

**SOUTH PLACER FIRE PROTECTION DISTRICT  
LOOMIS FIRE PROTECTION AND EMERGENCY RESPONSE SERVICES  
ASSESSMENT  
CITIZENS' OVERSIGHT COMMITTEE MEETING MINUTES  
May 21, 2019**

The meeting of the South Placer Fire Protection District's Loomis Fire Protection and Emergency Response Services Assessment Citizens' Oversight Committee was called to order at 9:17 a.m., at the South Placer Fire Station No. 18 in downtown Loomis, by Fire Chief Eric Walder. Chief Walder welcomed everyone to the meeting.

Roll Call: Committee members present: Roger Carroll, Dan Gibson, Brian Phillippe and Jenine Windeshausen. Absent: Chairman Randy Elder. Staff in attendance Fire Chief Eric Walder, Business Manager Katherine Medeiros and District Secretary Barbara Leak.

Appointment of Chairman Pro-tem: By unanimous consent, Jenine Windeshausen was appointed to preside over the meeting.

Public Comment: None

Approval of Agenda: On a motion by Roger Carroll, seconded by Brian Phillippe, the agenda was approved as prepared.

Motion approved by the following vote: Ayes: Carroll, Gibson, Phillippe, Windeshausen; Noes: none; Abstain: none; Absent: Elder.

Approval of Minutes: On a motion by Dan Gibson, seconded by Roger Carroll, the minutes of the Oversight Committee meeting of June 8, 2018, were approved as written.

Motion approved by the following vote: Ayes: Carroll, Gibson, Windeshausen; Noes: none; Abstain: Phillippe; Absent: Elder.

Review of Projected Expenditure of Assessment Funds: All persons present were provided an information packet containing a proposed budget allocation of projected assessment funds for fiscal year 2019/20 and other supporting documentation.

Chief Walder explained that the following three principles have been applied to the proposed budget: 1) current year Assessment revenue is allocated to current year expenditures only; 2) no Assessment funds are allocated to the cost of emergency medical services (EMS); 3) reserve accounts are funded by other revenue sources.

In response to questions and comments from committee members, Chief Walder further explained the following:

The cost of EMS staffing, as a percentage of the total cost of staffing, is not equivalent to the number of EMS calls as a percentage of total call volume. This is because a basic level of firefighter staffing still exists if the District does not provide emergency medical response. Therefore, EMS staffing includes only those costs, such as EMT and paramedic stipends, which

are directly attributable to providing EMS service. Under State law, Assessment funds cannot be used for EMS service. Last year, Chief Walder consulted with the civil engineer on this matter. The engineer agreed that our methodology for calculating the cost of EMS staffing is appropriate.

The budget expenditure line item of "Service and Operations" includes general operating expenses such as fuel, utilities, vehicle and facilities maintenance, supplies, outside consultants, etc..

The three types of tax and assessment revenues received by the fire district are:

- 1) Property taxes – these are a percentage (AB-8 rate) of the general property taxes, based on assessed value, collected on property located within the district.
- 2) Parcel tax – this is a flat fee per parcel, approved by two-thirds of the registered voters in the district.
- 3) Benefit Assessment – the assessment is based on the benefit received by each parcel, as determined by an engineer's report. The assessment varies based on type and size of the parcel (residential, commercial, agricultural, etc.). The benefit assessment was approved by "50% + 1" of the votes of the property owners. Ballots were weighted based on the relative benefit received by each parcel.

Chief Walder presented a review of the South Placer Fire District's accomplishments for the past year. A new engine (Engine 18) was purchased, turnouts were replaced, and Station 15 (4650 East Roseville Parkway) was remodeled. The District's budgeted revenue for fiscal year 2018/19 is \$12.9 million. Budgeted expense for salaries & benefits total \$10.1 million, and services & operations total \$1.4 million. The District is in good shape financially. Mitigation fees from the former Loomis Fire District are still held in reserve and will be spent on a truck room expansion project for Station 18 (downtown Loomis).

Chief Walder reported that at the May meeting, the Board of Directors of the South Placer Fire District approved Resolution No. 6-2018/19 preliminarily approving the Engineer's Report for the Benefit Assessment. The change in the CPI is 4.42% of which a maximum of 4% can be applied to the assessment increase for next fiscal year. The unused .42% can be banked for use in a future year when the change in the CPI is less than 4%.

The Committee discussed use of the phrase "not limited to" in describing the proposed projects and services within the Assessment District written in Section 2 of the Resolution. The Resolution was written by the engineering consulting firm that prepared the Engineer's Report. Consensus opinion was that the wording does not conflict with legal restrictions on how the Assessment money may be spent.

In response to another question, Chief Walder explained line item "Sun Pro User Maintenance" in the Fire District's expense budget. This is a maintenance charge under contract with the Placer County Sheriff's Office for the incident reporting system. The reporting system currently being used is called Fire RMS.

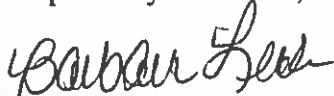
Committee Members' Comments: Jenine Windeshausen commented on how much Loomis has accomplished, compared with other struggling fire districts, in solving funding problems for fire service. Loomis is the success story in Placer County. She praised Chief Walder and the Board of Directors for their work and commitment in successfully completing the merger of Loomis Fire with the South Placer Fire District.

Oversight Committee Recommendation: On a motion by Roger Carroll, seconded by Dan Gibson, the Committee approved recommendation to the Board of Directors of the South Placer Fire District to adopt the Assessment District budget as proposed.

Motion approved by the following vote: Ayes: Carroll, Gibson, Phillippe, Windeshausen; Noes: none; Abstain: none; Absent: Elder.

Adjournment: There being no further business, the meeting adjourned at 9:55 a.m.

Respectfully submitted,



Barbara Leak, District Secretary

Approved: \_\_\_\_\_