



Todd Harms
Fire Chief

Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, California 95655 · Phone (916) 859-4300 · Fax (916) 859-3700

Cinthia Saylors
Board President
Division 1

D'Elman Clark
Board Vice President
Division 6

Walt White
Board Secretary
Division 9

Grant Goold
Board Member
Division 2

Randy Orzalli
Board Member
Division 3

Ted Wood
Board Member
Division 4

Jennifer Sheetz
Board Member
Division 5

Matt Kelly
Board Member
Division 7

Gay Jones
Board Member
Division 8

BOARD OF DIRECTORS - REGULAR MEETING

Thursday, January 13, 2022 – 6:00 PM

Remotely Via Zoom
Phone: (669) 900-6833
Webinar ID: 820 9359 7024#
Passcode: 442 688 786#

The mission of the Sacramento Metropolitan Fire District is to provide professional and compassionate protection, education and service to our community.

The Governor has declared a State of Emergency to exist in California as a result of the threat of COVID-19 (aka the “Coronavirus”). The Governor issued Executive Order N-25-20 and N-29-20, which directs Californians to follow public health directives including canceling large gatherings. Per the State of Emergency effective March 2, 2020, the Board of Directors of the Sacramento Metropolitan Fire District proclaimed that a local emergency exists, and authorized remote teleconference meetings from January 5, 2022 through February 4, 2022 pursuant to Brown Act provisions.

Additionally, on January 6, 2022, the Health Officer of the County of Sacramento ordered all public meetings in the County to occur virtually until further notice, and encouraged workplaces to conduct meetings remotely as business needs permit.

The Public's health and well-being are the top priority for the Board of Directors of the Sacramento Metropolitan Fire District and you are urged to take all appropriate health safety precautions. If you would like to view the meeting via the Zoom Application, please contact Board Clerk Penilla via email at the address listed below.

Members of the public seeking to attend and to address the Board who require reasonable accommodations to access the meeting, based on disability or other reasons, should contact the following person at least forty-eight (48) hours in advance of a Regular meeting to make arrangements for such reasonable accommodations:

Melissa Penilla
Board Clerk
(916) 859-4305
penilla.melissa@metrofire.ca.gov

The Board will convene in open session at 6:00 p.m.



Sacramento Metropolitan Fire District

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REGULAR BOARD MEETING AGENDA

THURSDAY, JANUARY 13, 2022

CALL TO ORDER

ROLL CALL

PLEDGE TO FLAG

METRO CABLE ANNOUNCEMENT

The Open Session Meeting is videotaped for cablecast on Metro Cable 14. Replay on Sunday, January 16th at 9:00am and Monday, January 17th at 6:00pm on Channel 14; Webcast at metro14live.saccounty.net.

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON AGENDA

*The Board of Directors of the Sacramento Metropolitan Fire District appreciates and encourages public interest and welcomes questions and opinions at its meetings. Public members desiring to address the Board are requested to first be recognized by the presiding officer and identify themselves for the record. The presiding officer may in the interest of time and good order limit the number of public member presentations. Speakers' comments will be limited to **three minutes** (Per Section 31 of the Board of Directors Policies and Procedures).*

In accordance with Section 31 of the Board of Directors Policies and Procedures, members of the Public requesting their written comments be read into the meeting record must be present or have a representative present to read their comments during the time allotted.

CONSENT ITEMS

Matters of routine approval including but not limited to action summary minutes, referral of issues to committee, committee referrals to the full Board, items that require yearly approval, declaration of surplus equipment, and other consent matters. Consent Agenda is acted upon as one unit unless a Board member requests separate discussion and/or action.

CONSENT ITEMS

- | | <u>Page No.</u> |
|---|-----------------|
| 1. Action Summary Minutes
Recommendation: Approve the Action Summary Minutes for the Regular Board meeting of December 9, 2021. | 6 |
| 2. Action Summary Minutes
Recommendation: Approve the Action Summary Minutes for the Special Board meeting of January 5, 2022. | 14 |
| 3. Sacramento County Authorized Signature List
Recommendation: Approve list of employees authorized to sign all fiscal documents for Metro Fire. | 16 |

PRESENTATION ITEMS

- | | |
|---|----|
| 1. Certificate of Achievement Award for Excellence in Financial Reporting
(Dave O'Toole, Chief Financial Officer)
Recommendation: Receive presentation, no action required. | 17 |
|---|----|



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REGULAR BOARD MEETING AGENDA

THURSDAY, JANUARY 13, 2022

ACTION ITEMS

- | | | |
|----|---|-----------|
| 1. | Notice of Award Amendment – AFG20 Cardiac Monitor/Defibrillators
<i>(Erin Castleberry, Administrative Specialist)</i>
Recommendation: Approve the amendment to the FY2020 AFG award and adopt the budget amendment resolutions. | 24 |
| 2. | Approval of Dissolution Agreement with the California Fire and Rescue Training Authority (<i>General Counsel Lavra</i>)
Recommendation: Approve the Dissolution Agreement and provide authority to the Fire Chief or his designee to approve the agreement on behalf of Metro Fire as a member of CFRTA. | 27 |
| 3. | Industrial Disability Retirement – Engineer Brent W Barsdale
Recommendation: After discussion in Closed Session, consider adopting a Resolution finding Engineer Brent W. Barsdale has suffered job related injuries and is eligible for an Industrial Disability Retirement. | ** |

CLOSED SESSION

- | | | |
|----|--|-----------|
| 1. | Pursuant to California Government Code Section 54956.9 (a) – One (1) matter of Workers Compensation Settlement Authority
James Novotny and the Sacramento Metropolitan Fire District
Claim #s SMDO -549452; SMDK – 548684; SMRY - 192204 –
Workers Compensation Settlement Authority
Colin Conner of Lenahan, Lee, Slater, Pearse & Majernik, LLP | ** |
| 2. | Conference with Labor Negotiator
Pursuant to California Government Code Section 54957.6
A. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Sacramento Area Fire Fighters Local 522 | * |
| B. | District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Battalion Chiefs Bargaining Group,
Sacramento Area Fire Fighters Local 522 | |
| C. | District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Administrative Support Personnel (ASP)
Affiliate of Sacramento Area Fire Fighters Local 522 | |
| D. | District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Safety Senior Management, Management
and Unrepresented Confidential Employees | |
| E. | District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Non-Safety Senior Management, Management
and Unrepresented Confidential Employees | |



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REGULAR BOARD MEETING AGENDA

THURSDAY, JANUARY 13, 2022

3. Pursuant to California Government Code Section 54956.9 (a) – one (1) matter **
of Industrial Disability Retirement.
 - A. Brent W Barsdale and the Sacramento Metropolitan Fire District
Claim # SMDM - 548819 - Industrial Disability Retirement
Ty Bailey, Deputy Chief, Administration

REPORT OUT FROM CLOSED SESSION

REPORTS

1. PRESIDENT'S REPORT—(*President Saylors*)
2. FIRE CHIEF'S REPORT—(*Fire Chief Harms*)
OPERATIONS' REPORT – (*DC Mitchell*)
3. SMFD – FIREFIGHTERS LOCAL 522 REPORT – (BC Matt Cole, Local 522 Vice President)
4. COMMITTEE AND DELEGATE REPORTS

*All Committee Meetings will be held at the Sacramento Metropolitan Fire District Board Room,
10545 Armstrong Avenue, Mather, California unless otherwise specified.*

 - A. Executive Committee – (*President Saylors*)
Report Out: January 13, 2022 at 5:30 PM
 - B. Communications Center JPA – (*DC Wagaman*)
Report Out: January 11, 2022 at 9:00 AM
Next Meeting: February 8, 2022 at 9:00 AM
 - C. California Fire & Rescue Training JPA – (*Chief Harms*)
Report Out: December 14, 2021 at 10:30 AM
Next Meeting: January 19, 2022 at 10:00 AM
Location: 3121 Gold Canal Drive
Mather, CA 95670
 - D. Finance and Audit Committee – (*Director Orzalli*)
Next Meeting: January 27, 2022 at 5:30 PM
 - E. Policy Committee – (*Director Goold*)
Next Meeting: February 10, 2022 at 5:30 PM

BOARD MEMBER QUESTIONS AND COMMENTS



Sacramento Metropolitan Fire District

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REGULAR BOARD MEETING AGENDA

THURSDAY, JANUARY 13, 2022

ADJOURNMENT

NEXT BOARD MEETING(S):

Unless specified differently, all meetings of the Board are held at Sacramento Metropolitan Fire District, 10545 Armstrong Avenue, Mather, CA

- Next Board Meeting – January 27, 2022 at 6:00 PM

The following action and presentation items are scheduled for the next board meeting agenda. Board members are requested to identify additional action or presentation items they desire to be scheduled on the agenda.

ANTICIPATED AGENDA ITEMS: TBD

Posted on January 10, 2022

A handwritten signature in blue ink that reads "Melissa Penilla".

Melissa Penilla, Clerk of the Board

* No written report

** [PDF](#) Separate Attachment

DISABILITY INFORMATION:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (916) 859-4305. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.



TODD HARMS
Fire Chief

Sacramento Metropolitan Fire District

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

ACTION SUMMARY MINUTES – REGULAR MEETING

BOARD OF DIRECTORS SACRAMENTO METROPOLITAN FIRE DISTRICT

Thursday, December 9, 2021
Held at the following locations:
10545 Armstrong Avenue – Board Room
Mather, California
&
Remotely Via Zoom

CALL TO ORDER

The meeting was called to order at 6:00 pm by President Kelly. Board members present: Clark, Goold, Jones, Kelly, Saylor, Sheetz, White, and Wood. Board members absent: Orzalli. Staff present: Acting Fire Chief Mitchell, General Counsel Lavra, and Interim Clerk Dehoney.

PUBLIC COMMENT:

Ms. Sandra Osborn of Division 515, who has been in business for over 26 years, discussed her participation in the bid process for RFB 21-09 which was a request for bids to replace the Headquarters HVAC system. She described the process she completed with ProcureNow in order to submit her bid and relayed that she believed the company being recommended for award this evening, Air Systems Service and Construction, did not follow the proper protocol when completing their application. Ms. Osborn stated that Air Systems did not list their contractors, specifically a C-10 electrical contractor, which was a requirement of the job and therefore should not be in consideration for the bid award. She also described discussions she had with Logistics Manager Mark Jones during the bid process in which she relayed her concerns, specific to the electrical contractor. At that time, Mark Jones contacted Sacramento County to perform a Supervisors review of the contractors licenses submitted with each bid. In Ms. Osborn's opinion, because Air Systems failed to meet the specified standards outlined in the Request for Bid, she entreated the Board to throw out the bid process and perform a new Request for Bids for the project.

After the Consent Agenda was heard and voted on, at 6:16 PM, Mr. Jim Mears of Air Systems Service and Construction was called upon to continue with the public comment for the evening as he had submitted a speaker card in advance of the meeting indicating his desire to speak. He relayed that Air Systems has more than 30 years of experience in the trade and specifically in the replacement of HVAC units. Additionally, Air Systems has worked with Metro for years and typically performs several replacement jobs for the same type of units Metro will be using each year. Recently in fact, Air Systems replaced 4 units at the Galleria Mall in Roseville and completes projects of a similar size and scope on a regular basis.

CONSENT ITEMS

Action: Moved by Goold, seconded by Wood, and carried unanimously by members present to adopt the Consent Calendar as follows:

1. **Action Summary Minutes**

Recommendation: Approve the Action Summary Minutes for the Regular Board meeting of November 9, 2021.

Action: Approved Action Summary Minutes.

2. **2022 Schedule of Regular and Special Board Meetings**
Recommendation: Approve the 2022 schedule of regular and special board meetings and cancel meetings that fall on or near holidays.
Action: Approved the 2022 schedule.
3. **Quarterly Investment Report from September 2021**
Recommendation: Receive and file the investment report for the 1st quarter of Fiscal Year 2021-22.
Action: Received and filed the investment report for the 1st quarter.

PRESENTATION ITEMS

1. **Life Saving Commendation – Civilian Award (Chief Mitchell)**
Rubin Romanov
Recommendation: Receive presentation, no action required.
Action: No action taken.
2. **Life Saving Commendation – Civilian Award (Chief Mitchell)**
Lisa Geigle, Ramone Trejo, Latrese Avery
Recommendation: Receive presentation, no action required.
Action: No action taken.
3. **5 Years of Service to Director Sheetz (Chief Mitchell)**
Recommendation: Receive presentation, no action required.
Action: No action taken.
4. **Del Paso Manor Water District Grand Jury Report (Chief Barsdale)**
Recommendation: Receive presentation, no action required.
Action: No action taken.

ACTION ITEMS

1. **Election of Board Officers (Interim Board Clerk Dehoney)**
Recommendation: Nominate and elect members of the Board to serve as: a) President, b) Vice President, and c) Secretary for one (1) year terms to commence January 1, 2022.
Action: Moved by Wood, seconded by Sheetz, and carried unanimously by the members present to elect Director Sailors as President, Director Clark as Vice President, and Director White as Secretary.
2. **Ratification of Resolution to Extend Teleconference of Board Meetings (Government Code 54953(e) (3)). (President Kelly)**
Recommendation: Consider adopting a Resolution which would extend the ability to teleconference without compliance with Government Code paragraph (3) of subdivision (b) of section 54953 from December 9, 2021-January 9, 2022 or until further re-ratified.
Action: Moved by Clark seconded by Sheetz, and carried unanimously by the members present to approve staff's recommendation and adopt Resolution No. 2021-114.

3. **Purchase Approval – Six North Star Ambulances** (*Fleet Manager Shea Pursell*)
Recommendation: Approve the purchase of six North Star Ambulances from Braun Northwest in the amount of \$1,524,904.18.
Action: Moved by Goold, seconded by Jones, and carried unanimously by the members present to approve the purchase in the not to exceed amount of \$1,524,904.18.
4. **Notice of Award – RFP 21-08 Helicopter Maintenance Services** (*Chief Greene*)
Recommendation: Approve the contract award to DynCorp International LLC and authorize the Fire Chief to execute the agreement in accordance with RFP 21-08.
Action: Moved by Goold, seconded by Wood, and carried unanimously by the members present to approve the contract award to DynCorp International LLC and authorized the Fire Chief to execute the agreement in accordance with RFP 21-08.
5. **Notice of Award – RFB 21-09 Mechanical Rooftop Equipment Replacement** (*Logistics Manager Mark Jones*)
Recommendation: Approve the contract award to Air Systems Service and Construction in the amount of \$529,290.00.
Action: Moved by Clark, seconded by Jones, and carried unanimously by the members present to approve the contract award to Air Systems Service and Construction in the not to exceed amount of \$529, 290.00.
6. **Industrial Disability Retirement – Engineer Troy Nogosek**
Recommendation: After discussion in Closed Session, consider adopting a Resolution finding Engineer Troy Nogosek has suffered job related injuries and is eligible for an Industrial Disability Retirement.
Action: Moved by White, seconded by Sheetz, and carried unanimously by the members present to approve staff's recommendation and adopt Resolution No. 2021-115.
7. **Industrial Disability Retirement – Firefighter John Carr**
Recommendation: After discussion in Closed Session, consider adopting a Resolution finding Firefighter John Carr has suffered job related injuries and is eligible for an Industrial Disability Retirement.
Action: Moved by Sheetz, seconded by White, and carried unanimously by the members present to approve staff's recommendation and adopt Resolution No. 2021-116.

The board recessed to closed session at 6:53 PM.

CLOSED SESSION

1. **Pursuant to California Government Code Section 54956.9 (a) –One (1) matter of Workers Compensation Settlement Authority**
Kevin Summers and the Sacramento Metropolitan Fire District
Claim # SMDS – 550441 – Workers Compensation Settlement Authority
Colin Conner of Lenahan, Lee, Slater, Pearse & Majernik, LLP
Action: Moved by Sheetz, seconded by Jones, and carried unanimously by members present to give the District's third party negotiator settlement authority.

2. **Conference with Labor Negotiator**
Pursuant to California Government Code Section 54957.6
- A. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Sacramento Area Fire Fighters Local 522
 - B. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Battalion Chiefs Bargaining Group,
Sacramento Area Fire Fighters Local 522
 - C. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Administrative Support Personnel (ASP)
Affiliate of Sacramento Area Fire Fighters Local 522
 - D. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Safety Senior Management, Management
and Unrepresented Confidential Employees
 - E. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Non-Safety Senior Management, Management
and Unrepresented Confidential Employees

Action: No action taken.

3. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION –
Significant Exposure to litigation pursuant to California Government Code
Section 54956.9 (b): Four cases**
- A. Claim Against Public Entity Pursuant to Government Code Section 910
Marlene Jordan v. Sacramento Metropolitan Fire District
Deputy Chief Casentini
Action: Moved by Clark, seconded by Jones, and carried unanimously by members present to deny the claim and refer the matter to the District's insurance carrier.
 - B. Claim Against Public Entity Pursuant to Government Code Section 910
David Engineering Construction Inc. v. Sacramento Metropolitan Fire District
Deputy Chief Casentini
Action: Moved by White, seconded by Wood, and carried unanimously by members present to deny the claim and refer the matter to the District's insurance carrier.
 - C. Claim Against Public Entity Pursuant to Government Code Section 910
Ernest LaPorte (April 9, 2021) v. Sacramento Metropolitan Fire District
Deputy Chief Casentini
Action: Moved by Sheetz, seconded by Saylor, and carried unanimously by members present to deny the claim and refer the matter to the District's insurance carrier.
 - D. Claim Against Public Entity Pursuant to Government Code Section 910
Ernest LaPorte (September 10, 2021) v. Sacramento Metropolitan Fire District
Deputy Chief Casentini
Action: Moved by Jones, seconded by White, and carried unanimously by members present to deny the claim and refer the matter to the District's insurance carrier.

4. Pursuant to California Government Code Section 54956.9 (a) – two (2) matters of Industrial Disability Retirement.
 - A. John G. Carr and the Sacramento Metropolitan Fire District
Claim # SMDO – 549503 – Industrial Disability Retirement
Deputy Chief Gregory Casentini
Action: No action taken.
 - B. Troy J. Nogosek and the Sacramento Metropolitan Fire District
Claim # SMDI – 8957A2 – Industrial Disability Retirement
Deputy Chief Gregory Casentini
Action: No action taken.
5. **Public Employee Performance Evaluation: Fire Chief** Pursuant to Government Code Sections 54957(b)(1) and 54954.5(e)
Action: No action taken.

The board reconvened to open session at 8:25 PM.

REPORTS

1. PRESIDENT'S REPORT—(*President Kelly*)

President Kelly thanked his fellow directors and staff for allowing him to serve as President.

2. FIRE CHIEF'S REPORT—(*Acting Fire Chief Mitchell*)

Retirements

Effective November 27 – Captain Troy Simonick - 27 years of service

Effective November 27 – Engineer Jeff Conzatti - 29 years of service

Effective November 27 – Firefighter Phil Hart - 27 years of service

Effective November 27 – Firefighter Roger Hart - 27 years of service

Appointment

Effective January 1, 2022 – Ty Bailey as the Deputy Chief of Administration

Promotion

Effective December 1 – Captain Bryce Beverage

Meetings

Held remainder of Chiefs Forums

12/8, Labor Management Collaboration Meeting (LMCM)

- Discussion of St 61 fencing matter, Engineer promotional testing and staffing

OPERATIONS' REPORT – (*DC Mitchell*)

Chief Mitchell began his report by relaying that the lateral orientation training is finishing up tomorrow with a badge pinning in the Boardroom at 5pm. Chief Mitchell expressed his gratitude

to the Drill Cadre for all of their efforts with the recruits. He then discussed the MIH program which saw a successful kick-off on Monday, November 15th of its 1 year pilot period. The program is focused on post-discharge high utilizers of 911 and assisting county mental health with clearances so they can transport to the appropriate treatment facility when the Emergency Department is not necessarily the best option. They are also focused on building relationships with partner agencies to explore where it can be most effective, as well as expand in the future. Currently, the program is working with 15 high utilizers. Out of the 15, only one has called 911 since we began working with them. The one 911 call was necessary to get them into a Skilled Nursing Facility. While the program is still in the beginning stages, it shows promise for great success now and into the future.

Chief Mitchell then discussed the Districts statistics since the last report out on November 9, 2021 including the following:

- A. 7,655 total incidents, about 255 calls per day
- B. Calls by incident type (excluding incidents that reports are still being completed for)
 - i. 67% were EMS related incidents.
 - ii. 215 fire incidents were responded to, average of just over 7 calls per day

He also reported on a structure fire which happened on McKay Street in Sacramento on December 1st wherein B13 units responded for a house fire just after 7am and arrived to a one story house with heavy fire involvement. One occupant, already outside of the structure when crews arrived, was transported for smoke inhalation. Additionally, one firefighter was transported with a burn injury to UCD and was treated and released the same day. He is currently at home recovering.

Chief Mitchell closed his remarks with thanking Director Kelly for his service as Board President and Interim Clerk Dehoney for filling in for Board Clerk Penilla. He also congratulated Chief Casentini on his retirement.

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT

VP McGoldrick reported on the change in 522 leadership which will be effective in the new calendar year including: Firefighter Trevor Jamison as President, Firefighter Dustin Rodriguez as Secretary/Treasurer, Battalion Chief Matt Cole as Vice President and Captain Jeremy Crawford as Director of Member Services. He then passed the floor to newly elected VP Matt Cole to say a few words. Incoming VP Cole thanked outgoing VP McGoldrick for his leadership during the last year and recognized him for all that he did for the membership during his tenure. He also expressed his humble appreciation for the opportunity to lead and relayed his excitement in working closely with the Board and continuing to provide a good working environment for the membership.

4. COMMITTEE AND DELEGATE REPORTS

All Committee Meetings will be held at the Sacramento Metropolitan Fire District Board Room, 10545 Armstrong Avenue, Mather, California unless otherwise specified.

- A. Executive Committee – (President Kelly)**
Next Meeting: TBD

- B. Communications Center JPA – (DC Mitchell)**
Next Meeting: December 14, 2021 at 9:00 AM

- C. **California Fire & Rescue Training JPA – (DC Mitchell)**
Report Out: November 18, 2021 at 1:00 PM
Chief Mitchell reported that the JPA was still in the process of reviewing their previous fiscal years audits in addition to performing an inventory audit which will be completed prior to the dissolution.
Next Meeting: December 14, 2021 at TBD
Location: 3121 Gold Canal Drive
Mather, CA 95670
- D. **Finance and Audit Committee – (Director Orzalli)**
Next Meeting: January 27, 2021 at 5:30 PM
- E. **Policy Committee – (Director Goold)**
Next Meeting: TBD

BOARD MEMBER QUESTIONS AND COMMENTS

Director White acknowledged and thanked Director Kelly for his tenure as Board President. He also thanked Interim Clerk Dehoney for her work while filling in for Board Clerk Penilla. He congratulated Chief Casentini on his well-deserved retirement and thanked him for the great work he has done during his time with Metro. He also recognized VP McGoldrick for his efforts and relayed his excitement in working with incoming VP Cole whom he has every confidence will represent the membership well. He closed with wishing everyone Happy Holidays.

Director Jones congratulated the recipients of the Life Saving Commendations and acknowledged their efforts on behalf of the community and individuals they helped. She commended President Kelly on his excellent handling of the meetings and ability to conduct efficient business and keep the board on track. She thanked Interim Clerk Dehoney for her work and responsiveness and Chief Casentini for his excellent leadership and professionalism to the District.

Director Sheetz expressed her gratitude for her 5-year service pin and relayed what an honor it has been to serve as a Director. She thanked Director Kelly for his leadership as Board President and Interim Clerk Dehoney for her work with the Board. She congratulated all of the retirees and those newly promoted and thanked VP McGoldrick for his leadership and her excitement in working with incoming VP Cole. She thanked the crews who will be working during the holidays and their families for supporting them. Lastly, she wished a happy birthday to her husband and Director Sailors, as well as a Merry Christmas and Happy New Years to everyone.

Director Wood echoed the sentiments of the previous Directors in thanking Director Kelly for his tenure as Board President and overall leadership over the past 9 years since Director Wood started on the board. He also thanked Chief Casentini for all of his assistance throughout the years and welcomed Chief Bailey as the incoming Deputy Chief of Administration. He relayed his thanks to incoming VP Cole for taking the time to speak with him one-on-one and VP McGoldrick for his time as 522 VP and thanked Interim Clerk Dehoney for her assistance with the Board. He also relayed his appreciation to the crew at Station 50 including: Chief Reed, Captain Manfredi, Engineer Wham, FFs Dillon, Landaeta, Danielski, Hughes, and Chadwell for hosting him for dinner at the Firehouse.

Director Goold relayed his thanks to Director Kelly for his tenure as Board President and reminded him that his and the Boards support continues beyond his Presidency. He also made a request that Chief Casentini come back to a Board Meeting in January to truly get a proper sendoff and thanked him again for his leadership at Metro Fire. He closed with reminding everyone to continue to count our many blessings during this holiday season and beyond and to look for opportunities to help those less fortunate whenever possible.

Director Clark began by thanking all of the personnel who assisted with the Starr King Elementary holiday event that is held each December including Battalion Chief Matt Cole, Captain Tom Koscielny, Engineer Ryan McDermott, Firefighter Catherine Van Horn and Firefighter Dan Taylor. This holiday event has been going on for more than 40 years and the kids and staff really look forward to it each and every year. This year, Chief Cole suggested the introduction of a Santa Wagon which really took the event to the next level. He also congratulated Director Sheetz on her five years of service and Chief Casentini on his impending retirement. He thanked Captain McGoldrick for his tenure as 522 VP and Interim Clerk Dehoney for her assistance with the Board. He relayed his appreciation to Director Kelly for his time as Board President and commended him on his leadership. He closed with wishing everyone Happy Holidays.

Director Sailors congratulated Chief Casentini on his retirement and welcomed Chief Bailey as the incoming Deputy Chief of Administration. She also congratulated incoming VP Cole on his appointment. She thanked Director Kelly for his service as Board President and guidance throughout the year which was inspiring. She closed with wishing everyone a Merry Christmas and Happy New Year.

Director Kelly thanked everyone for their kind words this evening. He recounted that his ALS could have prevented him from serving as Board President but his fellow Directors made it easy. He acknowledged their support and his pleasure in being associated with such a high performing team of individuals. He wished Director Sailors a happy birthday and congratulated Chief Casentini on his impending retirement and thanked him for representing the agency to the highest degree. He also thanked Captain McGoldrick for his time as 522 VP and welcomed incoming VP Cole. He relayed his appreciation to Interim Clerk Dehoney for her efforts with the Board while filling in for Board Clerk Penilla and relayed that she has the capabilities to take her far in the organization.

ADJOURNMENT

The meeting was adjourned at 8:56 pm.

Matt Kelly, President

D'Elman Clark, Secretary

Michelle Dehoney, Interim Board Clerk



TODD HARMS
Fire Chief

Sacramento Metropolitan Fire District

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

ACTION SUMMARY MINUTES – SPECIAL MEETING

BOARD OF DIRECTORS SACRAMENTO METROPOLITAN FIRE DISTRICT

Wednesday, January 5, 2022

Held at the following locations:

10545 Armstrong Avenue – Board Room
Mather, California
&
Remotely Via Zoom

CALL TO ORDER

The meeting was called to order at 4:00 pm by President Saylor. Board members present: Clark, Goold, Jones, Kelly, Saylor, Sheetz, White, and Wood. Board members absent: Orzalli. Staff present: Fire Chief Harms, General Counsel Lavra, and Clerk Penilla.

PUBLIC COMMENT: None

ACTION ITEMS

1. Ratification of Resolution to Extend Teleconference of Board Meetings (Government Code 54953(e) (3)).

(President Saylor and General Counsel Lavra)

Recommendation: Consider adopting a Resolution which would extend the ability to teleconference without compliance with Government Code paragraph (3) of subdivision (b) of section 54953 from January 5, 2022 – February 4, 2022 or until further re-ratified.

Action: Moved by Clark, seconded by Jones, and carried unanimously by members present to adopt Resolution No. 2022-001.

REPORTS

1. PRESIDENT'S REPORT—(President Saylor)

President Saylor welcomed everyone to the first Board Meeting of 2022. She thanked everyone for their patience and tenacity, especially for the crews, during this continued pandemic.

2. FIRE CHIEF'S REPORT—(Chief Harms)

Chief Harms shared that Metro Fire currently has 63 members off sick, with 44 testing positive, and 26 additional tests completed today. At 10:00am Metro Fire went remote with professional staff who are able to do so. In answering Director Jones' question, Chief Harms explained right now members are completing a five day quarantine. He will have more information following his meeting with Public Health later today.

An update related to Telestaff, our representative notified us that our information is still available and we should have access to it at the end of this month.

Lastly, Executive Staff worked with labor leadership and have an engineer exam at the end of February to help with staffing levels in the engineer position.

ADJOURNMENT

The meeting was adjourned at 4:06 pm.

Cinthia Saylor, President

Walt White, Secretary

Melissa Penilla, Board Clerk

Effective: January 13, 2022

County of Sacramento
Office of Auditor-Controller
700 H Street, Room 2720
Sacramento, CA 95814

The following employees are authorized to sign all fiscal documents for
SACRAMENTO METROPOLITAN FIRE DISTRICT

<u>NAME</u>	<u>SIGNATURE</u>
Todd Harms, Fire Chief	_____
Ty Bailey, Deputy Chief	_____
Dave O'Toole, Chief Financial Officer	_____
Ronald Empedrad, Controller	_____
Tara Maeller, Financial Analyst	_____
Sarah Ortiz, Accounting Supervisor	_____
Natividad Manalo, Accounting Specialist	_____
Melissa Penilla, Board Clerk	_____

BOARD MEMBERS

Cinthia Saylor	_____
D'Elman Clark	_____
Walt White	_____

APPROVED BY:

President, Board of Directors



TODD HARMS
Fire Chief

Sacramento Metropolitan Fire District

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

DATE: January 13, 2022
TO: Board of Directors
SUBJECT: Certificate of Achievement Award for Excellence in Financial Reporting

SUMMARY

The Sacramento Metropolitan Fire District recently received two awards from the Government Finance Officers Association (GFOA) of the United States and Canada: the Certificate of Achievement for Excellence in Financial Reporting for the District's Comprehensive Annual Financial Report (CAFR), for the fiscal year ended June 30, 2020, and the Popular Annual Financial Reporting Award for the Community Annual Report.

DISCUSSION

Certificate of Achievement for Excellence in Financial Reporting

With input and assistance from other divisions, Finance Division prepares the District's CAFR, which is a thorough and detailed presentation of the District's financial condition. The report is submitted to the GFOA for consideration for its CAFR Award program.

The GFOA awarded a Certificate of Achievement for Excellence in Financial Reporting to the District for the fiscal year ended June 30, 2020. This was the seventh consecutive year that the District received this prestigious award. The CAFR Certificate of Achievement is the most widely-recognized award for excellence in state and local government financial reporting.

In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

The District received two certificates, one for the District as a whole and another for the Finance Division as the division primarily responsible for preparing the CAFR.

Award for Outstanding Achievement in Popular Annual Financial Reporting

The District prepares a Community Annual Report (CAR) in order to provide a brief and readily understandable description of the District's finances and operations. The CAR includes a brief history of the District, descriptions of current operational challenges, a "year-in-review" look at finances, and summaries of capital spending and debt service. The CAR is used by staff, the public-at-large and many stakeholders interested in learning more about District finances.

For its CAR for the fiscal year ended June 30, 2020 the District received the Award for Outstanding Achievement in Popular Annual Financial Reporting. This award is based on an evaluation of the information presented, reader appeal, understandability, distribution, creativity, usefulness, and other elements. This is the third consecutive year this award was made to the District.

FISCAL IMPACT

There is no cost to the District to receive these two awards.

RECOMMENDATION

Staff recommends that the Board receive and file the award presentation.

Submitted By:

Dave O'Toole
Chief Financial Officer

Attachments:

1. Certificate of Achievement for Excellence in Financial Reporting Award
2. Award of Financial Reporting Achievement – Finance Division
3. Announcement of Award for Outstanding Achievement in Popular Annual Financial Reporting
4. Award for Outstanding Achievement in Popular Annual Financial Reporting



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Sacramento Metropolitan Fire District
California**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

June 30, 2020

Christopher P. Morill

Executive Director/CEO



The Government Finance Officers Association of
the United States and Canada

presents this

AWARD OF FINANCIAL REPORTING ACHIEVEMENT

to

Finance Division

Sacramento Metropolitan Fire District, California



The Award of Financial Reporting Achievement is presented by the Government Finance Officers Association to the department or individual designated as instrumental in the government unit achieving a Certificate of Achievement for Excellence in Financial Reporting. A Certificate of Achievement is presented to those government units whose annual financial reports are judged to adhere to program standards and represents the highest award in government financial reporting.

Executive Director

Date: 10/27/2021

Christopher P. Moniel



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

December 14, 2021

Mr. Ronald Empedrad
Controller
Sacramento Metropolitan Fire District
10545 Armstrong Avenue, Suite 200
Maher, CA 95655

Dear Mr. Empedrad:

A panel of independent reviewers has completed its examination of your Popular Annual Financial Report (PAFR) submitted to Government Finance Officers Association (GFOA). We are pleased to notify you that your PAFR for the fiscal year ended June 30, 2020, has substantially met the requirements of the PAFR Program. In the absence of authoritative standards governing the presentation, these requirements are based on an evaluation of information presented, reader appeal, understandability, distribution, and other elements (such as whether the PAFR is a notable achievement for the government given the government's type and size, and the PAFR's creativity and usefulness). The report received a grade of either partially satisfies, good or excellent in each category weighted at 20% or higher from at least two of the three judges.

Each entity submitting a report to the PAFR Program is provided with confidential comments and suggestions for possible improvements in the subsequent year's presentation. Your comments and suggestions, as well as a "Summary of Grading" form, are enclosed. We urge you to carefully consider the suggestions offered by our reviewers as you prepare your next PAFR.

You will also find a Certificate enclosed with these results. A current holder of a PAFR Award may include a reproduction of the Certificate in its immediately subsequent PAFR. A camera-ready copy of your Certificate is enclosed for that purpose. If you reproduce your Certificate in your next report, please refer to the enclosed instructions. We hope that appropriate publicity will be given to this notable achievement. A sample news release has been enclosed. First-time recipients will receive a plaque in approximately 10 weeks.

Washington, DC Office

Federal Liaison Center, 660 North Capitol Street, NW, Suite 410 • Washington, DC 20001 • 202.393.8020 fax: 202.393.0780
www.gfoa.org

Ronald Empedrad

December 14, 2021

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The PAFR Award is valid for one year. To continue your participation in the program, it will be necessary for you to submit your next PAFR to GFOA within six months of the end of your entity's fiscal year. A Popular Annual Financial Reporting Award Program Application is posted on GFOA's website at www.gfoa.org.

Over the course of the year, we are anticipating some changes to our application process. We will still be asking governments for the same documents we asked for in the past, but we are encouraging electronic submissions to pafr@gfoa.org and expect to be making other changes going forward. We will keep members informed of any changes via email, and application instructions will be updated on our website.

We appreciate your participation in this program, and we sincerely hope that your example will encourage others in their efforts to achieve and maintain a well-presented PAFR. If we can be of further assistance, please do not hesitate to contact the PAFR Program staff in the Technical Services Center at (312) 977-9700.

Sincerely,



Michele Mark Levine

Director, Technical Services Center

Enclosures



Government Finance Officers Association

Award for
Outstanding
Achievement in
Popular Annual
Financial Reporting

Presented to

**Sacramento Metropolitan Fire District
California**

For its Annual Financial Report
for the Fiscal Year Ended

June 30, 2020

Christopher P. Morill

Executive Director/CEO



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite #200, Mather, CA 95655 • (916) 859-4300 • Fax (916) 859-3700

TODD HARMS
Fire Chief

DATE: January 13, 2022
TO: Board of Directors
SUBJECT: FY2020 Assistance to Firefighters Grant – Award Amendment
EMW-2020-FG-10931

BACKGROUND

On September 23, 2021, the Sacramento Metropolitan Fire District (Metro Fire) accepted a FY2020 Assistance to Firefighters Grant Program (AFG) award in the amount of \$3,299,995 for the replacement of 90 cardiac monitor/defibrillator units that are obsolete and beyond their useful life. On October 28, 2021, the Board of Directors approved a bid award to Stryker in the amount of \$3,748,767 for the purchase of the equipment, with a federal share of \$2,999,996 and a District share of \$748,771.

In an effort to reduce the cost of the project, staff pursued an opportunity to receive a trade-in credit for the existing obsolete equipment. This trade-in option required approval from FEMA as the existing equipment was funded through a previous AFG11 grant award, and this approval was received on November 4, 2021. The trade-in credit provided a \$540,000 cost savings, resulting in a final total cost of \$3,121,988 for the replacement project. While the new total cost of the project was \$3,121,988, the District had accepted a grant award for \$3,299,995, resulting in a remaining award balance of \$178,007.

DISCUSSION

In order to utilize the remaining funding to meet additional District needs that align with AFG program priorities, Staff submitted a scope of work amendment to FEMA on December 21, 2021 to replace 12 of the District's automatic chest compression devices that are beyond their serviceable life. The amendment was approved on December 22, 2021 and will require an amendment to the FY2021/2022 Final Budget.

FISCAL IMPACT

While the total award remains the same, the total cost of the project is less, which reduces the District's share. The total cost of the project (including the added scope) is \$3,302,829 (reduced from \$3,559,515), with a Federal share of \$2,999,996, required District match from the General Fund of \$300,000, and \$2,833 in additional funds from the General Fund to fully fund the project (reduced from \$259,520). In total, the District's portion of the project will now be \$302,833 (reduced from \$559,519).

RECOMMENDATION

Staff recommends adoption of the attached Budget Amendment Resolutions.

Submitted by:

A blue ink signature of the name "Erin Castleberry".
Erin Castleberry
Administrative Specialist

A blue ink signature of the name "RMarie Jones".
RMarie Jones
Accounting Specialist



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite #200, Mather, CA 95655 · (916) 859-4300 · Fax (916) 859-3700

TODD HARMS
Fire Chief

RESOLUTION NO. 2022-____

BEFORE THE GOVERNING BOARD OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT County of Sacramento, State of California

RESOLUTION ADOPTING A BUDGET AMENDMENT TO THE FINAL BUDGET FOR THE GENERAL OPERATING FUND 212A FOR THE FISCAL YEAR 2021/22

WHEREAS, the Sacramento Metropolitan Fire District (District) accepted a FY2020 Assistance to Firefighters Grant (AFG20) in the amount of \$3,299,995.18; and

WHEREAS, on December 22, 2021 an amendment to the District's AFG20 grant award was issued by FEMA; and

WHEREAS, the amended grant award requires a match of \$299,999.56 (9%) and the project requires additional funding in the amount of \$2,829.15, both of which will be funded with a transfer from the General Operating Fund 212A to the Grants Fund 212G; and

WHEREAS, on September 23, 2021, the District amended the Final Budget for the General Operating Fund 212A for Fiscal Year 2021/22, which did not reflect this funding.

THEREFORE, BE IT RESOLVED, in accordance with Section 13890 of the Health and Safety Code, the Final Budget for the General Operating Fund 212A for the Fiscal Year 2021/22 will be and is hereby further amended in accordance with the following:

ACCOUNT	FUND	FUND CENTER	COST CENTER	ACCOUNT CATEGORY	FY2021/22 INCREASE (DECREASE)
50598000	212A	2129212	2129212000	OPERATING TRANS OUT (212G)	(\$256,686)
7400000	212A	2129212	2129212000	UNRESERVED FUND BALANCE	\$256,686

BE IT FURTHER RESOLVED that the means of financing the expenditure program will be by monies derived from all revenue sources and fund balance available.

PASSED AND APPROVED this 13th day of January, 2022, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Sacramento Metropolitan Fire District:

Attested by:

President, Board of Directors

Clerk of the Board



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite #200, Mather, CA 95655 · (916) 859-4300 · Fax (916) 859-3700

TODD HARMS
Fire Chief

RESOLUTION NO. 2022-____

BEFORE THE GOVERNING BOARD OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT County of Sacramento, State of California

RESOLUTION ADOPTING A BUDGET AMENDMENT TO THE FINAL BUDGET FOR THE GRANTS FUND 212G FOR THE FISCAL YEAR 2021/22

WHEREAS, the Sacramento Metropolitan Fire District (District) accepted a FY2020 Assistance to Firefighters Grant (AFG20) in the amount of \$3,299,995.18; and

WHEREAS, on September 23, 2021, the District amended the Final Budget for the Grants Fund 212G for Fiscal Year 2021/22, to include this funding; and

WHEREAS, on December 22, 2021 an amendment to the District's AFG20 grant award was issued by FEMA which requires an amendment to the Final Budget for the Grants Fund 212G for Fiscal Year 2021/22.

THEREFORE, BE IT RESOLVED, in accordance with Section 13890 of the Health and Safety Code, the Final Budget for the Grants Fund 212G for the Fiscal Year 2021/22 will be and is hereby further amended in accordance with the following:

ACCOUNT	FUND	FUND CENTER	COST CENTER	ACCOUNT CATEGORY	FY2021/22 INCREASE (DECREASE)
20225100	212G	2126000	2126000000	MEDICAL EQUIP SERVICE	\$ 72,841
43430300	212G	2126000	2126000000	EQUIPMENT	(\$ 329,527)
59599100	212G	2126000	2126000000	OPERATING TRANS IN (212A)	(\$ 256,686)

BE IT FURTHER RESOLVED that the means of financing the expenditure program will be by monies derived from all revenue sources and fund balance available.

PASSED AND APPROVED this 13th day of January, 2022, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Sacramento Metropolitan Fire District:

Attested by:

President, Board of Directors

Clerk of the Board



TODD HARMS
Fire Chief

Sacramento Metropolitan Fire District

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

DATE: January 10, 2022
TO: Board of Directors
SUBJECT: Dissolution Agreement for CFRTA

TOPIC

Approval of the Dissolution Agreement for the California Fire and Rescue Timing Authority (CFRTA).

DISCUSSION

On December 1, 1997, the American River Fire Protection District (AFRPD), the City of Sacramento for the Sacramento Fire Department, the Sacramento County Fire Protection District and the California Governor's Office of Emergency Services entered into a Joint Powers Agreement forming the McClellan Regional Fire and Rescue Training Authority. (CFRTA)

On March 3, 2003 the Sacramento Metropolitan Fire District (SMFD) as successor to the Sacramento County Fire Protection District and formerly ARFPD entered into a Second Amendment which renamed the Joint Powers Authority the CFRTA, and made other amendments relating to the JPA Council, the Training Facility Manager, Insurance and Budget Issues.

Currently, the operational budget of the CFRTA is based upon contributions paid by the members as follows: SMFD 30%, City of Sacramento 30%, and Cal OES 40%.

On March 26, 2021, Cal OES provided a notice of intent to withdraw as a member agency of the JPA. On June 28, 2021, SMFD provided notice of intent to withdraw from the JPA. Under the terms of the JPA agreement, withdrawal by two members constitutes a dissolution of the JPA as of the end of the fiscal year, June 30, 2022.

The JPA has retained special counsel to assist and advise regarding the dissolution. At this juncture, counsel has prepared a dissolution agreement, providing for the distribution of all assets and liabilities of the CFRTA according to the requirements of the JPA agreement described above, and to appoint a dissolving member for the purposes of winding up any remaining affairs after June 30, 2022.

The dissolution agreement before the Board provides for the following material provisions:

1. Appointment of Cal OES Fire Chief as the dissolving member to pay debts, liabilities, costs, and expenses of dissolution after the close of the fiscal year. It also requires the dissolving member to administer reserve funds to pay debts and liabilities and/or refund unused funds to the members, arrange for the preparation of the final audit report, and serve as Custodian of Records of CFRTA after dissolution.
2. Distribute remaining assets to the CFRTA members in proportion to their member contributions as specified in the JPA agreements identified above.
3. Provide for the termination of the ground lease agreement between CFRTA and SMFD.

FISCAL CONSIDERATIONS

A final audit of the JPA will be completed no later than December 31, 2022. At this point there are no concrete projections as to the total amount of the distribution of remaining assets, or whether any further financial contributions will be required from the CFRTA members to pay any remaining or outstanding liabilities, obligations, or debts.

RECOMMENDATION

The agreement has been reviewed and approved by General Counsel. The CFRTA must be dissolved pursuant to the terms of the JPA agreement. This agreement provides for distribution of assets and liabilities according to the terms of the JPA agreements. Further, after the JPA ceases operations at the end of the current fiscal year, it's necessary that procedures be in place to wind up and distribute assets and liabilities and prepare and deliver a final audit report to the member agencies. Therefore, staff recommends that the Board approve the agreement.

Submitted by:

John A. Lavra
General Counsel

Todd Harms
Fire Chief

DISSOLUTION AGREEMENT
CALIFORNIA FIRE AND RESCUE TRAINING AUTHORITY

This Dissolution Agreement (“Agreement”) is entered into on this ____ day of _____, 2022 by and among Sacramento Metropolitan Fire District, the City of Sacramento for the Sacramento Fire Department and the California Governor’s Office of Emergency Services.

RECITALS

WHEREAS, on December 1, 1997, the American River Fire Protection District (“ARFPD”), the City of Sacramento for the Sacramento Fire Department (“SFD”), the Sacramento County Fire Protection District (“SCFPD”), and the California Governor’s Office of Emergency Services (“Cal OES”) (hereinafter collectively referred to as the “Members”) entered into a Joint Powers Agreement forming the McClellan Regional Fire and Rescue Training Authority, a joint powers authority organized pursuant to Government Code Sections 6500 et. seq. (the “JPA Agreement”); and

WHEREAS, on March 3, 2003, Sacramento Metropolitan Fire District (“SMFD” formerly ARFPD and successor to SCFPD), SFD, and Cal OES (collectively hereinafter referred to as “Members”) entered into a Second Amendment to Joint Powers Agreement wherein the McClellan Regional Fire and Rescue Training Authority was reconstituted and renamed the California Fire and Rescue Training Authority (the “Authority”); and

WHEREAS, on March 26, 2021, CalOES provided notice of its intent to withdraw as a member agency of the Authority; and

WHEREAS, on June 28, 2021, SMFD provided notice of intent to withdraw from the Authority; and

WHEREAS, pursuant to Section 11(b) of the JPA Agreement withdrawal by all but one of the member agencies of the authority shall constitute a dissolution of the Authority as of the end of the fiscal year; and

WHEREAS, the Members of the Authority now desire to provide for the distribution of all assets and liabilities of the Authority and provide for the appointment of a dissolving member for purposes of winding up any remaining affairs of the Authority after June 30, 2022.

NOW, THEREFORE, in consideration of the foregoing the Members agree as follows:

AGREEMENT

1. **Incorporation of Recitals**. The recitals set forth above are true and correct and hereby incorporated herein by reference.
2. **Dissolution of the Authority**. Pursuant to Section 11(b) of the JPA Agreement the Members agree that the Authority shall cease all operations on June 30, 2022 (the “Closing Date”).

3. **Appointment of Cal OES as Dissolving Member.** The Members agree to appoint Cal OES as the sole “Dissolving Member” of the Authority for purposes of winding up the affairs of the Authority following the Closing Date. Cal OES Fire Chief Brian Marshall, or his designee, may make decisions on behalf of Cal OES acting as the Dissolving Member for purposes of this Agreement. The Dissolving Member is authorized to:
 - (a) pay all known debts and liabilities and the costs and expenses of winding up and dissolution;
 - (b) administer Reserve Funds, as such term is defined herein, to pay any remaining and final debts and liabilities of the Authority (e.g., audit costs, professional service fees);
 - (c) arrange for the preparation of a final audit report, showing cumulative collections, disbursements and distributions, which will be submitted upon completion of the dissolution to all member agencies. The final audit report shall be completed as soon as reasonably practicable, but no later than December 31, 2022;
 - (d) serve as the custodian of records of the Authority; and
 - (e) perform any and all other actions which the Dissolving Member determines, in its reasonable discretion, are necessary or appropriate to wind up the affairs of the Authority and complete the dissolution process.
4. **Reserve Funds.** Prior to the Closing Date, the Members agree to allocate _____ (\$_____) (“Reserve Funds”) to the Dissolving Member to perform the duties identified in Section 3 above.
5. **Distribution of Assets.** The Members hereby agree that the remaining Assets of the Authority shall be distributed among Members in accordance with Section 12 (b) of the JPA Agreement as more particularly specified on Exhibit “A” to this Agreement.
6. **Lease Agreement.** The Authority entered into a Ground Lease (“Lease”) of real property situated in the City of Rancho Cordova on December 19, 2011, for a term of 55 years. The Members agree to terminate the Lease on terms and conditions consistent with the Lease and acceptable to the Authority’s Governing Council prior to the Closing Date, and to take any actions necessary to effectuate the final termination of the Lease.
7. **Insufficient Funds.** In the event there are insufficient Authority funds to pay any remaining or outstanding Authority liabilities, obligations or debts, the Members agree to contribute funds in proportion to their Member contributions, as specified in Section 8(c) of the JPA Agreement (SMFD 30%, SFD 30%, CalOES 40%), to pay off said liabilities, obligations, or debts.
8. **Distribution of Surplus Funds.** Upon and after the discharge of all Authority debts, liabilities and obligations, any remaining Authority funds, other than Reserve Funds and remaining US&R Mobex funds, shall be distributed in proportion to the contribution of each member agency as specified in Section 8(c) of the JPA Agreement. Any US&R Mobex funds that remain after the discharge of all Authority debts, liabilities and obligations, shall be returned to Cal OES.

9. **Dissolution Date.** Upon the completion of the winding up of Authority affairs contemplated in Section 3 of this Agreement and following written notice of completion from the Dissolving Member to all Members, the Authority shall be dissolved, and the JPA Agreement shall be terminated and have no further force or effect.
10. **Further Acts and Assurances.** The Members shall execute, acknowledge, and deliver any and all additional documents, and other assurances, and shall perform any and all acts reasonably necessary, in connection with the performance of the obligations under this Agreement to carry out the intent of the Members.
11. **Counterparts.** This Agreement may be executed in multiple counterparts and any party hereto may execute any such counterpart, each of which when executed and delivered shall be deemed to be an original and all which counterparts taken together shall constitute one and the same instrument.
12. **Dispute Resolution.** The Members shall make reasonable efforts to settle all disputes arising out of or in connection with this Agreement. Before exercising any remedy provided by law, the Members shall engage in nonbinding mediation in the manner agreed to by the parties. In the event that nonbinding mediation is not initiated or does not result in settlement of a dispute within sixty (60) days after the demand for mediation is made, any Member may pursue any remedies provided by law.
13. **Applicable Law.** This Agreement shall be construed in accordance with and governed by the laws of the State of California.
14. **Amendments.** This Agreement may be amended at any time by mutual agreement of the Members provided that before any amendment shall take effect, it shall be reduced to writing and signed by both parties.
15. **Severability.** The Members understand and agree that should any part or parts of this Agreement be deemed invalid as a matter of law or policy, such part or parts are severable and the remainder of the Agreement shall remain in force and effect.

IN WITNESS WHEREOF, the Members have executed this Agreement as of the date first written above.

SACRAMENTO METROPOLITAN FIRE DISTRICT

[Insert Name and Title of Authorized Signatory]

STATE OF CALIFORNIA, GOVERNOR'S OFFICE OF EMERGENCY SERVICES

[Insert Name and Title of Authorized Signatory]

CITY OF SACRAMENTO

[Insert Name and Title of Authorized Signatory]

ATTEST

City Clerk

APPROVED AS TO FORM:

City Attorney

SMFD Counsel

Cal OES Counsel

EXHIBIT "A"

[INSERT ASSET INVENTORY LIST AND IDENTIFY RECIPIENT MEMBER AGENCY]