



Todd Harms  
Fire Chief

# Sacramento Metropolitan Fire District

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

**Matt Kelly**  
Board President  
Division 7

**Cynthia Saylor**  
Board Vice President  
Division 1

**D'Elman Clark**  
Board Secretary  
Division 6

**Grant Goold**  
Board Member  
Division 2

**Randy Orzalli**  
Board Member  
Division 3

**Ted Wood**  
Board Member  
Division 4

**Jennifer Sheetz**  
Board Member  
Division 5

**Gay Jones**  
Board Member  
Division 8

**Walt White**  
Board Member  
Division 9

## BOARD OF DIRECTORS - REGULAR MEETING

**Thursday, October 28, 2021 – 6:00 PM**

**Sacramento Metropolitan Fire District**  
**10545 Armstrong Avenue**  
**Board Room – Second Floor**  
**Mather, California**  
**&**  
**Remotely Via Zoom**  
**Phone: (669) 900-6833**  
**Webinar ID: 884 1553 9019#**  
**Passcode: 570 699 514#**

*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. The Executive Order also allows local legislative bodies to hold meetings via conference calls while still satisfying state transparency requirements.

On June 11, 2021, the Governor issued Executive Order N-07-21, which formally rescinded the Stay-at-Home Order (Executive Order N-33-20, issued on March 19, 2020), as well as set the framework for a gradual, risk-based reopening of the economy. Given the new framework and to facilitate this process, the meeting of the Board will be available in person and via Zoom at the location and phone number listed above. 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 prefer viewing the meeting via the Zoom Application, please contact Interim Board Clerk Dehoney 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:

**Michelle Dehoney**  
Interim Board Clerk  
(916) 859-4305  
[dehoney.michelle@metrofire.ca.gov](mailto:dehoney.michelle@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, OCTOBER 28, 2021

## 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, October 31<sup>st</sup> at 2:00 pm and Monday, November 1<sup>st</sup> at 6:00 pm on Channel 14; Webcast at [metro14live.saccounty.net](http://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                                                                                                | 6               |
| <b>Recommendation:</b> Approve the Action Summary Minutes for the Regular Board meeting of October 14, 2021.             |                 |
| 2. Notice of Award – RFB 21-05 Multi-Site Asbestos Abatement Project – Station 27, 63, 65, 106 and 109 Asbestos Projects | 12              |
| <b>Recommendation:</b> Approve the contract award to Parc Specialty Contractors in the amount of \$42,770.00.            |                 |
| 3. Notice of Award – RFB 21-06 Multi-Site Flooring Project – Station 27, 63, 65, 106 and 109 Flooring Projects           | 14              |
| <b>Recommendation:</b> Approve the contract award to DFS Flooring in the amount of \$78,519.00.                          |                 |
| 4. Notice of Award – AFG20 Cardiac Monitor/Defibrillators – Stryker                                                      | 16              |
| <b>Recommendation:</b> Approve the purchase of 90 LIFEPAK 15 V4 units from Stryker in accordance the FY2020 AFG award.   |                 |



# Sacramento Metropolitan Fire District

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## REGULAR BOARD MEETING AGENDA

THURSDAY, OCTOBER 28, 2021

- |    |                                                                                                                                                                                                               |           |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 5. | <b>FY 2021/21 Development Impact Fee Report</b>                                                                                                                                                               | <b>18</b> |
|    | <b>Recommendation:</b> Adopt a Resolution accepting the Development Impact Fee Report for FY 2020/21 and making the required finding pursuant to Government Code §66000 et seq.                               |           |
| 6. | <b>Surplus Vehicle Designation</b>                                                                                                                                                                            | <b>28</b> |
|    | <b>Recommendation:</b> Adopt a Resolution establishing a list of surplus vehicles, and sell or donate the vehicles as deemed appropriate by the Fire Chief.                                                   |           |
| 7. | <b>Purchase Approval – Boardroom Audio/Visual Equipment</b>                                                                                                                                                   | <b>32</b> |
|    | <b>Recommendation:</b> Approve the District to procure upgrade and replacement Boardroom A/V equipment and installation services from AVI-SPL through the utilization of OMNIA Partners contract 2010.001535. |           |

### ACTION ITEMS

- |    |                                                                                                                                                                                                                                                                        |           |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 1. | <b>Ratification of Resolution to Extend Teleconference of Board Meetings (Government Code 54953(e) (3)) (President Kelly)</b>                                                                                                                                          | <b>34</b> |
|    | <b>Recommendation:</b> 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 October 28, 2021-November 28, 2021 or until further re-ratified. |           |
| 2. | <b>FY2021/22 Budget Amendments – General Operating Fund 212A and Grants Fund 212G(Administrative Specialist Erin Castleberry)</b>                                                                                                                                      | <b>36</b> |
|    | <b>Recommendation:</b> Adopt two Resolutions amending the FY2021/22 General Operating Fund 212A and Grants Fund 212G for the FY2019 AFG award for Fire Ground Survival Training.                                                                                       |           |

### PUBLIC HEARING

- |    |                                                                                                                                                             |           |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 1. | <b>Division Redistricting (Redistricting Partners)</b>                                                                                                      | <b>39</b> |
|    | <b>Recommendation:</b> Conduct a Public Hearing to review the Sacramento Metropolitan Fire District's Board of Directors Division lines draft map proposal. |           |

### PRESENTATION ITEMS

- |    |                                                                    |   |
|----|--------------------------------------------------------------------|---|
| 1. | <b>5 Years of Service to Fire Chief Harms (President Kelly)</b>    | * |
|    | <b>Recommendation:</b> Receive presentation, no action required.   |   |
| 2. | <b>Strategic Plan Update (Chief Development Officer Jeff Frye)</b> | * |
|    | <b>Recommendation:</b> Receive presentation, no action required.   |   |

### REPORTS

1. **PRESIDENT'S REPORT—(President Kelly)**
2. **FIRE CHIEF'S REPORT—(Chief Harms)  
OPERATIONS' REPORT – (DC Mitchell)**
3. **SMFD – FIREFIGHTERS LOCAL 522 REPORT**



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## REGULAR BOARD MEETING AGENDA

THURSDAY, OCTOBER 28, 2021

### 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)**

Report Out: October 26, 2021 at 1:00 PM

Next Meeting: November 9, 2021 at 9:00 AM

C. **California Fire & Rescue Training JPA – (Chief Harms)**

Report Out: October 26, 2021 at 10:30 AM

Location: 3121 Gold Canal Drive

Mather, CA 95670

Next Meeting: November 18, 2021 at TBD

D. **Finance and Audit Committee – (Director Wood)**

Report Out: October 28, 2021 at 5:00 PM

Next Meeting: TBD

E. **Policy Committee – (Director Goold)**

Next Meeting: TBD

F. **Redistricting Ad Hoc Committee – (Vice President Saylors)**

Next Meeting: TBD

## BOARD MEMBER QUESTIONS AND COMMENTS

### CLOSED SESSION

1. **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

Kao Saechao v. Sacramento Metropolitan Fire District

Deputy Chief Casentini

B. Claim Against Public Entity Pursuant to Government Code Section 910

Madelynn Saechao v. Sacramento Metropolitan Fire District

Deputy Chief Casentini

C. Claim Against Public Entity Pursuant to Government Code Section 910

Nai Saechao v. Sacramento Metropolitan Fire District

Deputy Chief Casentini

D. Claim Against Public Entity Pursuant to Government Code Section 910

Nathan King v. Sacramento Metropolitan Fire District

Deputy Chief Casentini



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REGULAR BOARD MEETING AGENDA

THURSDAY, OCTOBER 28, 2021

**2. Public Employee Performance Evaluation: Fire Chief**

Pursuant to Government Code Sections 54957(b)(1) and 54954.5(e)

**REPORT OUT FROM CLOSED SESSION**

**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 – November 9, 2021 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 October 25, 2021**

Michelle Dehoney

**Michelle Dehoney, Interim 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, October 14, 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 6:02 pm by Vice President Sailors. Board members present: Clark, Goold, Jones, Orzalli, Sailors, White and Wood. Board members absent: Kelly, and Sheetz. Staff present: Fire Chief Harms and Interim Clerk Dehoney.

### PUBLIC COMMENT: None

Prior to hearing the Consent Agenda, Vice President Sailors stated that Item #3 on the Consent Agenda would be moved to Action Item #3.

### CONSENT ITEMS

**Action:** Moved by Jones, 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 September 23, 2021.

**Action:** Approved Action Summary Minutes.

#### 2. Temporary Construction Easement – Ribier Way

**Recommendation:** Authorize the Fire Chief or his designee to execute the Temporary Construction Easement for Ribier Way with B&M Builders, Inc.

**Action:** Approved Temporary Construction Easement with B&M Builders, Inc.

### PRESENTATION ITEMS

#### 1. Sacramento Area Girl's Camp

(Captain Sharon Moore, Sacramento Fire Department)

**Recommendation:** Receive presentation, no action required.

**Action:** No action taken.

#### 2. Division Redistricting (Jacob Thompson-Fisher, Redistricting Partners)

**Recommendation:** Receive presentation, no action required.

**Action:** No action taken.

### ACTION ITEMS

#### 1. Sacramento Local Agency Formation Commission (LAFCo) Election

(Director Jones)

A. Special District Commissioner, Office No. 6

B. Alternate Special District Commissioner, Office No. 6 & 7

**Recommendation:** The Board select one candidate to be elected as Special District Commissioner, Office No. 6, and one candidate as the Alternate for Office No. 6 & 7.

Prior to voting, Director Wood stated that Action Item #1, Part A should read "Special District Commissioner, Office No. 7", instead of No. 6.

**Action:**

- i. Moved by Goold, seconded by Clark, and carried unanimously by the members present to select Gay Jones as Special District Commissioner, Office No. 7.
- ii. Moved by Wood, seconded by Clark, and carried unanimously by the members present to select Charlea Moore as the Alternate for Office No. 6 & 7.

2. **Notice of Award – RFP 21-04 Architecture and Engineering Services – Station 23 Remodel/Expansion**(*Chief Development Officer, Jeff Frye*)

**Recommendation:** Approve the contract award to Jeff Katz Architecture or second highest scoring proposer in the event an agreement cannot be reached with the highest scoring proposer and related budget amendment resolutions and authorize the Fire Chief to execute the agreement in accordance with RFP 21-04.

**Action:** Moved by Goold, seconded by Jones, and carried unanimously by the members present to approve the contract award, Resolution No.'s 2021-098, 2021-099 and authorize the Fire Chief to execute the agreement in accordance with RFP 21-04.

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

**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 October 14, 2021-November 14, 2021 or until further re-ratified.

**Action:** Moved by Jones, seconded by Orzalli, and carried unanimously by the members present to adopt Resolution No. 2021-100.

**REPORTS**

1. **PRESIDENT'S REPORT**—(*Vice President Saylors*)

No report

2. **FIRE CHIEF'S REPORT**—(*Chief Harms*)

**Recruitment**

Firefighter/Paramedic – Internal Only - 22-1 Firefighter Academy tentatively scheduled to start on February 24, 2022, Final Filing Date 10/27 by 4 PM

Reassignment Opportunity – EMS Shift Captain, Final Filing Date 10/18 by 4 PM

Career Development Opportunity – Mobile Integrated Health Firefighter/Paramedic, Final Filing Date 10/20 by 4 PM

Congratulations to Captain Ryan Pittman for being selected to fulfill the Water Rescue Program Manager position, effective September 27, 2021.

Congratulations to the 10 members who successfully completed the Fire Captain examination.

### **Meetings**

9/28-10/1 Five members from Metro Fire attended the International Women in Fire Conference in Spokane. The conference theme was "Committed to Change".

9/24-9/26 California Capital Airshow

9/27 Executive Staff meeting with Sac City Fire (Fire Chiefs and DCs)

### **Miscellaneous**

Chief Harms relayed his gratitude to the members for continuing to provide excellent service delivery during these trying times. He also thanked PIO Wilbourn for his outstanding work on the Metro Fire 2021 Cancer Awareness Campaign. Metro Fire has again partnered with several organizations to sponsor the pink and blue cancer engine wrap. During the months of October and November, the engine will travel throughout all five Battalions as the frontline engine responding to calls for service. Crews will also participate in community events throughout our local and regional jurisdiction with partnered stakeholders such as Local 522, Sacramento Kings, Sacramento River Cats, Sacramento Republic FC, Albie Aware, and Paint Sacramento Pink.

### **OPERATIONS' REPORT – (DC Mitchell)**

Chief Mitchell began his report by discussing the 19 recruits in Academy class 21-2 who are in week 15 of 19 (wildland) with their graduation scheduled for the evening of November 5<sup>th</sup>. He also discussed a training exercise for Fire Ground Survival Train the Trainer which was a grant funded training being offered through IAFF. That training finished up with 30 instructors on 9/30/21. A District-wide roll out of the program will begin in December and continue into spring of 2022.

Chief Mitchell also provided an EMS update discussing the ACLS and CPR training which is ongoing for all safety personnel and should be finishing up on October 29<sup>th</sup>. Additionally, with the recent graduation of 13 recruits into the SRP program, we have been able to re-open SRP M109 fulltime as well as M112 almost fulltime.

Chief Mitchell also provided an OES status update including the return of the Type-3 OES strike team with E8433 from St. 29 with Strike Team Leader Captain Jeff Taylor and trainee BC Adam House who returned safely from the KNP Complex in Sequoia/Kings National Park. Additionally, Captain Duane Miller remains deployed with his IMT on the McCash Fire in Six Rivers Forest.

Additionally, CERT donated 649 hours in the month of September including 413 hours at the air show and 236 hours between the Caldor and other fires in the area.

To close out his report, Chief Mitchell provided some statistics for the District since the last board meeting on September 23<sup>rd</sup> including 6,283 total calls for service, an average of 299 calls per day, which is up 8.7% from 2020. There were also 16 building fires, 6 of which were Metro specific. He also discussed an incident that occurred on September 28<sup>th</sup> where a fire in B5 at 28<sup>th</sup> and U Street impacted the historic Emerson House with 10 acres worth of spot fires.

### **3. SMFD – FIREFIGHTERS LOCAL 522 REPORT**

No report.

### **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 – (Vice President Saylors)**

Next Meeting: TBD

**B. Communications Center JPA – (DC Wagaman)**

Report Out: October 12, 2021 at 9:00 AM

Chief Wagaman reported that the JPA Board voted on 4 action items at the meeting on October 12<sup>th</sup>. These included adding additional resources to their Employee Assistance Program in the form of a company by the name of "Concern", as well as passing Resolutions to fix Employer Contributions under the Employees Medical and Hospital Care Act as well as the vesting rights under this Act, and approved a Policy with regards to the Acceptable Use of the Center's IT Resources. He also reported that they are continuing to deal with staffing challenges but have successfully on-boarded two retired annuitants to assist with dispatching. The 21-2 Academy currently has 8 recruits who are doing very well in the program. Also, SRFEC launched a new website which can be found at srfec.ca.gov.

Next Meeting: November 9, 2021 at 9:00 AM

**C. California Fire & Rescue Training JPA – (Chief Harms)**

Report Out: September 24, 2021 at 10:30 AM

Chief Harms reported that the CRFTA Board discussed their offering of training classes through April 30, 2021 and received a report from their counsel on the dissolution which is still projected to be completed by June 30, 2021.

Location: 3121 Gold Canal Drive  
Mather, CA 95670

Next Meeting: October 26, 2021 at TBD

**D. Finance and Audit Committee – (Director Orzalli)**

Next Meeting: October 28, 2021 at 5:30 PM

**E. Policy Committee – (Director Goold)**

Report Out: October 14, 2021 at 5:30 PM

Director Goold reported that the Committee was presented with five administrative policies that had basic changes and edits including Donated Leave for Represented and Unrepresented Employees, Sick Leave, Modified Duty Schedule for Non-Job Related Injury – 24 Hour Personnel, and Light Duty.

Next Meeting: TBD

**F. Redistricting Ad Hoc Committee – (Vice President Saylors)**

Report Out: October 3, 2021 at 4:00 PM and October 11, 2021 at 3:30 PM  
Vice President Saylors reported that the Committee had met twice and redesigned the District maps which were discussed at the meeting this evening.

Location: Remotely Via Zoom

Next Meeting: TBD

Director White left the meeting at 7:13 PM.

#### **BOARD MEMBER QUESTIONS AND COMMENTS**

Director Jones congratulated Chief Harms on his 5-year anniversary of working for Metro Fire. She also commended CERT on their work and hours contributed. She closed with thanking her fellow Directors for their support on the Sacramento LAFCo nomination and relayed her excitement in continuing to move forward the efforts of Sacramento LAFCo by representing local areas in the delivery of municipal services and fostering growth. She also thanked Captain Moore for her Girls Camp presentation during the meeting.

Director Goold echoed Director Jones' sentiments in congratulating Chief Harms on his 5-year anniversary and thanked the Redistricting Ad Hoc Committee members for their work. He relayed his appreciation for staffs time and contributions to the presentations this evening.

Director Wood also echoed the sentiments of Director Jones in congratulating Chief Harms on his 5-year anniversary.

Director Clark thanked the presenters for their presentations during the meeting.

Director Saylor also congratulated Chief Harms on his 5-year anniversary with Metro Fire.

**The board recessed to closed session at 7:18 PM.**

#### **CLOSED SESSION**

##### **1. 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.

##### **2. 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 8:14 PM.**

Director Goold did not return to the open session proceedings.

**ADJOURNMENT**

The meeting was adjourned at 8:15 pm.

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Matt Kelly, President

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D'Elman Clark, Secretary

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Michelle Dehoney, Interim Board Clerk



# Sacramento Metropolitan Fire District

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TODD HARMS  
*Fire Chief*

**DATE:** October 28, 2021

**TO:** Board of Directors

**SUBJECT:** Bid Award – RFB 21-05 Multi-Site Asbestos Abatement Project

## TOPIC

Staff seeks Board of Directors' approval to award Request for Bids (RFB) 21-05 Multi-Site Asbestos Abatement Project to Parc Specialty Contractors.

## BACKGROUND

In promoting the health and safety of our members, the District began a multi-year fire station flooring replacement project in 2019. In addition to simply replacing old and damaged flooring, the project also mitigates risk of exposure to carcinogens and other contaminants by replacing carpet with durable luxury vinyl tile (LVT) flooring. Since the effort began in 2019, 7 stations have been completed to date.

To establish which stations would be selected in the next round of flooring replacements, the District conducted asbestos surveys at several stations to determine if Asbestos Containing Construction Materials (ACCM) were present in the proposed work areas. The Stations addressed in this RFB were all determined to contain ACCM, and thus their flooring replacements have been prioritized.

## DISCUSSION

RFB 21-05 was issued on September 21, 2021 requesting bids from qualified contractors for the removal and disposal of all ACCM found in the existing flooring of Stations 27, 63, 65, 106, and 109. A mandatory pre-bid job-walk was conducted at all five stations on September 28, 2021. Representatives from six companies attended the job-walk. A public bid opening was conducted on October 13, 2021. The following five bids were received.

Bidder	Total Bid Amount
Parc Specialty Contractors	\$42,770
Central Valley Environmental	\$99,980
JM Environmental, Inc.	\$101,000
Asbestos Management Group of CA, Inc.	\$104,770
West Coast Environmental	\$130,850

Parc Specialty Contractors was determined to be the most responsive and responsible bidder with the lowest total project cost.

## FISCAL IMPACT

Funds are allocated in the FY 21/22 budget for this project.

## RECOMMENDATION

Staff recommends the Board approve awarding RFB 21-05 Multi-Site Asbestos Abatement Project to Parc Specialty Contractors in the amount of \$42,770.

**Submitted by:**



Mark Jones  
Purchasing Manager

**Approved by:**



Tyler Wagaman  
Deputy Chief of Support Services



# Sacramento Metropolitan Fire District

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TODD HARMS  
*Fire Chief*

**DATE:** October 28, 2021

**TO:** Board of Directors

**SUBJECT:** Bid Award – RFB 21-06 Multi-Site Flooring Project

## TOPIC

Staff seeks Board of Directors' approval to award Request for Bids (RFB) 21-06 Multi-Site Flooring Project to DFS Flooring, L.P.

## BACKGROUND

In promoting the health and safety of our members, the District began a multi-year fire station flooring replacement project in 2019. In addition to simply replacing old and damaged flooring, the project also mitigates risk of exposure to carcinogens and other contaminants by replacing carpet with durable luxury vinyl tile (LVT) flooring. Since the effort began in 2019, 7 stations have been completed to date.

To establish which stations would be selected in the next round of flooring replacements, the District conducted asbestos surveys at several stations to determine if Asbestos Containing Construction Materials (ACCM) were present in the proposed work areas. The Stations addressed in this RFB were all determined to contain ACCM, and thus their flooring replacements have been prioritized.

## DISCUSSION

RFB 21-06 was issued on September 21, 2021 requesting bids from qualified contractors for the replacement of the existing flooring at Stations 27, 63, 65, 106, and 109. A mandatory pre-bid job-walk was conducted at all five stations on September 28, 2021.. Representatives from six companies attended the job-walk. A public bid opening was conducted on October 13, 2021. The following five bids were received.

Bidder	Total Bid Amount
DFS Flooring	\$78,519
Dynamic Commercial Flooring Systems, Inc.	\$86,600
Sactown Contractors	\$91,005
Paine Construction Inc	\$159,491
Legion Contractors, Inc.	\$187,000

DFS Flooring, L.P. was determined to be the most responsive and responsible bidder with the lowest total project cost.

## FISCAL IMPACT

Funds are allocated in the FY 21/22 budget for this project.

## RECOMMENDATION

Staff recommends the Board approve awarding RFB 21-06 Multi-Site Flooring Project to DFS Flooring in the amount of \$78,519.

**Submitted by:**



Mark Jones  
Purchasing Manager

**Approved by:**



Tyler Wagaman  
Deputy Chief Support Services



# Sacramento Metropolitan Fire District

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TODD HARMS  
*Fire Chief*

**DATE:** October 28, 2021

**TO:** Board of Directors

**SUBJECT:** Notice of Award – Stryker (AFG20 Cardiac Monitor/Defibrillators)

## BACKGROUND

On September 23, 2021, the Sacramento Metropolitan Fire District's (District) Board of Directors accepted a FY2020 Assistance to Firefighters Grant (AFG) award in the amount of \$3,299,995 for the replacement of 90 cardiac monitor/defibrillators that are obsolete and beyond their useful and serviceable life.

## DISCUSSION

The District currently deploys the LIFEPAK 15 Version 2 unit and the EMS Division has identified the LIFEPAK 15 Version 4 as its desired replacement unit. The choice to stay with the LIFEPAK 15 unit is based on identified cost savings and operational efficiencies. District personnel are already trained on the proper use and care of the LIFEPAK unit, which will save in training time and result in faster deployment of the new units. Some of our neighboring agencies also use the same unit, maximizing interoperability. Additionally, the District already has an existing inventory of peripheral supplies and accessories that are compatible with the desired unit, saving the District the cost of replacing that inventory of supplies.

In an effort to further maximize cost savings, the District intends to utilize a master cooperative purchasing agreement administered by the Savvik Buying Group through a host public agency. The Savvik Buying Group is a non-profit organization that serves the public safety sector by contracting for public safety equipment, supplies, and services through a full and fair competitive bidding or quotation process, ensuring the best pricing on quality products and services. As a member of the Savvik Buying Group, the District is able to utilize contracts that have been competitively bid through this process and obtain the contracted pricing discounts. Utilizing these types of contracts saves the District time and money, while still meeting all competitive bidding requirements.

On August 16, 2018, host public agency Eagle County Health Service District issued a Request for Bid (RFB) for Resuscitation Devices (PSAI RFB #2018-11) and received responses from four vendors. A public bid opening was conducted and an evaluation was completed of all responses. The bid review committee recommended an award to be issued to Physio-Control, as they provided a responsible and responsive bid. Physio-Control has been acquired by Stryker, and the current agreement extension for RFB #2018-11 is by and between Eagle County Paramedic Services and Stryker.

## FISCAL IMPACT

The total cost for the cardiac monitor/defibrillator replacement project is \$3,748,767, with a federal share of \$2,999,996 and a District share of \$748,771. Staff is also pursuing an opportunity to trade-in existing units for a credit toward this purchase, valued at \$540,000. If approved by FEMA, this trade-in will reduce the total project cost to \$3,121,988, resulting in a \$121,992 District share.

## RECOMMENDATION

Staff recommends the Board approve the purchase of 90 LIFEPAK 15 V4 units from Stryker, by utilizing a master cooperative purchasing agreement (RFB #2018-11) administered by the Savvik Buying Group.

**Submitted by:**



Mark Jones  
Purchasing Manager



# Sacramento Metropolitan Fire District

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

TODD HARMS  
*Fire Chief*

**DATE:** October 28, 2021  
**TO:** Board of Directors  
**SUBJECT:** Development Impact Fee Report FY 2020-21

## SUMMARY

Fire capital facilities fees are collected at the time a building permit is issued to ensure that new development pays a proportionate share of the capital investments made by the District. These development impact fees fund fire protection, fire suppression, emergency medical services, and other emergency services necessary for a growing service population. Government Code §66000 et seq. requires the District to review the status of collected development impact fees annually. The attached report provides information related to the status of development impact fee funds for the fiscal year ended June 30, 2021.

## DISCUSSION

At the end of Fiscal Year 2020-21, the District has one development impact fee supported by a nexus study and accounted for in one separate fund. The fee is administered by Sacramento County on behalf of the District.

The attached development impact fee report provides the revenues, expenditures, and fund balances for the development impact fee fund for the fiscal year ended June 30, 2021, and the prior four fiscal years. The report describes how the fees are being spent timely and includes supporting project information used to make certain findings about the fees.

As of June 30, 2021, all reportable fees, collections and expenditures have been received, deposited, invested, and expended in compliance with the relevant sections of the California Government Code and all other applicable laws.

## FISCAL IMPACT

None.

## **RECOMMENDATION**

Staff recommends that the Board approve the Resolution accepting the attached report and making the required findings pursuant to Government Code §66000 et seq.

Submitted By:



Dave O'Toole  
Chief Financial Officer

Attachments:

1. Development Impact Fee Report FY 2020-21
2. Board resolution

# SACRAMENTO METROPOLITAN FIRE DISTRICT

DEVELOPMENT IMPACT FEE REPORT  
FOR THE FISCAL YEAR ENDED JUNE 30, 2021





# Sacramento Metropolitan Fire District

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

TODD HARMS  
Fire Chief

October 28, 2021

Board of Directors  
Sacramento Metropolitan Fire District  
10545 Armstrong Ave, Suite 200  
Mather, California 95655

## Members of the Board:

State law requires any local agency that imposes development impact fees to prepare an annual report providing specific information about those fees and specifies that the report be made available to the public within 180 days after the last day of each fiscal year. Development Impact Fees (DIF) are charged by local governmental agencies in connection with approval of development projects to pay for critical services needed to establish and support new communities. The legal requirements for enactment of a DIF program are set forth in Government Code §66000-66025 (the "Mitigation Fee Act"), the bulk of which was established by AB 1600 (Chapter 927, Statutes of 1987), and are commonly referred to as "AB 1600 requirements."

In the Sacramento Metropolitan Fire District, DIFs are collected as a fire capital facilities fee at the time a building permit is issued to a developer. The purpose of the fee is to ensure that new development within the District boundaries pays a proportionate share of the capital investments necessary to provide fire protection, fire suppression, emergency medical services, and other emergency services adequate to a larger service population.

A Fire Department Growth Analysis Report was prepared in 2013 that identified the fire station, apparatus and staffing necessary to serve future development and, in 2015, the current fee structure was adopted. The District applied current fire station construction costs to facilities identified in the report to develop an overall facilities master plan for the District. This information was used to perform a capital facilities impact fee study and analysis which determined the portion of the projected facilities cost attributable to new development over the ensuing 20-year planning horizon. Using that information and following recent California court decisions indicating that DIF-type fees should meet an "essential nexus" legal standard, fees are set using a calculation of community need, benefit to the developed area, and cost proportionality for different types and amounts of development.

The Board of Directors must review the annual report at a regularly scheduled public meeting not less than fifteen days after the information is made available to the public. This report was posted on the District's website and made available for public review on September 29, 2021. Therefore, in accordance with the provisions of the California Government Code §66006(b) and 66001(d) the Development Impact Fee (DIF) Report for Sacramento Metropolitan Fire District for the fiscal year ended June 30, 2021, is submitted for your consideration and approval.

  
Dave O'Toole  
Chief Financial Officer



## INTRODUCTION

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The statutory requirements for this report and current status of DIF and related projects are described in this section.

### Government Code §66006(b)

This section defines the specific reporting requirements for local agencies that impose DIFs on new development. For each separate fund established for the collection and expenditure of DIFs, the local agency shall, within 180 days after the last day of each fiscal year, make available to the public the information shown below for the most recent fiscal year. Page numbers indicating where each item can be found in the report, or an explanation for its absence, are provided for reference.

- A brief description of the type of fee in the account or fund. *(Page 2)*
- The amount of the fee. *(Page 2)*
- The beginning and ending balance of the account or fund. *(Page 3)*
- The amount of the fees collected and interest earned. *(Page 3)*
- An identification of each public improvement on which fees were expended and the amount of expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees. *(Page 4)*
- An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement. *(Page 4)*
- A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid and the rate of interest that the account or fund will receive on the loan. *(No interfund transfers or loans made)*
- The amount of refunds made due to sufficient funds being collected to complete financing on incomplete public improvements, and the amount of reallocation of funds made due to administrative costs of refunding unexpended revenues exceeding the amount to be refunded. *(No refunds required to date)*

### Government Code §66001(d)

Government Code §66001(d) provides additional requirements for all funds established for the collection and expenditure of DIFs. For the fifth fiscal year following the first deposit into the fund and every five years thereafter, the local agency shall make all of the following findings with respect to that portion of the fund remaining unexpended, whether committed or uncommitted:

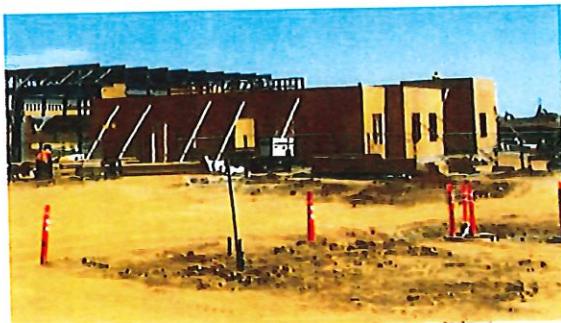
- Identify the purpose to which the fee is to be put.
- Demonstrate a reasonable relationship between the fee and purpose for which it is charged.
- Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements.
- Designate the approximate dates on which the funding is expected to be deposited into the appropriate account or fund.

*As of June 30, 2021, the District's DIF Fund did not hold any funds past the fifth year of first deposit, therefore, no additional findings are required.*



### Current Major CIP Projects

The District has one current project for the construction of a new Station 68 at 12065 Cobble Brook Drive in the City of Rancho Cordova. The project calls for a 9,191 square-foot fire station on a 2.62-acre parcel. It also includes a 2,400 square-foot metal storage building and truck washing station with a 1,000 gallon above ground fuel storage tank. The fire station will primarily service the Sunridge Anatolia neighborhood.



Main Building



Storage Building

### Capital Fire Facilities Fees

Capital fire facilities fees provide funding for additional fire stations and fire equipment that will safeguard the lives and property of those who will occupy new developments. The fee is first established by the District and updated annually to reflect cost changes in the Engineering News Record Building Cost Index. Below is the fee schedule effective as of March 1, 2021.

#### SACRAMENTO METROPOLITAN FIRE DISTRICT CAPITAL FIRE FACILITIES FEE

Land Use	Fee Basis	Fee
Single-Family Residential	per dwelling unit	\$1,356
Multi-Family Residential	per dwelling unit	\$1,059
Commercial/Retail	per 1,000 sq. ft. of building space	\$715
Office	per 1,000 sq. ft. of building space	\$1,186
Industrial	per 1,000 sq. ft. of building space	\$643
Institutional/Other	per 1,000 sq. ft. of building space	\$1,135

All DIF collected has been earmarked for current or future capital projects necessary to provide current levels of service for existing service areas to new development areas.



## DEVELOPMENT IMPACT FEE REPORT

### Sacramento Metropolitan Fire District Statements of Revenues, Expenditures, and Changes in Fund Balances Development Impact Fee Fund

#### Last Five Fiscal Years

	2021	2020	2019	2018	2017
<b>REVENUES</b>					
Development Fees	\$ 2,659,536	\$ 1,492,492	\$ 1,600,941	\$ 1,231,621	\$ 1,506,440
Interest Income	(2,455)	174,317	156,115	38,028	15,068
<b>Total Revenues</b>	<b>2,657,081</b>	<b>1,666,809</b>	<b>1,757,056</b>	<b>1,269,649</b>	<b>1,521,508</b>
<b>EXPENDITURES</b>					
Services and Supplies <sup>(1)</sup>	64,658	67,634	64,722	64,201	80,000
Capital Outlay	3,256,507	406,315	7,437	-	-
<b>Total Expenditures</b>	<b>3,321,164</b>	<b>473,949</b>	<b>72,159</b>	<b>64,201</b>	<b>80,000</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>(664,083)</b>	<b>1,192,861</b>	<b>1,684,897</b>	<b>1,205,448</b>	<b>1,441,508</b>
<b>OTHER FINANCING SOURCE</b>					
Transfers In (out)	-	-	-	-	-
<b>Net Change in Fund Balance</b>	<b>(664,083)</b>	<b>1,192,861</b>	<b>1,684,897</b>	<b>1,205,448</b>	<b>1,441,508</b>
<b>Fund Balance, Beginning of Year</b>	<b>7,018,290</b>	<b>5,825,429</b>	<b>4,140,532</b>	<b>2,935,084</b>	<b>1,493,576</b>
<b>Fund Balance, End of Year</b>	<b>\$ 6,354,207</b>	<b>\$ 7,018,290</b>	<b>\$ 5,825,429</b>	<b>\$ 4,140,532</b>	<b>\$ 2,935,084</b>
<b>Five-Year Revenue Test <sup>(2)</sup></b>					
<b>Revenue Available:</b>					
Current Fiscal Year	\$ 2,657,081	\$ 1,666,809	\$ 1,757,056	\$ 1,269,649	\$ 1,521,508
Prior Fiscal Year (2-yr old funds)	1,666,809	1,757,056	1,269,649	1,521,508	1,413,576
Prior Fiscal Year (3-yr old funds)	1,757,056	1,269,649	1,521,508	1,349,375	-
Prior Fiscal Year (4-yr old funds)	273,260	1,521,508	1,277,216	-	-
Prior Fiscal Year (5-yr old funds)	-	803,268	-	-	-
In Excess of Five Prior Fiscal Years	-	-	-	-	-
<b>Total Revenue Available</b>	<b>\$ 6,354,207</b>	<b>\$ 7,018,290</b>	<b>\$ 5,825,429</b>	<b>\$ 4,140,532</b>	<b>\$ 2,935,084</b>

**Result:** No excess funds held. Five-year revenue test met in accordance with Government Code §66001(d).  
No additional findings required.

#### Notes

- (1) Represents service fees charged by the County of Sacramento for collecting impact fees in behalf of the District.
- (2) For purposes of determining funds that have been held past the fifth year of first deposit, expenditures are deemed to come from the earliest source of funds (first-in first-out method). Any remaining funds past the fifth year must be reported in accordance with Government Code § 66001 (d).



## DEVELOPMENT IMPACT FEE REPORT

### Development Impact Fee Project Identification As of June 30, 2021

Project Name	Project Phase	Construction Start Date	Estimated Completion Date	Estimated Project Cost <sup>(1)</sup>	Funding To Date <sup>(1)</sup>	Estimated % of Project Funded with Fees
Fire Station 68	Construction	2/17/2021	3/28/2022	\$9,000,000	\$ 3,670,258	100%

#### Notes

(1) Estimated project cost is the total estimated costs for the duration of the project and is subject to change. Funding to date is the amount of impact fees spent for the project from its inception.



TODD HARMS  
Fire Chief

# Sacramento Metropolitan Fire District

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

## RESOLUTION NO. 2021-\_\_

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT TO RECEIVE AND FILE THE 2020/21 DEVELOPMENT IMPACT FEE REPORT AND MAKE CERTAIN FINDINGS, AS REQUIRED BY CALIFORNIA GOVERNMENT CODE §66006(b) AND §66001(d)

**WHEREAS**, California Government Code §66006(b) requires that for each separate account or fund established for the collection and expenditure of Development Impact Fees, the District shall make available to the public within one hundred eighty (180) days after the last day of each fiscal year a report describing the fee, balances, and associated public improvements; and

**WHEREAS**, California Government Code §66001(d) provides that for the fifth fiscal year following the first deposit into the fund, and every five years thereafter, the District shall make findings with respect to that portion of the fund remaining unexpended, whether committed or uncommitted; and

**WHEREAS**, when findings are required by California Government Code §66001(d), they shall be made in connection with the public information required by California Government Code §66006(b); and

**WHEREAS**, California Government Code §66006(b)(2) requires that the District review the information made available to the public at a regularly scheduled public meeting not less than 15 days after the information is made available to the public; and

**WHEREAS**, this report was posted on the District's website and made available for public review on September 29, 2021; and

**WHEREAS**, the District has complied with all of the foregoing provisions.

### NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT DOES HERBY RESOLVE AS FOLLOWS:

**Section 1.** The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

**Section 2.** That the Board of Directors of the Sacramento Metropolitan Fire District at a public meeting has reviewed the following information pursuant to California Government Code §66006(b)(1), as is required by California Government Code §66006(b)(2), including:

- (A) A brief description of the type of fee in the account or fund;
- (B) The amount of the fee;

**Resolution No. 2021-\_\_\_\_\_**

- (C) The beginning and ending balance of the account or fund;
- (D) The amount of the fees collected and interest earned;
- (E) An identification of each public improvement on which fees were expended and the amount of expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees;
- (F) An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement;
- (G) A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid and the rate of interest that the account or fund will receive on the loan; and
- (H) The amount of refunds made due to sufficient funds being collected to complete financing on incomplete public improvements, and the amount of reallocation of funds made due to administrative costs of refunding unexpended revenues exceeding the amount to be refunded.

**Section 3.** That the Board of Directors hereby determines that all reportable fees, collections and expenditures have been received, deposited, invested, and expended in compliance with the relevant sections of the California Government Code and all other applicable laws for the fiscal year ended June 30, 2021.

**Section 4.** That the Board of Directors hereby determines that there are no additional findings with respect to excess funds held past the fifth year of first deposit and that there are no refunds and allocations of reportable fees deemed payable at this time, as required by California Government Code §66001.

**PASSED AND APPROVED** this 28<sup>th</sup> day of October, 2021, by the following vote, to wit:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**Sacramento Metropolitan Fire District**

By: \_\_\_\_\_  
President, Board of Directors

**Attested by:**

---

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*

**DATE:** October 28, 2021

**TO:** Board of Directors

**SUBJECT:** Surplus Vehicle Designation

## TOPIC

Request Board authorization to surplus the below list of vehicles. In addition, give Staff direction to remove the vehicles from the District's permanent vehicle inventory.

## DISCUSSION

The attached resolution recommends the removal of the following vehicles from the fleet due to age, safety concerns, maintenance costs and/or mechanical condition.

<u>Dist. I.D. #</u>	<u>Vehicle Description</u>	<u>Mileage</u>	<u>Condition</u>
628	1998 Ford Medic	132950	Poor
24110	1998 International Air Rig	94855	Fair
24129	2000 Ford Type III	44779	Poor
24245	2004 Ford E350	161406	Fair
24246	2004 Ford E350	153349	Fair
24258	2005 Ford Taurus	72509	Poor
24260	2005 Ford F150	192832	Poor
24284	2006 Ford Expedition	215906	Fair
24340	2008 Chevy Tahoe	205132	Fair

The District maintains a file of written requests for surplus equipment, as well as reaching out to small fire agencies throughout Northern California. All District vehicles will be processed through the District or private auction.

## FISCAL IMPACT

None

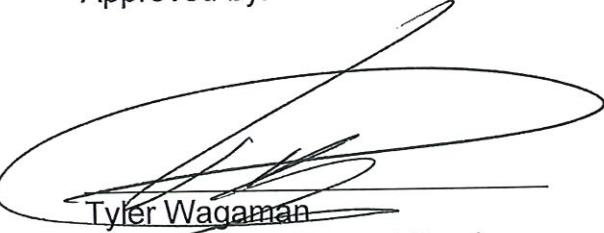
## RECOMMENDATION

Staff recommends that the Board approve the attached Resolution establishing a list of surplus vehicles. Once approved, steps will be taken to sell or donate the vehicles as deemed appropriate by the Fire Chief.

Submitted by:

  
\_\_\_\_\_  
Shea Pursell  
Fleet Manager

Approved by:

  
\_\_\_\_\_  
Tyler Wagaman  
Deputy Chief, Support Services



# 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. 2021-\_\_\_\_\_

## A RESOLUTION OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT WHICH DECLARES SPECIFIC FLEET VEHICLES AS SURPLUS

WHEREAS, the Board of Directors has adopted a Fleet Vehicle Replacement Plan; and WHEREAS, the District has purchased numerous vehicles from this fiscal year's budget; and WHEREAS, several vehicles in the District's fleet are aged, have safety concerns, anticipated maintenance costs and/or mechanical conditions; and WHEREAS, the District recognizes the cost effectiveness of removing excess apparatus and vehicles from the fleet inventory.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Sacramento Metropolitan Fire District that the following vehicles be declared as surplus:

ORACLE ASSET #	ACQUISITION			DESCRIPTION	SERIAL NO	PLANNED		MARKET VALUE	RED INV TAG NO
	DATE	COST	DISPOSAL METHOD			DISPOSAL DATE			
3267	01/01/98	\$ 95,552	1998 FOR MEDIC	1FDWE30F2WHA66864		DONATION/AUCTION	\$ 2,000	628	
						within 60 days			
3404	01/01/01	\$ 202,690	1998 INT AIR RIG	1HTSDADN3WH532932		DONATION/AUCTION	\$ 2,500	24110	
						within 60 days			
3328	01/01/00	\$ 165,000	2000 FORD TYPE III	3FDXX75R8YMA79531		DONATION/AUCTION	\$ 3,000	24129	
						within 60 days			
3636	06/04/04	\$ 18,715	2004 FORD E350	1FTSS34L14HA85611		DONATION/AUCTION	\$ 3,500	24245	
						within 60 days			
3637	06/04/04	\$ 18,715	2004 FORD E350	1FTSS34L34HA85612		DONATION/AUCTION	\$ 3,500	24246	
						within 60 days			
3730	04/19/05	\$ 14,381	2005 FORD TAURUS	1FAHP53UX5A27123		DONATION/AUCTION	\$ 1,500	24258	
						within 60 days			
3732	04/19/05	\$ 21,348	2005 FORD F150	1FTRW12WX5KD79548		DONATION/AUCTION	\$ 2,500	24260	
						within 60 days			
3875	04/21/06	\$ 27,174	2006 FORD EXPEDITION	1FMPU16556LA75663		DONATION/AUCTION	\$ 2,500	24284	
						within 60 days			
4187	05/13/08	\$ 33,700	2008 CHEVY TAHOE	1GNFK13058J241748		DONATION/AUCTION	\$ 3,000	24340	
						within 60 days			

PASSED AND APPROVED this 28th day of October, 2021, by the following vote to wit:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

**SACRAMENTO METROPOLITAN FIRE DISTRICT**

By: \_\_\_\_\_  
President, Board of Directors

Attested:

By: \_\_\_\_\_  
Clerk of the Board



# Sacramento Metropolitan Fire District

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

TODD HARMS  
*Fire Chief*

**DATE:** October 28, 2021

**TO:** Board of Directors

**SUBJECT:** Purchase of Boardroom Audio/Visual (A/V) Equipment

## TOPIC

Staff seeks Board of Directors approval for the purchase of A/V equipment from vendor Signal Perfection, LTD., a wholly owned subsidiary of AVI-SPL, utilizing OMNIA Partners cooperative contract 2019.001535.

## BACKGROUND

The District's existing boardroom A/V equipment is over 9 years old. Several components of the equipment are no longer supported and therefore require replacement. Additionally, the existing equipment is not compatible with Zoom microphone, speaker, and camera functions.

## DISCUSSION

OMNIA Partners is a national cooperative procurement organization offering publicly solicited contracts to government entities nationwide. All cooperative purchasing agreements offered through OMNIA Partners have been awarded via a thorough Request for Proposal (RFP) competitive solicitation by a lead public agency.

On February 1, 2010, lead agency University of California issued RFP 000817-Nov2018 Audio Visual Goods and Services. This RFP contained provisions to make the agreement accessible to agencies in states that allow intergovernmental contract usage. The University of California received proposals from 16 vendors. The proposals were evaluated by an evaluation committee, and the committee subsequently elected to issue a contract award to AVI-SPL.

The IT Division wishes to leverage OMNIA Partners contract 2019.001535 to procure the boardroom A/V equipment and installation services from Signal Perfection, LTD (a wholly owned Subsidiary of AVI-SPL).

### FISCAL IMPACT

Provider	Product or Service	Cost
AVI-SPL	Boardroom A/V Equipment and Labor	\$111,492.30

### RECOMMENDATION

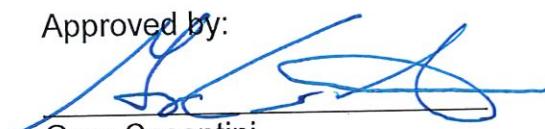
Staff recommends the Board allow the District to procure upgrade and replacement boardroom A/V equipment and installation services from AVI-SPL through the utilization of OMNIA Partners contract 2010.001535.

Submitted by:



Mathew Roseberry,  
Director of Information Technology

Approved by:



Greg Casentini,  
Deputy Chief of Administration



# 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. 2021-XXX

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT PROCLAIMING A LOCAL EMERGENCY, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR GAVIN NEWSOM MARCH 4, 2020, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT FOR THE PERIOD OF OCTOBER 28, 2021-NOVEMBER 28, 2021 PURSUANT TO BROWN ACT PROVISIONS.**

**WHEREAS**, the Sacramento Metropolitan Fire District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

**WHEREAS**, all meetings of the Sacramento Metropolitan Fire District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

**WHEREAS**, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

**WHEREAS**, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, meeting in person would present imminent risk to health and safety of attendees; and

**WHEREAS**, the Board of Directors does hereby find that conditions causing imminent risk to attendees has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

**WHEREAS**, as a consequence of the local emergency, the Board of Directors does hereby find that the legislative bodies of the Sacramento Metropolitan Fire District shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

**WHEREAS**, all meetings will be held in a virtual manner where the public may access them via the virtual platform with all login information provided on each board meeting agenda.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board hereby proclaims that a local emergency now exists throughout the District, and meeting in person would present imminent risk.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby re-ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The staff and legislative bodies of the Sacramento Metropolitan Fire District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) November 28, 2021, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the Sacramento Metropolitan Fire District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

**PASSED AND APPROVED** this 28<sup>th</sup> day of October, 2021, by the following vote, to wit:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

**Sacramento Metropolitan Fire District**

---

President, Board of Directors

**Attested by:**

---

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*

**DATE:** October 28, 2021

**TO:** Board of Directors

**SUBJECT:** Budget Amendments – 212A and 212G Final Budget for FY2021/22

## BACKGROUND

On September 10, 2020, the Sacramento Metropolitan Fire District (District) Board of Directors accepted a FY2019 Assistance to Firefighters Grant (AFG) award in the amount of \$478,316 to deliver IAFF's Fire Ground Survival Training (FGS) to all Metro Fire operational members in order to reduce the risk of injury and death for both responders and civilians. The FGS curriculum, developed by subject matter experts from the International Association of Firefighters (IAFF), International Association of Fire Chiefs (IAFC), and National Institute for Occupational Safety and Health (NIOSH), teaches best practice skills and behaviors for fire ground survival and escape.

## DISCUSSION

Staff was recently made aware that certain equipment and supplies that are included as part of the FGS program provided by IAFF are considered taxable items and, although procured through a lump sum contract with IAFF, the District is required to accrue tax on these items since tax was not included in IAFF's cost.

These tax costs were not included in the Final Budget for the Grants Fund 212G for Fiscal Year 2021/22, but the Training Division has funding available in their budget to cover this cost. In order to transfer this funding from the General Fund into the Grants Fund, budget amendments are necessary.

## FISCAL IMPACT

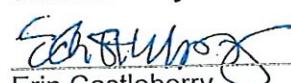
The total cost of the tax is \$4,709 which will be transferred from the Training Division's General Fund budget to the AFG19 project budget in the Grants Fund.

If there are any unspent funds at the completion of the project, the District may be able to recoup these unbudgeted costs via an amendment to the grant award. Staff will pursue this opportunity if applicable.

## RECOMMENDATION

Staff recommends adoption of the attached Budget Amendment Resolutions.

**Submitted by:**

  
Erin Castleberry  
Administrative Specialist

  
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. \_\_\_\_\_

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) has accepted a FY2019 Assistance to Firefighters Grant in the amount of \$478,316; and

**WHEREAS**, the District is required to pay sales tax on some of the grant-funded equipment and supplies, which will be funded with a transfer from the General Operating Fund 212A to the Grants Fund 212G; and

**WHEREAS**, on September 9, 2021, the District adopted the Final Budget for the General Operating Fund 212A for Fiscal Year 2021/22, which did not include 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)	\$4,709
20203600	212A	2129212	2129212000	EDUCATION/TRAINING SUPPLY	(\$4,709)

**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 28<sup>th</sup> day of October, 2021, 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. \_\_\_\_\_

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) has accepted a FY2019 Assistance to Firefighters Grant in the amount of \$478,316; and

WHEREAS, the District is required to pay sales tax on some of the grant-funded equipment and supplies; and

WHEREAS, on September 9, 2021, the District adopted the Final Budget for the Grants Fund 212G for Fiscal Year 2021/22, which did not include this funding.

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)
20203600	212G	2126000	2126000000	EDUC/TRAINING SUPPLY	\$ 1,053
43430300	212G	2126000	2126000000	EQUIPMENT	\$ 3,656
59599100	212G	2126000	2126000000	OPERATING TRANS IN (212A)	\$ 4,709

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 28<sup>th</sup> day of October, 2021, 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:** October 28, 2021  
**TO:** Board of Directors  
**SUBJECT:** Division Redistricting Public Hearing

## TOPIC

The Sacramento Metropolitan Fire District's Board of Directors will conduct a Public Hearing to discuss the Draft Plan 1 of the revised Division Boundaries Map.

## BACKGROUND

Every ten years, following the release of the US Census results, local governments use the new census data to evaluate whether demographic changes to local populations necessitate the revision of district/division boundaries in accordance with best practice recommendations. The District's Board of Directors was presented with the initial findings of these population changes at the regular board meeting on September 9, 2021. The information presented at that meeting showed that the deviation in the population sizes between divisions exceeded the acceptable range for such changes, resulting in a need to redraw division boundary lines. After the initial presentation, the Board voted to establish the Redistricting Ad Hoc Committee, consisting of three members of the Board, for the purposes of working with the District's consultant, Redistricting Partners, to draft the necessary boundary revisions that would reduce population deviations and re-balance division populations.

The Redistricting Ad Hoc Committee met with Redistricting Partners three times, and drafted a boundary revision plan that ensures balance of populations between divisions. This draft plan was presented to the Board at the regular board meeting on October 14, 2021. A request was made at that time to allow additional time for each Director to review the proposed Division Boundaries Map, with the expectation of holding a Public Hearing at the subsequent board meeting to discuss any further comments and/or questions that arose from that review.

## DISCUSSION

The purpose of this Public Hearing is to let both the Board and members of the public have input on the Draft Plan 1 in anticipation of adopting a final updated map. Additional

information on the revisions and proposed Draft Plan 1 are included with this document for reference. A summary of the included documents is as follows:

- Draft Plan 1 with population deviations
- Draft Plan 1 with current lines – This document reflects the boundaries that were shifted in order to help balance population
- Draft Plan 1 with city boundaries
- Divisions 1-9 individual 2020 Census data information with newly proposed boundaries

#### RECOMMENDATION

Hold a Public Hearing to allow the Board and members of the public to discuss the proposed Draft Plan 1 in anticipation of adopting an updated Division Boundaries Map at the November 9, 2021 regular board meeting.

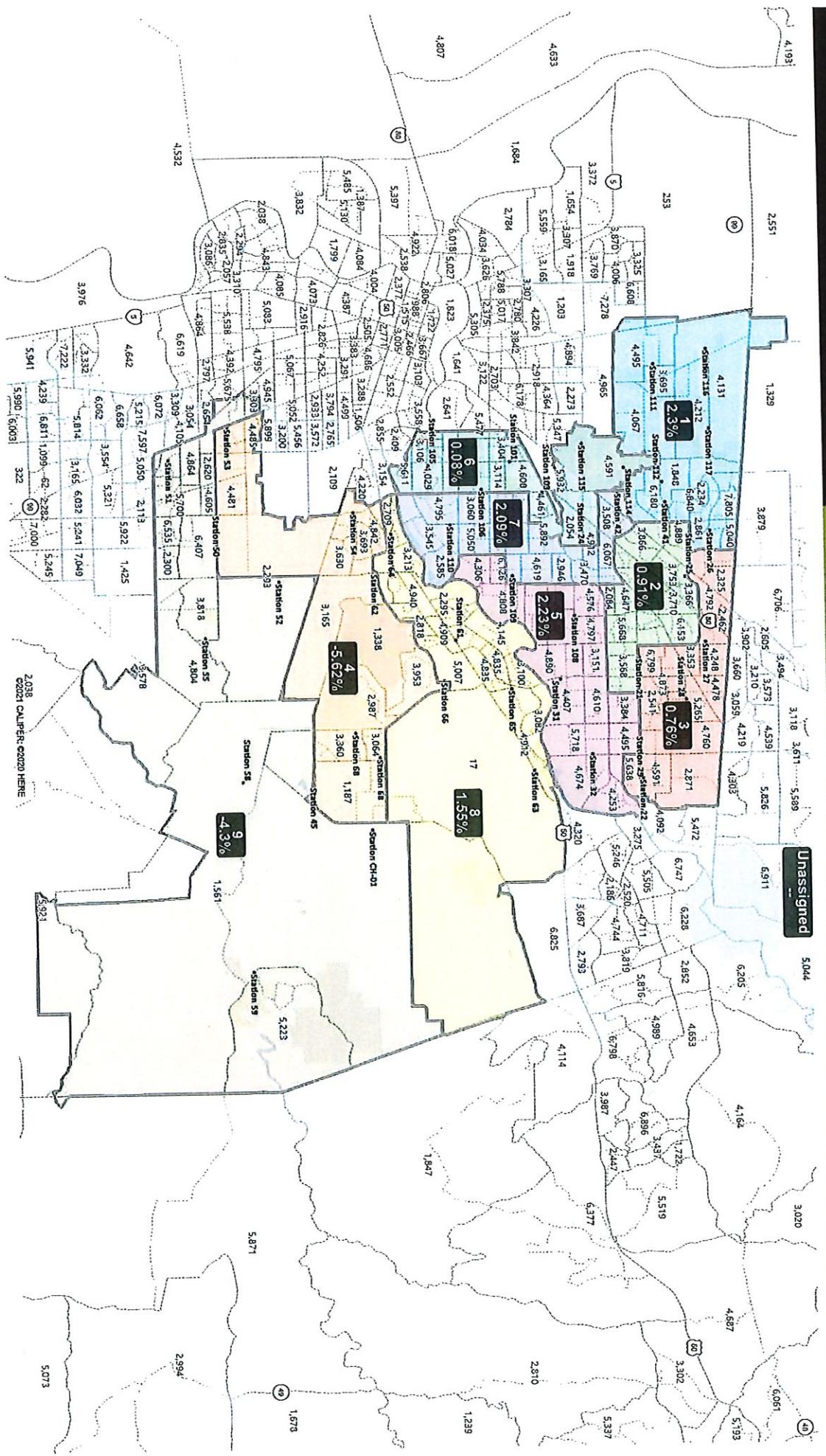
Submitted By:

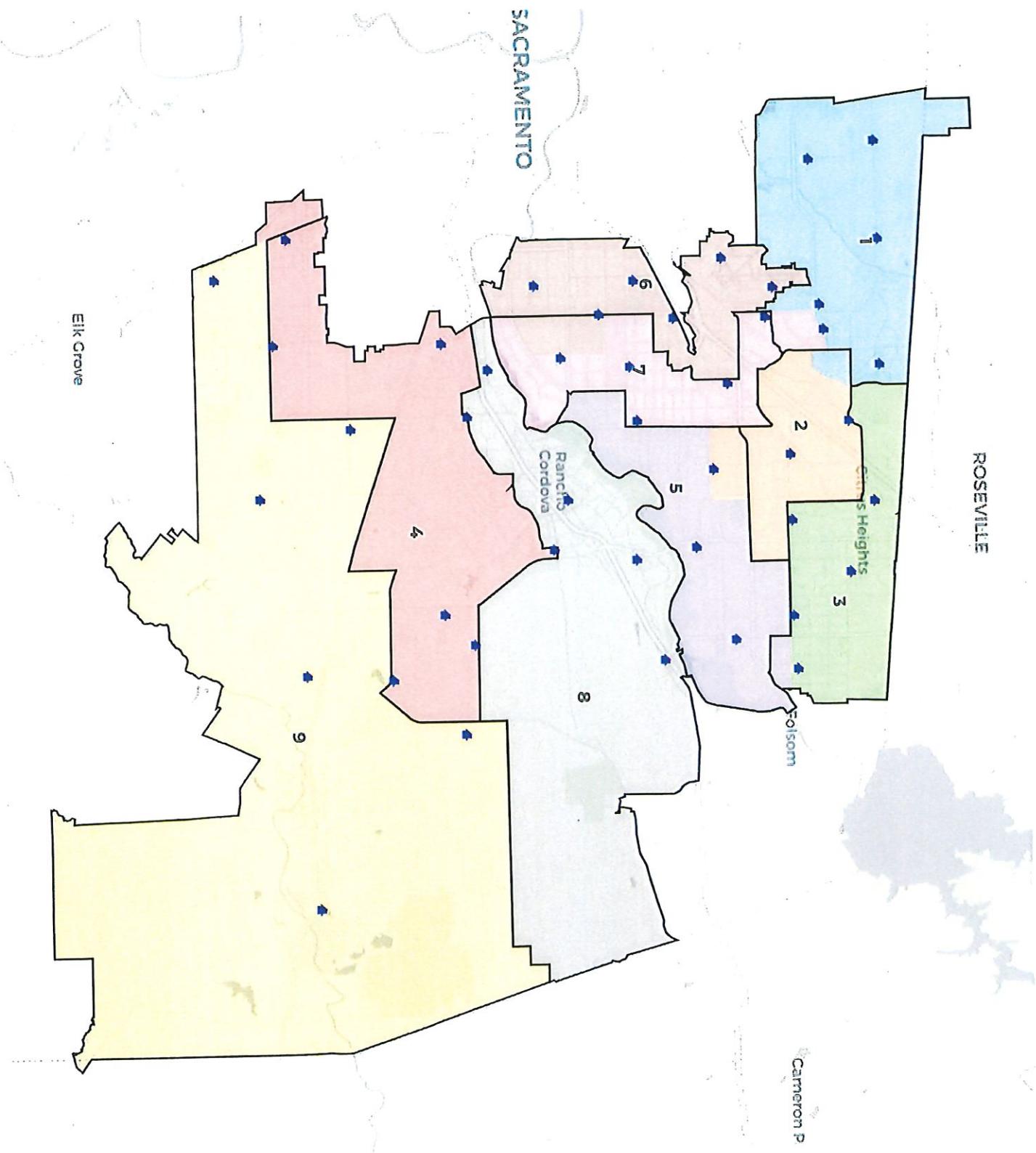
Michelle Dehoney  
Michelle Dehoney  
Interim Board Clerk

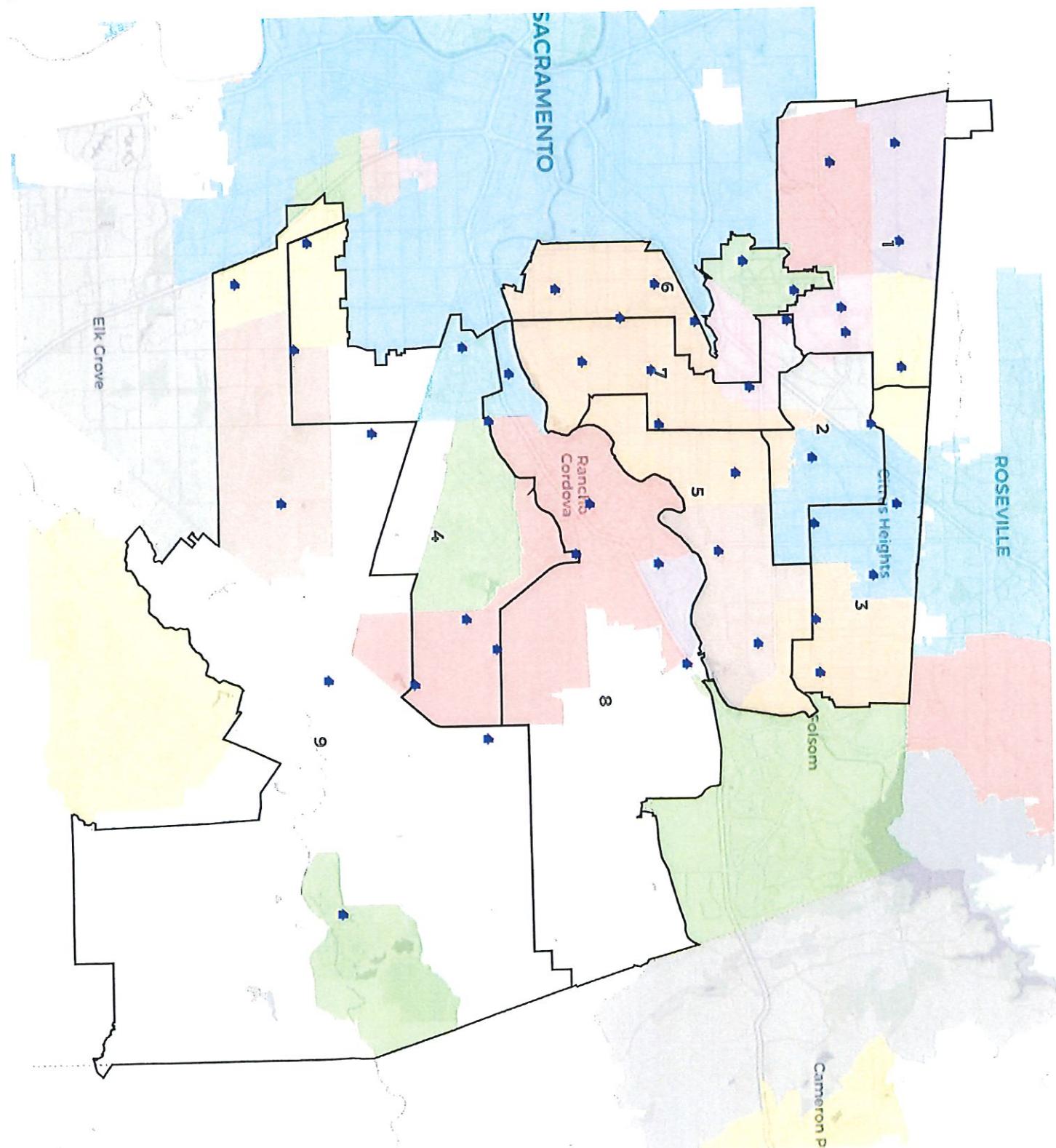


# REDISTRICTING PARTNERS

## Sacramento Metro Fire District Division Population Deviations



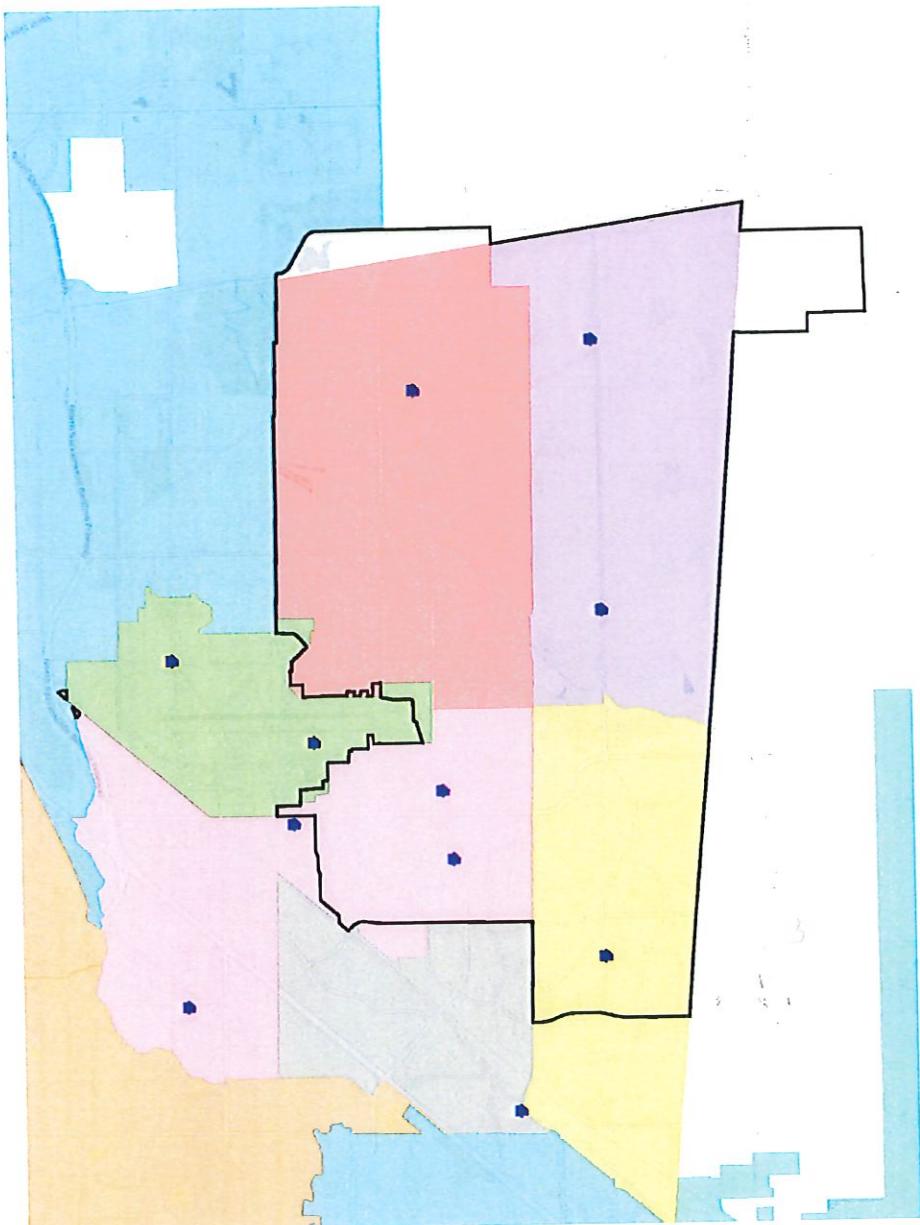




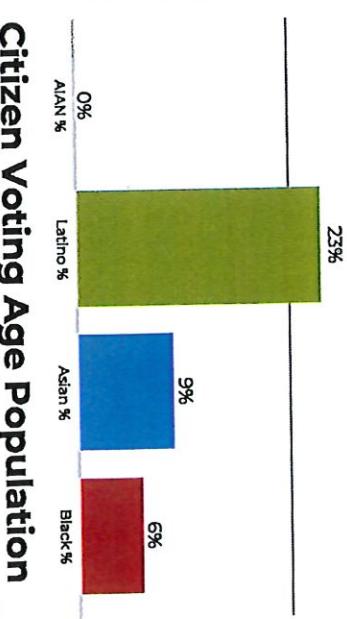


## Sacramento Metro Fire District Draft Plan 1 with Cities

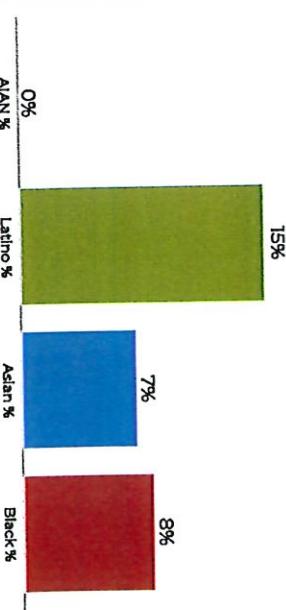
### District 1



### 2020 Census



### Citizen Voting Age Population

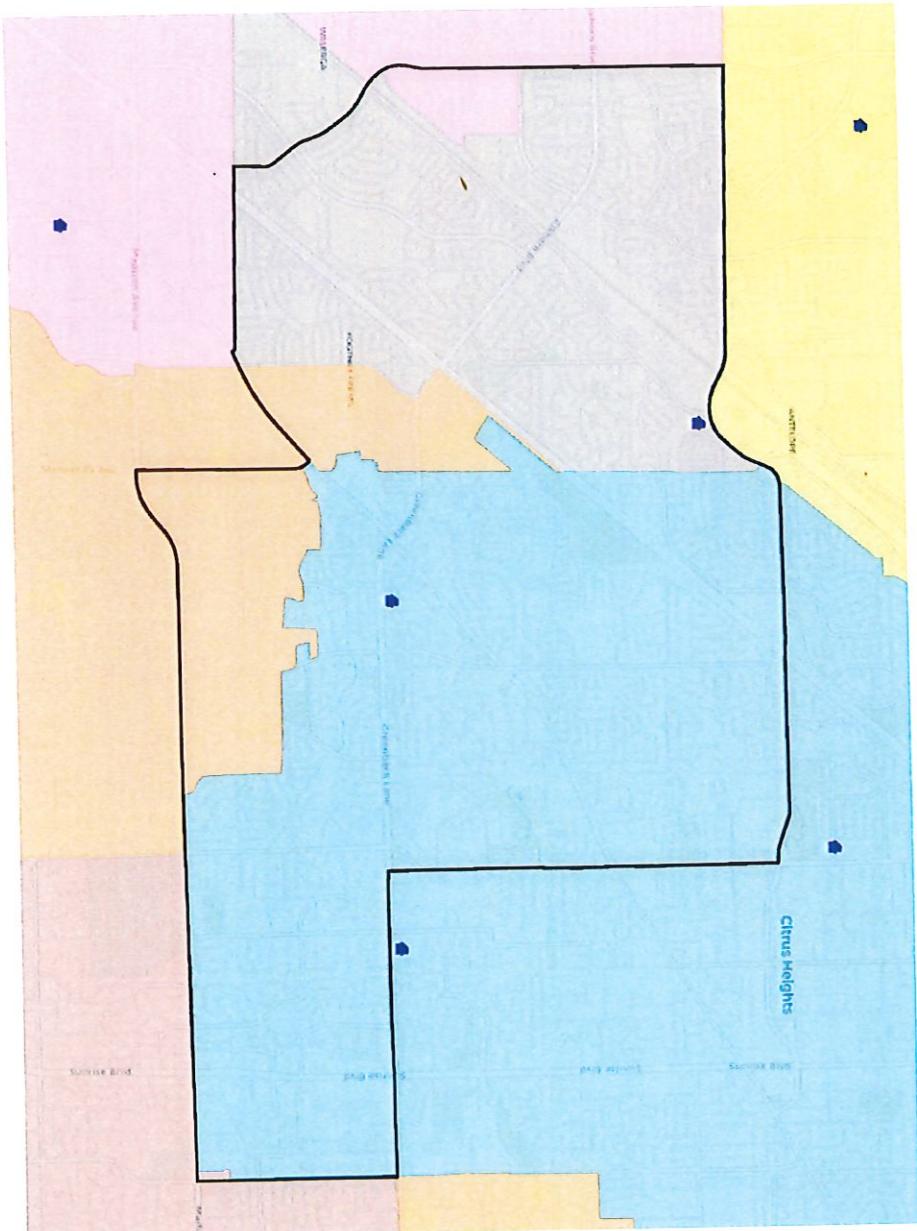


Population Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %	
82,120	1,848	2.3%	49,526	60.3%	19,525	23.8%	7,425	9.0%	5,644	6.9%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP	Black CVAP %	
52,946	35,641	67.3%	8,369	15.8%	4,197	7.9%	4,738	8.9%		



## Sacramento Metro Fire District Draft Plan 1 with Cities

### District 2



### 2020 Census



Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
81,006	734	0.9%	54,786	67.6%	16,459	20.3%	4,616	5.7%	5,145	6.4%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
56,435	42,604	75.5%	7,745	13.7%	2,802	5.0%	3,284	5.8%		

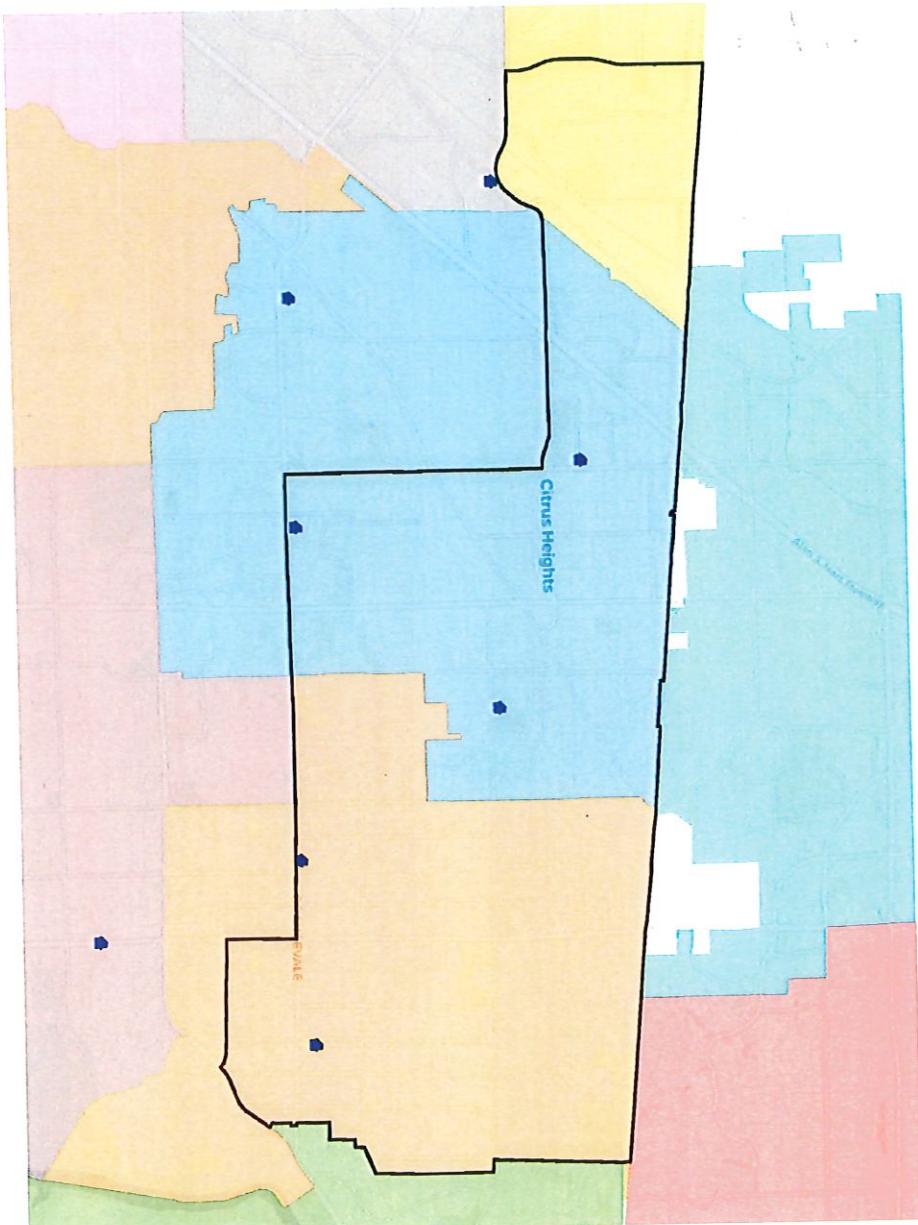


## REDISTRICTING PARTNERS

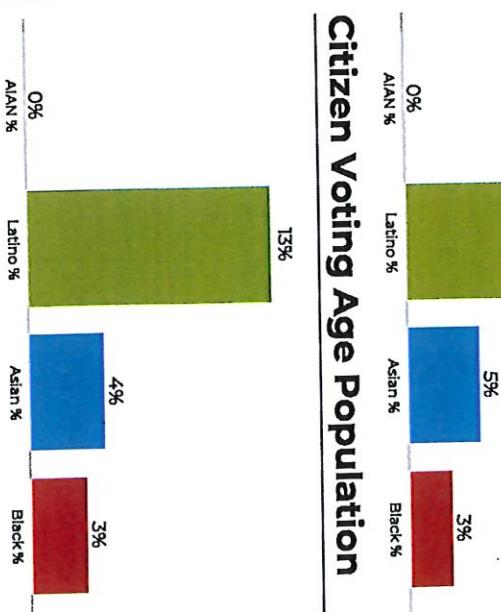
# Sacramento Metro Fire District Draft Plan 1 with Cities

## District 3

### 2020 Census



### Citizen Voting Age Population

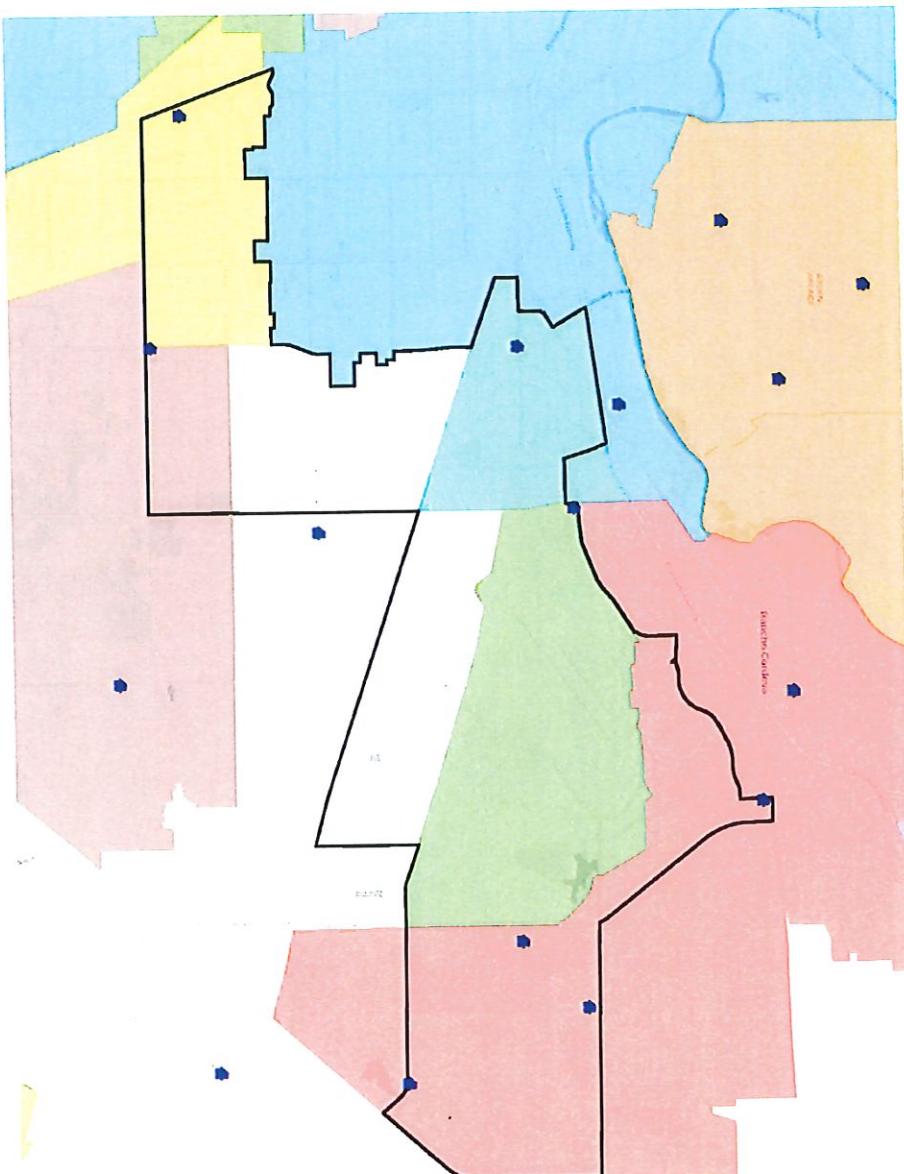


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
80,836	614	0.8%	59,988	74.2%	14,712	17.4%	4,231	5.2%	2,555	3.2%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
58,234	46,399	79.5%	7,586	13.0%	2,638	4.5%	1,771	3.0%		

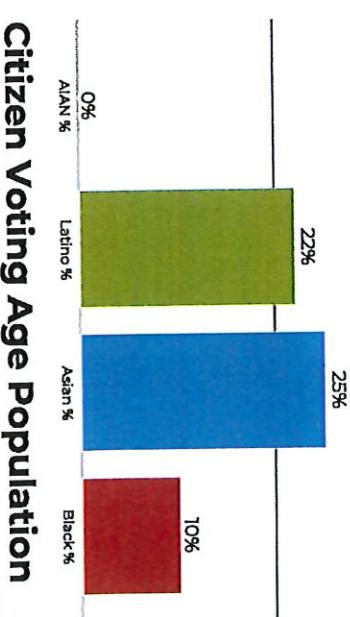


## Sacramento Metro Fire District Draft Plan 1 with Cities

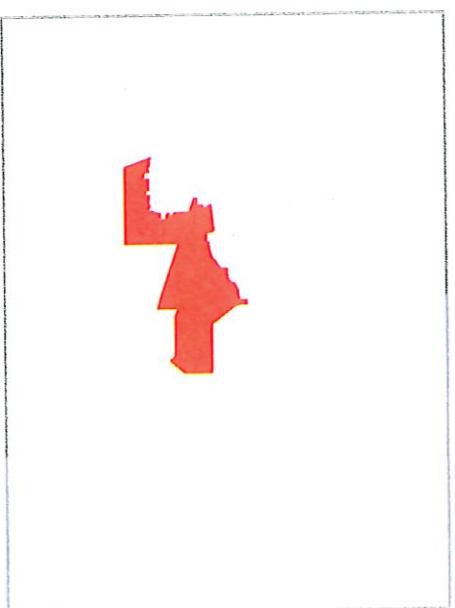
### District 4



#### 2020 Census



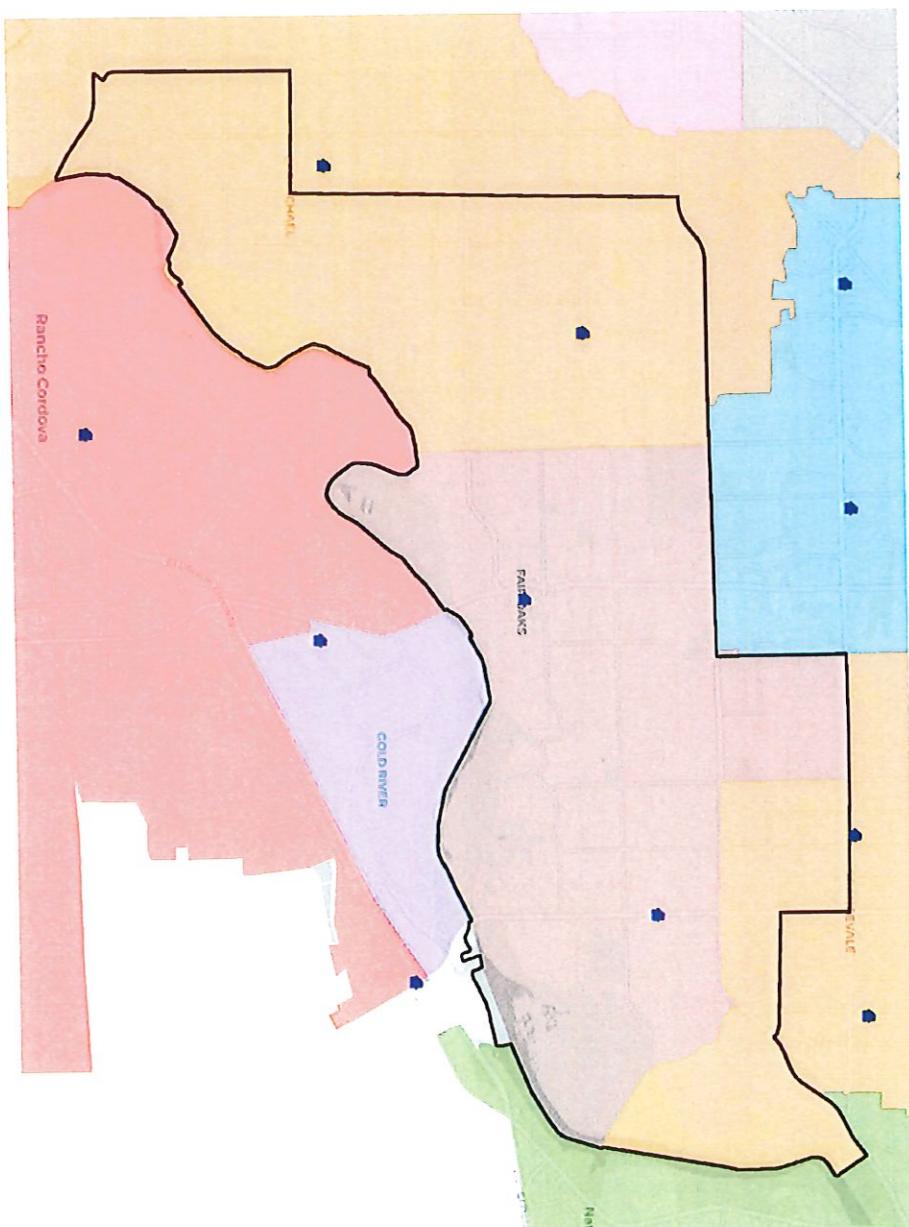
#### Citizen Voting Age Population



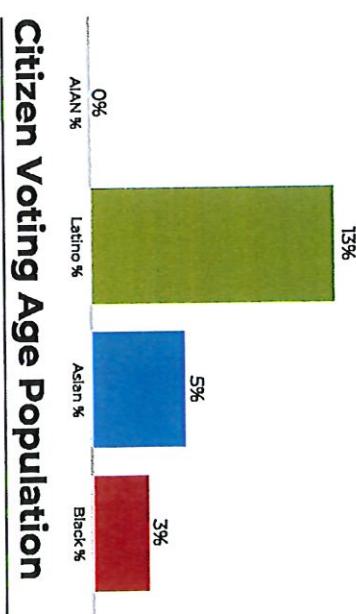


## Sacramento Metro Fire District Draft Plan 1 with Cities

### District 5



### 2020 Census



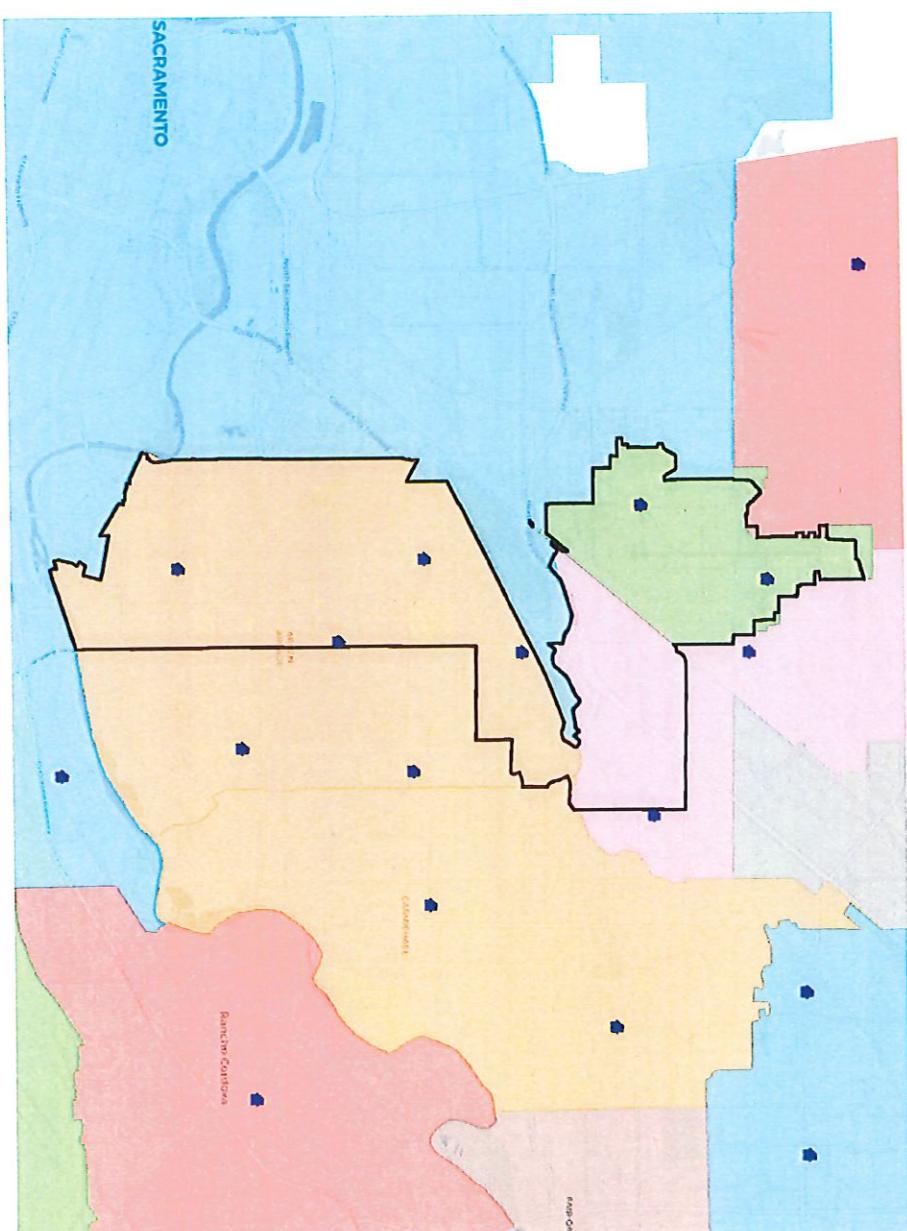
Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
82,061	1,789	2.2%	64,200	78.2%	10,895	13.3%	4,545	5.5%	2,421	3.0%
Total CVAP	60,380	51,05	84.6%	5,675	9.4%	2,018	3.3%	1,582	2.6%	



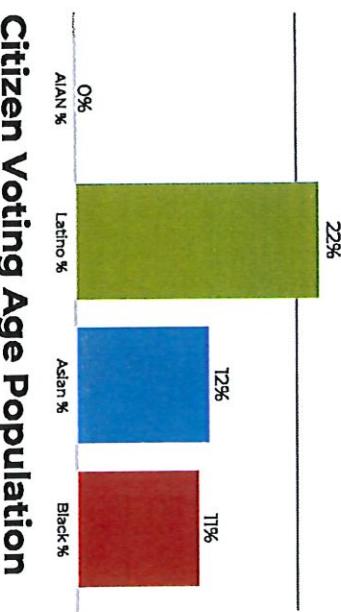
## Sacramento Metro Fire District

Draft Plan 1 with Cities

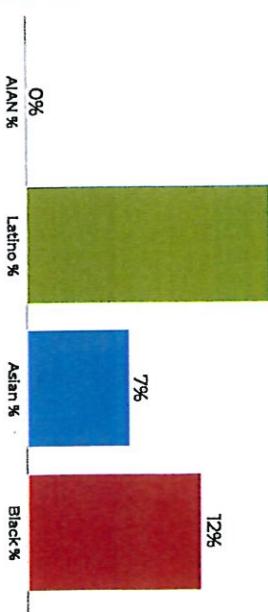
### District 6



### 2020 Census



### Citizen Voting Age Population

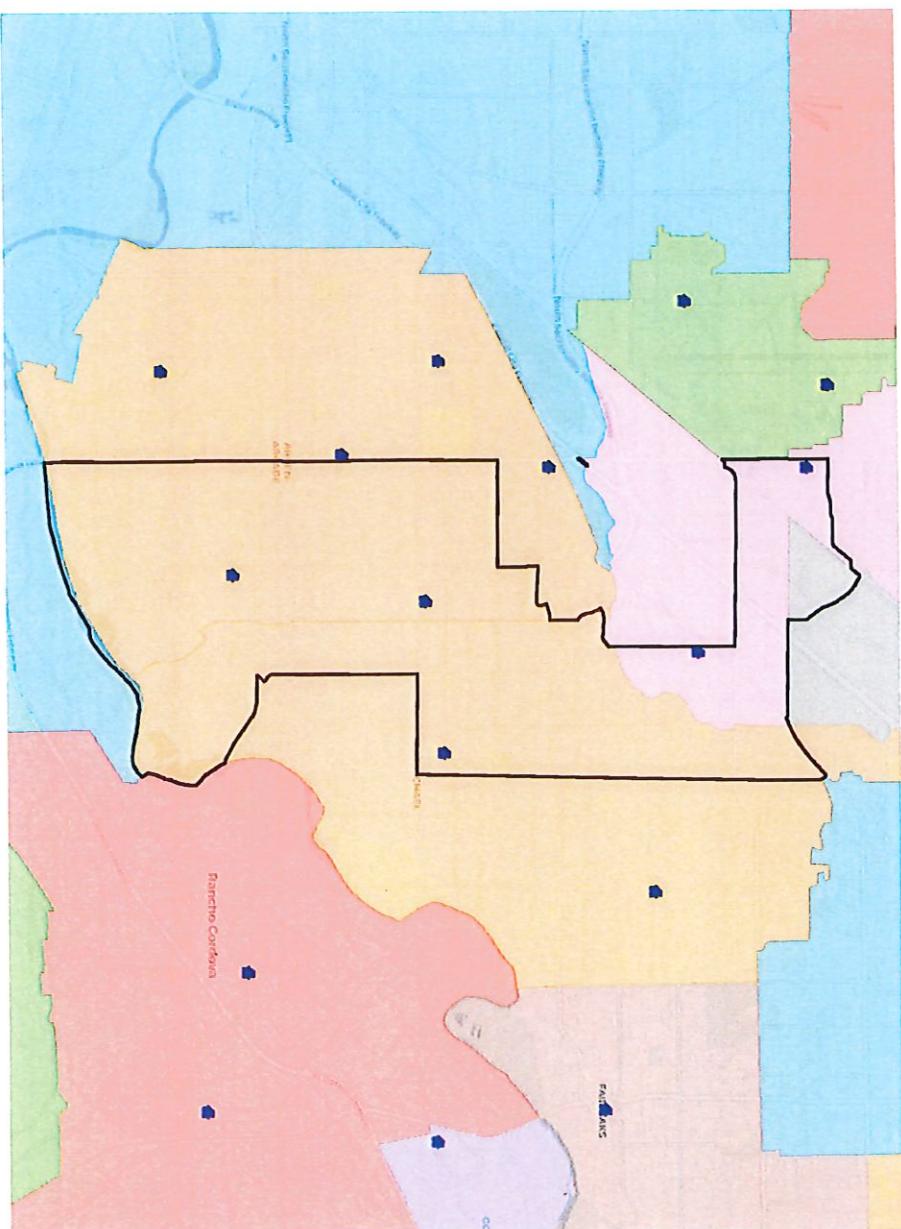


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
80,335	63	0.1%	43,201	53.8%	18,115	22.5%	10,036	12.5%	8,983	11.2%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
47,640	29,711	62.4%	8,321	17.5%	3,483	7.3%	6,125	12.9%		

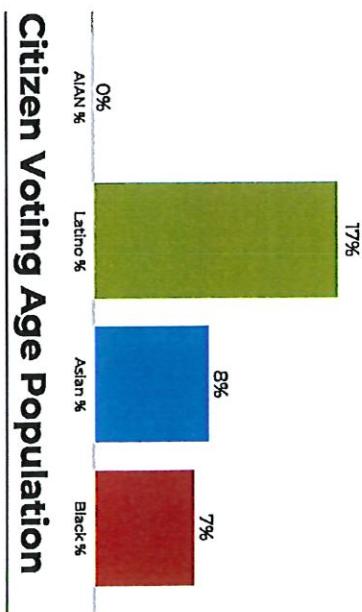


## Sacramento Metro Fire District Draft Plan 1 with Cities

### District 7



### 2020 Census



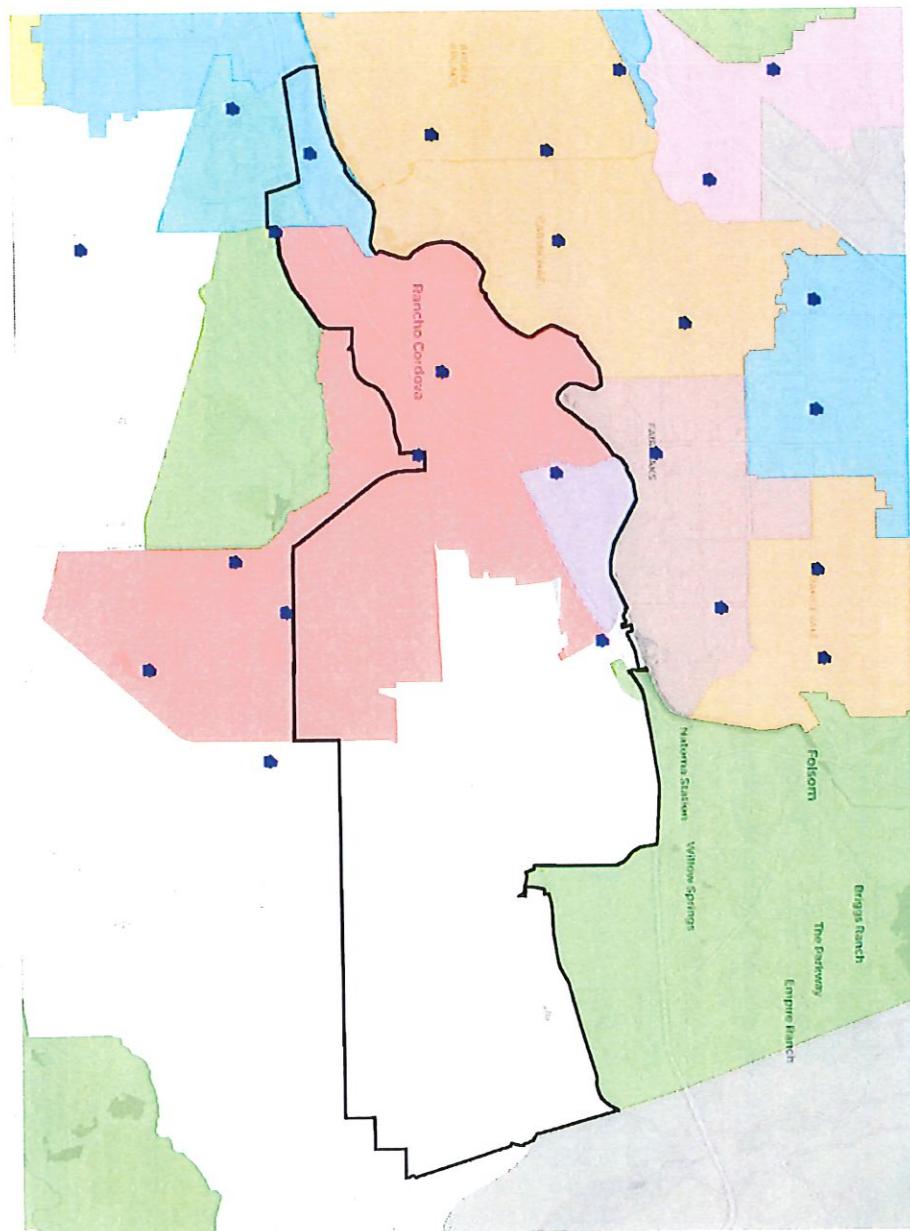
### Citizen Voting Age Population

Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
81,947	1,675	2.1%	54,772	66.8%	14,091	17.2%	6,743	8.2%	6,341	7.7%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %
53,761	39,797	74.0%	6,710	12.5%	2,418	4.5%	4,835	9.0%		

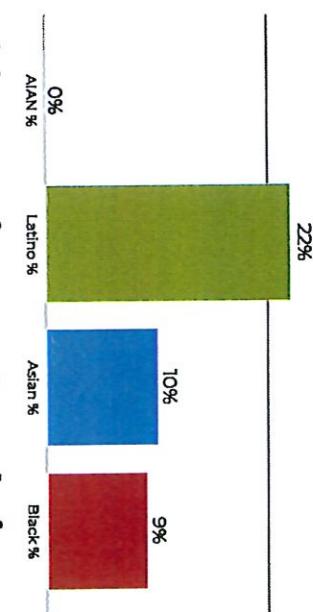


## Sacramento Metro Fire District Draft Plan 1 with Cities

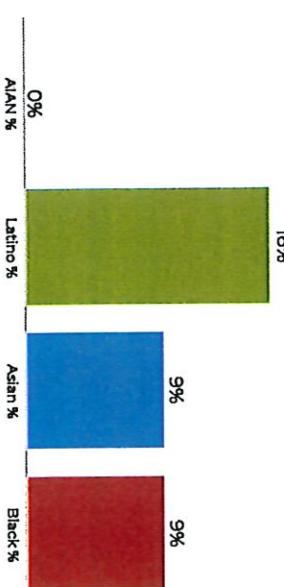
### District 8



### 2020 Census



### Citizen Voting Age Population

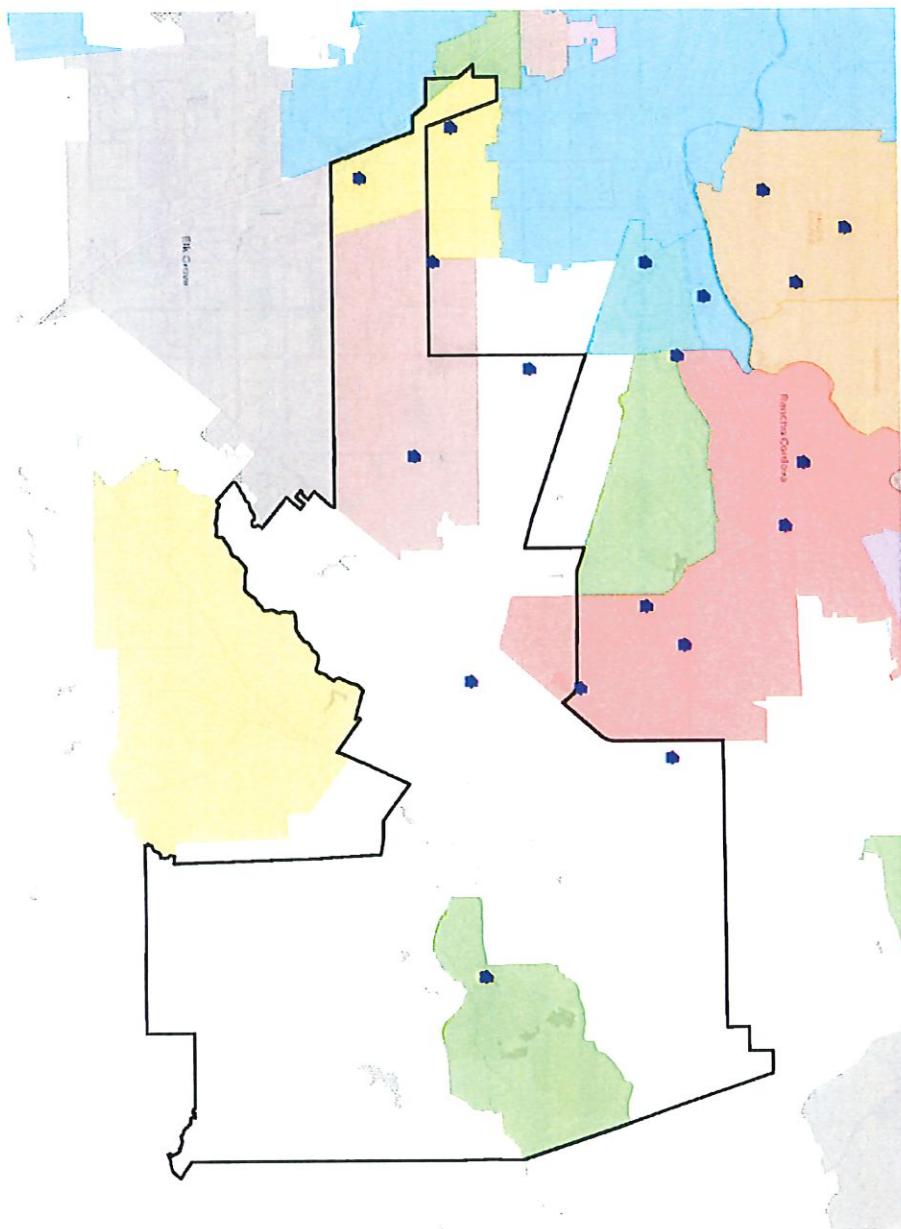


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
81,516	1,244	1.5%	47,716	57.8%	18,127	22.2%	8,922	10.9%	7,351	9.0%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
53,175	34,484	64.8%	8,564	16.7%	5,058	9.5%	5,069	9.5%		

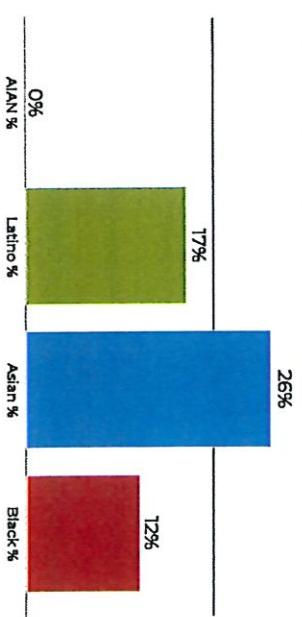
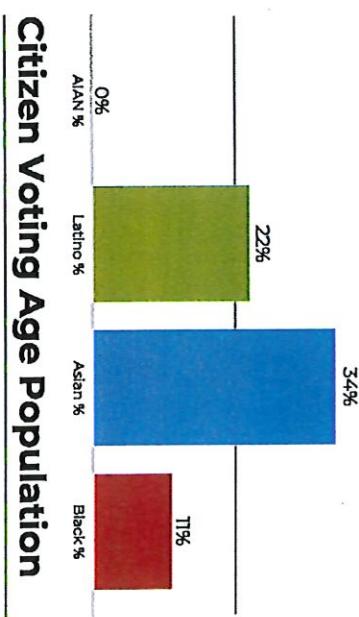


## Sacramento Metro Fire District Draft Plan 1 with Cities

### District 9



#### 2020 Census



Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
76,816	-3,456	-4.3%	25,007	32.6%	16,907	22.0%	26,345	34.3%	8,557	11.1%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
47,697	21,044	44.1%	8,302	17.4%	12,616	26.5%	5,734	12.0%		

