service. If the employee is unavailable or refuses to sign, the supervisor shall note this on the employee's signature line "unavailable" or "refuse to sign."
- A Written Reprimand shall be prepared by the supervisor and approved and signed by the Fire Chief
- ~~An administrative review with the supervisor will be held, during which time an employee may respond to the allegation(s), where~~ A copy of the Written Reprimand shall be forwarded to the Personnel / Human Resources and filed in the employee's official personnel file. The employee may submit a written response to the allegation(s) to the department head within thirty (30) calendar days of receipt of the notice, as a matter of record, which shall be forwarded to the Personnel / Human Resources and filed in the employee's official personnel file maintained.

Suspension

- A Suspension is a temporary and involuntary absence from employment without pay for disciplinary purposes.
- A suspension may be imposed for serious violations of rules or regulations, performance deficiencies, misconduct, and/or failure to improve in work performance, behavior, or attendance after lesser disciplinary measures have proved ineffective. The notification of suspension shall be subject to review by the Board and the pre-disciplinary *Skelly* rights set forth in this policy.

Salary Reduction

- A Reduction in Salary is a temporary decrease in an employee's base salary rate.
- A Reduction in Base Pay may be imposed when an employee has consistently failed to sustain employment standards or when the severity of the employee's conduct warrants the imposition of such measures. The notification of reduction in base pay shall be subject to review by the Board and the pre-disciplinary *Skelly* rights set forth in this policy.
- A reduction in an employee's base pay may extend from one month to one year and may be equivalent to one or more salary steps.

Demotion

- A Demotion is a reduction in rank, class, position, or pay grade generally associated with disciplinary action. The notification of demotion shall be subject to review by the Board and to the pre-disciplinary *Skelly* rights set forth in this policy.

Dismissal

Disciplinary Action

- Dismissal is the permanent removal of an employee from the employment service for a stated cause.
- Dismissal may occur for serious violations of District policies and procedures, rules or regulations, continued performance deficiencies, misconduct, and/or failure to improve performance, behavior, or attendance when lesser informal or formal disciplinary measures will not remediate the performance deficiencies. The notification of Dismissal shall be subject to review and approval by the Board and to pre-disciplinary *Skelly* rights as set forth in this policy.
- Resignation in Lieu of Dismissal
 - An employee may request that he or she be allowed to resign ~~or retire in lieu of and~~ prior to being discharged. In such circumstances, the South Placer Fire District reserves the right to refuse to accept an employee's resignation and proceed with the proposed disciplinary action.
 - When an employee's resignation ~~or retirement~~ is accepted in lieu of discharge, the administrative investigation and disciplinary proceedings shall immediately cease. Because the cessation of proceedings may hinder the District's ability to effectively complete the investigation at a later time, an employee whose resignation ~~or retirement~~ has been accepted in accordance with this provision shall be notified in writing that such resignation ~~or retirement~~ may preclude the employee from seeking reinstatement. A copy of the notice shall be placed in the employee's official personnel file maintained in the District's files.
 - A resignation ~~or retirement~~ tendered and accepted in accordance with this policy shall have no effect on any criminal investigation or proceedings that may have been initiated or are being pursued due to the conduct for which disciplinary proceedings have been initiated.
 - All resignations ~~or retirements~~ in lieu of discharge shall be implemented via written agreement authorized by the Board and the Fire Chief.

1049.3.4 INTERROGATION PURSUANT TO INVESTIGATION

Any interrogation pursuant to an investigation of a firefighter that may lead to his or her discipline shall comply with the Firefighter Bill of Procedural Rights (FFBOPR) and all other applicable laws. Nothing in this policy is intended to expand or detract from the FFBOPR (including any revisions subsequent to the adoption of this policy).

The interrogation shall occur at a reasonable hour on paid duty, or if occurring off duty due to imminent threat to the District or the public, shall be compensated. No firefighter shall be disciplined for failure to perform work because of the interrogation.

Prior to interrogation, the firefighter shall receive notice of the nature of the allegations, the name, rank, and command of the person conducting the interrogation, and all other persons present during the investigation. There shall be no more than two interrogators questioning the firefighter at any one time.

Disciplinary Action

Interrogation may occur for a reasonable period of time, with reasonable breaks to attend to the firefighter's physical needs. The interrogation shall not include using offensive language, threats of punitive action, or promises of reward in exchange for information.

Statements made under duress, coercion, or threat of punitive action shall not be admissible in a subsequent judicial proceeding, subject to exceptions set forth in the FFBOPR or as otherwise required under federal or state law.

Interrogations may be recorded [via audio](#) -at the behest of the District. The firefighter interrogated shall have access to any recording if further proceedings are contemplated or prior to any further interrogation at a subsequent time. The firefighter shall also be entitled to a transcribed copy of any notes made by a stenographer or any reports or complaints made by stenographers or other persons, except those portions that are otherwise required by law to be kept confidential. Notes deemed confidential shall not be entered into the firefighter's personnel file. The firefighter being interrogated shall have the right to bring his or her own recording device and record any and all aspects of the interrogation.

Should it become apparent that the firefighter may be charged with a criminal offense, he or she shall be advised of his or her rights against self-incrimination under the Constitutions of the United States and the State of California.

Upon the filing of a formal written statement of charges, or whenever an interrogation focuses on matters that may result in punitive action against the firefighter, he or she shall have the right to be represented by a person of his or her choice who may be present at all times during the interrogation. The representative shall not be a person subject to the same investigation. The representative shall not be required to disclose or be subject to any punitive action for refusing to disclose any information received from the firefighter under investigation for noncriminal matters. This section shall not be construed to apply to counseling, instruction, or informal verbal admonishment or other routine or unplanned contacts with a supervisor or any other firefighter.

1049.3.5 NOTICE OF DISCIPLINE

The Fire Chief, or any person authorized by the Fire Chief may initiate disciplinary action against a member for one (1) or more of the causes for discipline specified in Section [1049 50.3.1](#) by notifying the member of the proposed action. The notice shall be served upon the member either personally or by mail and shall include:

- The name of the employee.
- The section number or numbers of the Rules and Regulations violated constituting the charge.
- The reason for which disciplinary action is proposed to be taken on such charges.
- Any materials upon which action is based.
- A statement informing the employee of his/her rights to respond, either orally or in writing, to the appointed authority [and/or request a Skelly hearing](#) within five (5) [business working](#) days.

South Placer Fire District

SPFD Policy Manual

Disciplinary Action

1049.3.6 PREDETERMINATION ("SKELLY") HEARING

An employee facing a suspension, reduction in base pay, demotion, or discharge shall be entitled to pre-disciplinary rights prior to the final imposition of formal discipline.

If there is no Hearing due to the nature of the proposed discipline, or if the employee does not file a timely request for a Hearing, the discipline shall be deemed final as of the date of the written notice of proposed discipline.

Failure by the employee, within five (5) business days of the receipt of a notice of proposed discipline, to file a written request with the immediate supervisor or the Fire Chief for a Hearing shall constitute a waiver of the right to such a hearing.

The employee and/or the employee's representative shall respond to the allegations and materials upon which the proposed discipline is based. The employee and/or the employee's representative may present documentary evidence and arguments to the Officer to refute and/or mitigate the basis for the proposed discipline. The employee and/or the employee's representative should present factual information to the extent possible.

- A. The District shall transmit to the Officer the materials provided to the employee as supporting evidence upon which the proposed discipline is based and relied upon. The Officer shall communicate with the District if further information or clarification is needed in regard to the charges, the level of discipline to be imposed, or the sufficiency of the evidence upon which such action is based and relied upon.
- B. The Officer shall be sufficiently removed and/or uninvolved from the circumstances giving rise to the case, who conducts the pre-disciplinary meeting. This does not preclude the Fire Chief from being the Officer, where appropriate.
- C. The Officer shall transmit to the District within ten (10) workdays of the meeting a written statement concurring with the proposed discipline, recommending that the discipline be modified or that no discipline be imposed. The Officer shall include supporting documents presented at the meeting by the employee and/or the employee's representative to refute the charges.
- D. The District shall consider the Officer's recommendations and review any and all supporting documents provided before making his/her final decision. The recommendation(s) of the Officer is advisory only as the final disposition of the charges.

~~For any proposed discipline consisting of a verbal reprimand, written reprimand, and/or a suspension without pay for a period of less than five (5) work days, the discipline may be imposed immediately but shall be vacated if reversed pursuant to a Discipline Appeal.~~

~~For all other levels of discipline, including suspension for a period of five (5) or more work days, the firefighter shall have the right to request a predetermination (" Skelly ") hearing.~~

1049.3.7 IMPOSITION

The District shall forward the Officer's recommendations to the Fire Chief. After review, the Fire Chief shall formally notify the employee of the final decision and applicable appeal rights in writing.

Disciplinary Action

~~If there is no *Skelly* - Hearing due to the nature of the proposed discipline, or if the firefighter does not file a timely request for a *Skelly* - Hearing, the discipline shall be deemed final as of the date of the written notice of proposed discipline.~~

~~If, following a hearing, the *Skelly* - Officer sustains or modifies the discipline, the action shall be deemed final on the date of the Officer's written decision.~~

~~Failure by the firefighter, within five (5) calendar days of the receipt of a notice of proposed discipline, to file a written request with the immediate supervisor or the Fire Chief for a *Skelly* - Hearing shall constitute a waiver of the right to such a hearing.~~

~~Upon receipt of a written request, the District shall appoint a *Skelly* - Officer who shall meet with the firefighter, listen to arguments and receive documents presented by the firefighter. Within a reasonable time thereafter, the *Skelly* - Officer shall issue a written determination dismissing, sustaining, or modifying the proposed discipline. Any modification may reduce but shall not increase the level of the proposed discipline.~~

1049.3.8 DISCIPLINE APPEALS

- A. Within 15 business days of notice of the final discipline consisting of dismissal, demotion, suspension, reduction in salary, or transfer for purposes of punishment the employee can appeal the disciplinary action to the Fire Chief by electing in writing one, and only one, of the following options. Once elected, the employee's selection is final and cannot be changed even if the appeal hearing has not yet commenced. Appeals from the decision of the hearing committee must be filed with the Fire Chief within fifteen (15) calendar days of the decision of the committee.
- B. Hearing Committee
 1. Employees may request a hearing with a hearing committee. The hearing shall be a one (1) day hearing. The hearing committee shall consist of one (1) District employee, one (1) person selected by the Association, and one (1) member selected between the District and the Association. If an agreement cannot be made between the District and Association for the third member a joint request shall be made to the Mediation and Conciliation Service of the State of California, for a list of five (5) qualified arbitrators. The parties may mutually agree to one of the arbitrators on the list. If an agreement cannot be made each party shall have the opportunity to strike one name from the list and the last name shall serve as the arbitrator. The first party shall be determined by the toss of a coin. The cost of any arbitrator utilized shall be borne equally by both parties. This hearing shall be expedited and shall be evidentiary, but formal rules of evidence shall not apply. Once the hearing has been completed, oral arguments shall be made to the three-member panel. The panel shall advise of their decision at the end of oral arguments. Oral arguments shall take place the same day as the hearing. Both parties agree the decision of the board shall be advisory only. The decision of the panel shall be submitted to the Board of Directors which shall have thirty (30) days to render a decision. All additional appeals shall be pursuant to California Code of Procedures 1094.6 in Superior Court.

Disciplinary Action

C. Office of Administrative Hearings (OAH)

1. Alternatively, Employees may request a hearing before an administrative law judge with the Office of Administrative Hearings (OAH). Employees choosing to have their appeal heard with OAH waive any right to an appeal with the hearing committee. The proceedings shall be governed by the California Administrative Procedures Act (commencing with California Government Code section 13720). The decision of the assigned OAH Judge shall be advisory only. The ALJ's decision shall be submitted to the Board of Directors which shall have sixty (60) days to render a decision. All additional appeals shall be pursuant to California Code of Procedures 1094.6 in Superior Court.

~~Appeals from the decision of the hearing committee shall be heard by the Board of Directors, or at its discretion, by the hearing officer appointed by the Board of Directors, or by a mutually agreed upon hearing officer within fifteen (15) calendar days.~~

1049.3.9 PERSONNEL FILES

No information adverse to an employee's ~~firefighter's~~ interest shall be entered into his/her personnel file or other file used for personnel purposes, without the employee ~~firefighter~~ having first read and signed the document containing the adverse comment, indicating that he or she is aware of the comment. However the entry can be made if after reading the instrument, the employee ~~firefighter~~ refuses to sign it. That fact shall be noted on the document and signed or initialed by the employee ~~firefighter~~

An employee ~~firefighter~~ shall have thirty (30) days in which to file a written response to any adverse comment entered into his or her personnel file. The written response shall be attached to, and shall accompany, the adverse comment.

Upon request, an employee ~~firefighter~~ shall, at reasonable time and at reasonable intervals, during usual business hours and without loss of compensation, be allowed to inspect his or her personnel file (as set forth in Government Code Section 3254.6).

An employee ~~firefighter~~ shall have the right to request removal from the personnel file of any material that he or she believes to have been unlawfully or mistakenly included in the file. The employee ~~firefighter~~ may appeal any refusal to remove such material as set forth in Government Code Section 3256.5.

1049.3.10 THE FIREFIGHTERS PROCEDURAL BILL OF RIGHTS

Nothing contained herein shall be interpreted or construed to detract from the rights afforded eligible employees under "The Firefighters Procedural Bill of Rights Act."

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: FIRE CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, MARCH 13TH, 2024
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Community Facilities District Formation: Polices and Goals

Action Requested: Staff recommends a second reading and adoption of the Community Facilities District (CFD) policies and goals.

Background: To secure long-term recurring funding for the District to continue providing adequate emergency services and managing the impact of new development, Staff has recommended the Board consider implementing Community Facilities Districts (CFDs), discussed during a Board workshop in January.

As a refresher, the goal of a CFD is for new development to generate sufficient additional revenue to fund the costs of providing the District's services required by any new development. This CFD aims to finance fire protection services, rescue services, emergency medical services, hazardous material emergency response services, ambulance services, and other services relating to protecting lives and properties necessitated by development or planned development.

Impact: Financial.

Attachments: Draft policies and goals.

Mark Duerr
Fire Chief
South Placer Fire District

BOARD POLICY NO. ___-___

South Placer Fire Protection District, California

Local Goals and Policies
for the use of the
Mello-Roos Community Facilities Act of 1982
with respect to public safety and services only community facilities districts

Statement of Purpose

This document sets forth the local goals and policies (“Goals and Policies”) of the South Placer Fire Protection District (the “District”) concerning the use of the Mello-Roos Community Facilities Act of 1982 (the “Act”) (Section 53311 and following of the California Government Code) with respect to proceedings to establish new community facilities districts for payment of public safety services. It has been prepared pursuant to the requirements of Section 53312.7 of the Act. The Goals and Policies are intended to meet the minimum requirements of the Act and may be amended or supplemented by resolution of the Board at any time.

It is the goal of the District that new development generate sufficient additional revenues to fund the costs of providing the District’s public services (“Services”), such as fire and emergency response services, required as a result of such new development. The District may allow property owners to form new community facilities districts or annex to an existing community facilities district to fund high demand Services in accordance with these Goals and Policies. The District shall not require end-stage developed property with no further planned development to be included in community facilities districts. These Goals and Policies provide guidance and conditions for the conduct by the Board of Directors of the District (the “Board of Directors”) of proceedings for formation of and annexation of property to community facilities districts (“CFDs”) pursuant to the Act to provide a portion of the required revenues to provide Services to new development.

Fundamental Policy

It is the policy of the District that, except as specifically limited by these Goals and Policies, the Board of Directors may exercise all rights, powers, and authorities granted to it by the Act.

The contents of these Goals and Policies constitute a statement of policies and shall not be construed to constitute a statement of legal requirements or limitations. The silence of these Goals and Policies with respect to any matter shall not be interpreted as creating any policy with regard to that matter. The District shall look to the provisions of the Act or the District’s adopted ordinance code for such legal requirements and limitations.

Relationship to Other Goals and Policies

These Goals and Policies shall govern only the establishment, annexation to, and administration of community facilities districts to fund public safety services and with respect to which the District has not issued, and does not plan to issue, special tax bonds or other marketable debt.

These Goals and Policies are for District initiated CFDs. In the event the District initiates proceedings for a CFD that would be subject to both these Goals and Policies and other local goals and policies under the Act previously or hereafter adopted by the Board of Directors for

other purposes, the Board of Directors may designate the applicable local goals and policies to which the CFD is subject.

Eligible Services

Services eligible to be financed by a CFD governed by these Goals and Policies are fire protection services including rescue services, emergency medical services, hazardous material emergency response services, ambulance services and any other services relating to the protection of lives and property necessitated by development or planned development within a proposed CFD. The District may also finance other necessary or useful services authorized to be financed pursuant to the Act. A CFD may only finance services to the extent they are in addition to those provided in the territory of the CFD before the CFD was created, and the additional services may not supplant services already available within the territory of the CFD when the CFD was created.

Financing Priorities

Priority for CFD financing shall be given to Services which are necessary for the public health, safety and welfare and would otherwise be paid from the general fund or otherwise required to satisfy any conditions of development. Secondly, priority for CFD financing shall be given to other Services which are necessitated by development or planned development within the proposed CFD.

As part of annual budget development, the Board of Directors, as governing body of each CFD, will determine the budget and best use of special tax proceeds for any particular CFD from the specified authorized Services for such CFD, based on Board of Directors' priorities at the time and the amount of funding available from the CFD.

Equity of Tax Allocation Formulas

Any special tax formula shall allocate the special tax reasonably and equitably against all similar parcels within any CFD based on a reasonable and equitable allocation of the costs of the funded Services. The special tax formula may exempt certain parcels such as parcels that are publicly owned, held by a property owners' association, used for a public purpose such as open space, used for affordable housing projects, or subject to a public utility easement in a manner that makes development of said parcel impractical in the sole discretion of the Board of Directors. The District will engage a qualified special tax consultant to assist in the development of the Rate and Method of Apportionment ("RMA") for any special tax proposed in connection with a CFD.

The District recognizes that any determination of tax equity must rely on assumptions based on characteristics of parcels, and that an exact fair share of costs cannot be perfectly estimated with respect to any parcel or class of parcel. Consequently, the District may rely on any reasonable tax apportionment analysis, in its sole and absolute discretion. The District may permit the allocation of special taxes on any basis that is rationally related to the purpose of the CFD, but may not base the allocation on assessed valuation.

It is desirable that the special tax formula included in each RMA shall have the following characteristics:

1. Residential units shall be taxed at a Single Family Residential (SFR) square footage rate.

2. Multi-Family Residential (MFR) rate is assessed a fixed amount.
3. Accessory Dwelling Units (ADU) rate is assessed a square footage rate.
4. Non-residential special tax rate assessed on a square footage rate.
5. Non-residential buildings that are classified as high hazard occupancies should include a premium.
6. Non-residential buildings that are classified as low hazard occupancies should include a discount.
7. The special tax should not be assessed on undeveloped property.
8. The special tax should include a 2% annual administrative fee.

The special tax formula should set the maximum special tax rates for developed residential parcels at an amount that ensures that the total tax burden (that is, the maximum annual special tax, together with ad valorem property taxes, special assessments, special taxes for any overlapping community facilities district, and any other taxes, fees and charges payable from and secured by the property) on such parcels will not exceed 2% of the projected assessed value of such parcel assuming completion of all planned public and private improvements relating thereto unless the Board of Directors finds that a higher amount would be more appropriate in light of the attributes of the parcel. The maximum special tax rates for developed parcels that do not contain dwelling units or similar occupiable spaces shall be an equitable rate that is comparable to that given above, to be determined by the Board of Directors.

Because any special tax levied pursuant to these Goals and Policies will be for the ongoing provision of Services, any special tax methodology may provide for an annual rate increase to reflect inflation. Such annual inflation adjustment may be tied to the California Consumer Price Index with a floor of 0%. The annual rate increase should not have a cap.

Issuance of Bonds—Statement Regarding Credit Policy and Appraisal Standards

At this time, it is the policy of the District to utilize the Act pursuant to these Goals and Policies only for the financing of Services. Therefore, these Goals and Policies do not authorize the issuance of bonds pursuant to Article 5 of the Act.

As a consequence, these Goals and Policies do not include a statement regarding credit policies or a statement of definitions, standards, and assumptions to be used in appraisals.

Responsible Department

The District's Fire Chief, who is located at 6900 Eureka Road, Granite Bay, California 95746 and whose telephone number is (916) 791-7059, is designated as the official of the District who will serve as CFD Administrator and who is responsible for: (i) preparing the annual roll of special tax obligations with respect to any CFD; (ii) providing information to interested persons regarding the current and estimated future tax liability of owners or purchasers of real property subject to the special tax lien; and (iii) furnishing notices of special tax as required by Section 53340.2 of the Act.

Subject to the policies of the District, and as permitted by applicable law, the District may obtain the assistance of a qualified consultant to perform any of the duties set forth above.

Transparency and Notification

The District will take the following steps to ensure that prospective property purchasers are fully informed about their taxpaying obligations imposed under the Act:

1. It will conduct all proceedings required by the Act in the manner required by the Ralph M. Brown Act (Section 54950 and following of the California Government Code);
2. It will cause a map of the boundaries of any proposed CFD to be recorded, pursuant to Section 3111 of the California Streets and Highways Code, in the Office of the Recorder of District within 15 days following the adoption of a resolution of intention to form that CFD, pursuant to Section 53321 of the Act;
3. It will give notice, pursuant to Section 53322 of the Act, prior to holding any public hearing on the establishment of a CFD;
4. It will record a notice of special tax lien, in the form specified by Section 3114.5 of the California Streets and Highways Code, within 15 days of the Board of Supervisor's determination that the requisite number of voters are in favor of the levy of a special tax in connection with a CFD. Such notice will include, among other information:
 - i. A description of the rate, method of apportionment, and manner of collection of the authorized special tax;
 - ii. Information about the conditions under which the obligation to pay the special tax may be prepaid and permanently satisfied and the lien of the special tax canceled;
 - iii. The name(s) of the owner(s) and the assessor's tax parcel number(s) of the real property included within this community facilities district and not exempt from the special tax;
 - iv. The name, address and telephone number of the CFD Administrator, so they may contact the CFD Administrator to obtain further information concerning the current and estimated future tax liability of owners or purchasers of real property subject to the special tax lien; and
5. It will, through the CFD Administrator, furnish a notice of special tax, in the form set forth in Section 53340.2(c) of the Act to any individual requesting the notice or any owner of property subject to a special tax levied by the local agency within five working days of a request for such notice. The Board of Directors may establish a reasonable fee for this service.

CFD Costs Deposits and Reimbursements

All District and consultant costs incurred in the establishment of or annexation into a CFD may be paid by the entities, if any, requesting establishment of or annexation into a CFD. All District and consultant costs incurred in the establishment of or annexation into a CFD shall be paid for projects with more than 25 units and/or all Multi-Family Residential.

Interpretation

The Board of Directors is empowered to interpret these Goals and Policies. A finding by the Board of Directors that a CFD conforms with the provisions of these Goals and Policies shall be conclusive evidence of such conformity.

Amendment

These Goals and Policies may be amended from time to time by resolution of the Board of Directors.

The Board of Directors may, in limited and exceptional circumstances and to the extent permitted by law, in its discretion, waive any of the policies set forth herein in particular cases.

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, MARCH 13TH, 2024
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: **District Master Plan**

Action Requested: Staff recommends discussion and approval of the Master Plan.

Background: Over a year ago, South Placer Fire District partnered with LAFCO to assess district performance. The district provided information and raw data to the consultant, AP Triton, including response data from the Dispatch Center and the District, financials, facility and apparatus status and replacement plans, and staff interviews. Additionally, members of the District and the community were interviewed resulting in a document called the Master Plan.

The Master Plan provides insight into understanding the current situation, anticipating community growth, providing resource and infrastructure planning, offering a policy-making tool, analysis of response performance, development of response time objectives, and assisting with resource deployment. This information is then utilized to provide findings and recommendations for improving the District. The Master Plan combines a community risk assessment and Standards of Cover, which identifies the District's strengths and weaknesses and offers short, medium, and long-term goals to address issues uncovered during the evaluation.

Impact: Organizational Change/Informational

Attachments: Master Plan

Mark Duerr
Fire Chief
South Placer Fire District

Fire District MASTER PLAN

Community Risk Assessment
Standards of Cover



South Placer FIRE DISTRICT

March 2024

**For Board Packet, pages 42-316,
see Addendum: Fire District Master Plan**



**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, MARCH 13TH, 2024
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: 2024/25 Emergency Medical Services (EMS) Fee Adjustment:

Action Requested: Staff recommends reviewing and discussing the current ambulance rate schedule and area rates.

Background: During the 2006 EMS rate adjustment, the Board requested that the costs and fees associated with the ambulance transporting service be reviewed and presented to the Board each year. At the April 2018 Board meeting, the Chief requested that the fee adjustment in part be tied to a CPI as other Fire Districts have done. The Board passed through ordinance the rate adjustment by the percentage change in the Consumer Price Index (CPI) Series Title Medical Care in the U.S. City Average, All Urban Consumers, Not Seasonally Adjusted, as published by the U.S. Department of Labor, Bureau of Labor Statistics for the twelve months ending December 31 of the preceding calendar year.

With approval from the Board, this year's adjustment will be -0.3% beginning July 1, 2024.

Impact: Recover the cost of EMS Services.

Attachments: CPI Data Sheet, Proposed fee schedule, Ordinance No. 2-2019/20 EMS Fee Ordinance

Mark Duerr
Fire Chief
South Placer Fire District

Consumer Price Index for All Urban Consumers (CPI-U) 12-Month Percent Change

Series Id: CUUR0000SAM2

Not Seasonally Adjusted

Series Title: Medical care services in U.S. city average, all urban

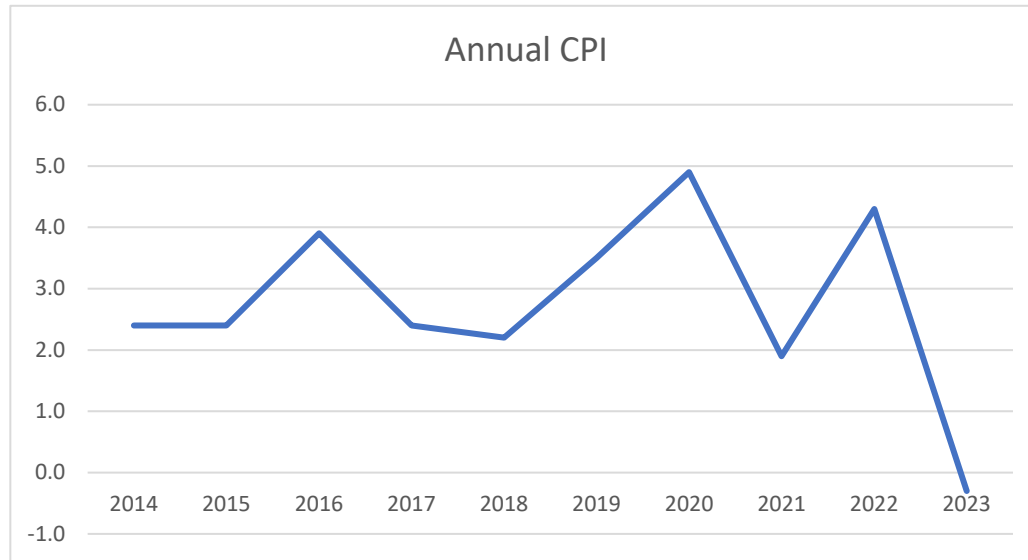
Area: U.S. city average

Item: Medical care services

Base Period: 1982-84=100

Years: 2014 to 2023

Year	Annual
2014	2.4
2015	2.4
2016	3.9
2017	2.4
2018	2.2
2019	3.5
2020	4.9
2021	1.9
2022	4.3
2023	-0.3



South Placer Fire District Emergency Medical Services Rates

March 13th, 2024

2024 Adjustment = -0.3%

Base Rates	Current	Proposed 24/25
ALS Transport	\$2,301.28	\$2,294.38
BLS Transport	\$2,301.28	\$2,294.38
ALS/BLS Mileage	\$47.22	\$47.08
Night Charge	\$164.72	\$164.23
ALS Engine First Responder Fee	\$329.05	\$328.06
Treat no Transport Fee	\$329.08	\$328.09
ePCR + QAF Fee	\$39.92	\$39.80

South Placer Fire District Emergency Medical Services Supply Charges

Supply Charges

	Current	Proposed 24/25		Current	Proposed 24/25		Current	Proposed 24/25
Activated Charcoal	\$47.69	\$47.55	EKG	\$143.15	\$142.72	Nitro Tablet	\$7.89	\$7.87
Adenosine	\$62.46	\$62.27	Epinephrine 1mg 1:10K	\$24.65	\$24.58	Needle Cric	\$143.39	\$142.96
Albuterol Nebulizer	\$53.68	\$53.52	Epinephrine 1mg 1:1K	na	\$45.60	O2 Supplies	\$25.44	\$25.36
Amiodarone	\$14.99	\$14.95	Epinephrine MDV	\$499.68	\$498.18	OB Kit	\$50.31	\$50.16
Aspirin	\$12.92	\$12.88	Fentanyl	\$44.55	\$44.42	Oxygen	\$216.48	\$215.83
Atropine	\$21.78	\$21.71	Glucagon	\$441.10	\$439.78	Pelvic Sling Device	na	\$147.20
Atrovent Nebulizer	\$34.14	\$34.04	Glucometer Use	\$131.67	\$131.27	PPE	\$26.03	\$25.95
Bag Valve Mask	\$95.27	\$94.98	Glucose Oral	\$20.24	\$20.18	Pulse Oximetry	\$86.48	\$86.22
C02 Detection Supply	\$75.00	\$74.78	Interosseous Performed	\$383.51	\$382.36	Restraints	\$14.01	\$13.97
Calcium Chloride	\$35.33	\$35.22	Intubation Performed	\$270.27	\$269.46	Sodium Bicarb	\$42.50	\$42.37
Chest Decompression	\$314.99	\$314.05	ISOL/Decontamination	\$57.54	\$57.37	Spinal Immobilization	\$114.48	\$114.14
CPAP	\$286.92	\$286.06	IV Drip Supplies	\$100.36	\$100.06	SAM Splint	\$21.65	\$21.59
D10 IV Solution 250ml	\$66.86	\$66.66	Ketamine	na	\$181.93	Sterile H2O Irrigation	\$7.44	\$7.42
Diphenhydramine	\$18.40	\$18.34	Ketorolac	na	\$24.75	Suctioning	\$76.53	\$76.30
Defib Electrodes	\$91.04	\$90.77	Lidocaine Preload	\$46.64	\$46.50	Tylenol- IV	\$63.70	\$63.51
Disposable Linen	\$54.05	\$53.89	Morphine	\$40.11	na	CAT Tourniquet	\$47.00	\$46.86
Dressing-Major	\$73.45	\$73.23	MAD Device	\$8.15	\$8.13	Versed 5mg	\$65.86	\$65.66
Dressing-Minor	\$25.84	\$25.76	Narcan	\$86.48	\$86.22	Zofran 4mg/4ml	\$12.91	\$12.87

ORDINANCE NO. 2-2019/20

ORDINANCE OF THE SOUTH PLACER FIRE PROTECTION DISTRICT REVISING THE DISTRICT'S SCHEDULE OF FEES AND CHARGES FOR CERTAIN EMERGENCY MEDICAL SERVICES

THE SOUTH PLACER FIRE DISTRICT ORDAINS:

WHEREAS, THE SOUTH PLACER FIRE PROTECTION DISTRICT is a fire protection district duly organized and existing under the laws of the State of California, including California Fire Protection District Law of 1997 (California Health and Safety Code Sections 13800 and following), and

WHEREAS, pursuant to said Health and Safety Code, the District provides various fire protection services, emergency medical services, ambulance transporting services and related activities; and

WHEREAS, there was previously established in 2002 a schedule of fees and charges for the above referenced services, among others, with said schedule of fees and charges has been followed and imposed thereafter by this district, and

WHEREAS, California Health and Safety Code Section 13916 now authorizes the District to charge a fee to cover the costs of any of the services provided by the District, and

WHEREAS, in 2006 the Board of Directors requested these schedules of fees and charges for the above referenced services be reviewed each year, and

WHEREAS, the District has undertaken and completed a current analysis of the cost and expenses incurred and necessary to provide, carry on, conduct and perform the above referenced services and related activities and has found that the revenues pursuant to the existing schedule are not sufficient to meet such costs and expenses and that it is necessary to revise the schedule of such fees and charges – accordingly and increase the same so as to generate sufficient revenue to meet the costs reasonably necessary and estimated to be incurred by the District in providing such services;

WHEREAS, the Board of Directors has determined that the fees and charges as revised hereunder are regulatory in nature and not property-related fees and charges as referred to in California Constitution Sections XIIIc and XIIId (former Proposition 218),

NOW, THEREFORE, THE BOARD OF DIRECTORS OF SOUTH PLACER FIRE PROTECTION DISTRICT, ORDAIN as follows:

SECTION 1. DEFINITIONS

For the purpose of this ordinance, the following terms shall have the following respective meanings unless the context indicates otherwise.

DISTRICT – shall mean South Placer Fire Protection District.

BOARD – shall mean the Board of Directors of this District.

EMERGENCY MEDICAL SERVICES DIVISION – shall mean and comprise those individuals duly appointed from time to time by the Board and constituting the EMS Division of this District.

MEDICAL AID AND AMBULANCE TRANSPORTING SERVICE FEES – shall mean the schedule of fees and charges established hereunder by this ordinance for the various respective services and related activities referred to in said schedule as approved and any revisions to the schedule found within Exhibit #1.

SECTION 2. GENERAL POLICIES

LEGISLATIVE INTENT AND FINDING. The Board of Directors deems it necessary and in the best interests of the District in the providing as emergency medical services and activities that various charges and fees are instrumental in providing such services. That a current analysis of the costs and expenses being incurred by the District, providing such services has indicated, that the current schedule of fees and charges for such services and the revenue generated hereunder is inadequate to meet the costs necessarily incurred by the District in order to provide such service and conduct such activities and that pursuant to the foregoing, therefore, it is necessary that the schedule of fees are sufficient hereunder and be revised accordingly and in an amount sufficient to generate revenues to meet the estimated financial needs of the District providing such services and performing such activities. All fees and charges hereunder shall be assessed if patient is transported or services are rendered on scene and patient is released against medical advice. All fees for specified services and activities, the subject of the schedule shall be calculated by the EMS DIVISION OF THE DISTRICT.

SECTION 3. REVISED SCHEDULE OF FEES AND CHARGES ESTABLISHED

Pursuant to the foregoing provisions of this ORDINANCE, the BOARD OF DIRECTORS does hereby establish the Revised Schedule of Fees and Charges as more particularly shown in Exhibit “#1” attached hereto and by this reference incorporated herein as if set forth in full.

SECTION 4. FEE ANNUAL ADJUSTMENT

The fees identified in the Exhibit #1 shall be adjusted annually, beginning July 1, 2019 and each July 1st thereafter, by the percentage change in the Consumer Price Index (CPI) Series Title Medical Care in the U.S. City Average, All Urban Consumers, Not Seasonally Adjusted, as published by the U.S. Department of Labor, Bureau of Labor Statistics for the twelve month period ending December 31 of the preceding calendar year.

SECTION 5. REVISION OF FEE SCHEDULE

The Board of Directors of the South Placer Fire District may, from time to time, revise the schedule found in Exhibit #1 as a result of changes in operating expenses of the District outside of Section 4 Annual Fee Adjustment. Such revisions shall be adopted in the form of amendments to this ordinance, after public comment at a regularly scheduled meeting of the Board in accordance with Health and Safety Code Section 13916.

SECTION 6. SEVERABILITY CLAUSE

If any section, subsection, paragraph, sentence clause of this Ordinance or any part is for any reason held to be invalid by a Court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance or any part thereof.

SECTION 7. EFFECTIVE DATE

This ordinance, including the revised schedule of fees and charges established hereunder shall become effective no sooner than 30 days after its enactment and within 15 days thereafter shall be posted and published within the District as required by law.

The rates and charges established pursuant to this shall become applicable within the current fiscal year commencing **July 10th, 2020** and remain in effect thereafter.

SECTION 8. REVISIONS AND REVOCATIONS

There is reserved to this Board of Directors the right in their discretion at any time and from time to time to amend, modify or revoke in whole or in part any part, portion or provision of this ordinance as may be permitted or provided by law.

The provisions and revised schedule of fees and charges shall supersede prior ordinances and serve as the current ordinance until such time as the South Placer Fire District Board of Directors adopt an up-dated ordinance relating to said matters.

PASSED AND ADOPTED pursuant to hearing and at a regular meeting of the Board of Directors of the SOUTH PLACER FIRE PROTECTION DISTRICT, duly called and held in the DISTRICT on **May 8th, 2020**, by the following

AYES: 6 Gibson, Grenfell, Harris, Ryland, Millward, Kelley

NOES: 0

ABSENT: 1, Mullin

By: 
President of the Board

ATTEST:

By: 
Clerk of the Board
VICE PRESIDENT OF THE BOARD

EXHIBIT #1

South Placer Fire District Emergency Medical Services Rates

7/10/2020

Base Rates	Current
ALS Transport	\$2,016.69
BLS Transport	\$2,016.69
ALS/BLS Milage	\$41.38
ALS Engine First Responder Fee	\$288.35
Treat no Transport Fee	\$288.35
IPCR + QAF Fee	\$34.98

**SOUTH PLACER FIRE PROTECTION DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, MARCH 13TH, 2024
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: LAFCO Election Process:

Action Requested: The Chief recommends the Board members cast their ballots for the LAFCO Board Special District Representative and Alternate.

Background: LAFCO (Local Agency Formation Commission) is comprised of several representatives from the county, city, special districts, and the public. Seven nominations were received to represent Special Districts for the Regular Voting Special District Representative and six for the Alternate Representative.

Impact: Special District Representation on the LAFCO Board

Attachments: LAFCO Special District Election Ballot Packet 2024 -- Placer LAFCO Regular Voting Special District Ballot; Placer LAFCO Alternate Voting Special District Ballot; candidate statements.

Mark Duerr
Fire Chief
South Placer Fire Protection District

PLACER COUNTY
LOCAL AGENCY FORMATION COMMISSION

Electronic Transmittal

COMMISSIONERS:

Cindy Gustafson
Chair (County)

Susan Rohan
Vice Chair (Public)

Joshua Alpine
(Special District)

Shanti Landon
(County)

Sean Lomen
(City)

Tracy Mendonsa
(City)

Rick Stephens
(Special District)

**ALTERNATE
COMMISSIONERS:**

Jim Holmes
(County)

William Kahrl
(Special District)

Jenny Knisley
(City)

Cherri Spriggs
(Public)

COUNSEL:

Michael Walker
General Counsel

STAFF:

Michelle McIntyre
Executive Officer

Amy Engle
Commission Clerk

Date: February 27, 2024
To: Special District Presiding Officer c/o Clerk of the District
From: Michelle McIntyre
Re: Selection of a Special District Representative and Alternate

On January 17, 2024, LAFCO requested the Special Districts Presiding Officers consider nominating one or two special district board member(s) to serve as the Special District and Alternate Special District Representative on LAFCO.

We received several nominations for both seats within the deadline. Some nominees were nominated as the voting and alternate voting members. As a result, we ask you to complete the ballots in the following manner:

Regular Voting Special District Representative Ballot

- Choose one candidate only.

Alternate Special District Representative Ballot

- Choose your *first-choice* candidate by writing the number 1 next to their name.
- Choose your *second-choice* candidate by writing the number 2 next to their name.

We will count the ballots for the Special District Representative before tallying the votes for the alternate voting member seat. We will only use your second-choice candidate for the Alternate Representative if your first choice was selected as the regular voting member.

To be considered valid, ballots must be signed by the presiding officer of a special district, or another board member designated by the board. Ballots from a quorum of the Special Districts must be received for the election to be valid, and the person receiving the most votes for each seat shall be appointed. This memo contains ballots and any submitted Statement of Qualifications from the candidates.

Please return completed ballots via email to lafco@placer.ca.gov no later than **Friday, April 26, 2024, at 4 pm.**

Ballot: Selection of Regular Voting Special District Representative on LAFCO

Please choose one candidate:

_____ **H. Gordon Ainsleigh, Auburn Area Recreation and Park District Director**

Nominated by:
Auburn Area Recreation and Park District

_____ **Joshua Alpine, Placer County Water Agency Director**

Nominated by:
North Tahoe Public Utility District
Placer County Water Agency
Tahoe City Public Utility District

_____ **Peter Gilbert, Placer Mosquito & Vector Control District Trustee**

Nominated by:
Placer Mosquito & Vector Control District

_____ **Richard Hercules, Foresthill Fire Protection District President**

Nominated by:
Foresthill Fire Protection District

_____ **William Kahrl, Newcastle Fire Protection District President**

Nominated by:
Newcastle Fire Protection District
Penryn Fire Protection District
Placer Hills Fire Protection District

_____ **Luke Ragan, North Tahoe Fire Protection District Vice President**

Nominated by:
North Tahoe Fire Protection District

_____ **Teresa Ryland, South Placer Fire Protection District Director**

Nominated by:
South Placer Fire Protection District

Name of Special District: _____

Presiding Officer Printed Name

Presiding Officer Signature

Must be received by LAFCO via email at LAFCO@placer.ca.gov no later than Friday, April 26, 2024 by 4pm.

Ballot: Selection of Alternate Special District Representative on LAFCO

Please choose two candidates, numbering your first choice 1 and second choice 2.
Your second choice will be counted in the event your first choice is voted in as the LAFCO Special District Regular Voting Member.

_____ **H. Gordon Ainsleigh, Auburn Area Recreation and Park District Director**
Nominated by:
Auburn Area Recreation and Park District

_____ **Joshua Alpine, Placer County Water Agency Director**
Nominated by:
Placer Hills Fire Protection District

_____ **Judy Friedman, Tahoe City Public Utility District Director**
Nominated by:
Alpine Springs Community Water District
North Tahoe Public Utility District
Placer County Water Agency
Tahoe City Public Utility District

_____ **William Kahrl, Newcastle Fire Protection District President**
Nominated by:
Penryn Fire Protection District

_____ **Luke Ragan, North Tahoe Fire Protection District Vice President**
Nominated by:
North Tahoe Fire Protection District

_____ **Teresa Ryland, South Placer Fire Protection District Director**
Nominated by:
Newcastle Fire Protection District
South Placer Fire Protection District

Name of Special District: _____

Presiding Officer Printed Name

Presiding Officer Signature

Must be received by LAFCO via email at LAFCO@placer.ca.gov no later than Friday, April 26, 2024 by 4pm.

I am Gordon Ainsleigh, 20-year Board Member of Auburn Recreation District. It has been my fortune, debatably good or bad, to have been president of two boards of directors at a time of crisis.

One was with Midway Heights County Water District in the late 1980s, when the EPA chose us as the first-in-the-nation community water district to attack, and force into chlorination. So in spite of the fact that the head of the National Cancer Institute had recently bragged about the new science showing that chlorinated water caused bowel and bladder cancer, and in spite of our Board's stance that we wanted to pursue ozonation for clean water, the Court went with the statement of the California State Health Officer that chlorinated water did not cause cancer, and we were forced to comply, trading the present giardia risk for a future bowel and bladder cancer risk. Our two small victories were that the EPA started with a proposed \$500,000 fine, and we maneuvered them down to \$37,500, and that we found a way to get the chlorinated water lines installed for less than half of the government-recommended approach, on a time-payment plan that was easy for our customers. It was a tempestuous time. I had taken the Presidency when the hall was full of angry customers, our past president was being unjustly prosecuted, and no one else was willing to sit behind the microphone. I changed the way meetings were handled, and two months later we had a peaceful nearly-empty hall, and could get on with business.

When I got elected to ARD, our organization was the least-trusted and most criticized special district in the Auburn Area. I was the only one who saw what the problem was. ARD had gone through 4 nightmare District Administrators in 10 years. All were wizards at resumes and interviews, but were either inept or dishonest, or both, at managing our recreation district. I also saw what no one else saw: that Placer High School District and Sierra College had also prospered as long as they hired people from within who had proven they were trustworthy and talented; but when they did a national search to get THE BEST, disaster struck. Sierra College paid out \$600,000 to a female librarian who had been bullied by their new wonder administrator, and Placer High School District had to pass a \$23,000,000 local bond to pay for the new high school in Foresthill, because their wonder administrator had deliberately not applied for 1994 State School Bond money that would have built Foresthill High School. Why? Because Mr Wonderful needed passage of a local bond in his resume to get the top job at wealthy Acalanes HSD, which pays twice as much as Placer HSD, and require superintendents with a proven record of bond passage, who can persuade their wealthy citizens in Orinda and Moraga and Lafayette to pass the many bonds and parcel taxes that support their elite school system. I saw that we had to hire from within, and that we had a bright, hard-working, honest young man with a degree in Recreation Management from Northern Colorado University named Kahl Muscott who could save us from disaster. For two month in a row, the rest of the ARD Board ridiculed me because Kahl didn't have the experience. Finally, I got together with the consultant who was doing the nationwide search, and we came up with a plan: hire the new Wonder Administrator for 6 months to teach Kahl how to do the job. Our new wonder administrator was so good that he left after 3 months to build a park from the ground up at decommissioned El Toro Marine Airbase, but Kahl knew enough by then to carry on. And ARD is now a model of success among special districts.

It seems likely that LAFCO could use a person like me on the Board, to see the problems that others don't see, and to formulate solutions that others don't comprehend. That's what I have done, repeatedly. My priorities are simple: to make sure that every LAFCO decision benefits the quality of life of the people who can be affected by that decision.

Joshua Alpine

District 5 Director, Placer County Water Agency | Special District Member, Placer LAFCo

Joshua Alpine is the District 5 Director for Placer County Water Agency (PCWA), where he oversees the Agency's vital efforts to provide an affordable, reliable, and sustainable water supply to the people, environment, and economy of Placer County and the region.

Joshua currently serves on the Placer Local Agency Formation Commission (Commission); he was elected in 2016 to represent Special Districts. He also served on the Commission from 2011-2012, including a term as Chair representing the City of Colfax.

As current President of the Board of Directors for Project GO, Inc., Joshua is engaged in providing affordable housing and energy efficiency programs for low- and moderate-income working families and senior citizens in our area.

Joshua recently served on the Placer County Economic Development Board and the Association of California Water Agencies (ACWA) Board, serving as Chair of ACWA's Region 3 Board from 2015-2023 (Alpine, Amador, Calaveras, El Dorado, Inyo, Lassen, Mariposa, Modoc, Mono, Nevada, Placer, Plumas, Sierra, and Tuolumne Counties). He also serves from time to time as a member of numerous other committees and task forces.

Prior to serving as a Director for PCWA, Joshua served on the Colfax City Council from 2003-2012, including two terms as Mayor. During that time, he was very involved in wastewater, regional water, and land planning issues.

Joshua works effectively with elected officials and agencies at the local, state, and federal levels, including the Regional Water Quality Control Board and the State Water Resources Control Board, developing solutions to water and land use policies that affect our region. At the federal level, he has worked with the U.S. Environmental Protection Agency, U.S. Corps of Engineers, U.S. Department of Agriculture, and the U.S. Department of Housing & Urban Development.

Joshua has a B.S. in Information Systems Management and holds a California State Hydro Power System Operator certification. He worked as a Hydro System Operator from 2003-2009 for Pacific Gas & Electric (PG&E) operating the Bear, South Yuba, and the American Middle Fork river systems; he is currently a Lead System Operator for PG&E's electric transmission system. Joshua is also a member of the Placer County Historical Society and Colfax Lions Club. Joshua lives in Colfax.

Judy Friedman
Director, Tahoe City Public Utility District
Candidate for Placer County LAFCO Special District Alternate Seat

Judy Friedman has been a full-time resident of Tahoe City, located in the unincorporated area of Placer County, for over 50 years.

Friedman was elected to the Tahoe City Public Utility District (TCPUD) Board of Directors in 2008 and is currently serving her 4th publicly elected term. In addition to serving as a director for TCPUD, Friedman has served a variety of community organizations over the years, both as a volunteer and Board member. She is currently the President of Sierra Senior Services and is a small-business owner. Friedman has experience in both the public and private sectors and appreciates the fiduciary responsibility that comes with the office she seeks.

In her role as a public servant, Friedman makes decisions based on sound financial principles and respect for the needs and concerns of residents and the business community.

There has been tremendous growth in Placer County. LAFCO is charged with helping identify ways to organize, simplify, and streamline government and make sure that services are provided efficiently and economically. That requires thoughtful and creative solutions and well-informed decision makers.

Tahoe City was a small town in the '70s. The issues were modest, and the quality of life was hard to beat. As Placer County continues to grow, Friedman believes we need to work hard to balance quality of life while meeting growing service challenges. Friedman is fully committed to serving the citizens of Placer County in this effort, in a collaborative and transparent manner.

Judy Friedman is asking for your support to serve as Special District Alternate Commissioner and appreciates the trust that comes with your vote.

PETER GILBERT

peter-gilbert@sbcglobal.net

Current Chair, Lincoln Planning Commission

Former Councilman/Mayor. City of Lincoln

Former Councilman/Mayor. City of Foster City

Current Board Member, Placer County Mosquito & Vector Control District

Former President/Treasurer, Lincoln Hills Comm. Assoc.

Current member Lincoln Hills Foundation, Board of Directors

Former member Placer County Grand Jury

Former President – League of California Cities Peninsula Division

33 Cities in San Francisco, San Mateo and Santa Clara Counties

Former Chair, San Mateo County Criminal Justice Council

San Francisco State University – Speech Major -Radio/TV

U S Army Intelligence Corp. Sgt., E-6 Honorable Discharge

San Mateo County Safety Man of the Year for efforts funding a major highway project. (92/101 highway interchange)

Executive management experience. I have managed groups as large as 5,000 employees.

Statement of Qualifications for Election to Placer LAFCO

Richard Hercules, President, Foresthill Fire Protection District

The Opportunity for Placer County

It is certain that the special districts within Placer County will have new challenges in their opportunities and manner in which they provide unique services to the public. These serviced communities need to be bound together to develop organizational solutions for the County. These may be that is different than what exists, but again, to the benefit of the public. New state laws will also affect those districts, governments, and their purposes.

Placer County has been affected by the increased rate of development in most all areas. Special districts will be affected, but are largely managed by elected volunteers and staff that focus on the operations of that district. It is apparent that there are separations between the larger urban districts and the more remote districts, but some effort is expected to better align these groups for the issues of the County. LAFCO, with staff and support from Placer County officials, the special district volunteers and local city officials, can evaluate impacts of growth and development on these districts and urban communities and effect change. Appropriately, citizens of Placer County have expectations of services at many levels, particularly those funded by property taxes and assessment measures.

My Background

Much of my career in private industry was the development, operation of new businesses and organizations to deliver a service or product to a wide range of users. In almost all cases, my skills in these efforts required knowledge in long term planning, policy development, defined organizational structure, and legislative and financial management. Accordingly, conflict resolution and the need to manage negotiations for those opportunities is part of that environment. Further, my experience in mergers and acquisitions has broadened my perspectives in finding solutions beneficial to those parties involved, however disparate.

I have many strengths to work and balance improvements of these services through separation, consolidations or restructuring. While these activities are within the purview of LAFCO, I would apply the reality of the needs of the County and its citizens. In the last 5 years of my work with the Foresthill Fire Protection District board, I can offer that the district is better managed in this period than some of its previous history, and with better engagement and appreciation by the community it serves. This is the type of energy and commitment I would apply to this appointment. I look forward to discuss and understand the particular issues your district is experiencing. I can be reached through the Fire District web site or by telephone.

**STATEMENT OF QUALIFICATIONS
PLACER LOCAL AGENCY FORMATION COMMISSION
WILLIAM KAHRL**

My name is Bill Kahrl. For the last 24 years, my wife Kathleen and I have been working together with local community leaders, business owners, elected officials, friends and neighbors to protect and, where possible, to enhance the quality of life we all enjoy in Placer County.

In that connection, I am just beginning my fourth term as President of the Newcastle Fire Protection District. We've accomplished a lot. In 2023, we opened the new fire station in Newcastle that had been delayed for more than ten years. And we're enjoying considerable success with the Joint Operating Agreement we negotiated with the Penryn and Placer Hills Fire Protection Districts. As a result, we have been able to reduce the administrative costs for all three districts while at the same time improving service, reducing response times, while enhancing overall fire safety throughout central Placer.

It's not just the taxpayers who benefit. These improvements mean more opportunities for training and advancement for our firefighters and a better chance that all the communities we serve will be able to meet the increasing demands of the future.

I believe that closer cooperation, practical coordination, and innovative efficiency are essential to ensure that all our special districts will be able to continue delivering the quality of service the public has come to expect. The Placer LAFCO can be the key to making that happen. But it will require leadership. And it will require better communications among the special districts represented on the commission.

I have a long and detailed familiarity with how the LAFCO process works – and where it can sometimes fall short. In my professional life in government and business, I have worked for Democrats and Republican leaders, held key positions on the staff of the Governor and the Speaker of the Assembly, and advised several of California's major corporations as well as its largest water districts and forestry companies. As a journalist, award-winning editor and author, I've been able to focus on several of the state's major natural resource issues. Some of my proudest accomplishments in this area include the creation of the California Wild and Scenic River System, the acquisition of Point Reyes National Seashore, the preservation of Headwaters National Forest, and initiating the creation of the conservation easement that now protects more than 80,000 acres of pristine coastal lands around Hearst Castle.

The point is, I know how to get things done. And, with respect, I would like to ask for your support so that I can continue working on behalf of all our special districts on Placer LAFCO. If you have any questions or would like to discuss the issues your district is facing, please do not hesitate to call me at 916-663-0785.

William Kahrl, President
Newcastle Fire Protection District
Board of Directors

Luke Thomas Ragan
P.O. Box 1793
Tahoe City, CA 96145
530.308.5098
ragan@ntfire.net

My name is Luke Thomas Ragan. My family is fifth generation Tahoe City. I currently serve on the North Tahoe Fire Protection District Board. I have been the Vice President on that Board for the past four years and have served on the Board since 2016. I also serve on the Boards for North Tahoe Little League and the Tahoe City Recreation Association. I am currently the President of Pacific Built, Inc. and sole owner of Ragan Snow Removal in Tahoe City. I graduated from North Tahoe High School and am currently the head junior varsity football coach and work with the varsity team as well.

I am interested in this position to make a difference and protect the interests in Placer County. I appreciate your consideration to be nominated for a seat on the Placer County LAFCO Board.

Please feel free to contact me if you have any questions.

STATEMENT OF NOMINEE FOR
INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

Name: Teresa R Ryland, CPA, CFE

Special District: South Placer Fire Protection District

I am excited with this opportunity to serve the County on the LAFCO. This committee work would capitalize on my extensive experience in serving government agencies in Placer and allow for future decisions and conversations that benefit all residents of the County.

I have lived in South Placer for 34 years and am proud to have served as a South Placer Fire Protection District Director for over a decade. Through strategic planning, careful budgeting, and efficient operating practices we have been able to maximize our funding, thereby continuing to provide top notch service. I am committed to working with all agencies in the County to assure our strong, continued operation in support of our community and the entire County.

Professionally, I have spent 37 years working with and for California public agencies in planning, finance and facilities arenas, including the last 20 as a local, small business owner in Placer County. My business has involved working with most of the school districts in the County, several cities, the County of Placer, PCWA and of course fire districts.

I served on the fire board as we worked with Loomis Fire on an administrative and support MOU, then through the actual consolidation of the two districts. I am currently working with two other counties' LAFCOs (school district version) – Los Angeles and Sacramento county - as we work through potential school district unification projects.

It would be an honor to represent SPFD on the Placer County LAFCO.

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, MARCH 13TH, 2024
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Individual Board Member Discussion on Future Consolidation:

Action Requested: Staff recommends a moderated discussion on the Board's position on future consolidation.

Background: During the February 14th board meeting, a public member inquired about the Board's position on future consolidation. This will be a moderated discussion about the District Board's views and goals concerning consolidation.

Impact: Future planning

Attachments: None

Mark Duerr
Fire Chief
South Placer Fire District

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, MARCH 13TH, 2024
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Appointment of New Member of the Loomis Citizens' Oversight Committee:

Action Requested: Staff recommends the appointment of a new member to the Loomis Citizens' Oversight Committee as required under the Proposition 218 Benefit Assessment

Background: Due to the unfortunate passing of Oversight Committee member Roger Carroll, there is an open seat on the mandated Committee. This committee comprises people who own property in the assessment district and do not have a conflict of interest with the district or the services funded by the assessment.

On February 24th, Directors Musso, Johnson, and I interviewed four highly qualified community members for the open position. The interview committee and the Board would like to thank all those interviewed, including Jenny Knisley, Russ Kelley, Michael Hogan, and Jeff Duncan. The interview committee wishes it could seat all four as each person was highly qualified and would be a great fit for the position; unfortunately, there is only one seat to fill.

Impact: Benefits Assessment Oversight

Attachments: None

Mark Duerr
Fire Chief
South Placer Fire District

From: [Neil DePaola](#)
To: [Mark Duerr](#)
Subject: South Placer Fire Prevention Team
Date: Monday, February 5, 2024 3:22:07 PM

Chief Duerr,

We would like to take this opportunity to relate our feelings regarding your fire prevention staff. While we are addressing primarily Jeff Ingolia and Katrina Hoop, your entire office staff in Fire Prevention shall be included. We have worked with many fire jurisdictions throughout northern California over the last 30 years. We encounter many different types and styles of administration and inspection. We have come to the conclusion that your staff rise head and shoulders above most others that we have worked with.

We are always treated with respect and know that as we navigate the approval process of submitting fire sprinkler plans and calculations, it is met with timely service and accommodation. We know this is recognized by your staff as not only a service to us, but also to the home builder and home owner. As these processes move through your system, we know that we can relate back to the builder and homeowner, a schedule that they can depend on for a sensible timeline for which they can proceed with their project. The gratitude we receive from these clients is due to the professional manner in which our submittals are processed and the speed at which the installation and inspection is allowed to progress.

Additionally, another aspect of your procedures is the consistency of the plan review and inspections. Although remaining vigilantly strict to the adherence of NFPA 13D and your local requirements, we know that, once in the field, there will not be any additional, or new confines arbitrarily initiated. This helps us to maintain the challenging schedule often imposed by the builder.

We strive to perform our installs, diligently complying to the approved set of plans, in order to ensure we are maintaining a standard that conforms with what is expected by your staff.

Thank you for the great service your Fire Prevention staff provide.

Sincerely,

Neil DePaola
K&S Fire Protection
916-837-5013

SOUTH PLACER FIRE DISTRICT
PARS Post-Employment Benefits Trust

Account Report for the Period
1/1/2024 to 1/31/2024

Mark Duerr
Fire Chief
South Placer Fire District
6900 Eureka Rd.
Granite Bay, CA 95746

Account Summary

Source	Balance as of 1/1/2024	Contributions	Earnings	Expenses	Distributions	Transfers	Balance as of 1/31/2024
OPEB	\$1,536,158.17	\$0.00	\$559.14	\$740.81	\$0.00	\$0.00	\$1,535,976.50
Totals	\$1,536,158.17	\$0.00	\$559.14	\$740.81	\$0.00	\$0.00	\$1,535,976.50

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	0.04%	12.00%	8.50%	2.18%	6.14%	5.53%	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

PARS DIVERSIFIED PORTFOLIOS CONSERVATIVE

Q4 2023

WHY THE PARS DIVERSIFIED CONSERVATIVE PORTFOLIO?

Comprehensive Investment Solution

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

Rigorous Manager Due Diligence

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

Flexible Investment Options

In order to meet the unique needs of our clients, we offer access to flexible implementation strategies: HighMark Plus utilizes actively managed mutual funds while Index Plus utilizes index-based securities, including exchange-traded funds. Both investment options leverage HighMark's active asset allocation approach.

Risk Management

The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

PORTFOLIO FACTS

HighMark Plus (Active)

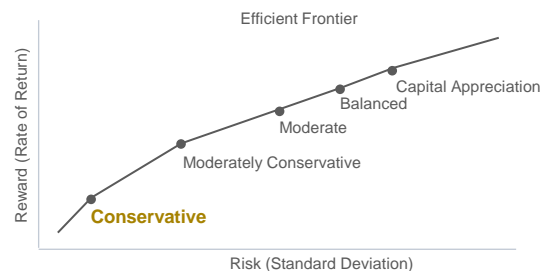
Composite Inception Date	07/2004
No of Holdings in Portfolio	19

Index Plus (Passive)

Composite Inception Date	07/2004
No of Holdings in Portfolio	12

INVESTMENT OBJECTIVE

To provide a consistent level of inflation-protected income over the long-term. The major portion of the assets will be fixed income related. Equity securities are utilized to provide inflation protection.



ASSET ALLOCATION — CONSERVATIVE PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	5 – 20%	15%	15%
Fixed Income	60 – 95%	80%	81%
Cash	0 – 20%	5%	4%

ANNUALIZED TOTAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

HighMark Plus Composite (Active)

	Gross	Net
Current Quarter*	7.47%	7.38%
Blended Benchmark**, **	6.27%	
Year To Date*	8.81%	8.42%
Blended Benchmark**, **	7.85%	
1 Year	8.81%	8.42%
Blended Benchmark**	7.85%	
3 Year	-0.96%	-1.31%
Blended Benchmark**	-0.47%	
5 Year	3.30%	2.93%
Blended Benchmark**	3.20%	
10 Year	3.00%	2.63%
Blended Benchmark**	2.95%	

Index Plus Composite (Passive)

	Gross	Net
Current Quarter*	7.24%	7.14%
Blended Benchmark**, **	6.27%	
Year To Date*	7.63%	7.25%
Blended Benchmark**, **	7.85%	
1 Year	7.63%	7.25%
Blended Benchmark**	7.85%	
3 Year	-1.17%	-1.53%
Blended Benchmark**	-0.47%	
5 Year	2.95%	2.58%
Blended Benchmark**	3.20%	
10 Year	2.72%	2.35%
Blended Benchmark**	2.95%	

* Returns less than one year are not annualized. **Breakdown for Blended Benchmark: From 10/1/2012 - Present: 7.5% S&P500, 1.5% Russell Mid Cap, 2.5% Russell 2000, 1% MSCI EM (net), 2% MSCI EAFE (net), 52.25% Bloomberg US Agg, 25.75% ICE BofA 1-3 Yr US Corp/Gov't, 2% ICE BofA US High Yield Master II, 0.5% Wilshire REIT, and 5% FTSE 1 Mth US T-Bill. From 4/1/2007 – 9/30/2012, the blended benchmark was 12% S&P 500, 1% Russell 2000, 2% MSCI EAFE (net), 40% ICE BofA 1-3 Year Corp./Gov't, 40% Bloomberg US Agg, 5% FTSE 1 Mth US T-Bill. Prior to April 2007, the blended benchmark was 15% S&P 500, 40% ICE BofA 1-3Yr Corp/Gov, 40% Bloomberg US Agg, and 5% FTSE 1 Mth US T-Bill.

ANNUAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

HighMark Plus Composite (Active)

2008	-9.04%
2009	15.59%
2010	8.68%
2011	2.19%
2012	8.45%
2013	3.69%
2014	3.88%
2015	0.29%
2016	4.18%
2017	6.73%
2018	-1.35%
2019	11.05%
2020	9.03%
2021	2.20%
2022	-12.63%
2023	8.81%

Index Plus Composite (Passive)

2008	-6.70%
2009	10.49%
2010	7.67%
2011	3.70%
2012	6.22%
2013	3.40%
2014	4.32%
2015	0.06%
2016	3.75%
2017	5.52%
2018	-1.09%
2019	10.37%
2020	8.56%
2021	1.97%
2022	-12.06%
2023	7.63%

HOLDINGS

HighMark Plus (Active)

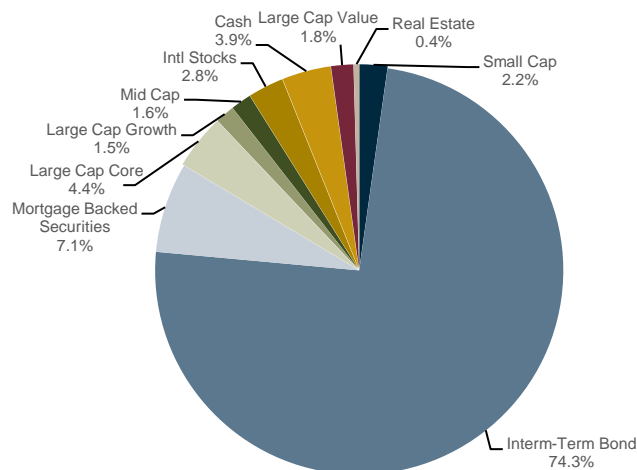
Columbia Contrarian Core I3
 Vanguard Growth & Income Adm
 Dodge & Cox Stock Fund
 iShares S&P 500 Value ETF
 Harbor Capital Appreciation - Retirement
 iShares S&P 500 Growth ETF
 iShares Russell Mid-Cap ETF
 Vanguard Real Estate ETF
 Undiscovered Managers Behavioral Value-R6
 Emerald Growth Fund-I
 DFA Large Cap International Portfolio
 Dodge & Cox International Stock
 MFS International Growth - R6
 Hartford Schrodgers Emerging Markets Eq
 iShares MBS ETF
 Dodge & Cox Income-I
 PGIM Total Return Bond - R6
 DoubleLine Core Fixed Income - I
 First American Government Obligations Z

Index Plus (Passive)

iShares Core S&P 500 ETF
 iShares S&P 500 Value ETF
 iShares S&P 500 Growth ETF
 iShares Russell Mid-Cap ETF
 Vanguard Real Estate ETF
 iShares Russell 2000 Value ETF
 iShares Russell 2000 Growth ETF
 iShares Core MSCI EAFE ETF
 Vanguard FTSE Emerging Markets ETF
 iShares MBS ETF
 iShares Core U.S. Aggregate
 First American Government Obligations Z

Holdings are subject to change at the discretion of the investment manager.

STYLE



The performance records shown represent size-weighted composites of tax exempt accounts that meet the following criteria: Accounts are managed by HighMark with full investment authority according to the PARS Conservative active and passive objectives.

The adviser to the PARS portfolios is U.S. Bank, and HighMark serves as sub-adviser to U.S. Bank to manage these portfolios. U.S. Bank may charge clients as much as 0.60% annual management fee based on a sliding scale. U.S. Bank pays HighMark 60% of the annual management fee for assets sub-advised by HighMark under its sub-advisory agreement with U.S. Bank. The 0.36% paid to HighMark, as well as other expenses that may be incurred in the management of the portfolio, will reduce the portfolio's returns. Assuming an investment for five years, a 5% annual total return, and an annual sub-advisory fee rate of 0.36% deducted from the assets at market at the end of each year, a \$10 million initial value would grow to \$12.53 million after fees (Net-of-Fees) and \$12.76 million before fees (Gross-of-Fees). Gross returns are presented before management and custodial fees but after all trading expenses and reflect the reinvestment of dividends and other income. A client's return will be reduced by the advisory fees and other expenses it may incur as a client. Additional information regarding the firm's policies and procedures for calculating and reporting performance results is available upon request. Performance results are calculated and presented in U.S. dollars and do not reflect the deduction of investment advisory fees, custody fees, or taxes but do reflect the deduction of trading expenses. Returns are calculated based on trade-date accounting.

Blended benchmarks represent HighMark's strategic allocations between equity, fixed income, and cash and are rebalanced monthly. Benchmark returns do not reflect the deduction of advisory fees or other expenses of investing but assumes the reinvestment of dividends and other earnings. An investor cannot invest directly in an index. The unmanaged S&P 500 Index is representative of the performance of large companies in the U.S. stock market. The MSCI EAFE Index is a free float-adjusted market capitalization index designed to measure developed market equity performance, excluding the U.S. and Canada. The MSCI Emerging Markets Index is a free float-adjusted market capitalization index that is designed to measure equity market performance in the global emerging markets. The Russell Midcap Index measures the performance of the mid-cap segment of the U.S. equity universe. The Russell 2000 Index measures the performance of the small-cap segment of the U.S. equity universe. The ICE BofA U.S. High Yield Master II Index tracks the performance of below investment grade U.S. dollar-denominated corporate bonds publicly issued in the U.S. domestic market. Wilshire REIT Index measures U.S. publicly traded Real Estate Investment Trusts. The unmanaged Bloomberg U.S. Aggregate Bond Index is generally representative of the U.S. taxable bond market as a whole. The ICE BofA 1-3 Year U.S. Corporate & Government Index tracks the bond performance of the ICE BofA U.S. Corporate & Government Index, with a remaining term to final maturity less than 3 years. The unmanaged FTSE 1-Month U.S. Treasury Bill Index tracks the yield of the 1-month U.S. Treasury Bill.

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HIGHMARK CAPITAL MANAGEMENT

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ABOUT THE ADVISER

HighMark® Capital Management, Inc. (HighMark) has over 100 years (including predecessor organizations) of institutional money management experience with \$9.2 billion in assets under management*. HighMark has a long term disciplined approach to money management and currently manages assets for a wide array of clients.

ABOUT THE PORTFOLIO MANAGEMENT TEAM

Andrew Brown, CFA®

Senior Portfolio Manager
 Investment Experience: since 1994
 HighMark Tenure: since 1997
 Education: MBA, University of Southern California; BA, University of Southern California

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Senior Portfolio Manager
 Investment Experience: since 1987
 HighMark Tenure: since 2010
 Education: BA, International Christian University, Tokyo

Anne Wimmer, CFA®

Senior Portfolio Manager
 Investment Experience: since 1987
 HighMark Tenure: since 2007
 Education: BA, University of California, Santa Barbara

Asset Allocation Committee

Number of Members: 10
 Average Years of Experience: 29
 Average Tenure (Years): 18

Manager Review Group

Number of Members: 3
 Average Years of Experience: 29
 Average Tenure (Years): 13

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PARS DIVERSIFIED PORTFOLIOS MODERATELY CONSERVATIVE

Q4 2023

WHY THE PARS DIVERSIFIED MODERATELY CONSERVATIVE PORTFOLIO?

Comprehensive Investment Solution

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

Rigorous Manager Due Diligence

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

Flexible Investment Options

In order to meet the unique needs of our clients, we offer access to flexible implementation strategies: HighMark Plus utilizes actively managed mutual funds while Index Plus utilizes index-based securities, including exchange-traded funds. Both investment options leverage HighMark's active asset allocation approach.

Risk Management

The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

PORTFOLIO FACTS

HighMark Plus (Active)

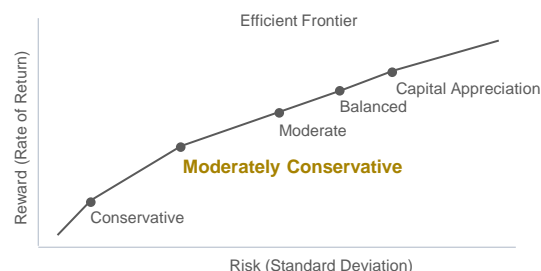
Composite Inception Date	08/2004
No of Holdings in Portfolio	19

Index Plus (Passive)

Composite Inception Date	05/2005
No of Holdings in Portfolio	12

INVESTMENT OBJECTIVE

To provide current income, with capital appreciation as a secondary objective. The major portion of the assets is committed to income-producing securities. Market fluctuations should be expected.



ASSET ALLOCATION — MODERATELY CONSERVATIVE PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	20 - 40%	30%	29%
Fixed Income	50 - 80%	65%	67%
Cash	0 - 20%	5%	4%

ANNUALIZED TOTAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

HighMark Plus Composite (Active)

	Gross	Net
Current Quarter*	8.24%	8.14%
Blended Benchmark*, **	7.52%	
Year To Date*	11.05%	10.66%
Blended Benchmark*, **	10.30%	
1 Year	11.05%	10.66%
Blended Benchmark**	10.30%	
3 Year	0.35%	-0.01%
Blended Benchmark**	0.66%	
5 Year	4.95%	4.57%
Blended Benchmark**	4.94%	
10 Year	4.09%	3.72%
Blended Benchmark**	4.21%	

Index Plus Composite (Passive)

	Gross	Net
Current Quarter*	8.02%	7.93%
Blended Benchmark*, **	7.52%	
Year To Date*	9.89%	9.50%
Blended Benchmark*, **	10.30%	
1 Year	9.89%	9.50%
Blended Benchmark**	10.30%	
3 Year	0.23%	-0.13%
Blended Benchmark**	0.66%	
5 Year	4.64%	4.27%
Blended Benchmark**	4.94%	
10 Year	3.92%	3.55%
Blended Benchmark**	4.21%	

* Returns less than one year are not annualized. **Breakdown for Blended Benchmark: From 10/1/2012 - Present: 15.5% S&P500, 3% Russell Mid Cap, 4.5% Russell 2000, 2% MSCI EM (net), 4% MSCI EAFE (net), 49.25% Bloomberg US Agg, 14% ICE BofA 1-3 Yr US Corp/Gov't, 1.75% ICE BofA US High Yield Master II, 1% Wilshire REIT, and 5% FTSE 1 Mth US T-Bill. From 4/1/2007 - 9/30/2012: the blended benchmark was 25% S&P 500; 1.5% Russell 2000, 3.5% MSCI EAFE (net), 25% ICE BofA 1-3 Year Corp./Gov't, 40% Bloomberg US Agg, 5% FTSE 1 Mth US T-Bill. Prior to April 2007, the blended benchmark was 30% S&P 500, 25% ICE BofA 1-3Yr Corp/Gov, 40% Bloomberg US Agg, and 5% FTSE 1 Mth US T-Bill.

ANNUAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

HighMark Plus Composite (Active)

2008	-15.37%
2009	18.71%
2010	10.46%
2011	1.75%
2012	10.88%
2013	7.30%
2014	4.41%
2015	0.32%
2016	4.94%
2017	9.56%
2018	-2.60%
2019	13.73%
2020	10.76%
2021	5.15%
2022	-13.46%
2023	11.05%

Index Plus Composite (Passive)

2008	-12.40%
2009	11.92%
2010	9.72%
2011	3.24%
2012	8.24%
2013	6.78%
2014	5.40%
2015	-0.18%
2016	5.42%
2017	8.08%
2018	-2.33%
2019	13.53%
2020	9.74%
2021	5.33%
2022	-13.00%
2023	9.89%

HOLDINGS

HighMark Plus (Active)

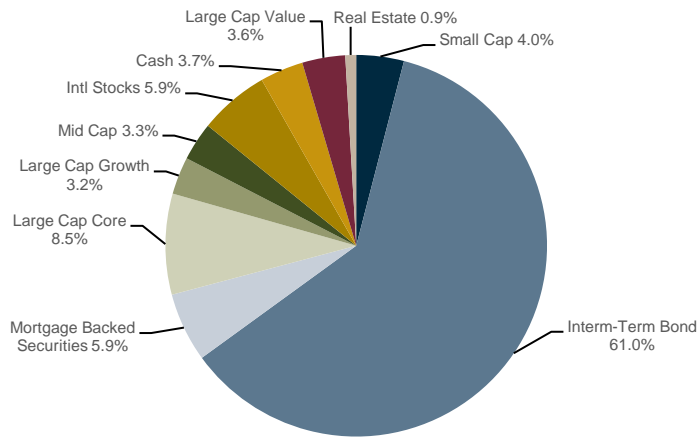
Columbia Contrarian Core I3
 Vanguard Growth & Income Adm
 Dodge & Cox Stock Fund
 iShares S&P 500 Value ETF
 Harbor Capital Appreciation - Retirement
 iShares S&P 500 Growth ETF
 iShares Russell Mid-Cap ETF
 Vanguard Real Estate ETF
 Undiscovered Managers Behavioral Value-R6
 Emerald Growth Fund-I
 DFA Large Cap International Portfolio
 Dodge & Cox International Stock
 MFS International Growth - R6
 Hartford Schroders Emerging Markets Eq
 iShares MBS ETF
 Dodge & Cox Income-I
 PGIM Total Return Bond - R6
 DoubleLine Core Fixed Income - I
 First American Government Obligations Z

Index Plus (Passive)

iShares Core S&P 500 ETF
 iShares S&P 500 Value ETF
 iShares S&P 500 Growth ETF
 iShares Russell Mid-Cap ETF
 Vanguard Real Estate ETF
 iShares Russell 2000 Value ETF
 iShares Russell 2000 Growth ETF
 iShares Core MSCI EAFE ETF
 Vanguard FTSE Emerging Markets ETF
 iShares MBS ETF
 iShares Core U.S. Aggregate
 First American Government Obligations Z

Holdings are subject to change at the discretion of the investment manager.

STYLE



The performance records shown represent a size-weighted composite of tax exempt accounts that meet the following criteria: Accounts are managed by HighMark with full investment authority according to the PARS Moderately Conservative active and passive objectives.

The adviser to the PARS portfolios is U.S. Bank, and HighMark serves as sub-adviser to U.S. Bank to manage these portfolios. U.S. Bank may charge clients as much as 0.60% annual management fee based on a sliding scale. U.S. Bank pays HighMark 60% of the annual management fee for assets sub-advised by HighMark under its sub-advisory agreement with U.S. Bank. The 0.36% paid to HighMark, as well as other expenses that may be incurred in the management of the portfolio, will reduce the portfolio's returns. Assuming an investment for five years, a 5% annual total return, and an annual sub-advisory fee rate of 0.36% deducted from the assets at market at the end of each year, a \$10 million initial value would grow to \$12.53 million after fees (Net-of-Fees) and \$12.76 million before fees (Gross-of-Fees). Gross returns are presented before management and custodial fees but after all trading expenses and reflect the reinvestment of dividends and other income. A client's return will be reduced by the advisory fees and other expenses it may incur as a client. Additional information regarding the firm's policies and procedures for calculating and reporting performance results is available upon request. Performance results are calculated and presented in U.S. dollars and do not reflect the deduction of investment advisory fees, custody fees, or taxes but do reflect the deduction of trading expenses. Returns are calculated based on trade-date accounting.

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Asset Allocation Committee

Number of Members: 10
 Average Years of Experience: 29
 Average Tenure (Years): 18

Manager Review Group

Number of Members: 3
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 Average Tenure (Years): 13

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PARS DIVERSIFIED PORTFOLIOS
MODERATE

Q4 2023

WHY THE PARS DIVERSIFIED MODERATE PORTFOLIO?

Comprehensive Investment Solution

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

Rigorous Manager Due Diligence

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

Flexible Investment Options

In order to meet the unique needs of our clients, we offer access to flexible implementation strategies: HighMark Plus utilizes actively managed mutual funds while Index Plus utilizes index-based securities, including exchange-traded funds. Both investment options leverage HighMark's active asset allocation approach.

Risk Management

The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

PORTFOLIO FACTS

HighMark Plus (Active)

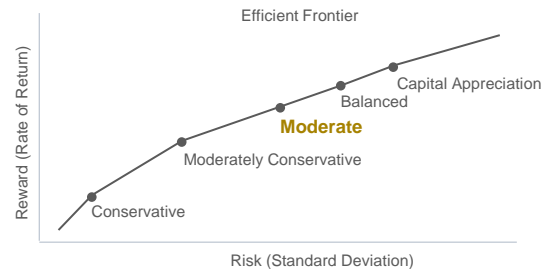
Composite Inception Date 10/2004
No of Holdings in Portfolio 19

Index Plus (Passive)

Composite Inception Date 05/2006
No of Holdings in Portfolio 12

INVESTMENT OBJECTIVE

To provide current income and moderate capital appreciation. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important.



ASSET ALLOCATION — MODERATE PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	40 - 60%	50%	49%
Fixed Income	40 - 60%	45%	48%
Cash	0 - 20%	5%	3%

ANNUALIZED TOTAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

	HighMark Plus Composite (Active)		Index Plus Composite (Passive)	
	Gross	Net	Gross	Net
Current Quarter*	9.28%	9.18%	9.01%	8.91%
Blended Benchmark*, **	8.72%		8.72%	
Year To Date*	13.98%	13.57%	12.74%	12.33%
Blended Benchmark*, **	13.56%		13.56%	
1 Year	13.98%	13.57%	12.74%	12.33%
Blended Benchmark**	13.56%		13.56%	
3 Year	2.08%	1.71%	2.14%	1.77%
Blended Benchmark**	2.58%		2.58%	
5 Year	7.17%	6.79%	6.85%	6.47%
Blended Benchmark**	7.31%		7.31%	
10 Year	5.55%	5.17%	5.34%	4.96%
Blended Benchmark**	5.82%		5.82%	

* Returns less than one year are not annualized. ** Breakdown for Blended Benchmark: From 10/1/2012 – Present: 26.5% S&P500, 5% Russell Mid Cap, 7.5% Russell 2000, 3.25% MSCI EM (net), 6% MSCI EAFE (net), 33.50% Bloomberg US Agg, 10% ICE BofA 1-3 Yr US Corp/Gov't, 1.50% ICE BofA US High Yield Master II, 1.75% Wilshire REIT, and 5% FTSE 1 Mth US T-Bill. From 4/1/2007 – 9/30/2012: the blended benchmark was 43% S&P 500, 2% Russell 2000, 5% MSCI EAFE (net), 15% ICE BofA 1-3 Year Corp./Gov't, 30% Bloomberg US Agg, 5% FTSE 1 Mth US T-Bill. Prior to April 2007: the blended benchmark was 50% S&P 500, 15% ICE BofA 1-3Yr Corp./Gov't, 30% Bloomberg US Agg, and 5% FTSE 1 Mth US T-Bill.

ANNUAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

	HighMark Plus Composite (Active)	Index Plus Composite (Passive)
2008	-22.88%	-18.14%
2009	21.47%	16.05%
2010	12.42%	11.77%
2011	0.55%	2.29%
2012	12.25%	10.91%
2013	13.06%	12.79%
2014	4.84%	5.72%
2015	0.14%	-0.52%
2016	6.45%	7.23%
2017	13.19%	11.59%
2018	-4.03%	-4.03%
2019	17.71%	17.52%
2020	12.92%	11.23%
2021	9.31%	10.18%
2022	-14.63%	-14.21%
2023	13.98%	12.74%

HOLDINGS

HighMark Plus (Active)

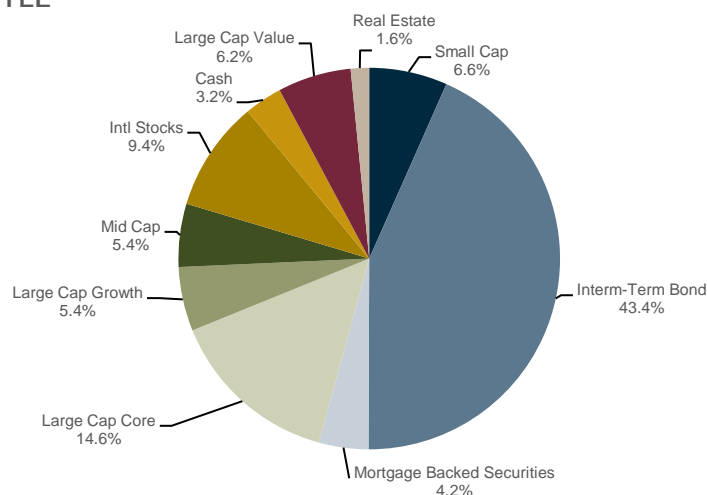
Columbia Contrarian Core I3
 Vanguard Growth & Income Adm
 Dodge & Cox Stock Fund
 iShares S&P 500 Value ETF
 Harbor Capital Appreciation - Retirement
 iShares S&P 500 Growth ETF
 iShares Russell Mid-Cap ETF
 Vanguard Real Estate ETF
 Undiscovered Managers Behavioral Value-R6
 Emerald Growth Fund-I
 DFA Large Cap International Portfolio
 Dodge & Cox International Stock
 MFS International Growth - R6
 Hartford Schrodgers Emerging Markets Eq
 iShares MBS ETF
 Dodge & Cox Income-I
 PGIM Total Return Bond - R6
 DoubleLine Core Fixed Income - I
 First American Government Obligations Z

Index Plus (Passive)

iShares Core S&P 500 ETF
 iShares S&P 500 Value ETF
 iShares S&P 500 Growth ETF
 iShares Russell Mid-Cap ETF
 Vanguard Real Estate ETF
 iShares Russell 2000 Value ETF
 iShares Russell 2000 Growth ETF
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STYLE



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PARS DIVERSIFIED PORTFOLIOS
BALANCED

Q4 2023

WHY THE PARS DIVERSIFIED BALANCED PORTFOLIO?

Comprehensive Investment Solution

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

Rigorous Manager Due Diligence

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

Flexible Investment Options

In order to meet the unique needs of our clients, we offer access to flexible implementation strategies: HighMark Plus utilizes actively managed mutual funds while Index Plus utilizes index-based securities, including exchange-traded funds. Both investment options leverage HighMark's active asset allocation approach.

Risk Management

The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

PORTFOLIO FACTS

HighMark Plus (Active)

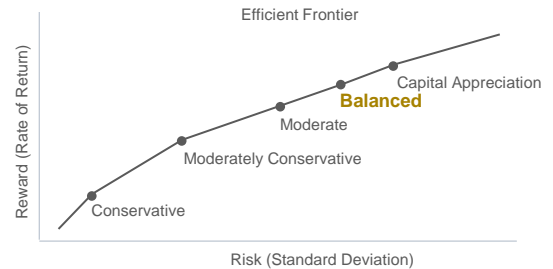
Composite Inception Date 10/2006
No of Holdings in Portfolio 19

Index Plus (Passive)

Composite Inception Date 10/2007
No of Holdings in Portfolio 12

INVESTMENT OBJECTIVE

To provide growth of principal and income. While dividend and interest income are an important component of the objective's total return, it is expected that capital appreciation will comprise a larger portion of the total return.



ASSET ALLOCATION — BALANCED PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	50 – 70%	60%	59%
Fixed Income	30 – 50%	35%	38%
Cash	0 – 20%	5%	3%

ANNUALIZED TOTAL RETURNS

(Gross of Investment Management Fees, but Net of Embedded Fund Fees)

	HighMark Plus Composite (Active)		Index Plus Composite (Passive)	
	Gross	Net	Gross	Net
Current Quarter*	9.84%	9.75%	9.60%	9.50%
Blended Benchmark*, **	9.36%		9.36%	
Year To Date*	15.39%	14.98%	14.31%	13.91%
Blended Benchmark*, **	15.19%		15.19%	
1 Year	15.39%	14.98%	14.31%	13.91%
Blended Benchmark**	15.19%		15.19%	
3 Year	2.89%	2.53%	3.06%	2.69%
Blended Benchmark**	3.46%		3.46%	
5 Year	8.25%	7.86%	7.97%	7.58%
Blended Benchmark**	8.45%		8.45%	
10 Year	6.21%	5.83%	6.05%	5.67%
Blended Benchmark**	6.61%		6.61%	

* Returns less than one year are not annualized. **Breakdown for Blended Benchmark: From 10/1/2012 – Present: 32% S&P500, 6% Russell Mid Cap, 9% Russell 2000, 4% MSCI EM (net), 7% MSCI EAFE (net), 27% Bloomberg US Agg, 6.75% ICE BofA 1-3 Yr US Corp/Gov't, 1.25% ICE BofA US High Yield Master II, 2% Wilshire REIT, and 5% FTSE 1 Mth US T-Bill. From 4/1/2007 – 9/30/2012: the blended benchmark was 51% S&P 500, 3% Russell 2000, 6% MSCI EAFE (net), 5% ICE BofA 1-3 Year Corp./Gov't, 30% Bloomberg US Agg, 5% FTSE 1 Mth US T-Bill. Prior to April 2007: the blended benchmark was 60% S&P 500, 5% ICE BofA 1-3Yr Corp./Gov't, 30% Bloomberg US Agg, and 5% FTSE 1 Mth US T-Bill.

ANNUAL RETURNS

(Gross of Investment Management Fees, but Net of Embedded Fund Fees)

Year	HighMark Plus Composite (Active)		Index Plus Composite (Passive)	
	HighMark Plus Composite (Active)	Index Plus Composite (Passive)	HighMark Plus Composite (Active)	Index Plus Composite (Passive)
2008	-25.72%	-23.22%	-25.72%	-23.22%
2009	21.36%	17.62%	21.36%	17.62%
2010	14.11%	12.76%	14.11%	12.76%
2011	-0.46%	1.60%	-0.46%	1.60%
2012	13.25%	11.93%	13.25%	11.93%
2013	16.61%	15.63%	16.61%	15.63%
2014	4.70%	6.08%	4.70%	6.08%
2015	0.04%	-0.81%	0.04%	-0.81%
2016	6.81%	8.26%	6.81%	8.26%
2017	15.46%	13.39%	15.46%	13.39%
2018	-4.88%	-5.05%	-4.88%	-5.05%
2019	19.85%	19.59%	19.85%	19.59%
2020	13.85%	12.07%	13.85%	12.07%
2021	11.44%	12.63%	11.44%	12.63%
2022	-15.28%	-14.97%	-15.28%	-14.97%
2023	15.39%	14.31%	15.39%	14.31%

HOLDINGS

HighMark Plus (Active)

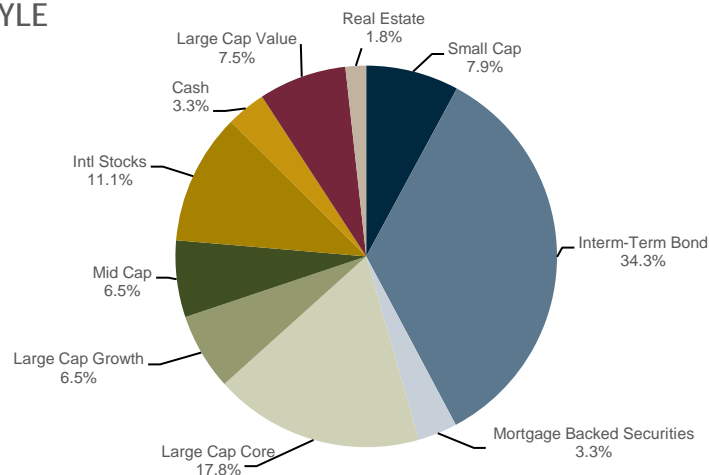
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 Dodge & Cox Stock Fund
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 Harbor Capital Appreciation - Retirement
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 iShares Russell Mid-Cap ETF
 Vanguard Real Estate ETF
 Undiscovered Managers Behavioral Value-R6
 Emerald Growth Fund-I
 DFA Large Cap International Portfolio
 Dodge & Cox International Stock
 MFS International Growth - R6
 Hartford Schrodgers Emerging Markets Eq
 iShares MBS ETF
 Dodge & Cox Income-I
 PGIM Total Return Bond - R6
 DoubleLine Core Fixed Income - I
 First American Government Obligations Z

Index Plus (Passive)

iShares Core S&P 500 ETF
 iShares S&P 500 Value ETF
 iShares S&P 500 Growth ETF
 iShares Russell Mid-Cap ETF
 Vanguard Real Estate ETF
 iShares Russell 2000 Value ETF
 iShares Russell 2000 Growth ETF
 iShares Core MSCI EAFE ETF
 Vanguard FTSE Emerging Markets ETF
 iShares MBS ETF
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Holdings are subject to change at the discretion of the investment manager.

STYLE



The performance records shown represent size-weighted composites of tax exempt accounts that meet the following criteria: Accounts are managed by HighMark with full investment authority according to the PARS Balanced active and passive objectives.

The composite name has been changed from PARS Balanced/Moderately Aggressive to PARS Balanced on 5/1/2013. The adviser to the PARS portfolios is U.S. Bank, and HighMark serves as sub-adviser to U.S. Bank to manage these portfolios. U.S. Bank may charge clients as much as 0.60% annual management fee based on a sliding scale. U.S. Bank pays HighMark 60% of the annual management fee for assets sub-advised by HighMark under its sub-advisory agreement with U.S. Bank. The 0.36% paid to HighMark, as well as other expenses that may be incurred in the management of the portfolio, will reduce the portfolio's returns. Assuming an investment for five years, a 5% annual total return, and an annual sub-advisory fee rate of 0.36% deducted from the assets at market at the end of each year, a \$10 million initial value would grow to \$12.53 million after fees (Net-of-Fees) and \$12.76 million before fees (Gross-of-Fees). Gross returns are presented before management and custodial fees but after all trading expenses and reflect the reinvestment of dividends and other income. A client's return will be reduced by the advisory fees and other expenses it may incur as a client. Additional information regarding the firm's policies and procedures for calculating and reporting performance results is available upon request. Performance results are calculated and presented in U.S. dollars and do not reflect the deduction of investment advisory fees, custody fees, or taxes but do reflect the deduction of trading expenses. Returns are calculated based on trade-date accounting.

Blended benchmarks represent HighMark's strategic allocations between equity, fixed income, and cash and are rebalanced monthly. Benchmark returns do not reflect the deduction of advisory fees or other expenses of investing but assumes the reinvestment of dividends and other earnings. An investor cannot invest directly in an index. The unmanaged S&P 500 Index is representative of the performance of large companies in the U.S. stock market. The MSCI EAFE Index is a free float-adjusted market capitalization index designed to measure developed market equity performance, excluding the U.S. and Canada. The MSCI Emerging Markets Index is a free float-adjusted market capitalization index that is designed to measure equity market performance in the global emerging markets. The Russell Midcap Index measures the performance of the mid-cap segment of the U.S. equity universe. The Russell 2000 Index measures the performance of the small-cap segment of the U.S. equity universe. The ICE BofA U.S. High Yield Master II Index tracks the performance of below investment grade U.S. dollar-denominated corporate bonds publicly issued in the U.S. domestic market. Wilshire REIT index measures U.S. publicly traded Real Estate Investment Trusts. The unmanaged Bloomberg U.S. Aggregate Bond Index is generally representative of the U.S. taxable bond market as a whole. The ICE BofA 1-3 Year U.S. Corporate & Government Index tracks the bond performance of the ICE BofA U.S. Corporate & Government Index, with a remaining term to final maturity less than 3 years. The unmanaged FTSE 1-Month U.S. Treasury Bill Index tracks the yield of the 1-month U.S. Treasury Bill.

HighMark Capital Management, Inc. (HighMark) is an investment adviser registered with the U.S. Securities and Exchange Commission and a subsidiary of U.S. Bank National Association ("U.S. Bank"). U.S. Bank is a separate entity and subsidiary of U.S. Bancorp. U.S. Bank is not responsible for and does not guarantee the products, services or performance of HighMark. HighMark manages institutional separate account portfolios for a wide variety of for-profit and nonprofit organizations, public agencies, and public and private retirement plans. Individual account management and construction will vary depending on each client's investment needs and objectives. U.S. Bank provides certain services to HighMark and is compensated for these services. **Investments employing HighMark strategies are NOT insured by the FDIC or by any other Federal Government Agency, are NOT Bank deposits, are NOT guaranteed by the Bank or any Bank affiliate, and MAY lose value, including possible loss of principal.**

HIGHMARK CAPITAL MANAGEMENT

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 Suite 1600
 San Francisco, CA 94104
 800-582-4734

ABOUT THE ADVISER

HighMark® Capital Management, Inc. (HighMark) has over 100 years (including predecessor organizations) of institutional money management experience with \$9.2 billion in assets under management*. HighMark has a long term disciplined approach to money management and currently manages assets for a wide array of clients.

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 Education: BA, International Christian University, Tokyo

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Asset Allocation Committee

Number of Members: 10
 Average Years of Experience: 29
 Average Tenure (Years): 18

Manager Review Group

Number of Members: 3
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 Average Tenure (Years): 13

*Assets under management ("AUM") include assets for which HighMark provides continuous and regular supervisory and management services. As of 6/1/2023 HighMark previously listed Assets under Advisement ("AUA") are no longer advised by HighMark.

PARS DIVERSIFIED PORTFOLIOS CAPITAL APPRECIATION

Q4 2023

WHY THE PARS DIVERSIFIED CAPITAL APPRECIATION PORTFOLIO?

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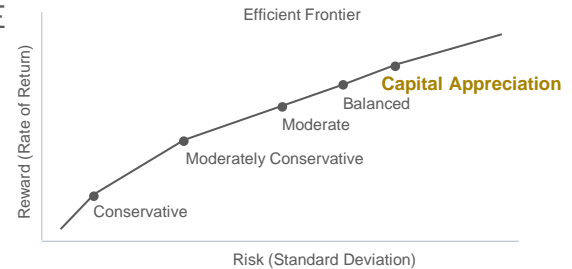
PORTFOLIO FACTS

Consolidated Composite

Composite Inception Date	01/2009
No of Holdings in Portfolio	19

INVESTMENT OBJECTIVE

To provide growth of principal. The major portion of the assets are invested in equity securities and market fluctuations are expected.



ASSET ALLOCATION — CAPITAL APPRECIATION PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	65 - 85%	75%	74%
Fixed Income	10 - 30%	20%	22%
Cash	0 - 20%	5%	4%

ANNUALIZED TOTAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

Consolidated Composite

	Gross	Net
Current Quarter*	10.40%	10.30%
Blended Benchmark*, **	10.22%	
Year To Date*	17.32%	16.91%
Blended Benchmark*, **	17.62%	
1 Year	17.32%	16.91%
Blended Benchmark**	17.62%	
3 Year	4.22%	3.84%
Blended Benchmark**	4.74%	
5 Year	9.71%	9.32%
Blended Benchmark**	10.05%	
10 Year	7.23%	6.85%
Blended Benchmark**	7.64%	

* Returns less than one year are not annualized. ** Breakdown for Blended Benchmark: 39.5% S&P500, 7.5% Russell Mid Cap, 10.5% Russell 2000, 5.25% MSCI EM (net), 10.25% MSCI EAFE (net), 16% Bloomberg US Agg, 3% ICE BofA 1-3 Yr US Corp/Gov't, 1% ICE BofA US High Yield Master II, 2% Wilshire REIT, and 5% FTSE 1 Mth US T-Bill.

ANNUAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

Consolidated Composite

2008	N/A
2009	23.77%
2010	12.95%
2011	-1.35%
2012	13.87%
2013	20.33%
2014	6.05%
2015	-0.26%
2016	8.79%
2017	16.72%
2018	-5.82%
2019	22.62%
2020	14.50%
2021	14.96%
2022	-16.08%
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HOLDINGS

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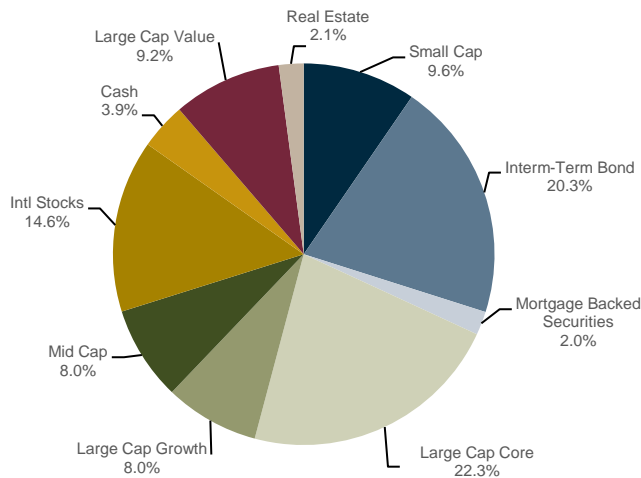
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iShares Russell Mid-Cap ETF
Vanguard Real Estate ETF
Undiscovered Managers Behavioral Value-R6
Emerald Growth Fund-I
DFA Large Cap International Portfolio
Dodge & Cox International Stock
MFS International Growth - R6
Hartford Schroders Emerging Markets Eq
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**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, MARCH 13TH, 2024
CC: BOARD SECRETARY KATHERINE MEDEIROS

Agenda Item: Chiefs Report

Action Requested: Staff recommends a monthly District update.

Background:

- Hiring process has started
- Municipal Service Review
- ISO Survey
- AFG grant
- Tablet Command
- Open House
- Newsletter
- New EAP
- Officer training – 2 in/2 out and RIC. Mayday scenarios
- SCBA upgrades
- Lakeside Little League opening day parade
- Personnel committee meeting

Attachments: None

Impact: Monthly update

Mark Duerr
Fire Chief
South Placer Fire District

SOUTH PLACER LABOR REPORT 3/13/24

- M.E.R.P Medical Expense Reimbursement Plan
- Morale update post personnel committee meeting.
- Free Dermatology Cancer screenings through firestrong.