



Todd Harms
Fire Chief

Sacramento Metropolitan Fire District

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

Cynthia 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, June 9, 2022 – 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: 821 1646 5138#
Passcode: 572 510 719#

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 May 12, 2022 through June 10, 2022 pursuant to Brown Act provisions.

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

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

REGULAR BOARD MEETING

THURSDAY, JUNE 9, 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, June 12th at 3:00pm and Monday, June 13th at 12:00 noon 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

Page No.

- | | | |
|----|--------------------------------------------------------------------------------------------------------------------|----|
| 1. | Action Summary Minutes | 6 |
| | Recommendation: Approve the Action Summary Minutes for the Regular Board meeting of May 26, 2022. | |
| 2. | Disclosure of Material Expenditure – Insurance Brokerage Services – USI Insurance Services | 11 |
| | Recommendation: Authorize payment of \$50,000.00 to USI Insurance Services for brokerage services. | |
| 3. | Disclosure of Material Expenditure – Aviation Liability Insurance – Westchester Fire Insurance Co. | 12 |
| | Recommendation: Authorize payment of \$115,548.00 to Westchester Fire Insurance Co. | |
| 4. | Disclosure of Material Expenditure – Excess Workers' Compensation Insurance – Safety National Casualty Corporation | 14 |
| | Recommendation: Authorize payment of \$574,486.00 to Safety National Casualty Corporation. | |



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REGULAR BOARD MEETING

THURSDAY, JUNE 9, 2022

ACTION ITEMS

- | | | |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 1. | Fiscal Year 2022/23 Preliminary Budget (CFO Dave O'Toole) | 16 |
| | **PDF Separate Attachment | |
| | A. Resolution – 2022/23 Preliminary Budget for the General Operating Fund 212A | 17 |
| | B. Resolution – 2022/23 Preliminary Budget for the Capital Facilities Fund 212D | 19 |
| | C. Resolution – 2022/23 Preliminary Budget for the Grants Fund 212G | 21 |
| | D. Resolution – 2022/23 Preliminary Budget for the Development Impact Fees Fund 212I | 23 |
| | E. Resolution – 2022/23 Preliminary Budget for the Leased Properties Fund 212L | 25 |
| | F. Resolution – 2022/23 Preliminary Budget for the IGT Fund 212M | 27 |
| | Recommendation: Receive Presentation/Adopt FY 2022/23 Budget Resolutions. | |
| 2. | Capital Improvement Program Plan (CFO Dave O'Toole) | 29 |
| | **PDF Separate Attachment | |
| | Recommendation: Receive Presentation/Adopt FY 2022/23 CIP Resolution. | |
| 3. | FY 2021/22 Budget Amendment (CFO Dave O'Toole) | 31 |
| | Recommendation: Adopt resolutions amending the FY 2021/22 General Fund and Capital Facilities Fund. | |
| 4. | Sacramento Local Agency Formation Commission – Nomination for 2022/2023 CALAFCO Board of Directors (Board Clerk Penilla) | 36 |
| | Recommendation: Nominate Director Jones of the Sacramento Metropolitan Fire District for the District Member seat for the Central Region. | |
| 5. | Ratification of Resolution to Extend Teleconference of Board Meetings (Government Code 54953(e) (3)) (President Saylors) | 49 |
| | Recommendation: Consider adopting a Resolution which would extend the ability to teleconference without compliance of Government Code paragraph (3) of subdivision (b) of section 54953 from June 9, 2022 – July 8, 2022 or until further re-ratified. | |

REPORTS

1. **PRESIDENT'S REPORT—(President Saylors)**
2. **FIRE CHIEF'S REPORT—(Chief Harms)**
OPERATIONS' REPORT – (Deputy Chief Mitchell)
3. **SMFD – FIREFIGHTERS LOCAL 522 REPORT – (BC Matt Cole, Local 522 Vice President)**



Sacramento Metropolitan Fire District

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REGULAR BOARD MEETING

THURSDAY, JUNE 9, 2022

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)**

Next Meeting: TBD

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

Next Meeting: June 14, 2022 at 9:00 AM

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

Next Meeting: June 15, 2022 at 8:00am

Location: 3121 Gold Canal Drive
Mather, CA 95670

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

Next Meeting: June 23, 2022 at 5:30 PM

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

Next Meeting: TBD

BOARD MEMBER QUESTIONS AND COMMENTS

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



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REGULAR BOARD MEETING

THURSDAY, JUNE 9, 2022

2. CONFERENCE WITH LEGAL COUNSEL – ANTIPLICATED LITIGATION –
Significant Exposure to litigation pursuant to California Government Code
Section 54956.9 (b): Three cases
 - A. Claim Against Public Entity Pursuant to Government Code Section 910
Raed Sabbah v. Sacramento Metropolitan Fire District
Deputy Chief Bailey
 - B. Claim Against Public Entity Pursuant to Government Code Section 910
Victoria Kalish v. Sacramento Metropolitan Fire District
Deputy Chief Bailey
 - C. Claim Against Public Entity Pursuant to Government Code Section 910
Darlene Watson v. Sacramento Metropolitan Fire District
Deputy Chief Bailey
3. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION –
Pursuant to California Government Code Section 54956.9(d)(1): One case
Case No. 34-2020-00286706-CU-BC-GDS
Medic Ambulance Service, Inc. v. Sacramento Metropolitan Fire District
4. Public Employee Performance Evaluation: Fire Chief
Pursuant to Government Code Sections 54957 and 54957.6

CLOSED SESSION REPORT OUT

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 – June 23, 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 June 6, 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, May 26, 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 6:06 pm by President Saylors. Board members present in person: Goold, Jones, Orzalli, Saylors, Sheetz, Wood, and White. Board members present virtually via Zoom: Kelly. Board members absent: Clark. Staff present: Chief Harms, General Counsel Lavra, and Board Clerk Penilla.

PUBLIC COMMENT: None

CONSENT ITEMS

Action: Moved by Goold, seconded by Jones, 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 May 12, 2022.

Action: Approved the Action Summary Minutes.

2. Medical Aid and Ambulance Transport User Fee Annual Adjustment

Recommendation: In accordance with Ordinance No. 2017-01, adopt the resolution amending the Ambulance Fee Schedule effective July 1, 2022.

Action: Adopted Resolution No. 2022-041.

3. Use of Force – Peace Officer Policy

Recommendation: Approve the revised Use of Force – Peace Officer Policy.

Action: Approved the revised Use of Force – Peace Officer Policy.

4. Bid Award – RFB 22-01 Waste and Recycling Collection Disposal Services

Recommendation: Approve the bid award to USA Waste of California dba Waste Management for an initial three-year term.

Action: Approved the bid award.

5. State Homeland Security Grant Program (SHSGP) Award

Recommendation: Adopt the Grant Acceptance Resolution.

Action: Adopted Resolution No. 2022-042.

PRESENTATION ITEMS

1. Recruitment and Outreach Update (*Firefighter Tim White*)

Recommendation: Receive presentation, no action required.

Action: Presentation received, no action taken.

2. Other Post-Employment Benefits (OPEB) Actuarial Valuation for FY Ending June 30, 2022 (CFO Dave O'Toole and Catherine MacLeod)
Recommendation: Receive presentation, no action required.
Action: Presentation received, no action taken.

ACTION ITEMS

1. Disclosure of Material Expenditure – General/Property/Liability Insurance – Special District Risk Management Authority
(Deputy Chief Bailey and USI Insurance Broker, Brad Svennungsen)
Recommendation: Authorize payment in the amount not to exceed \$3,648,867 to Special District Risk Management Authority.
Action: On a motion by Goold, seconded by Jones, and carried unanimously by the members present to authorize payment to SDRMA.
2. Equipment Lease Financing (CFO Dave O'Toole)
Recommendation: Adopt the resolution authorizing the Fire Chief to enter into an Equipment Lease with JPMorgan Chase Bank, N.A.
The lease agreement will be corrected to reflect the County of Sacramento.
Action: On a motion by Goold, seconded by Kelly, and carried unanimously by the members present adopt Resolution No. 2022-043.

REPORTS

1. PRESIDENT'S REPORT—(President Saylors) No report.

2. FIRE CHIEF'S REPORT—(Chief Harms)

Recruitment

Single Role Paramedic, Final Filing Date 6/15

Meetings

5/14-5/20 Chief Harms attended the IAFC Metro Chiefs Conference in Memphis, TN. They spent the first day talking about diversity, equity, and inclusion in the fire department. The big take away was there is a great opportunity for fire departments to move forward.

5/25, Labor Management Collaboration Meeting

- Fire Season Deployments
- Finance Division Service Survey
- Plans to review the Service Delivery Team recommendations after the June 1st submittal deadline.
- Reviewing the SRP Program with anticipated revised rollout on November 1st.

5/25, Awards Gala

- Honored Members of the Year 2021, peer recognition, commendation of valor and company commendation award recipients. The last time we were able to get together for this event was in 2019, and overall it was a great evening of celebration.

Capital Facilities (Impact) Fee Study meetings with Citrus Heights Council Members and Sacramento County Board of Directors continue with a critical approval date of July 1st.

Chiefs Forums are scheduled in June.

OPERATIONS' REPORT

Assistant Chief Law reported since the last Board Meeting on May 12th there have been 4,449; up since the last report to an average of 317 calls per day. Of those 2,859, or 64% were EMS related incidents, an average of 204 calls per day. Lastly, there were 195 fire incidents, an average of 14 calls per day.

A few notable incidents include on a fire on May 19th in B7 where crews responded to in a residential 4-plex. A three year-old succumbed to the fire despite aggressive search and fire suppression activities. The fire remains under investigation at this time, and we are working with the Sheriff's Department on the investigation.

In the overnight hours B5 had a commercial fire that activated the building's fire sprinkler system and was extinguished. The fire was determined to have been started by improper storage of rags used for staining wood products. The sprinklers held the fire in check. Arson is investigating the cause of the fire, and CRRD is working with the business owner.

Fire Academy 22-1 is holding at 38 recruits, with an even number of paramedics and EMTs, they just completed module 2. Lastly, we have transitioned to wildland season with the copter and dozer staffed.

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT

Vice President Cole asked for a moment of silence for the shooting in Uvalde, TX.

He continued his report by sharing a number of positive things including, the hard work members are putting in, spending time talking to each of the Directors, getting through unprecedented challenges, and thanking the Directors for spending time with the membership and listening. He addressed the sacrifices the men and women of Metro Fire have made, and thanked each of them for attending tonight, with a special thank you to their significant others and family for attending.

His message to the Board was supportive, union strong, united and supporting the Board for everything they have done. Thank you!

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)

Next Meeting: TBD

B. Communications Center JPA – (DC Wagaman)

Next Meeting: June 14, 2022 at 9:00 AM

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

Report Out: May 25, 2022 at 1:00pm

All classes have been completed. They are finalizing the disbursement of assets and removal of the airplane.

Next Meeting: June 15, 2022 at 8:00am

Location: 3121 Gold Canal Drive
Mather, CA 95670

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

Report Out: May 26, 2022 at 5:00 PM

The committee met earlier and heard the preliminary budget and capital improvement program report.

Next Meeting: June 23, 2022 at 5:30 PM

E. Policy Committee – (*Director Goold*)

Next Meeting: TBD

BOARD MEMBER QUESTIONS AND COMMENTS

Director Kelly thanked Ms. MacLeod for her presentation on unfunded liability, and was glad the membership was in attendance to hear the report. He wishes everyone a safe and happy Memorial Day.

Director Sheetz thanked everyone for their engagement. She sends condolences to all the family members affected by the Uvalde shooting. She also wished everyone a safe and happy Memorial Day.

Director Wood attended the Awards Gala last night, he was impressed by the work members do, especially the Tyler Williamson story which had his table in awe. He congratulated PIO Wilbourn on a job well-done, there has been significant Metro Fire presence in the media world lately. He thanked Firefighter White for the work he is doing in recruitment, it is work for the future of Metro Fire. Lastly, he thanked Captain Bonham and his crew for hosting him for dinner at Station 54.

Director Orzalli thanked Station 27 C-Shift for sitting down and talking about how they see one another. He also thanked Local 522 for showing up this evening, he recognizes their effort and assures them it is worth their time.

Director Goold thinks it is great to see the families in the room tonight. He also thanked Station 25 for a wonderful dinner the other night. He had a chance to attend the auto extrication class; and thinks it is wonderful skill set for crews to have, and encourages members to use their resources when available.

Director White congratulates the award recipients for their actions, it is great to see their efforts and hard work. He had a chance to visit the academy drill grounds, and was impressed with the cadre and efficiency of the group. Lastly, he thanked Battalion Chief Barthel, Captain Malinowski, and the crew at Station 50, especially Firefighter Hazlett for dinner the other night.

Director Sailors thanked the crew at Station 41 for inviting her over the other evening, she had a chance to share some of her stories. She thanked everyone for their presentations, and wishes everyone a safe Memorial Day weekend.

The board recessed to closed session at 7:34 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: The Board took no reportable action.

- 2. **Public Employee Performance Evaluation: Fire Chief**
Pursuant to Government Code Sections 54957 and 54957.6
Director Clark joined virtually and participated in discussion related to this item.
Action: The Board took no reportable action.

The board reconvened to open session at 9:54 PM.

ADJOURNMENT

The meeting was adjourned at 9:56 PM.

Cinthia Saylor, President

Walt White, Secretary

Melissa Penilla, Board Clerk



TODD HARMS
Fire Chief

Sacramento Metropolitan Fire District

10545 Armstrong Avenue • Mather, California 95655 • Phone (916) 859-4300 • Fax (916) 859-3720

DATE: June 9, 2022

TO: Board of Directors

SUBJECT: Disclosure of material expenditure – Insurance Broker Services – USI Insurance Services – \$50,000

TOPIC

Disclosure of material expenditure to purchase insurance brokerage services for the fiscal year ending June 30, 2023.

SUMMARY

Staff will be expending funds to purchase Insurance Brokerage Services. The expenditure will be payable to USI in the amount of \$50,000 for insurance brokerage services.

DISCUSSION

USI Insurance Service provides Insurance Brokerage Services. Services include risk management, marketing, day-to-day consulting on servicing of insurance, claims services and risk engineering services. For the fiscal year 2022/2023, USI brokered the District's commercial insurance package. The District has utilized the services of USI for many years, and this marks the first increase in brokerage fees, by \$10,000, in 15 years' time. This change is due to the increased volatility of market conditions, as well as additional services requested over the years as the District continues to grow and evolve.

FISCAL IMPACT

The fiscal impact is \$50,000. Funds sufficient to meet this obligation are budgeted in the Preliminary Budget for 2022/2023.

RECOMMENDATION

Staff recommends that the Board of Directors authorize the payment of \$50,000 to USI Insurance Services for insurance brokerage services.

Submitted by:


Ty Bailey
Deputy Chief, Administration

Approved by:


Todd Harms
Fire Chief



Sacramento Metropolitan Fire District

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TODD HARMS
Fire Chief

DATE: June 9, 2022

TO: Board of Directors

SUBJECT: Disclosure of material expenditure – Aviation Liability Insurance –Westchester Fire Insurance Company – \$115,548.00

TOPIC

Disclosure of material expenditure to purchase aviation liability insurance for the fiscal year ending June 30, 2023.

SUMMARY

Staff will be expending funds to purchase aviation liability insurance. The expenditure will be payable to Westchester Fire Insurance Company in the amount of \$115,548.00 for the aviation policy.

DISCUSSION

USI Insurance Services provided the District's insurance brokerage services this year and managed the marketing of the District's, aviation liability insurance. The aviation liability insurance package for the upcoming fiscal year includes coverage for two flying helicopters and two grounded helicopters.

The aviation policy premium has increased from FY 21/22, as the market conditions are dictating higher premiums for almost all insurance services. We will be insuring two flying helicopters each valued at \$1,500,000 and two grounded helicopters each values at \$350,000. The flying helicopters carry \$10,000,000 of liability, and the grounded helicopters carry \$1,000,000 of liability.

The insurance requested includes any pilot approved by Metro Fire's Chief Pilot or designee and covers all uses in connection with the operations of Metro Fire including mutual aid agreements. Many carriers were solicited to provide a quote for the District's Aviation Insurance and all except Westchester Fire Insurance Company declined. Westchester Fire Insurance Company is the carrier recommended by USI to carry the District's aviation liability insurance needs.

FISCAL IMPACT

The fiscal impact is \$115,548.00. Funds sufficient to meet this obligation are budgeted in the Preliminary Budget for FY 2022/2023.

RECOMMENDATION

Staff recommends that the Board of Directors authorize the payment of \$115,548.00 to Westchester Fire Insurance Company for the purchase of Aviation Liability Insurance.

Submitted by:



Ty Bailey
Deputy Chief, Administration

Approved by:



Todd Harms
Fire Chief



Sacramento Metropolitan Fire District

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TODD HARMS
Fire Chief

DATE: June 9, 2022

TO: Board of Directors

SUBJECT: Disclosure of material expenditure – Excess Workers' Compensation Insurance – Safety National Casualty Corporation – \$574,486.00

TOPIC

Disclosure of material expenditure to purchase Excess Workers' Compensation Insurance for the fiscal year ending June 30, 2023.

SUMMARY

The expenditure will be payable to Safety National Casualty Corporation in the amount of \$574,486.00.

DISCUSSION

USI Insurance Services provided the District's insurance brokerage services this year and managed the marketing of the District's Excess Workers' Compensation Liability Insurance. This type of coverage provides the District additional insurance coverage in the event of a catastrophic workers' compensation loss that could occur in excess of our self-insured retention (the portion the District would pay before the insurance pays). For these quotes, self insured retentions of \$3.0 million, per occurrence, were selected, consistent with limits chosen last year. Several carriers were contacted during marketing. The other companies that were solicited, CHUBB, Star Insurance, Arch and either declined because they are no longer adding fire risks to their portfolio, no longer write standalone fire districts or they couldn't be competitive with Safety National. The District's rate is actually decreasing by 1%, however our premium is increasing due to payroll being estimated at 16% higher than FY21/22. Should our payroll be lower than expected, the difference in funds will be returned to the District.

Safety National Casualty Corporation with a self-insured retention of \$3.0 million was chosen as the carrier and is the recommendation of USI Insurance Services to carry the District's Excess Workers' Compensation Insurance needs.

FISCAL IMPACT

The fiscal impact is \$574,486.00. Funds sufficient to meet this obligation are budgeted in the Preliminary Budget for 2022/2023.

RECOMMENDATION

Staff recommends that the Board of Directors authorize payment of \$574,486.00 to Safety National Casualty Corporation for Excess Workers' Compensation Insurance.

Submitted by:



Ty Bailey
Deputy Chief, Administration

Approved by:



Todd Harms
Fire Chief



Sacramento Metropolitan Fire District

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REGULAR BOARD MEETING

THURSDAY, JUNE 9, 2022

Fiscal Year 2022/23 Preliminary Budget

** FDF Separate Attachment



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200, Mather, CA 95655 Phone (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 THE PRELIMINARY BUDGET
FOR THE GENERAL OPERATING FUND 212A FOR
FISCAL YEAR 2022/2023

WHEREAS, hearings have been terminated during which time all additions and deletions to the Preliminary Budget for the General Operating Fund 212A for Fiscal Year 2022/2023 were made, and

THEREFORE, IT IS HEREBY RESOLVED in accordance with Section 13890 of the Health and Safety Code, the Preliminary Budget for General Operating Fund 212A for the Fiscal Year 2022/2023 will be and is hereby adopted in accordance with the following:

OBJECT	FUND	FUND CENTER	COST CENTER	ACCOUNT CATEGORY	BUDGET FY2022/23
10	212A	2129212	2129212000	SALARIES & EMPLOYEE BENEFITS	\$214,636,987
20	212A	2129212	2129212000	SERVICES & SUPPLIES	36,848,739
30	212A	2129212	2129212000	OTHER CHARGES	4,579,186
50	212A	2129212	2129212000	OPERATING TRANSFER OUT (To 212D)	4,987,680
50	212A	2129212	2129212000	OPERATING TRANSFER OUT (To 212G)	3,425
59	212A	2129212	2129212000	OPERATING TRANSFER IN (From 212M)	-8,700,000
					<u>\$252,356,017</u>

BE IT FURTHER RESOLVED that the means of financing the expenditure program will be by monies derived from all Revenue Sources, Fund Balance Available and Property Taxes.

BE IT FURTHER RESOLVED that the Preliminary Budget for Fund 212A for Fiscal Year 2022/2023 will be and is hereby adopted in accordance with the listed attachments which show in detail the approved appropriations, revenues and methods of financing attached hereto and by reference made a part hereof.

PASSED AND APPROVED this 9th day of June, 2022, 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

ATTACHMENTS:

212A Preliminary Budget Summary for FY2022/23 Schedule

212A Revenue Detail Schedule

212A Expenditure Detail Schedule



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200, Mather, CA Phone (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 THE PRELIMINARY BUDGET
FOR THE CAPITAL FACILITIES FUND 212D FOR
FISCAL YEAR 2022/2023

WHEREAS, hearings have been terminated during which time all additions and deletions to the Preliminary Budget for the Capital Facilities Fund 212D for Fiscal Year 2022/2023 were made, and

THEREFORE, IT IS HEREBY RESOLVED in accordance with Section 13890 of the Health and Safety Code, the Preliminary Budget for the Capital Facilities Fund 212D for the Fiscal Year 2022/2023 will be and is hereby adopted in accordance with the following:

OBJECT	FUND	FUND CENTER	COST CENTER	ACCOUNT CATEGORY	BUDGET FY2022/23
10	212D	2123000	2123000000	SALARIES & EMPLOYEE BENEFITS	\$ -
20	212D	2123000	2123000000	SERVICES & SUPPLIES	125,000
30	212D	2123000	2123000000	OTHER CHARGES	4,987,680
41	212D	2123000	2123000000	CAPITAL ASSETS-LAND	-
42	212D	2123000	2123000000	CAPITAL ASSETS-STRUCTURES	18,000
43	212D	2123000	2123000000	CAPITAL ASSETS-EQUIPMENT	7,526,626
44	212D	2123000	2123000000	CAPITAL ASSETS-SOFTWARE	-
59	212D	2123000	2123000000	OPERATING TRANSFER IN (From 212A)	-4,987,680
					\$7,669,626

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.

BE IT FURTHER RESOLVED that the Preliminary Budget for Fund 212D for Fiscal Year 2022/2023 will be and is hereby adopted in accordance with the listed attachments which show in detail the approved appropriations, revenues and methods of financing attached hereto and by reference made a part hereof.

PASSED AND APPROVED this 9th day of June, 2022, 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

ATTACHMENTS:
212D Preliminary Budget Summary for FY2022/2023 Schedule



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200, Mather, CA 95655 Phone (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 THE PRELIMINARY BUDGET
FOR THE GRANTS FUND 212G FOR
FISCAL YEAR 2022/2023**

WHEREAS, hearings have been terminated during which time all additions and deletions to the Preliminary Budget for the Grants Fund 212G for Fiscal Year 2022/2023 were made, and

THEREFORE, IT IS HEREBY RESOLVED in accordance with Section 13890 of the Health and Safety Code, the Preliminary in the Grants Fund 212G for the Fiscal Year 2022/2023 will be and is hereby adopted in accordance with the following:

OBJECT	FUND	FUND CENTER	COST CENTER	ACCOUNT CATEGORY	BUDGET FY2022/23
10	212G	2126000	2126000000	SALARIES & EMPLOYEE BENEFITS	\$ 4,424,027
20	212G	2126000	2126000000	SERVICES & SUPPLIES	366,382
30	212G	2126000	2126000000	TAXES, LICENSES, DEBT SRVC & OTHERS	
42	212G	2126000	2126000000	CAPITAL ASSETS-STRUCTURES	78,425
43	212G	2126000	2126000000	CAPITAL ASSETS-EQUIPMENT	154,167
59	212G	2126000	2126000000	OPERATING TRANSFER IN (From 212A)	-3,425
					\$ 5,019,576

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.

BE IT FURTHER RESOLVED that the Preliminary Budget for Fund 212G for Fiscal Year 2022/2023 will be and is hereby adopted in accordance with the listed attachments which show in detail the approved appropriations, revenues and methods of financing attached hereto and by reference made a part hereof.

PASSED AND APPROVED this 9th day of June, 2022, 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

ATTACHMENTS:
212G Preliminary Budget Summary for FY 2022/23 Schedule



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200, Mather, CA Phone (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 THE PRELIMINARY BUDGET
FOR THE DEVELOPMENT IMPACT FEES FUND 212I FOR
FISCAL YEAR 2022/2023

WHEREAS, hearings have been terminated during which time all additions and deletions to the Preliminary Budget for the Development Impact Fees Fund 212I for Fiscal Year 2022/2023 were made, and,

THEREFORE, IT IS HEREBY RESOLVED in accordance with Section 13890 of the Health and Safety Code, the Preliminary Budget for the Development Impact Fees Fund 212I for the Fiscal Year 2022/2023 will be and is hereby adopted in accordance with the following:

OBJECT	FUND	FUND CENTER	COST CENTER	ACCOUNT CATEGORY	BUDGET
					FY2022/23
20	212I	2129000	2129000000	SERVICES & SUPPLIES	\$ 236,000
41	212I	2129000	2129000000	CAPITAL ASSETS-LAND ACQUISITION	40,000
42	212I	2129000	2129000000	CAPITAL ASSETS-STRUCTURES	550,000
					<hr/>
					\$ 826,000

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.

BE IT FURTHER RESOLVED that the Preliminary Budget for Fund 212I for Fiscal Year 2022/2023 will be and is hereby adopted in accordance with the listed attachments which show in detail the approved appropriations, revenues and methods of financing attached hereto and by reference made a part hereof.

PASSED AND APPROVED this 9th day of June, 2022, 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

ATTACHMENTS:

212I Preliminary Budget Summary for FY 2022/23 Schedule



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200, Mather, CA 95655 Phone (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 THE PRELIMINARY BUDGET
FOR THE LEASED PROPERTIES FUND 212L FOR
FISCAL YEAR 2022/2023

WHEREAS, hearings have been terminated during which time all additions and deletions to the Preliminary Budget for the Leased Properties Fund 212L for Fiscal Year 2022/2023 were made, and

THEREFORE, IT IS HEREBY RESOLVED in accordance with Section 13890 of the Health and Safety Code, the Preliminary Budget in the Leased Properties Fund 212L for the Fiscal Year 2022/2023 will be and is hereby adopted in accordance with the following:

OBJECT	FUND	FUND	CENTER	CENTER	ACCOUNT CATEGORY	BUDGET FY2022/23
10	212L	2127000	2127000000		SALARIES & EMPLOYEE BENEFITS	\$ -
20	212L	2127000	2127000000		SERVICES & SUPPLIES	368,100
30	212L	2127000	2127000000		OTHER CHARGES	245,709
41	212L	2127000	2127000000		CAPITAL ASSETS-LAND	-
42	212L	2127000	2127000000		CAPITAL ASSETS-STRUCTURES	-
59	212L	2127000	2127000000		OPERATING TRANSFER IN (From 212A)	-
						\$ 613,809

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.

BE IT FURTHER RESOLVED that the Preliminary Budget for Fund 212L for Fiscal Year 2022/2023 will be and is hereby adopted in accordance with the listed attachments which show in detail the approved appropriations, revenues and methods of financing attached hereto and by reference made a part hereof.

PASSED AND APPROVED this 9th day of June, 2022, 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

ATTACHMENTS:

212L Preliminary Budget Summary for FY2022/23 Schedule



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200, Mather, CA 95655 Phone (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 THE PRELIMINARY BUDGET
FOR THE IGT FUND 212M
FOR FISCAL YEAR 2022/2023**

WHEREAS, hearings have been terminated during which time all additions and deletions to the Preliminary Budget for the IGT Fund 212M for Fiscal Year 2022/2023 were made;

NOW, THEREFORE, IT IS HEREBY RESOLVED in accordance with Section 13890 of the Health and Safety Code, the Preliminary Budget in the IGT Fund 212M for the Fiscal Year 2022/2023 will be and is hereby adopted in accordance with the following:

OBJECT	FUND	FUND CENTER	COST CENTER	ACCOUNT CATEGORY	BUDGET FY2022/23
20	212M	2121100	2121100000	SERVICES & SUPPLIES	\$ 5,800,000
50	212M	2121100	2121100000	OPERTING TRANSFER OUT (To 212A)	8,700,000
					\$ 14,500,000

BE IT FURTHER RESOLVED that the means of financing the expenditure program will be by monies derived from all Revenue Sources and use of Fund Balance; and

BE IT FURTHER RESOLVED that the Preliminary for Fund 212M for Fiscal Year 2022/2023 will be and is hereby adopted in accordance with the listed attachments which show in detail the approved appropriations, revenues and methods of financing.

PASSED AND APPROVED this 9th day of June, 2022, 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

ATTACHMENTS:

212M Preliminary Budget Summary for FY 2022/23 Schedule



Sacramento Metropolitan Fire District

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

REGULAR BOARD MEETING

THURSDAY, JUNE 9, 2022

Capital Improvement Program Plan

** FDP Separate Attachment



TODD HARMS
Fire Chief

Sacramento Metropolitan Fire District

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

RESOLUTION NO. 2022-_____
BEFORE THE GOVERNING BOARD OF
THE SACRAMENTO METROPOLITAN FIRE DISTRICT
County of Sacramento, State of California

**RESOLUTION ADOPTING THE CAPITAL IMPROVEMENT PROGRAM PLAN
FISCAL YEAR 2022/2023 – FY 2026/2027**

WHEREAS, the Sacramento Metropolitan Fire District (District) conducted a broad solicitation for capital project needs and thoroughly evaluated 49 projects, ultimately prioritizing 12 projects for funding between FY 2022/23 through FY 2026/27, and

WHEREAS, the Finance and Audit Committee has conducted a public hearing on the FY 2022/23 – FY 2026/27 Capital Improvement Program (CIP) Plan and determined the CIP Plan to be in conformance with the District's long-term capital needs, and

WHEREAS, the FY 2022/23 preliminary budget includes funding for FY 2022/23 CIP projects.

THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of the District that the FY 2022/23 CIP projects as outlined in the CIP plan are hereby approved and the Fire Chief is authorized to proceed with the implementation of these CIP projects as planned:

BE IT FURTHER RESOLVED that any additions or deletions by project title for the adopted FY 2022/23 – FY 2026/27 CIP must be authorized only upon recommendation of the Fire Chief and approved by the Board of Directors.

PASSED AND APPROVED this 9th day of June, 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: June 9, 2022
TO: Board of Directors
FROM: Dave O'Toole, Chief Financial Officer
SUBJECT: FY 2021/22 Budget Amendment

SUMMARY

This budget amendment has two parts. First, an increase in services and supplies costs now necessitates an amendment to the FY 2021/22 General Fund budget. Second, the Emergency Medical Services (EMS) Division seeks to transfer funds to facilitate the purchase of equipment.

BACKGROUND

The Mid-Year Budget adopted by the Board on March 10, 2022 includes \$34.6 million for services and supplies expenditures. Based on expenditures incurred through May and estimated expenditures for June, staff anticipates an additional requirement of up to \$500,000 (1.4% of the total services and supplies budget) due to higher than expected fuel (\$87,000) and utilities (\$50,000) costs; as well as anticipated inflation-driven price increases in other services and supplies categories (\$363,000). Additionally, the EMS Division budget included the purchase of training simulators and now requires a funding transfer to complete that purchase.

DISCUSSION

This budget amendment seeks approval to shift a portion of anticipated end-of-year labor budget balances to fund inflation-driven price increases. Fuel and utilities costs have grown substantially since the Mid-Year Budget was enacted and inflationary pressures are expected to manifest in other services and supplies spending categories. The proposed transfer would provide funding to absorb those pressures without affecting the labor budget.

With the relative decline in COVID-19-related expenditures, including the constant staffing overtime costs associated with covering shifts for afflicted employees, the District anticipates sufficient end-of-year balances for this proposed transfer.

Additionally, the EMS Division has identified an opportunity to purchase needed training simulators and requests budget authority through a transfer from the General Fund to the Capital Facilities Fund

FISCAL IMPACT

The additional expenditures are expected to be funded with available FY 2021/22 labor budget balances, such that there is no impact on the projected ending General Fund reserve balance.

RECOMMENDATION

Staff recommends approval of the attached resolutions amending the FY 2021/22 General Fund and Capital Facilities Fund budget to reflect additional services and supplies expenditures.

Submitted by:

Dave O' Toole
Chief Financial Officer

Approved by:



Todd Harms
Fire Chief



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 MID-YEAR BUDGET FOR THE GENERAL OPERATING FUND 212A FOR THE FISCAL YEAR 2021/22

WHEREAS, on March 10, 2022, the District adopted the Mid-Year Budget for the General Operating Fund 212A for Fiscal Year 2021/22 and now anticipate a savings in the labor budget.

WHEREAS, due to inflationary pressure, the services and supplies lines are being spent at a pace that may result in a shortfall; and

WHEREAS, to ensure vendor payments continue in a timely manner we must reclassify funds from labor to services and supplies; and

THEREFORE, BE IT RESOLVED, in accordance with Section 13890 et seq. 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)
10111000	212A	2129212	2129212000	SALARIES AND WAGES	(\$500,000)
20219100	212A	2129212	2129212000	ELECTRICITY	\$50,000
20223600	212A	2129212	2129212000	FUELS, OILS & LUBRICANTS	\$87,000
20289800	212A	2129212	2129212000	OTHER SUPPLIES	\$363,000

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 9th day of June, 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

RESOLUTION NO. 2022-__

TODD HARMS
Fire Chief

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

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

WHEREAS, on March 10, 2022, the District adopted the Mid-Year Budget for the General Operating Fund 212A for Fiscal Year 2021/22, which originally classified this expenditure as general expenditures in the General Fund 212A.

WHEREAS, the nature of the expenditure is more appropriately classified as capital in the Capital Facilities Fund 212D; and

WHEREAS, to proceed with the expenditure, it must be reclassified from the General Operating Fund 212A to the Capital Facilities Fund 212D; and

THEREFORE, BE IT RESOLVED, in accordance with Section 13890 et seq. 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)
20225100	212A	2129212	2129212000	OTHER EQUIPMENT SUPPLY	(\$57,600)
50598000	212A	2129212	2129212000	OPERATING TRANS OUT (212D)	\$57,600

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 9th day of June, 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

RESOLUTION NO. 2022-__

TODD HARMS
Fire Chief

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

RESOLUTION ADOPTING A BUDGET AMENDMENT TO THE MID-YEAR BUDGET FOR THE CAPITAL FACILITIES FUND 212D FOR THE FISCAL YEAR 2021/22

WHEREAS, on March 10, 2022, the District adopted the Mid-Year Budget for the General Operating Fund 212A for Fiscal Year 2021/22, which originally classified expenditure as general expenditures in the General Fund 212A.

WHEREAS, the nature of the expenditure is more appropriately classified as capital in the Capital Facilities Fund 212D; and

WHEREAS, to proceed with the expenditure, it must be reclassified from the General Operating Fund 212A to the Capital Facilities Fund 212D; and

THEREFORE, BE IT RESOLVED, in accordance with Section 13890 et seq. of the Health and Safety Code, the Final Budget for the Capital Facilities Fund 212D 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)
43430300	212D	2123000	2123000000	EQUIPMENT	\$ 57,600
59599100	212D	2123000	2123000000	OPERATING TRANS IN (212A)	\$ 57,600

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 9th day of June, 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 Avenue • Mather, California 95655 • Phone (916) 859-4300 • Fax (916) 859-3720

TODD HARMS
Fire Chief

DATE: June 9, 2022

TO: Board of Directors

SUBJECT: Sacramento Local Agency Formation Commission – Nominations for 2022/2023 CALAFCO Board of Directors

SUMMARY

Nominations are open for the fall elections of the CALAFCO Board of Directors for the District Member seat in the Central Region.

DISCUSSION

The Sacramento Local Agency Formation Commission (LAFCo) is seeking nominations for the seat listed above. Currently, Director Gay Jones holds the District Member seat for the Central Region. Director Jones wishes to continue serving in this role. She began work with LAFCo in 2004, currently serves as a Board Member, and serves on the Special District Advisory Committee.

Nominations must be submitted no later than September 19, 2022 at 5:00pm.

RECOMMENDATIONS

Consider nominating Director Jones of the Sacramento Metropolitan Fire District's Board of Directors for the District Member seat for the Central Region.

Submitted By:

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

Melissa Penilla, Board Clerk

Attachment (1) – Nominations for the 2022/2023 CALAFCO Board of Directors

June 1, 2022

CALAFCO



To: Local Agency Formation Commission
Members and Alternate Members

From: Jo MacKenzie, Committee Chair
CALAFCO Board Election Committee
CALAFCO Board of Directors

RE: Nominations for 2022/2023 CALAFCO Board of Directors

Nominations are now open for the fall elections of the CALAFCO Board of Directors for the following seats:

CENTRAL REGION	SOUTHERN REGION	NORTHERN REGION	COASTAL REGION
County Member	City Member	City Member	County Member
District Member	Public Member	Public Member	District Member

Please inform your Commission that the CALAFCO Election Committee will be accepting nominations for the above-cited seats until:

MONDAY, SEPTEMBER 19, 2022 at 5:00 PM

Serving on the CALAFCO Board is a unique opportunity to work with other commissioners throughout the state on legislative, fiscal, and operational issues that affect us all. The Board meets four to five times each year, with half of the meetings currently being held virtually and the rest being held at alternate sites around the state.

Board seats are for a two-year term, with no term limits, and any LAFCo commissioner or alternate commissioner is eligible to run for a Board seat. The election will be conducted during Regional Caucuses at the CALAFCO Annual Conference prior to the Annual Membership Meeting on Thursday, October 20, 2022 at the Hyatt Regency John Wayne Airport in Newport Beach, California.

Should your Commission nominate a candidate, the Chair of your Commission must complete the attached Nomination Form and the Candidate's Résumé Form or provide the specified information in another format other than a résumé.



Please note that completed nomination forms and all materials must be RECEIVED by the CALAFCO Executive Director no later than Monday, September 19, 2022 at 5:00 p.m.

Returning the nomination form prior to that deadline ensures your nominee is placed on the ballot. Names will be listed in the order nominations were received. Electronic filing of nomination forms and materials is encouraged to facilitate the recruitment process. Forms and materials may either be emailed to info@calafco.org or mailed to:

CALAFCO Election Committee c/o Executive Director
California Association of Local Agency Formation Commissions
1020 12th Street, Suite 222
Sacramento, California 95814

Nominations received by the September 19th deadline will be included in the Election Committee's Report and will be on the ballot. The Report will be distributed to LAFCo members no later than October 4, 2022, with ballots made available to Voting Delegates at the Annual Conference.

Nominations received after the deadline will be returned; however, nominations may be made from the floor during the Regional Caucuses or during at-large elections, if required, at the Annual Membership Meeting.

For those member LAFCos who cannot send a representative to the Annual Meeting, an electronic ballot will be made available *if requested in advance*. **Ballot requests must also be received no later than 5:00 pm on Monday, September 19, 2022, with completed absentee ballots returned by 5:00 p.m. on Friday, October 14, 2022.**

NOMINATION/ELECTION PROCESS DEADLINES AND TIMELINES

- **June 1** – Nomination Announcement and packet sent to LAFCo membership and posted on the CALAFCO website.
- **September 19** – Completed Nomination packet due
- **September 19** – Request for an absentee/electronic ballot due
- **September 19** – Voting delegate name due to CALAFCO
- **October 4** – Distribution of the Election Committee Report (includes all completed/submitted nomination papers)
- **October 4** – Distribution of requested absentee/electronic ballots.
- **October 14** – Absentee ballots due to CALAFCO
- **October 20** - Elections

If you have any questions about the election process, please contact me at jmackenzie@calafco.org or by calling 760-743-7969. You may also contact CALAFCO Executive Director René LaRoche at rlaroche@calafco.org or by calling 916-442-6536.

Members of the 2022/2023 CALAFCO Election Committee are:

Jo MacKenzie, Chair jmackenzie@calafco.org	San Diego LAFCo (Southern Region) 760-743-7969
Bill Connelly bconnelly@calafco.org	Butte LAFCo (Northern Region) 530-538-6834
Margie Mohler mmohler@calafco.org	Napa LAFCo (Coastal Region) 707-287-6911
Daniel Parra dparra@calafco.org	Fresno LAFCo (Central Region) 559-834-3113

Additionally, you will also find attached for your reference a copy of the CALAFCO Board of Directors Nomination and Election Procedures, as well as the current listing of Board Members and corresponding terms of office.

I sincerely hope that you will consider joining us!

Enclosures

Board of Directors Nomination and Election Procedures and Forms

The procedures for nominations and election of the CALAFCO Board of Directors [Board] are designed to assure full, fair and open consideration of all candidates, provide confidential balloting for contested positions and avoid excessive demands on the time of those participating in the CALAFCO Annual Conference.

The Board nomination and election procedures shall be:

1. APPOINTMENT OF AN ELECTION COMMITTEE:

- a. Following the Annual Membership Meeting the Board shall appoint an Election Committee of four members of the Board. The Election Committee shall consist of one member from each region whose term is not ending.
- b. The Board Chair shall appoint one of the members of the Election Committee to serve as Committee Chair. The CALAFCO Executive Director shall either serve as staff to the Election Committee or appoint a CALAFCO regional officer to serve as staff in cooperation with the Executive Director.
- c. Each regional officer shall serve as staff liaison to the Election Committee specifically to assist in conducting the election as directed by the Executive Director and Committee.
- d. Goals of the Committee are to encourage and solicit candidates by region who represent member LAFCos across the spectrum of geography, size, and urban-suburban-rural population, and to provide oversight of the elections process.

2. ANNOUNCEMENT TO ALL MEMBER LAFcos:

- a. No later than four months prior to the Annual Membership Meeting, the Election Committee Chair shall send an announcement to each LAFCo for distribution to each commissioner and alternate. The announcement shall include the following:
 - i. A statement clearly indicating which offices are subject to the election.
 - ii. A regional map including LAFCos listed by region.
 - iii. The specific date by which all nominations must be received by the Election Committee. The deadline shall be no later than 30 days prior to the opening of the Annual Conference. Nominations received after the closing date shall be returned to the proposing LAFCo marked "Received too late for Election Committee action."
 - iv. The names of the Election Committee members and the name of their LAFCo, regional representation, email address and phone number. The name, email address and phone number of the Executive Director shall also be included.
 - v. The email address and physical address to send the nominations forms.
 - vi. A form for a Commission to use to nominate a candidate and a candidate resume form of no more than one page each to be completed for each nominee.
 - vii. The specific date by which all voting delegate names are due.
- viii. The specific date by which absentee ballots must be requested, the date CALAFCO will

Key Timeframes for Nominations Process

Key Timeframes for Nominations Process	
Days*	
120	Nomination announcement
30	Nomination deadline
14	Committee report released

*Days prior to annual membership meeting

distribute the absentee ballots, and the date by which they must be received by the Executive Director.

- b. A copy of these procedures shall be posted on the web site.

3. THE ELECTION COMMITTEE:

- a. The Election Committee and the Executive Director have the responsibility to monitor nominations and help assure that there are adequate nominations from each region for each seat up for election. No later than two weeks prior to the Annual Conference, the Election Committee Chair shall distribute to the members the Committee Report organized by regions, including copies of all nominations and resumes, which are received prior to the end of the nomination period.
- b. At the close of the nomination period, the Election Committee shall prepare regional ballots. Each region will receive a ballot specific to that region. Each region shall conduct a caucus at the Annual Conference for the purpose of electing their designated representatives. Caucus elections must be held prior to the annual membership meeting at the Conference. The assigned regional officers along with a member of the Election Committee shall tally ballots at each caucus and provide the Election Committee the names of the elected Board members and any open seats. In the event of a tie, the regional officer and Election Committee member shall immediately conduct a run-off ballot of the tied candidates.
- c. Make available sufficient copies of the Committee Report for each Voting Delegate by the beginning of the Annual Conference. Only the designated Voting Delegate, or the designated Alternate Voting Delegate shall be allowed to pick up the ballot packet at the Annual Conference.
- d. Make available blank copies of the nomination forms and resume forms to accommodate nominations from the floor at either the caucuses or the annual meeting (if an at-large election is required).
- e. Advise the Executive Director to provide "CANDIDATE" ribbons to all candidates attending the Annual Conference.
- f. Advise the Executive Director to provide "VOTING DELEGATE" ribbons to all voting delegates attending the Annual Conference.
- g. Post the candidate statements/resumes organized by region on a bulletin board or other easily accessible location near the registration desk.
- h. Regional elections shall be conducted as described in Section 4 below. The representative from the Election Committee shall serve as the Presiding Officer for the purpose of the caucus election and shall be assisted by a regional officer from a region other than their own, as assigned by the Executive Director
- i. Following the regional elections, in the event that there are open seats for any offices subject to the election, the Election Committee Chair shall notify the Chair of the Board of Directors that an at-large election will be required at the annual membership meeting and to provide a list of the number and category of seats requiring an at-large election.

4. ELECTRONIC BALLOT FOR LAFCO IN GOOD STANDING NOT ATTENDING ANNUAL MEETING

Limited to the elections of the Board of Directors

- a. Any LAFCo in good standing shall have the option to request an electronic ballot if there will be no representative attending the annual meeting.
- b. LAFCos requesting an electronic ballot shall do so in writing to the Executive Director no later than 30 days prior to the annual meeting.

- c. The Executive Director shall distribute the electronic ballot no later than two weeks prior to the annual meeting.
- d. LAFCo must return the ballot electronically to the Executive Director no later than three working days prior to the annual meeting.
- e. LAFCos voting by electronic ballot may discard their electronic ballot if a representative is able to attend the annual meeting.
- f. LAFCos voting under this provision may only vote for the candidates nominated by the Election Committee as noted on the ballot and may not vote in any run-off elections.

5. AT THE TIME FOR ELECTIONS DURING THE REGIONAL CAUCUSES OR ANNUAL MEMBERSHIP MEETING:

- a. The Presiding Officer shall:
 - i. Review the election procedure with the membership of their region.
 - ii. Present the Election Committee Report (previously distributed).
 - iii. Call for nominations from the floor by category for those seats subject to this election:
 - 1. For city member.
 - 2. For county member.
 - 3. For public member.
 - 4. For special district member.
- b. To make a nomination from the floor, a LAFCo, which is in good standing, shall identify itself and then name the category of vacancy and individual being nominated. The nominator may make a presentation not to exceed two minutes in support of the nomination.
- c. When there are no further nominations for a category, the Presiding Officer shall close the nominations for that category.
- d. The Presiding Officer shall conduct a "Candidates Forum". Each candidate shall be given time to make a brief statement for their candidacy. If a candidate is absent from the regional caucus, they may ask someone in their region to make a brief statement on their behalf.
- e. The Presiding Officer shall then conduct the election:
 - i. For categories where there are the same number of candidates as vacancies, the Presiding Officer shall:
 - 1. Name the nominees and offices for which they are nominated.
 - 2. Call for a voice vote on all nominees and thereafter declare those unopposed candidates duly elected.
 - ii. For categories where there are more candidates than vacancies, the Presiding Officer shall:
 - 1. Poll the LAFCOs in good standing by written ballot.
 - 2. Each LAFCO in good standing may cast its vote for as many nominees as there are vacancies to be filled. The vote shall be recorded on a tally sheet.

3. Any ballots submitted electronically for candidates included in the Election Committee Report shall be added to the tally.
 4. With assistance from the regional officer, tally the votes cast and announce the results.
- iii. Election to the Board shall occur as follows:
 1. A majority of the total number of LAFCos in a given region are required for a quorum. Returned absentee ballots shall count towards the total required for a quorum.
 2. The nominee receiving the majority of votes cast is elected.
 3. In the case of no majority, the two nominees receiving the two highest number of votes cast shall face each other in a run-off election. Electronic ballots are not included in the tally for any run-off election(s).
 4. In case of tie votes:
 - a. A second run-off election shall be held with the same two nominees.
 - b. If there remains a tie after the second run-off, the winner shall be determined by a draw of lots.

6. ADDITIONAL PROCEDURES

- a. For categories where there are more candidates than vacancies, names shall be listed on the ballot in the order the nomination was received and deemed complete.
- b. The Election Committee Chair shall announce and introduce all Board Members elected during the Regional Caucuses at the annual business meeting.
- c. In the event that Board seats remain unfilled after a Regional Caucus, an election will be held immediately at the annual business meeting to fill the position at-large. Nominations will be taken from the floor and the election process will follow the procedures described in Section 4 above. Any commissioner or alternate from a member LAFCo may be nominated for at-large seats.
- d. Seats elected at-large become subject to regional election at the expiration of the term. Only representatives from the region may be nominated for the seat.
- e. As required by the Bylaws, the members of the Board shall meet as soon as possible after election of new Board members for the purpose of electing officers, determining meeting places and times for the coming year, and conducting any other necessary business.

7. LOSS OF ELECTION IN HOME LAFCO

Board Members and candidates who lose elections in their home office shall notify the Executive Director within 15 days of the certification of the election.

8. FILLING BOARD VACANCIES

Vacancies on the Board of Directors may be filled by appointment by the Board for the balance of the unexpired term. Appointees must be from the same category as the vacancy, and should be from the same region.

CALAFCO's Four Regions



The counties in each of the four regions consist of the following:

Northern Region

Butte
Colusa
Del Norte
Glenn
Humboldt
Lake
Lassen
Mendocino
Modoc
Nevada
Plumas
Shasta
Sierra
Siskiyou
Sutter
Tehama
Trinity
Yuba

CONTACT: Steve Lucas
Butte LAFCo
slucas@buttecounty.net

Southern Region

Orange
Los Angeles
Imperial
Riverside
San Bernardino
San Diego

CONTACT: Gary Thompson
Riverside LAFCo
gthompson@lafco.org

Coastal Region

Alameda
Contra Costa
Marin
Monterey
Napa
San Benito
San Francisco
San Luis Obispo
San Mateo
Santa Barbara
Santa Clara
Santa Cruz
Solano
Sonoma
Ventura

CONTACT: Dawn Longoria
Napa LAFCo
dlongori@napa.lafco.ca.gov

Central Region

Alpine
Amador
Calaveras
El Dorado
Fresno
Inyo
Kings
Madera
Mariposa
Merced
Mono
Placer
Sacramento
San Joaquin
Stanislaus
Tulare
Tuolumne
Yolo

CONTACT: José Henriquez
Sacramento LAFCo
henriquezj@saccounty.net

CURRENT BOARD MEMBERS AND TERMS

NAME	REGION	TYPE & TERM
Bill Connelly, Vice Chair	Butte <i>Northem</i>	County (2023)
Blake Inscore	Del Norte <i>North</i>	City (2022)
Gay Jones	Sacramento <i>Central</i>	District (2022)
Michael Kelley	Imperial <i>Southern</i>	County (2023)
Debra Lake	Humboldt <i>Northem</i>	District (2023)
Chris Lopez	Monterey <i>Coastal</i>	County (2022)
Daron McDaniel	Merced <i>Central</i>	County (2022)
Michael McGill	Contra Costa <i>Coastal</i>	District (2022)
Derek McGregor	Orange <i>Southern</i>	Public (2022)
Jo MacKenzie	San Diego <i>Southern</i>	District (2023)
Margie Mohler, Treasurer	Napa <i>Coastal</i>	City (2023)
Anita Paque, Chair	Calaveras <i>Central</i>	Public (2023)
Daniel Parra	Fresno <i>Central</i>	City (2023)
Shane Stark	Santa Barbara <i>Coastal</i>	Public (2023)
Josh Susman	Nevada <i>Northem</i>	Public (2022)
Acquanetta Warren, Secretary	San Bernardino <i>Southern</i>	City (2022)

CALIFORNIA ASSOCIATION OF
LOCAL AGENCY FORMATION
COMMISSIONS



Board of Directors
2022/2023 Nominations Form

Nomination to the CALAFCO Board of Directors

In accordance with the Nominations and Election Procedures of CALAFCO,

_____ LAFCo of the _____ Region

Nominates _____

for the (check one) City County Special District Public

Position on the CALAFCO Board of Directors to be filled by election at the next Annual
Membership Meeting of the Association.

_____ LAFCo Chair

_____ Date

NOTICE OF DEADLINE

Nominations must be received by **September 19, 2022**
at 5:00 p.m. to be considered by the Election Committee.

Send completed nominations to:

CALAFCO Election Committee
CALAFCO
1020 12th Street, Suite 222
Sacramento, CA 95814

Or email to: info@calafco.org

Date Received _____

CALIFORNIA ASSOCIATION OF
LOCAL AGENCY FORMATION
COMMISSIONS



Board of Directors
2022/2023 Candidate Résumé Form
(Complete both pages)

Nominated By: _____ LAFCo Date: _____

Region (please check one): Northern Coastal Central Southern

Category (please check one): City County Special District Public

Candidate Name _____

Address _____

Phone Office _____ Mobile _____

e-mail _____

Personal and Professional Background:

LAFCo Experience:

CALAFCO or State-level Experience:

Availability:

Other Related Activities and Comments:

NOTICE OF DEADLINE

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Send completed nominations to:

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1020 12th Street, Suite 222
Sacramento, CA 95814

Or email to: info@calafco.org



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-_____

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT PROCLAMING 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 JUNE 9, 2022 – JULY 8, 2022 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) July 8, 2022, 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 9th day of June 2022, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Sacramento Metropolitan Fire District

President, Board of Directors

Attested By:

Clerk of the Board