

AGENDA
SOUTH PLACER FIRE DISTRICT
BOARD OF DIRECTORS
Tuesday, February 18th, 2025

1. **6:00 p.m. Regular Session –**

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

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

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

2. **Flag Salute**

3. **Public Comment**

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

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

All matters listed under the Consent Agenda are considered routine and will be enacted by one motion. There will be a separate discussion of these items if a member of the Board of Directors, audience, or Staff requests a specific item to be removed from the Consent Agenda for separate action. Any item removed will be considered after the motion to approve the Consent Agenda.

- A. Approval of the Agenda
- B. Approval of the Minutes
- C. Authorization of Deposits:

Ambulance	\$197,640.44
Consolidated Mitigation Fees	\$39,297.64
Plans/Inspections	\$27,737.00
Cell Tower Leases	\$17,539.56
MVA Fire Recovery	\$1,156.74

PG#5

Refunds/Reimbursements	\$25,000.67
OES/CFAA Reimbursements	\$172,338.17
SCBA Surplus	\$16,728.04
TOTAL	<u>\$497,438.26</u>

- D. Approval of the February 2025 Expenditures: \$839,619.10 PG#9
- E. Personnel Items
- | | |
|----------------------------|---------------------------|
| <u>Separations:</u> | None |
| <u>Promotions:</u> | None |
| <u>Reassignments:</u> | None |
| <u>New Hires:</u> | 4 Apprentice Firefighters |
| <u>Interns/Volunteers:</u> | None |

5. **Old Business:**

- A. **South Placer Fire District Policy Updates:** Staff recommends reviewing and approving the proposed policy updates. PG#31
- B. **Apprentice Firefighter Contract:** Staff recommends discussing an amendment to the apprentice contract to provide funding for paramedic school. PG#62
- C. **Grievance Side Letter:** Staff recommends adopting a side letter amending the District grievance process. PG#67
- D. **Fire Impact Fee Program 2025 Annual Adjustment:** Staff recommends an update on the Fire Impact Fee Annual Adjustment. PG#72
- E. **Municipal Service Review & Sphere of Influence (MSR) Update – Western Placer County Fire Service:** Staff recommends a discussion and direction regarding the draft MSR. PG#83

6. **New Business**

- A. **Ordinance for Fees and Charges for Certain Emergency Medical Services - Amended:** Staff recommends amending Resolution 02-2019/20 *Amended Ordinance of the South Placer Fire Protection District Revising the District's Schedule of Fees and Charges for Certain Emergency Medical Services* to establish a baseline fee to limit fee regression. PG#84
- B. **LAFCO Election Process:** Staff recommends discussion and possible action on LAFCO Special District Representative. PG#88
- C. **Resolution to Adopt Non-safety, Unrepresented, and Safety Management Agreements:** Staff recommends adopting resolutions to establish an agreement between the identified groups and the District Board. PG#92

- D. **FY 2024/2025 2nd Quarter Budget Report:** The Chief recommends a short presentation on the Fiscal Year 2024/25 budget status. PG#110
- E. **Brown Act, Harassment, Conflicts of Interest and Ethics:** The Chief recommends a workshop to conduct training as required under AB 1234 to include Brown Act, harassment, conflicts of interest and ethics compliance, provided by legal counsel. PG#115
- F. **Fire Risk Management Services (FRMS) Election:** Staff recommends that the Board consider the nomination of SPFD personnel for a position on the FRMS board. PG#116
- G. **Station 18 Land Option:** Staff recommends a discussion about the raw land at Station 18. PG#117
- H. **Cal OES Fiscal Year 2024 State and Local Cybersecurity Grant Program Governing Body Resolution:** Staff recommends review and adoption of the resolution for the FY 24 State and Local Cybersecurity Grant Program PG#118
- I. **SCI Proposal for Providing Consulting, Engineer of Work and Levy Administration on South Placer Fire District (Former Loomis Fire District) Emergency Response Services Assessment District:** Staff recommends discussion and approval for the Chief to execute a new agreement with SCI Consulting Group. PG#120

7. Informational and Discussion

8. Committee and Monthly Reports

9. Correspondence Review PG#128

10. Chief's Report PG#129

11. Labor Report PG#131

12. Functions Scheduled

13. Board/Staff Comments

14. Future Agenda Items

15. Close Session

At any time during the regular session, the legislative body may adjourn to a closed session to confer with real property negotiators, labor negotiators, or legal counsel regarding existing or anticipated litigation. The legislative body may also adjourn to a closed session to consider liability claims, threats

to public services or facilities, public employee appointment, public employment, public employee performance evaluation, or public employee discipline/dismissal/release.

- A. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION:**
Pursuant to Government Code Section 54956.9(d)(2): Significant exposure to litigation. (One potential case - receipt of a tort claim for damages pursuant to Government Code section 910, et seq.)

16. Adjournment

**Next Board Meeting:
March 18, 2025 @ 6:00 PM**

SOUTH PLACER FIRE DISTRICT
BOARD OF DIRECTORS
Regular Board Meeting Minutes
January 08, 2025

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Wednesday, January 08, 2025, at 6:00 p.m. by President, Tracy Randall.

Board Present:

Tracy Randall, President
Ken Musso, Vice President
Chris Gibson, Clerk
Pete Gallegos, Director
Dan Bajtos, Director
Jenine Windeshausen, Director
Gary Flanagan, Director

Absent:

None

Staff Present:

Mark Duerr, Fire Chief	Engineer Paramedic, Pat Patterson
Kathy Medeiros, Board Secretary	Deputy Chief, Matt Feeley
Battalion Chief, Kelly Moretti	Captain, Tracey Kincheloe
Fire Marshal, Jeff Ingolia	Firefighter Paramedic, Anthony Rydell
Division Chief, James Magnuson	Captain, Joshua Green

Public Comment: Member of the public, Anita Wright, made a public complaint about the holiday lights impacting traffic on Auburn Folsom and King Road.

Consent Agenda: Director Gibson made a motion to approve the consent agenda. The motion was seconded by Director Flanagan.

Ayes: Gibson, Randall, Bajtos, Gallegos, Flanagan, Windeshausen, Musso Noes: None Abstain: None Absent: None
Carried

OLD BUSINESS

South Placer Fire District Policy Updates: Staff recommends a second reading and adoption of four proposed policy updates. Chief Duerr asked to pull policies 502 and 506 from approval until amendments could be made. Director Gibson made a motion to approve Policies 501 and 518. Director Gallegos made a second to the motion.

Ayes: Gibson, Randall, Bajtos, Gallegos, Flanagan, Windeshausen, Musso Noes: None Abstain: None Absent: None
Carried

2025 Board Meeting Schedule: Staff recommends reviewing the proposed 2025 Board meeting schedule. The board agreed at the last meeting to revise the board meeting schedule to the third Tuesday of each month beginning with the month of February. Chief Duerr presented the new Board meeting schedule and inquired if there were any scheduling conflicts. All board members agreed that the proposed meeting scheduled for the third Tuesdays at 6 pm would also work within their schedules. Director Windeshausen made a motion to approve the 2025 board meeting schedule. Director Gibson made a second to the motion.

Ayes: Gibson, Randall, Bajtos, Gallegos, Flanagan, Windeshausen, Musso Noes: None Abstain: None Absent: None
Carried

Appointment of a New Member to the Loomis Benefit Assessment Citizens' Oversight Committee: Staff recommends the appointment of a new member to the Loomis Benefit Assessment Citizens' Oversight Committee as required under the Proposition 218 Benefit Assessment. Chief Duerr recommended the Board adopt the process of the last recruitment, seeking input from community members interested in the position and/or making recommendations. The board agreed that was the best option at this time. President Randall authorized Chief Duerr to move forward with the recruitment for the vacancy and report back to the Board.

NEW BUSINESS

South Placer Fire District Policy Updates: Staff recommends a first reading of the proposed policy updates. Five policies to be reviewed for their first reading. Chief Duerr noted that Policy 1021 was discussed and approved by labor. Under Policy 1207 changes were made due to the new committees created at the December board meeting. Policy 1211 is revised for the sequence of the agenda and board packet changes. Director Windeshausen suggested a few changes to the language in 1211 noting that the agenda be posted and available at the same time as the board members packets. President Randall added that the labor report included in the packet should include a brief summary of the items for discussion. The five policies will return to next month's meeting for approval.

Mid-Year Budget Revision: Staff recommends discussion and Board action to amend the 2024/25 Budget. Chief Duerr explained that minor changes include the addition of three apprentice firefighters, remounting of an ambulance, and the addition of solar for Station 19. There were also minor changes to line items to adjust for new projects and revised revenues estimates have been made. The changes resulted in a net increase of approximately \$150,000 at the cost of reducing reserve funding and deferring some other projects until the next fiscal year. Director Flanagan made a motion to approve the mid-year budget revision as presented. Director Gibson made a second to the motion.

Ayes: Gibson, Randall, Bajtos, Gallegos, Flanagan, Windeshausen, Musso Noes: None Abstain: None Absent: None
Carried

Sale of SCBAs: Staff recommends the Board approve the sale of self-contained breathing apparatus to the Penryn Fire District. The extra SCBA's were awarded as part of a grant in 2018. Staff requests to sell six complete units to Penryn Fire for the price the District paid in 2018. This action will help Penryn operate on a compatible system with much-needed technology and improve county-wide operations. Director Gibson made a motion to approve the sale of SCBAs to Penryn Fire. Director Gallegos made a second to motion.

Ayes: Gibson, Randall, Bajtos, Gallegos, Flanagan, Windeshausen, Musso Noes: None Abstain: None Absent: None
Carried

Authorization to Surplus Water Tender: Staff requests authorization to surplus the Water Tender. The 1985 custom built Chevy has served the District for the past 39 years. Due to its age, size, and manual transmission, it is difficult for staff to operate. In 2022/23, the District received an AFG grant to replace this apparatus. Chief Duerr explained that the water tender could be donated or auctioned off, sold for scraps, or donated to an agency out of the country. Director Gallegos recommended the board auction off the apparatus for liability and financial reasons. The Board gave direction and authorization to Chief Duerr to auction the 1985 water tender.

Ayes: Gibson, Randall, Bajtos, Gallegos, Flanagan, Windeshausen, Musso Noes: None Abstain: None Absent: None
Carried

South Placer Fire District Special Tax Reports 2023/24: Staff recommends review and approval of the Fiscal Year 2023/24 Fire Suppression and Protection Special Tax Reports completed December 2025 for the South Placer Fire District - former Loomis Fire District (Division 1) and the South Placer Fire District-Measure A (Division 2). Reports have been prepared by SCI Consulting Group, the District's special tax administrator. The South Placer Fire District (Division 1) special tax revenues were \$539,943 for 2023/24. The South Placer Fire District (Measure A) special tax revenues were \$713,370. Chief Duerr explained that both tax revenues were expensed at 80% to salaries and benefits, 20% to service and operations. Director Windeshausen noted that these taxes do not represent the total tax contributions of Division 1. Director Bajtos made a motion to approve the South Placer Fire District Special Tax Reports 2023/24. Director Gibson made a second to the motion.

Ayes: Gibson, Randall, Bajtos, Gallegos, Flanagan, Windeshausen, Musso Noes: None Abstain: None Absent: None
Carried

Placer County Fire District Discussion: Staff recommends a discussion to appoint a group of Board members to discuss fire district issues in the County with other fire boards. Chief Duerr explained that board members and other fire district boards have been interested in convening to discuss issues affecting Placer County independent fire districts, following the release of the LAFCO MSR for fire services. He continued that he recommends creating an ad hoc committee composed of up to three board members to meet with other board members of fire districts within Placer County. At this time, frequency and duration of the meeting is still to be determined. Directors Windeshausen and Gallegos expressed interested in serving on the ad hoc committee, with Director Randall serving as the alternate.

Correspondence: One PARS financial statement received for the month of November.

Chief's Report:

- November call Volume: 360 calls, up from November
- M16, E17 most calls by apparatus
- Station 18 most calls by station area
- 1 structure fire, 4 mutual aids, 1 vehicle fire
- Turn out time down, travel time down
- M16, M20, E17 busiest unit hour utilization
- Ambulance responses met SSV compliance at 96% for November
- Fire Prevention department (Chief Ingolia): 8 new starts, 2 commercial projects. 25,944 square feet in remodels this month, 54 sets of plans received, 38 new construction inspections, 0 reinspections.
- Facilities (Chief Ingolia): St. 19 solar plan in development
- Fire Investigations (Chief Ingolia): Fire in Chico was determined to be arson
- Weed Abatements (Chief Ingolia): 25 cases for the year, all resolved.
- Overtime: 42% due to Openings, 18% Sick Leave, 28% holiday, 2% miscellaneous
- Leave usage consistent. 75% Volunteer vs. 25% mandatory Overtime
- Overtime total hours 2000, \$60,000 per pay period
- Leave usage up year over year from last year
- ISRAM ambulance is here
- Ambulance inspections by SSV on site
- Santa Toy and Food drive successful – thanks to staff and board members for assistance
- Arson Task Force with Chief Ingolia deployed to the Bidwell Mansion Fire in Chico for regional support

Labor Report: Labor representative Pat Patterson reported a recent senior member of the line, Engineer Bailey retired. He noted that the retention issue results in a lack of experience that impacts the service level. He continued that the majority of the District's services require paramedics, with rumors of many

paramedics in the testing process for other agencies. He reported that the impact to the service level is a priority that he looks forward to discussing further with the department before an emergency staffing crisis occurs.

Functions: none

Board/Staff Comments: Director Windeshausen noted that the holiday light display in the Kingmont neighborhood was reported to CHP- who was aware of the issue.

Committee Reports: Director Randall reported that the recent Personnel Committee met and finished up discussions on policy updates with more to come for discussion in the February meeting.

Future Agenda Items: None

There being no further business to come before the Board, the meeting adjourned at 7:51 p.m. The next regular meeting will be held on Tuesday, February 18, 2025.

Respectfully submitted,

A handwritten signature in black ink that reads "Kathy Medeiros". The signature is written in a cursive, flowing style.

Recording Secretary, Kathy Medeiros

Ranges: From: To: From: To:
 Checkbook ID First Last Number First Last
 Description First Last Date 1/1/2025 2/11/2025
 User-Defined 1 First Last Type Check Check

Sorted By: Date
 Include Trx: Reconciled, Unreconciled

* Voided transaction ^ Cleared amount is different than posted amount

Checkbook ID	Description	User-Defined 1	Current Balance			
Number	Date	Type	Paid To/Rcvd From	Reconciled Origin	Payment	Deposit
PLACER COUNTY	County Of Placer				\$5,148,875.55	
25007	1/23/2025	CHK	BART INDUSTRIES	No	PMCHK00001097	\$876.06
25008	1/23/2025	CHK	Cook's Communications Corp.	No	PMCHK00001097	\$604.89
25009	1/23/2025	CHK	DAWSON OIL	No	PMCHK00001097	\$1,850.78
25010	1/23/2025	CHK	FOLSOM LAKE FORD	No	PMCHK00001097	\$1,462.20
25011	1/23/2025	CHK	Firefighters Burn Institute	No	PMCHK00001097	\$250.00
25012	1/23/2025	CHK	Fire Plan Review, Inc.	No	PMCHK00001097	\$465.00
25013	1/23/2025	CHK	Foothill Fire and WIRE	No	PMCHK00001097	\$1,381.50
25014	1/23/2025	CHK	HARRIS INDUSTRIAL GASES	No	PMCHK00001097	\$508.75
25015	1/23/2025	CHK	Interwest Consulting Group I	No	PMCHK00001097	\$8,632.50
25016	1/23/2025	CHK	ImageTrend, Inc	No	PMCHK00001097	\$2,185.45
25017	1/23/2025	CHK	JRB Pest and Sanitation	No	PMCHK00001097	\$310.00
25018	1/23/2025	CHK	Mission Uniform Services	No	PMCHK00001097	\$123.28
25019	1/23/2025	CHK	PG & E	No	PMCHK00001097	\$7,410.90
25020	1/23/2025	CHK	Placer County Water Agency	No	PMCHK00001097	\$466.84
25021	1/23/2025	CHK	Recology Auburn Placer	No	PMCHK00001097	\$1,080.02
25022	1/23/2025	CHK	Robert W. Johnson Accountanc	No	PMCHK00001097	\$550.00
25023	1/23/2025	CHK	Sea-Western, Inc,	No	PMCHK00001097	\$1,596.85
25024	1/23/2025	CHK	SAN JUAN WATER	No	PMCHK00001097	\$1,720.29
25025	1/23/2025	CHK	Consolidated Communications	No	PMCHK00001097	\$825.63
25026	1/23/2025	CHK	SAMBA Holdings Inc	No	PMCHK00001097	\$114.41
25027	1/23/2025	CHK	TIFCO INDUSTRIES	No	PMCHK00001097	\$235.83
25028	1/23/2025	CHK	T-Mobile	No	PMCHK00001097	\$1,008.24
25029	1/23/2025	CHK	US Bank Corporate Payment Sy	No	PMCHK00001097	\$22,593.53
25030	1/23/2025	CHK	WINDUSTRIAL	No	PMCHK00001097	\$27.19
25031	1/23/2025	CHK	William L. Adams PC	No	PMCHK00001097	\$4,653.00
25032	1/23/2025	CHK	Xerox Financial Services	No	PMCHK00001097	\$2,583.36
25033	2/6/2025	CHK	Cuevas, Jaedon	No	PMCHK00001098	\$200.00
25034	2/6/2025	CHK	Endter, Zachary	No	PMCHK00001098	\$200.00
25035	2/6/2025	CHK	Garside, Doug	No	PMCHK00001098	\$200.00
25036	2/6/2025	CHK	Doug Phillips	No	PMCHK00001098	\$3,200.00
25037	2/6/2025	CHK	Stensler, Wyatt	No	PMCHK00001098	\$200.00
25038	2/6/2025	CHK	ALL STAR FIRE EQUIPMENT	No	PMCHK00001099	\$15,945.29
25039	2/6/2025	CHK	AUBURN TIRE SERVICE	No	PMCHK00001099	\$306.19
25040	2/6/2025	CHK	BART INDUSTRIES	No	PMCHK00001099	\$1,161.60
25041	2/6/2025	CHK	Buathier, Justin	No	PMCHK00001099	\$86.00
25042	2/6/2025	CHK	CAPITAL CLUTCH & BRAKE	No	PMCHK00001099	\$1,426.81
25043	2/6/2025	CHK	Capital Public Finance Group	No	PMCHK00001099	\$7,095.00
25044	2/6/2025	CHK	Cline, Shawn	No	PMCHK00001099	\$250.00
25045	2/6/2025	CHK	DAWSON OIL	No	PMCHK00001099	\$6,452.05
25046	2/6/2025	CHK	FOLSOM LAKE FORD	No	PMCHK00001099	\$1,972.70
25047	2/6/2025	CHK	Fire Plan Review, Inc.	No	PMCHK00001099	\$1,162.50
25048	2/6/2025	CHK	GRAINGER, W.W.	No	PMCHK00001099	\$399.33
25049	2/6/2025	CHK	Gold Mountain California New	No	PMCHK00001099	\$364.36
25050	2/6/2025	CHK	Interstate All Battery Cente	No	PMCHK00001099	\$930.73
25051	2/6/2025	CHK	JRB Pest and Sanitation	No	PMCHK00001099	\$270.00
25052	2/6/2025	CHK	Kingsley Bogard, LLP	No	PMCHK00001099	\$1,202.50
25053	2/6/2025	CHK	LIFE ASSIST	No	PMCHK00001099	\$14,055.06
25054	2/6/2025	CHK	Mission Uniform Services	No	PMCHK00001099	\$207.78
25055	2/6/2025	CHK	Meraki Public Affairs, Inc	No	PMCHK00001099	\$5,000.00
25056	2/6/2025	CHK	NETWORK DESIGN ASSOC	No	PMCHK00001099	\$1,438.77

Checkbook ID	Description	User-Defined 1	Current Balance				
Number	Date	Type	Paid To/Rcvd From	Reconciled Origin	Payment	Deposit	
25057	2/6/2025	CHK	Recology Auburn Placer	No	PMCHK00001099	\$794.24	
25058	2/6/2025	CHK	Stewart-Black, Elizabeth	No	PMCHK00001099	\$340.48	
25059	2/6/2025	CHK	Silverado Avionics Inc.	No	PMCHK00001099	\$7,797.67	
25060	2/6/2025	CHK	STERICYCLE INC	No	PMCHK00001099	\$303.00	
25061	2/6/2025	CHK	SCOTTS PPE RECON	No	PMCHK00001099	\$500.00	
25062	2/6/2025	CHK	TIFCO INDUSTRIES	No	PMCHK00001099	\$1,053.16	
25063	2/6/2025	CHK	The Permanente Medical Group	No	PMCHK00001099	\$979.00	
25064	2/6/2025	CHK	T-Mobile	No	PMCHK00001099	\$1,008.79	
25065	2/6/2025	CHK	Toole, Maryanne W.	No	PMCHK00001099	\$375.70	
25066	2/6/2025	CHK	US Bank Corporate Payment Sy	No	PMCHK00001099	\$18,919.16	
25067	2/6/2025	CHK	VALLEY POWER SYSTEMS NORTH,	No	PMCHK00001099	\$92.31	
25068	2/6/2025	CHK	WINDUSTRIAL	No	PMCHK00001099	\$108.99	
25069	2/6/2025	CHK	WITTMAN ENTERPRISES, LLC	No	PMCHK00001099	\$8,981.70	
25070	2/6/2025	CHK	ZEP MANUFACTURING CO.	No	PMCHK00001099	\$265.74	
25071	2/11/2025	CHK	AFLAC	No	PMCHK00001101	\$2,180.18	
25072	2/11/2025	CHK	California Assn of Prefessio	No	PMCHK00001101	\$2,360.00	
25073	2/11/2025	CHK	Department of Health Care Se	No	PMCHK00001101	\$17,826.62	
25074	2/11/2025	CHK	NGLIC C/O Superior Vision Se	No	PMCHK00001101	\$831.35	
25075	2/11/2025	CHK	P.E.R.S	No	PMCHK00001101	\$213,411.56	
25076	2/11/2025	CHK	PRINCIPAL MUTUAL	No	PMCHK00001101	\$7,162.89	
25077	2/11/2025	CHK	Sacramento Area Fire Fighter	No	PMCHK00001101	\$10,395.20	
25078	2/11/2025	CHK	TASC/ Total Admin Service	No	PMCHK00001101	\$15,748.05	
25079	2/11/2025	CHK	Voya Financial Trust Co.	No	PMCHK00001101	\$76,245.12	
73 Transaction(s)						\$514,924.08	\$0.00
PLACER-CONS MIT PLACER COUNTY CONSOLIDATED MIT					\$1,409,386.92		
00000000000000000005	1/20/2025	CHK	RedSky Emergency Vehicles	No	PMCHK00001096	\$324,379.15	
00000000000000000006	2/6/2025	CHK	US Bank Corporate Payment Sy	No	PMCHK00001100	\$315.87	
2 Transaction(s)						\$324,695.02	\$0.00
75 Total Transaction(s)							

Ranges: From: To: From: To:
 Vendor ID First Last Checkbook ID PLACER COUNTY WELLS FARGO OP
 Vendor Name First Last Check Number First Last
 Check Date 1/1/2025 2/11/2025

Sorted By: Checkbook ID

Distribution Types Included: All

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
B147	BART INDUSTRIES	PLACER COUNTY	25007	1/23/2025	\$876.06
38336	626739	Thermostat housing		\$23.66	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$1.37
	PURCH	0-000-2222-508	2017 Ford E450 Medix Type III	\$1.37	\$0.00
38337	627530	Gas shock		\$62.58	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$62.58
	PURCH	0-000-2222-506	2012 F-350 Ambulance	\$62.58	\$0.00
38338	627886	Heater valve		\$20.60	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$20.60
	PURCH	0-000-2222-508	2017 Ford E450 Medix Type III	\$20.60	\$0.00
38339	628069	Heater shutoff valve		\$10.63	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$10.63
	PURCH	0-000-2222-508	2017 Ford E450 Medix Type III	\$10.63	\$0.00
38340	628873	Air conditioning belt		\$25.79	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$25.79
	PURCH	0-000-2222-017	2016 Ford BC Vehicle	\$25.79	\$0.00
38342	628898	AC compressor		\$392.80	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$392.80
	PURCH	0-000-2222-017	2016 Ford BC Vehicle	\$392.80	\$0.00
38344	629057	Rear brake rotors		\$362.29	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$362.29
	PURCH	0-000-2222-508	2017 Ford E450 Medix Type III	\$362.29	\$0.00
C331	Cook's Communications Corp.	PLACER COUNTY	25008	1/23/2025	\$604.89
38347	159600	Pump panel lights		\$604.89	
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$604.89
	PURCH	0-000-2222-000	Automotive Repairs/Supplies	\$604.89	\$0.00
D101	DAWSON OIL	PLACER COUNTY	25009	1/23/2025	\$1,850.78
38348	772326	Sta 17 fuel		\$1,850.78	
	Type	Account	Description	Debit	Credit

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,850.78
	PURCH 0-000-2124-001	Station 17 Fuel		\$1,850.78	\$0.00
F109	FOLSOM LAKE FORD	PLACER COUNTY	25010	1/23/2025	\$1,462.20
38351	792360	Thermostat & gasket	\$19.42		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$19.42
	PURCH 0-000-2222-508	2017 Ford E450 Medix Type III		\$19.42	\$0.00
38352	792387	Hood air springs	\$73.10		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$73.10
	PURCH 0-000-2222-506	2012 F-350 Ambulance		\$73.10	\$0.00
38353	792577	Heater hoses	\$225.88		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$225.88
	PURCH 0-000-2222-508	2017 Ford E450 Medix Type III		\$225.88	\$0.00
38354	792582	Brake rotors, pads, etc	\$1,143.80		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,143.80
	PURCH 0-000-2222-508	2017 Ford E450 Medix Type III		\$1,143.80	\$0.00
F124	Firefighters Burn Institute	PLACER COUNTY	25011	1/23/2025	\$250.00
38350	3225	Annual dues Youth Firesetter	\$250.00		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$250.00
	PURCH 0-000-2123-000	Fire Prevention Supplies & Educatio		\$250.00	\$0.00
F173	Fire Plan Review, Inc.	PLACER COUNTY	25012	1/23/2025	\$465.00
38349	1246	December services	\$465.00		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$465.00
	PURCH 0-000-2043-001	Prevention Consulting Fees		\$465.00	\$0.00
F200	Foothill Fire and WIRE	PLACER COUNTY	25013	1/23/2025	\$1,381.50
38355	63198	Qtrly billing, fire alarm	\$1,381.50		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,381.50
	PURCH 0-000-2225-001	6900 Eureka Road		\$295.50	\$0.00
	PURCH 0-000-2225-003	7070 Auburn Folsom Road		\$237.00	\$0.00
	PURCH 0-000-2225-005	3505 Auburn Folsom Road		\$183.00	\$0.00
	PURCH 0-000-2225-006	4650 East Roseville Parkway		\$255.00	\$0.00
	PURCH 0-000-2225-016	5300 Olive Ranch Road		\$237.00	\$0.00
	PURCH 0-000-2225-028	5840 Horseshoe Bar Rd		\$174.00	\$0.00
H141	HARRIS INDUSTRIAL GASES	PLACER COUNTY	25014	1/23/2025	\$508.75
38356	0001967316	Cylinder rental	\$277.05		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$277.05
	PURCH 0-000-2130-000	Oxygen		\$277.05	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
38357	0001967346	Cylinder rental			\$177.85
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$177.85
	PURCH 0-000-2130-000	Oxygen		\$177.85	\$0.00
38358	0001967448	Cylinder rental			\$53.85
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$53.85
	PURCH 0-000-2130-000	Oxygen		\$53.85	\$0.00
I134 38360	Interwest Consulting Group Inc 1127990	PLACER COUNTY December services	25015	1/23/2025	\$8,632.50
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$8,632.50
	PURCH 0-000-2043-001	Prevention Consulting Fees		\$8,632.50	\$0.00
I137 38359	ImageTrend, Inc PS-INV112478	PLACER COUNTY Hospital Hub annual subscrip	25016	1/23/2025	\$2,185.45
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$2,185.45
	PURCH 0-000-2056-000	Software Subscriptions		\$2,185.45	\$0.00
J128 38361	JRB Pest and Sanitation 86924	PLACER COUNTY Monthly billing, Sta 16	25017	1/23/2025	\$310.00
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$90.00
	PURCH 0-000-2225-016	5300 Olive Ranch Road		\$90.00	\$0.00
38362	86926	Monthly billing, Sta 20			\$90.00
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$90.00
	PURCH 0-000-2225-003	7070 Auburn Folsom Road		\$90.00	\$0.00
38363	87218	Monthly billing, Sta 18			\$130.00
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$130.00
	PURCH 0-000-2225-028	5840 Horseshoe Bar Rd		\$130.00	\$0.00
M101 38364	Mission Uniform Services 522880186	PLACER COUNTY Weekly billing	25018	1/23/2025	\$123.28
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$30.82
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls		\$30.82	\$0.00
38365	522927251	Weekly billing			\$30.82
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$30.82
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls		\$30.82	\$0.00
38366	522969693	Weekly billing			\$30.82
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$30.82
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls		\$30.82	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
38367	523012950	Weekly billing			\$30.82
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$30.82
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls		\$30.82	\$0.00
P111	PG & E	PLACER COUNTY	25019	1/23/2025	\$7,410.90
38368	20250114	Monthly billing			\$7,410.90
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$7,410.90
	PURCH 0-000-2027-001	6900 Eureka Road		\$2,274.21	\$0.00
	PURCH 0-000-2027-003	7070 Auburn Folsom Road		\$1,193.81	\$0.00
	PURCH 0-000-2027-005	3505 Auburn Folsom Road		\$786.60	\$0.00
	PURCH 0-000-2027-006	4650 East Rsvl. Parkway		\$228.26	\$0.00
	PURCH 0-000-2027-016	Station 16 5300 Olive Ranch Road		\$1,255.94	\$0.00
	PURCH 0-000-2027-028	Station 28		\$1,096.93	\$0.00
	PURCH 0-000-2027-029	Station 29		\$575.15	\$0.00
P125	Placer County Water Agency	PLACER COUNTY	25020	1/23/2025	\$466.84
38369	20241230-18A	Monthly billing, Sta 18			\$70.90
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$70.90
	PURCH 0-000-2041-028	Water - Station #28		\$70.90	\$0.00
38370	20241230-18B	Monthly billing, Sta 18			\$51.43
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$51.43
	PURCH 0-000-2041-028	Water - Station #28		\$51.43	\$0.00
38371	20241230-18M	Monthly billing, Sta 18			\$51.43
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$51.43
	PURCH 0-000-2041-028	Water - Station #28		\$51.43	\$0.00
38372	20250102-19	Monthly billing, Sta 19			\$212.73
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$212.73
	PURCH 0-000-2041-003	Water - Station #19		\$212.73	\$0.00
38373	20250102-20	Monthly billing, Sta 20			\$80.35
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$80.35
	PURCH 0-000-2041-005	Water - Station #20		\$80.35	\$0.00
R129	Recology Auburn Placer	PLACER COUNTY	25021	1/23/2025	\$1,080.02
38374	75400978	Monthly billing, Sta 18			\$285.78
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$285.78
	PURCH 0-000-2026-000	Garbage		\$285.78	\$0.00
38375	75401158	Monthly billing, Sta 17			\$638.08
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$638.08

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
	PURCH 0-000-2026-000	Garbage		\$638.08	\$0.00
38376	75402420	Monthly billing, Sta 16	\$39.04		
	Type Account Description			Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$39.04
	PURCH 0-000-2026-000	Garbage		\$39.04	\$0.00
38377	75405688	Monthly billing, Sta 15	\$39.04		
	Type Account Description			Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$39.04
	PURCH 0-000-2026-000	Garbage		\$39.04	\$0.00
38378	75406025	Monthly billing, Sta 19	\$39.04		
	Type Account Description			Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$39.04
	PURCH 0-000-2026-000	Garbage		\$39.04	\$0.00
38379	75512350	Monthly billing, Sta 20	\$39.04		
	Type Account Description			Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$39.04
	PURCH 0-000-2026-000	Garbage		\$39.04	\$0.00
R180	Robert W. Johnson Accountancy	PLACER COUNTY	25022	1/23/2025	\$550.00
38380	7177	State Controller's Rpt FY23/	\$550.00		
	Type Account Description			Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$550.00
	PURCH 0-000-2020-000	Audit		\$550.00	\$0.00
S065	Sea-Western, Inc,	PLACER COUNTY	25023	1/23/2025	\$1,596.85
38385	INV38677	Structure helmets	\$1,596.85		
	Type Account Description			Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,596.85
	PURCH 0-000-4462-007	Turnout Clothing		\$1,596.85	\$0.00
S107	SAN JUAN WATER	PLACER COUNTY	25024	1/23/2025	\$1,720.29
38382	20250101-15	Monthly billing, Sta 15	\$802.32		
	Type Account Description			Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$802.32
	PURCH 0-000-2041-006	Water - Station #15		\$802.32	\$0.00
38383	20250101-16	Monthly billing, Sta 16	\$595.40		
	Type Account Description			Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$595.40
	PURCH 0-000-2041-016	Water-Station 16 Olive Ranch		\$595.40	\$0.00
38384	20250101-17	Monthly billing, Sta 17	\$322.57		
	Type Account Description			Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$322.57
	PURCH 0-000-2041-001	Water - Station #17		\$322.57	\$0.00
S282	Consolidated Communications In	PLACER COUNTY	25025	1/23/2025	\$825.63

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
38345	20250109F	Sta 17 fax line			\$87.02
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$87.02
	PURCH	0-000-2037-001	6900 Eureka Road	\$87.02	\$0.00
38346	20250109I	Sta 17 Internet			\$738.61
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$738.61
	PURCH	0-000-2037-001	6900 Eureka Road	\$738.61	\$0.00
S286	SAMBA Holdings Inc	PLACER COUNTY	25026	1/23/2025	\$114.41
38381	INV01721161	CDL monitoring			\$114.41
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$114.41
	PURCH	0-000-2030-000	Memberships/Subscriptions	\$114.41	\$0.00
T117	TIFCO INDUSTRIES	PLACER COUNTY	25027	1/23/2025	\$235.83
38386	72050140	Brass pipe fittings			\$235.83
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$235.83
	PURCH	0-000-2222-000	Automotive Repairs/Supplies	\$235.83	\$0.00
T150	T-Mobile	PLACER COUNTY	25028	1/23/2025	\$1,008.24
38387	20241221	Monthly billing			\$1,008.24
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$1,008.24
	PURCH	0-000-2037-000	Telephone	\$1,008.24	\$0.00
U109	US Bank Corporate Payment Syst	PLACER COUNTY	25029	1/23/2025	\$22,593.53
38388	20241223	Monthly billing			\$22,593.53
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$22,593.53
	PURCH	0-000-2024-000	ParamedicCert.EMT/CPR Cert Classes	\$86.00	\$0.00
	PURCH	0-000-2037-001	6900 Eureka Road	\$130.16	\$0.00
	PURCH	0-000-2037-003	7070 Auburn Folsom Road	\$155.92	\$0.00
	PURCH	0-000-2037-005	3505 Auburn Folsom Road	\$112.71	\$0.00
	PURCH	0-000-2037-006	4650 East Rsvl. Parkway	\$112.77	\$0.00
	PURCH	0-000-2037-016	Station 16 Olive Ranch	\$167.69	\$0.00
	PURCH	0-000-2037-028	Station 28	\$137.90	\$0.00
	PURCH	0-000-2038-000	Training Supplies	\$218.74	\$0.00
	PURCH	0-000-2039-000	Business/Conference	\$794.38	\$0.00
	PURCH	0-000-2040-000	Education/Training	\$264.25	\$0.00
	PURCH	0-000-2043-001	Prevention Consulting Fees	\$279.93	\$0.00
	PURCH	0-000-2045-000	Pre-Employment Physicals/Background	\$227.75	\$0.00
	PURCH	0-000-2053-000	Food/Drink-Incident Supplies	\$814.56	\$0.00
	PURCH	0-000-2055-000	Safety Awards & Recognition	\$85.80	\$0.00
	PURCH	0-000-2056-000	Software Subscriptions	\$988.94	\$0.00
	PURCH	0-000-2120-000	Cleaning/Maintenance Supplies	\$1,429.92	\$0.00
	PURCH	0-000-2123-001	Prevention Misc. Supplies	\$28.61	\$0.00
	PURCH	0-000-2129-000	Office Supplies/Computer	\$540.54	\$0.00
	PURCH	0-000-2131-000	Postage/Shipping	\$221.55	\$0.00
	PURCH	0-000-2133-000	Uniform Supplies	\$11.53	\$0.00
	PURCH	0-000-2135-000	Misc. Firefighting Equip/Supplies	\$36.01	\$0.00
	PURCH	0-000-2222-000	Automotive Repairs/Supplies	\$238.40	\$0.00
	PURCH	0-000-2222-016	LFPD Ford Expedition	\$7.71	\$0.00
	PURCH	0-000-2222-021	2017 Ford F250 XL	\$1,114.13	\$0.00
	PURCH	0-000-2222-401	2002 Chevy	\$60.03	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
38397	20250115L	Longevity Pay 2024	\$1,000.00		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,000.00
	PURCH 0-000-1016-000	Volunteer Length of Service Award		\$1,000.00	\$0.00
38398	20250115U	Uniform allowance 2024	\$200.00		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$200.00
	PURCH 0-000-2017-000	Uniform /Cell Phone Allowance		\$200.00	\$0.00
S066	Stensler, Wyatt	PLACER COUNTY	25037	2/6/2025	\$200.00
38395	20250101	Uniform allowance 2024	\$200.00		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$200.00
	PURCH 0-000-2017-000	Uniform /Cell Phone Allowance		\$200.00	\$0.00
A137	ALL STAR FIRE EQUIPMENT	PLACER COUNTY	25038	2/6/2025	\$15,945.29
38399	261039	Turnouts	\$15,945.29		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$15,945.29
	PURCH 0-000-4462-000	Firefighting Equipment		\$15,945.29	\$0.00
A211	AUBURN TIRE SERVICE	PLACER COUNTY	25039	2/6/2025	\$306.19
38400	146996	Rear tire	\$306.19		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$306.19
	PURCH 0-000-2222-508	2017 Ford E450 Medix Type III		\$306.19	\$0.00
B147	BART INDUSTRIES	PLACER COUNTY	25040	2/6/2025	\$1,161.60
38401	630333	Rear brakes	\$255.21		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$255.21
	PURCH 0-000-2222-015	2009 Ford BC Vehicle		\$255.21	\$0.00
38402	630338	DEF	\$205.76		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$205.76
	PURCH 0-000-2124-001	Station 17 Fuel		\$205.76	\$0.00
38403	631484	Rear disc pads	\$160.18		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$160.18
	PURCH 0-000-2222-015	2009 Ford BC Vehicle		\$160.18	\$0.00
38404	631518	Rear rotor	\$56.84		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$56.84
	PURCH 0-000-2222-015	2009 Ford BC Vehicle		\$56.84	\$0.00
38405	631686	Windshield wipers	\$65.57		
	Type Account	Description		Debit	Credit

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$65.57
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$65.57	\$0.00
38406	631818	Water pump & filters	\$130.01		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$130.01
	PURCH 0-000-2222-015	2009 Ford BC Vehicle		\$130.01	\$0.00
38407	632075	Belt & tensioner set	\$130.62		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$130.62
	PURCH 0-000-2222-014	2008 Ford F150 4X4		\$130.62	\$0.00
38408	632076	Shop supplies	\$48.12		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$48.12
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$48.12	\$0.00
38409	632081	Wiper blades	\$109.29		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$109.29
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$109.29	\$0.00
B186	Buathier, Justin	PLACER COUNTY	25041	2/6/2025	\$86.00
38473	20241227	EMT recertification	\$86.00		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$86.00
	PURCH 0-000-2024-000	ParamedicCert.EMT/CPR Cert Classes		\$86.00	\$0.00
C115	CAPITAL CLUTCH & BRAKE	PLACER COUNTY	25042	2/6/2025	\$1,426.81
38410	1859868	Air brake drains	\$71.17		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$71.17
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$71.17	\$0.00
38411	1861863	Drum dolly	\$774.53		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$774.53
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$774.53	\$0.00
38412	1862126	Brake pads	\$472.94		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$472.94
	PURCH 0-000-2222-828	2018 Pierece Engine 18		\$472.94	\$0.00
38413	1862509	Air brake filter	\$108.17		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$108.17
	PURCH 0-000-2222-828	2018 Pierece Engine 18		\$108.17	\$0.00
C156	Capital Public Finance Group,	PLACER COUNTY	25043	2/6/2025	\$7,095.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
38414	2024-460	Comm Fac Dist consulting			\$1,935.00
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,935.00
	PURCH 0-000-2043-000	Legal/Consulting Fees		\$1,935.00	\$0.00
38415	2024-479	CFD docs & Gann limit calcs			\$5,160.00
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$5,160.00
	PURCH 0-000-2043-000	Legal/Consulting Fees		\$5,160.00	\$0.00
C268	Cline, Shawn	PLACER COUNTY	25044	2/6/2025	\$250.00
38474	20241218	Paramedic renewal			\$250.00
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$250.00
	PURCH 0-000-2024-000	ParamedicCert.EMT/CPR Cert Classes		\$250.00	\$0.00
D101	DAWSON OIL	PLACER COUNTY	25045	2/6/2025	\$6,452.05
38416	772776	Fuel, Sta 19			\$1,397.74
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,397.74
	PURCH 0-000-2124-003	Station 19 Fuel		\$1,397.74	\$0.00
38417	772777	Fuel, Sta 17			\$1,887.97
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,887.97
	PURCH 0-000-2124-001	Station 17 Fuel		\$1,887.97	\$0.00
38418	773331	Fuel, Sta 19			\$1,392.16
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,392.16
	PURCH 0-000-2124-003	Station 19 Fuel		\$1,392.16	\$0.00
38419	773334	Fuel, Sta 17			\$1,774.18
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,774.18
	PURCH 0-000-2124-001	Station 17 Fuel		\$1,774.18	\$0.00
F109	FOLSOM LAKE FORD	PLACER COUNTY	25046	2/6/2025	\$1,972.70
38421	FOTS154952	Exhaust manifold replacement			\$1,972.70
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,972.70
	PURCH 0-000-2222-209	2006 Ford F-550 Shop Truck		\$1,972.70	\$0.00
F173	Fire Plan Review, Inc.	PLACER COUNTY	25047	2/6/2025	\$1,162.50
38420	1255	January services			\$1,162.50
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,162.50
	PURCH 0-000-2043-001	Prevention Consulting Fees		\$1,162.50	\$0.00
G110	GRAINGER, W.W.	PLACER COUNTY	25048	2/6/2025	\$399.33
38423	9355537680	Hardware shop supplies			\$25.68
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$25.68

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$25.68	\$0.00
38424	9364365099	Hardware shop supplies	\$121.70		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$121.70
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$121.70	\$0.00
38425	9365995381	Sight glass tube protectors	\$106.00		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$106.00
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$106.00	\$0.00
38426	9370338759	Hardware shop supplies	\$112.26		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$112.26
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$112.26	\$0.00
38427	9383725398	Brake caliper socket & glove	\$33.69		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$33.69
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$33.69	\$0.00
G176	Gold Mountain California News	PLACER COUNTY	25049	2/6/2025	\$364.36
38422	206578	Mitigation fees legal notice	\$364.36		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$364.36
	PURCH 0-000-2032-000	News Publications & Ads		\$364.36	\$0.00
I130	Interstate All Battery Center	PLACER COUNTY	25050	2/6/2025	\$930.73
38428	831001	Group 31 batteries	\$930.73		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$930.73
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$930.73	\$0.00
J128	JRB Pest and Sanitation	PLACER COUNTY	25051	2/6/2025	\$270.00
38429	87094	Monthly billing, Sta 15	\$90.00		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$90.00
	PURCH 0-000-2225-006	4650 East Roseville Parkway		\$90.00	\$0.00
38430	88797	Monthly billing, Sta 20	\$90.00		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$90.00
	PURCH 0-000-2225-005	3505 Auburn Folsom Road		\$90.00	\$0.00
38431	88798	Monthly billing, Sta 17	\$90.00		
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$90.00
	PURCH 0-000-2225-001	6900 Eureka Road		\$90.00	\$0.00
K127	Kingsley Bogard, LLP	PLACER COUNTY	25052	2/6/2025	\$1,202.50

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
38432	32367	November services			\$1,202.50
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$1,202.50
	PURCH	0-000-2043-000	Legal/Consulting Fees	\$1,202.50	\$0.00
L107	LIFE ASSIST	PLACER COUNTY	25053	2/6/2025	\$14,055.06
38433	1543330	Various supplies			\$440.93
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$440.93
	PURCH	0-000-2127-000	Medical Supplies	\$440.93	\$0.00
38434	1544069	Various supplies			\$3,657.42
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$3,657.42
	PURCH	0-000-2127-000	Medical Supplies	\$3,657.42	\$0.00
38435	1545413	Various supplies			\$1,557.74
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$1,557.74
	PURCH	0-000-2127-000	Medical Supplies	\$1,557.74	\$0.00
38436	1548656	Stainless canister holder			\$111.73
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$111.73
	PURCH	0-000-2127-000	Medical Supplies	\$111.73	\$0.00
38437	1549193	Various supplies			\$4,313.22
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$4,313.22
	PURCH	0-000-2127-000	Medical Supplies	\$4,313.22	\$0.00
38438	1549794	Various supplies			\$1,372.54
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$1,372.54
	PURCH	0-000-2127-000	Medical Supplies	\$1,372.54	\$0.00
38439	1550881	Nasopharyngeal airway			\$34.75
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$34.75
	PURCH	0-000-2127-000	Medical Supplies	\$34.75	\$0.00
38440	1550892	Various supplies			\$2,566.73
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$2,566.73
	PURCH	0-000-2127-000	Medical Supplies	\$2,566.73	\$0.00
M101	Mission Uniform Services	PLACER COUNTY	25054	2/6/2025	\$207.78
38442	523050813	Weekly billing			\$30.82
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$30.82
	PURCH	0-000-2042-000	Laundry Service/Shop Coveralls	\$30.82	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
38443	523090365	Weekly billing			\$60.74
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$60.74
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls		\$60.74	\$0.00
38444	523133898	Weekly billing			\$38.74
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$38.74
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls		\$38.74	\$0.00
38445	523178149	Weekly billing			\$38.74
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$38.74
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls		\$38.74	\$0.00
38446	523220209	Weekly billing			\$38.74
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$38.74
	PURCH 0-000-2042-000	Laundry Service/Shop Coveralls		\$38.74	\$0.00
M204	Meraki Public Affairs, Inc	PLACER COUNTY	25055	2/6/2025	\$5,000.00
38441	1136	PR consulting			\$5,000.00
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$5,000.00
	PURCH 0-000-2043-000	Legal/Consulting Fees		\$5,000.00	\$0.00
N226	NETWORK DESIGN ASSOC	PLACER COUNTY	25056	2/6/2025	\$1,438.77
38447	93833	IT maintenance support			\$495.00
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$495.00
	PURCH 0-000-2122-001	Software Support		\$495.00	\$0.00
38448	93914	Monthly software subscriptio			\$861.27
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$861.27
	PURCH 0-000-2056-000	Software Subscriptions		\$861.27	\$0.00
38449	93968	IT support			\$82.50
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$82.50
	PURCH 0-000-2122-001	Software Support		\$82.50	\$0.00
R129	Recology Auburn Placer	PLACER COUNTY	25057	2/6/2025	\$794.24
38450	76026996	Monthly billing, Sta 17			\$638.08
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$638.08
	PURCH 0-000-2026-000	Garbage		\$638.08	\$0.00
38451	76028257	Monthly billing, Sta 16			\$39.04
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$39.04
	PURCH 0-000-2026-000	Garbage		\$39.04	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
38452	76031517	Monthly billing, Sta 15			\$39.04
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$39.04
	PURCH 0-000-2026-000	Garbage		\$39.04	\$0.00
38453	76031855	Monthly billing, Sta 19			\$39.04
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$39.04
	PURCH 0-000-2026-000	Garbage		\$39.04	\$0.00
38454	76041797	Monthly billing, Sta 20			\$39.04
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$39.04
	PURCH 0-000-2026-000	Garbage		\$39.04	\$0.00
S067	Stewart-Black, Elizabeth	PLACER COUNTY	25058	2/6/2025	\$340.48
38475	SP240001521	Ambulance refund			\$340.48
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$340.48
	PURCH 0-000-2025-000	Ambulance Billing Services		\$340.48	\$0.00
S102	Silverado Avionics Inc.	PLACER COUNTY	25059	2/6/2025	\$7,797.67
38456	2218	Radio equipment			\$7,797.67
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$7,797.67
	PURCH 0-000-2221-000	Radio Repair		\$7,797.67	\$0.00
S145	STERICYCLE INC	PLACER COUNTY	25060	2/6/2025	\$303.00
38457	8009279264	Monthly billing			\$151.50
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$151.50
	PURCH 0-000-2046-000	Medical Waste Disposal		\$151.50	\$0.00
38458	8009581179	Monthly billing			\$151.50
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$151.50
	PURCH 0-000-2046-000	Medical Waste Disposal		\$151.50	\$0.00
S213	SCOTTS PPE RECON	PLACER COUNTY	25061	2/6/2025	\$500.00
38455	39946	Extractor service & repair			\$500.00
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$500.00
	PURCH 0-000-2225-001	6900 Eureka Road		\$250.00	\$0.00
	PURCH 0-000-2225-003	7070 Auburn Folsom Road		\$250.00	\$0.00
T117	TIFCO INDUSTRIES	PLACER COUNTY	25062	2/6/2025	\$1,053.16
38460	72047946	Hardware & shop supplies			\$351.14
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$351.14
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$351.14	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
38461	72049326	Various hardware			\$156.55
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$156.55
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$156.55	\$0.00
38462	72051428	Hose clamps, fittings			\$164.48
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$164.48
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$164.48	\$0.00
38463	72053312	Hardware & shop supplies			\$300.42
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$300.42
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$300.42	\$0.00
38464	72053755	Ty-rap, tubing			\$80.57
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$80.57
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$80.57	\$0.00
T147	The Permanente Medical Group I	PLACER COUNTY	25063	2/6/2025	\$979.00
38459	1000801922	Preemployment physical			\$979.00
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$979.00
	PURCH 0-000-2045-000	Pre-Employment Physicals/Background		\$979.00	\$0.00
T150	T-Mobile	PLACER COUNTY	25064	2/6/2025	\$1,008.79
38465	20250121	Monthly billing			\$1,008.79
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$1,008.79
	PURCH 0-000-2037-000	Telephone		\$1,008.79	\$0.00
T175	Toole, Maryanne W.	PLACER COUNTY	25065	2/6/2025	\$375.70
38476	SP240000680	Ambulance refund			\$125.53
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$125.53
	PURCH 0-000-2025-000	Ambulance Billing Services		\$125.53	\$0.00
38477	SP240001813	Ambulance refund			\$124.82
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$124.82
	PURCH 0-000-2025-000	Ambulance Billing Services		\$124.82	\$0.00
38478	SP240001841	Ambulance refund			\$125.35
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$125.35
	PURCH 0-000-2025-000	Ambulance Billing Services		\$125.35	\$0.00
U109	US Bank Corporate Payment Syst	PLACER COUNTY	25066	2/6/2025	\$18,919.16
38466	20250122	Monthly billing			\$18,919.16
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$18,919.16
	PURCH 0-000-2030-000	Memberships/Subscriptions		\$364.81	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
	PURCH 0-000-2037-001	6900 Eureka Road		\$130.16	\$0.00
	PURCH 0-000-2037-003	7070 Auburn Folsom Road		\$155.92	\$0.00
	PURCH 0-000-2037-005	3505 Auburn Folsom Road		\$112.71	\$0.00
	PURCH 0-000-2037-006	4650 East Rsvl. Parkway		\$112.77	\$0.00
	PURCH 0-000-2037-016	Station 16 Olive Ranch		\$167.69	\$0.00
	PURCH 0-000-2037-028	Station 28		\$137.90	\$0.00
	PURCH 0-000-2043-001	Prevention Consulting Fees		\$296.59	\$0.00
	PURCH 0-000-2053-000	Food/Drink-Incident Supplies		\$186.25	\$0.00
	PURCH 0-000-2056-000	Software Subscriptions		\$1,429.49	\$0.00
	PURCH 0-000-2120-000	Cleaning/Maintenance Supplies		\$778.15	\$0.00
	PURCH 0-000-2123-001	Prevention Misc. Supplies		\$10.99	\$0.00
	PURCH 0-000-2124-000	Fuel & Oil		\$554.39	\$0.00
	PURCH 0-000-2129-000	Office Supplies/Computer		\$91.75	\$0.00
	PURCH 0-000-2131-000	Postage/Shipping		\$28.33	\$0.00
	PURCH 0-000-2135-000	Misc. Firefighting Equip/Supplies		\$614.31	\$0.00
	PURCH 0-000-2221-000	Radio Repair		\$10.80	\$0.00
	PURCH 0-000-2222-000	Automotive Repairs/Supplies		\$1,945.23	\$0.00
	PURCH 0-000-2222-015	2009 Ford BC Vehicle		\$194.83	\$0.00
	PURCH 0-000-2222-017	2016 Ford BC Vehicle		\$36.55	\$0.00
	PURCH 0-000-2222-021	2017 Ford F250 XL		\$0.00	\$17.15
	PURCH 0-000-2222-509	2023 Ford F450 Demers Ambulance		\$982.76	\$0.00
	PURCH 0-000-2222-604	2008 Ford F550 4x4 Westmark Type 4		\$37.82	\$0.00
	PURCH 0-000-2222-813	2005 Spartan Hi-Tech Type One Engin		\$211.15	\$0.00
	PURCH 0-000-2222-818	2004 Spartan HiTec		\$168.04	\$0.00
	PURCH 0-000-2225-000	Station Maintenance		\$403.04	\$0.00
	PURCH 0-000-2225-001	6900 Eureka Road		\$200.00	\$0.00
	PURCH 0-000-2225-005	3505 Auburn Folsom Road		\$1,802.13	\$0.00
	PURCH 0-000-2225-016	5300 Olive Ranch Road		\$1,407.24	\$0.00
	PURCH 0-000-2225-028	5840 Horseshoe Bar Rd		\$124.20	\$0.00
	PURCH 0-000-2523-000	Printing/Outside Services		\$11.70	\$0.00
	PURCH 0-000-4462-007	Turnout Clothing		\$194.99	\$0.00
	PURCH 0-000-4474-000	Fitness Equipment		\$6,033.62	\$0.00
W103	VALLEY POWER SYSTEMS NORTH, IN	PLACER COUNTY	25067	2/6/2025	\$92.31
38467	J56228	Thermostat seal		\$6.08	
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$6.08
	PURCH 0-000-2222-828	2018 Pierece Engine 18		\$6.08	\$0.00
38468	J56268	Thermostat		\$86.23	
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$86.23
	PURCH 0-000-2222-828	2018 Pierece Engine 18		\$86.23	\$0.00
W118	WINDUSTRIAL	PLACER COUNTY	25068	2/6/2025	\$108.99
38469	27221601	Sight glass hardware		\$78.27	
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$78.27
	PURCH 0-000-2222-813	2005 Spartan Hi-Tech Type One Engin		\$78.27	\$0.00
38470	27222801	Sight glass hardware		\$30.72	
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$30.72
	PURCH 0-000-2222-813	2005 Spartan Hi-Tech Type One Engin		\$30.72	\$0.00
W121	WITTMAN ENTERPRISES, LLC	PLACER COUNTY	25069	2/6/2025	\$8,981.70

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
38471	2412046	December services			\$8,981.70
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$8,981.70
	PURCH	0-000-2025-000	Ambulance Billing Services	\$8,981.70	\$0.00
Z101	ZEP MANUFACTURING CO.	PLACER COUNTY	25070	2/6/2025	\$265.74
38472	9010631507	AC flush			\$265.74
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$265.74
	PURCH	0-000-2222-000	Automotive Repairs/Supplies	\$265.74	\$0.00
A212	AFLAC	PLACER COUNTY	25071	2/11/2025	\$2,180.18
38480	823891	January premium			\$2,180.18
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$2,180.18
	PURCH	0-000-1550-000	Agency Share Insurance	\$2,180.18	\$0.00
C273	California Assn of Professiona	PLACER COUNTY	25072	2/11/2025	\$2,360.00
38481	01-2025 LTD	01-2025 Safety LTD			\$1,121.00
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$1,121.00
	PURCH	0-000-0215-000	Group Insurance Payable	\$1,121.00	\$0.00
38482	02-2025 LTD	02-2025 Safety LTD			\$1,121.00
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$1,121.00
	PURCH	0-000-0215-000	Group Insurance Payable	\$1,121.00	\$0.00
38483	02-2025 NS LTD	02-2025 NSafety LTD			\$118.00
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$118.00
	PURCH	0-000-0215-000	Group Insurance Payable	\$118.00	\$0.00
D148	Department of Health Care Serv	PLACER COUNTY	25073	2/11/2025	\$17,826.62
38484	2025-1	AB1705 CY2025 Coll1			\$17,826.62
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$17,826.62
	PURCH	0-000-2025-000	Ambulance Billing Services	\$17,826.62	\$0.00
N115	NGLIC C/O Superior Vision Serv	PLACER COUNTY	25074	2/11/2025	\$831.35
38485	873740	02-2025 vision premium			\$831.35
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$831.35
	PURCH	0-000-1550-000	Agency Share Insurance	\$831.35	\$0.00
P101	P.E.R.S	PLACER COUNTY	25075	2/11/2025	\$213,411.56
38486	17773194	January 2025 premium			\$106,705.78
	Type	Account	Description	Debit	Credit
	PAY	0-000-0203-000	Accounts Payable	\$0.00	\$106,705.78
	PURCH	0-000-0215-000	Group Insurance Payable	\$25,538.89	\$0.00
	PURCH	0-000-0221-000	OPEB Obligation Payable	\$23,541.54	\$0.00
	PURCH	0-000-1550-000	Agency Share Insurance	\$58,350.86	\$0.00
	PURCH	0-000-1550-000	Agency Share Insurance	\$0.00	\$725.51

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			
38487	17800524	February 2025 premium			\$106,705.78
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$106,705.78
	PURCH 0-000-0215-000	Group Insurance Payable		\$25,538.89	\$0.00
	PURCH 0-000-0221-000	OPEB Obligation Payable		\$17,934.98	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$58,350.86	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$4,881.05	\$0.00
P159	PRINCIPAL MUTUAL	PLACER COUNTY	25076	2/11/2025	\$7,162.89
38488	02-2025 DENTAL	February 2025 dental premium			\$7,162.89
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$7,162.89
	PURCH 0-000-1550-000	Agency Share Insurance		\$7,162.89	\$0.00
S043	Sacramento Area Fire Fighters	PLACER COUNTY	25077	2/11/2025	\$10,395.20
38489	PP13 UNION 2025	EE Union dues PP 13			\$2,634.40
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$2,634.40
	PURCH 0-000-0218-000	Union Dues Payable		\$2,634.40	\$0.00
38490	PP14 UNION 2025	EE Union dues PP 14			\$2,634.40
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$2,634.40
	PURCH 0-000-0218-000	Union Dues Payable		\$2,634.40	\$0.00
38491	PP15 UNION 2025	EE Union dues PP 15			\$2,563.20
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$2,563.20
	PURCH 0-000-0218-000	Union Dues Payable		\$2,563.20	\$0.00
38492	PP16 UNION 2025	EE Union dues PP 16			\$2,563.20
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$2,563.20
	PURCH 0-000-0218-000	Union Dues Payable		\$2,563.20	\$0.00
T160	TASC/ Total Admin Service	PLACER COUNTY	25078	2/11/2025	\$15,748.05
38493	PP14 DC/MR 2025	EE/ER DC/MR PP14			\$5,092.83
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$5,092.83
	PURCH 0-000-0216-000	Flexible Benefits Payable		\$999.05	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$3,728.41	\$0.00
	PURCH 0-000-1550-000	Agency Share Insurance		\$365.37	\$0.00
38494	IN3315103	Admin Fees, 2/1/25-2/28/25			\$234.78
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$234.78
	PURCH 0-000-0215-000	Group Insurance Payable		\$234.78	\$0.00
38495	PP15 DC/MR 2025	EE/ER DC/MR PP15			\$5,092.83
	Type Account	Description		Debit	Credit
	PAY 0-000-0203-000	Accounts Payable		\$0.00	\$5,092.83
	PURCH 0-000-0216-000	Flexible Benefits Payable		\$999.05	\$0.00

Vendor ID	Vendor Name	Checkbook ID	Check Number	Check Date	Check Amount
Voucher Number	Invoice Number	Original Voucher Amount			

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, FEBRUARY 18TH, 2025
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: South Placer Fire District Policy Updates:

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

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

Impact: Policy update.

Attachments: Proposed policies:

<u>Number</u>	<u>Policy</u>	<u>Adopted Date</u>
1021	Wellness and Fitness Program	New
1106	Fire Station Living	9/14/23
1207	Committees of the Board of Directors	9/20/19
1210	Board Meetings	6/15/23
1211	Board Meeting Agenda and Board Packet	7/22/19
502	Patient Refusal of Pre Hospital Care	New
506	EMS Training	New

Mark Duerr
Fire Chief
South Placer Fire Protection District

Wellness and Fitness Program

1021.1 PURPOSE AND SCOPE

The purpose of this policy is to establish the guidelines for the Wellness and Fitness Program that will assist members in developing greater stamina and strength, decreasing the risk of injury, disability or death from disease or injury, improving performance, increasing energy and recovering more quickly from strenuous and exhaustive work.

1021.1.1 POLICY

It is the policy of the South Placer Fire District that the wellness and fitness of its members is an organizational priority. Participation in the Wellness and Fitness Program is mandatory and non-punitive.

1021.2 PROGRAM COMPONENTS

A comprehensive fitness evaluation will be provided to all safety employees in the Wellness Program. The additional testing results, not included in Section 1021.2.2, below, shall be made available to the employee and their primary care physician only. The results of the additional test shall be confidential. The physician shall only disclose the additional testing results to the employee. It will then be the responsibility of the employee, in consultation with his/her physician, to determine the level of appropriate participation in the program. The Department shall not have access to the additional medical information. Before participating in the program's exercise portion, participants will be required to undergo the expanded medical exam by the District's physician.

Medical examination specifics should include those items identified under NFPA 1582; however, it can include additional tests as requested by a qualified healthcare professional.

1021.2.1 MEDICAL EXAMINATIONS

All firefighting members shall have an annual medical examination. Medical examinations specifics should be established by a qualified health care professional but may include:

- A. Medical History Questionnaire- A medical history questionnaire shall be completed by each member to provide baseline information with which to compare future medical concerns.
- B. Physical Exam- The annual physical examination shall include each of the following components:
 1. Vital Signs
 2. Head, eyes, ears, nose, and throat
 3. Neck
 4. Cardiovascular - must include a thorough history and physical exam
 5. Pulmonary
 6. Gastrointestinal -
 7. Genitourinary

Wellness and Fitness Program

- (a) Hernia for men
 - (b) Breast - May be deferred to Primary Care Provider (PCP)
- 8. Lymph nodes exam
- 9. Neurological exam
 - (a) Mental status
 - (b) Cranial nerve function
 - (c) Motor system
 - (d) Sensory system
 - (e) Cerebellar function/coordination (balance and gait)
 - (f) Reflexes
- 10. Musculoskeletal
- 11. Skin (includes screening for cancers)
- C. Spirometry- Pulmonary function testing (spirometry) shall be conducted to measure, at a minimum, the member's forced vital capacity (FVC), forced expiratory volume in 1 second (FEV1), and the FEV1/FVC ratio.
- D. Body Composition
- E. Laboratory analysis
 - 1. Blood analysis
 - (a) White blood cell count (with differential)
 - (b) Platelet count
 - (c) Red blood cell count (hemoglobin and hematocrit)
 - (d) Liver enzymes and function tests (AST, ALT, LDH, alkaline phosphate bilirubin, albumin)
 - (e) Fasting glucose
 - (f) Creatinine and estimated glomerular filtration rate (eGFR)
 - (g) Blood urea nitrogen, sodium potassium, carbon dioxide, total protein, calcium, lipids (cholesterol and triglycerides) - fasting
 - 2. Metabolic Syndrome
 - 3. Heavy metal screening - as required or needed
 - 4. Urinalysis
 - (a) pH
 - (b) Glucose
 - (c) Ketones
 - (d) Protein

South Placer Fire District

SPFD Policy Manual

Wellness and Fitness Program

- (e) Blood
- (f) Bilirubin
- F. Vision evaluation
- G. Hearing evaluation - See 1021.2.2
- H. Pulmonary evaluation - See 1021.2.2
- I. Chest X-ray initial baseline and repeated as clinically indicated

1021.2.2 MANDATORY ANNUAL OCCUPATIONAL MEDICAL EXAMINATION

The following elements included in the mandatory annual occupational medical examination are required by Federal and State law:

- A. Respirator Medical Clearance - All members who are required to use respiratory protection must complete a medical evaluation questionnaire upon initial fit testing and annually thereafter (8 CCR 5144(e)). The questionnaires will be reviewed by a licensed healthcare provider selected by the Department to determine which, if any, members need to complete physical examinations. See also Policy
- B.
- C. TB Testing – All members who have the potential of being occupationally exposed to tuberculosis must complete a TB test prior to employment and annually thereafter (8 CCR 3204). See also the South Placer Fire District Infection Control Plan
- D. Flu Shots – All members who have the potential of being occupationally exposed to influenza must be offered a flu shot initially and on an annual basis. All members must either receive the injection OR complete a declination form (8 CCR 3203). See also the South Placer Fire District Infection Control Plan
- E. Hearing Conservation Program - All members who are exposed to noise levels in excess of those permissible pursuant to 8 CCR 5096(b) Permissible Noise Exposure Table N-1. The District shall provide baseline audiometric testing (preceded by at least 14 hours without exposure to workplace noise) within six months of the first noise exposure and annually thereafter (8 CCR 5097(c)). Records to be retained by District per OSHA 1910.95(m)(3). See also Policy 605- .

Requirements by position classification:

- A. All suppression personnel, including chief officers, are mandated to complete all four elements.
- B. Fire prevention personnel who are issued respirators must complete the Respirator Medical Clearance. NOTE: P-100 and N-95 masks are categorized as respirators.
- C. Fire prevention personnel exposed to noise levels exceeding permissible levels must complete the audiology exam.
- D. Fleet personnel must complete the audiology exam.

1021.2.3 AEROBIC/CARDIOVASCULAR EVALUATION

All firefighting members shall have an annual aerobic/cardiovascular evaluation to include

Wellness and Fitness Program

- A. Resting ECG
 - 1. A rating 12 lead ECG shall be performed at a baseline for all ages, annually starting at age 40 and when clinically indicated.
- B. Aerobic/Cardiopulmonary testing
 - 1. Cardiac exercise stress testing should be done to achieve 12 METS, and a validated 12 MET exercise testing protocol must be used.
 - 2. Testing should be performed with proper monitoring by a physician
 - 3. Uniform personnel with a positive stress test result will be referred to a cardiologist for further evaluation
 - 4. Uniform personnel whose stress test results are negative but who are unable to meet the 12 MET criteria should be referred to a fitness program, counseled on risk factor modification, and retested in six (6) months.

1021.2.4 CANCER SCREENING & SLEEP DISTURBANCE

Given the known occupational risk of exposure to carcinogens and the excess number of certain cancers in the fire service, the District will provide cancer screening on a regular basis to include screening for:

- A. Lung
- B. Skin
- C. Breast
- D. Cervical
- E. Testicular
- F. Prostate
- G. Digital Rectal Examination
- H. Colorectal Screening
- I. Bladder
- J. Oral
- K. Thyroid
- L. Ovarian
- M. Uterine
- N. Brain

Screening for sleep disorders will also be provided through a validated questionnaire such as the Epworth Sleepiness Scale, Berlin Sleep questionnaire, or BMI. Firefighters with a high index of suspicion should be referred to a specialist for a diagnostic sleep study.

Wellness and Fitness Program

1021.2.5 IMMUNIZATIONS

Uniformed members must receive or provide documentation or declination for the following vaccinations:

- A. Hepatitis A
- B. Hepatitis B
- C. Tetanus/Diphtheria
- D. Pertussis
- E. Influenza
- F. COVID
- G. Measles, Mumps, Rubella (MMR)
- H. Polio
- I. Varicella (if not already immune)
- J. Human Papillomavirus (HPV)
- K. Pneumovax should be considered for individuals with appropriate risk factors
- L. Vaccination adverse event recording
 - 1. All adverse reactions to vaccine administration shall be recorded in the member's medical record and reported to the Vaccine Adverse Events Reporting System (VAERS) at [HTTP://vaers.hh.gov](http://vaers.hhs.gov) or 800-822-7967

Infectious disease screening is another aspect of immunizations and shall be provided for:

- A. Hepatitis C
- B. Tuberculosis (TB)
- C. Human Immune Deficiency (HIV)

1021.2.6 OCCUPATIONAL STRESS AWARENESS CONSULTATION

The physician conducting the firefighter's annual medical evaluation shall use a validated questionnaire to assess for occupational stress. Fire fighters with a high index of suspicion must be referred to a licensed behavioral health specialist trained to recognize and treat stress-related and/or behavioral health disorders in firefighters, as needed.

1021.2.7 REFERRAL TO HEALTH CARE PRACTITONERS

The following situations/conditions warrant referrals to healthcare practitioners:

- A. Abnormal findings on the annual medical exam
- B. Revaccination or intervention following exposures
- C. Managed care or other provided referrals as appropriate for non-work-related medical issues

Wellness and Fitness Program

Follow-up findings from annual examinations will be handled by the Districts workers' compensation (W/C) medical provider if work-related and return-to-work determinations that require clearance by W/C and other specialty providers as needed.

Final authority for return to work/fitness for duty decisions shall be governed by the current MOU.

1021.2.8 WRITTEN FEEDBACK

Following the annual examination, written feedback to uniformed personnel concerning health risks and health status shall be required.

1021.2.9 FITNESS EVALUATIONS

All firefighting members shall have an annual fitness evaluation that is not punitive or competitive, consisting of an assessment questionnaire (developed by a qualified healthcare professional) and testing. The District's primary goal is to have a healthy and fit workforce.

To that end, the District will utilize a standardized set of tests consistent with NFA 1582 and the IAFF Wellness-fitness initiative (current edition) and shall evaluate the following:

- A. Body Composition
- B. Aerobic capacity
 - 1. Using a consistent, appropriate maximal or submaximal protocol for all participants
- C. Power
- D. Muscular Strength and endurance
- E. Mobility and flexibility

A poor fitness assessment will not cause the District to remove an incumbent member from the line. However, a poor fitness assessment (or fit for duty assessment) after a physical performance issue has been identified either on the training ground or at an emergency scene must both be present for the District to remove personnel from their regularly assigned duties.

1021.2.10 PHYSICAL FITNESS AND CONDITIONING

A physical fitness and conditioning program shall correspond to the physical movement patterns and aerobic capacity required in the performance of firefighter duties. The program shall also provide fitness equipment in fire stations with the available space. The fitness and conditioning program shall be developed in coordination with a trained and certified fitness and conditioning trainer.

1021.2.11 PEER FITNESS TRAINERS

Volunteers shall be solicited to serve as peer fitness trainers (PFTs). Selected PFTs shall receive specialized fitness and conditioning training and education sufficient to pass certification requirements. PFTs will assist in the promotion of the Wellness and Fitness Program and shall be capable of assisting firefighters on a one-to-one basis to increase levels of fitness.

Wellness and Fitness Program

1021.2.12 PERIODIC WELLNESS EDUCATION

Ongoing training and education will be provided to all members on a variety of topics relating to health, fitness, and overall wellness. All training and education will be coordinated by a health and fitness professional identified by South Placer Fire District. All activities will be coordinated by the Division Chief EMS/Safety . Topics will include, but are not limited to, the following:

- A. Nutrition
- B. Back health
- C. Functional movement
- D. Mobility
- E. Emotional/Mental health
- F. Physical fitness & exercise
- G. Safe exercise practices

1021.2.13 REHABILITATION

The South Placer Fire District and the labor association will work together to provide a progressive individual injury, fitness, and medical rehabilitation program that can assist in full rehabilitation of any affected uniformed personnel to a safe return to duty status. The rehabilitation of our personnel must be a priority. Rehabilitation programs shall include:

- A. A physical therapy organization familiar with job requirements and fit-for-duty expectations
- B. An alternate duty program is available
- C. A personalized exercise prescription that considers job requirements and the individual's past medical history
- D. a comprehensive injury prevention program
- E. The District rehab program is not punitive and is comprehensive in scope. It includes medical treatment, fitness training, and physical/occupational therapy with the goal of quickly and safely returning members to full-duty

1021.2.14 BEHAVIORAL HEALTH

The District will support the provisions of a behavioral health plan through appropriate internal and external resources. Components of the behavioral health plan include an effective stress management program through training, peer support, and an Employee Assistance Program (EAP).

- A. Training - The district will annually provide awareness and review available resources for behavioral health to increase awareness of programs and benefits available to district members and their families.
- B. Peer Support has been established through the District and neighboring agencies to manage stress and mental wellness. All members are encouraged to utilize peer support immediately following a call where peer support would be indicated.

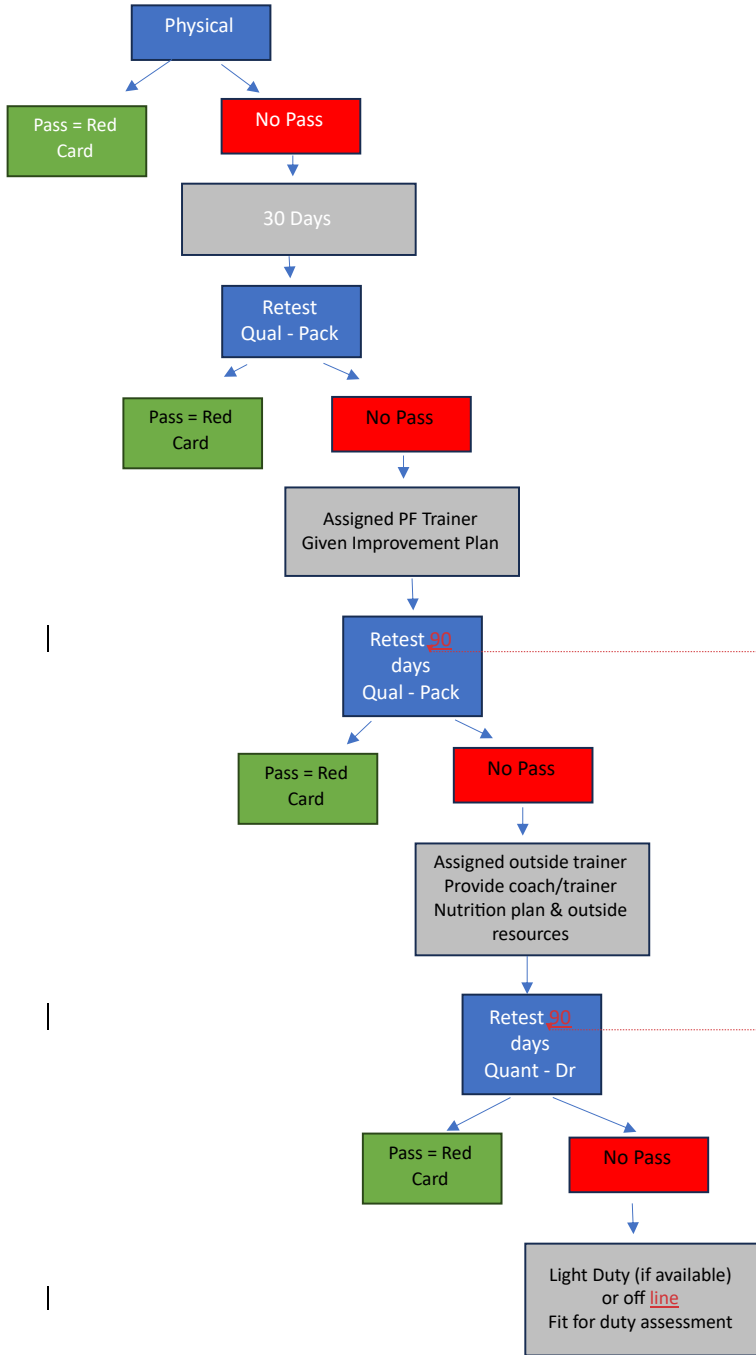
Wellness and Fitness Program

- C. EAP - is a program provided by the District for all members. The menu of services and support is extensive and can be found [here](#). Use company code southplacerefire

1021.3 POLICY

It is the policy of the South Placer Fire District to prioritize member wellness to foster fitness for duty and support a healthy quality of life for [department_agency] members. The District will maintain a wellness program that supports its members with proactive wellness resources, critical incident response, and follow-up support.

RED CARD TESTING MATRIX



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RED CARD TESTING MATRIX

If, during the annual fitness assessment, a member scores below 12 METS qualitative and 11.4 METS quantitative, the following will occur:

Members who do not meet the mark will be advised that they are below the required threshold of 12 METS qualitative and 11.4 METS quantitative.

- The member will not be issued a red card and will be provided 30 days to retest.
- The retest will be qualitative and may be one of the following.
 - Pack Test

An agreed upon 12 METS equivalent test,

If the member passes the qualitative test, they will be issued a red card.

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If a member does not pass the qualitative test, no red card is issued, and the following will occur:

1. The member will work with a district peer fitness trainer or personal fitness trainer and prescribed an aerobic fitness improvement program.
 - a. Peer fitness trainers will develop and monitor the aerobic fitness improvement program. District administrative staff will support the program. Still, the overall program will be managed by peer or personal fitness trainers.

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Member will be retested qualitatively within 90 days of the last test date.

- The retest will be qualitative and may be one of the following.
 - Pack Test

An agreed upon 12 METS equivalent test,

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If the member passes the second qualitative test, they are issued a red card.

If a member does not pass the qualitative test, no red card is issued, and the following will occur:

- An aerobic fitness performance improvement plan will be implemented by a licensed or certified coach or trainer as mutually agreed upon by the District and labor group
- The program could consist of the following components as needed:
 - Regular meetings with the licensed or certified coach/trainer to provide a plan with progress updates and regular feedback.
 - Nutritional counseling and support
 - Online resources may include workout suggestions, workout logs, nutrition logs, online trainer feedback, or any other tool that improves employee health and fitness overall.

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The member will be retested quantitatively within 90 days of the last test date. Quantitative testing will be provided at the District's expense by a provider selected by the District. It will most likely be through the district occupational health provider (currently Kaiser) under the oversight of a doctor but the district reserves the right to choose providers.

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If the member passes the quantitative test, they are issued a red card.

If a member does not pass the quantitative test, no red card is issued, and the following will occur:

- The member will be placed in a light-duty role, if available or taken offline.
- The member will be subject to a fit for Duty exam at the Districts expense

Fire Station Living

Effective Date:	05/25/2019
Revised Date:	09/14/2023
Issuing Authority:	

1106.1 PURPOSE AND SCOPE

The purpose of this policy is to provide for the health of all members and visitors by establishing guidelines for fire station cleanliness and maintenance, to ensure that stations and equipment are properly maintained and that clean and sanitary conditions exist in the living spaces.

1106.2 POLICY

It is the policy of the South Placer Fire District that routine care, maintenance, and cleaning shall be conducted daily at each station by members on all shifts.

1106.3 PROCEDURE

Each company shall be assigned responsibility for a specific station area and should cooperate with other companies to ensure all duties are completed during a shift. The daily work activities for each station can be found [below](#):

- [Station Standard Daily Work Activities](#)
- ~~Station 17 Standard Daily Work Activities-2022~~
- ~~Station 18 Standard Daily Work Activities-2022~~
- ~~Station 20 Standard Daily Work Activities-2022~~

All fire stations and equipment shall be inspected semi-annually by a Battalion Chief [in the months of January and July](#). The focus of the inspections shall be the proper maintenance and overall cleanliness of the station and equipment.

All members should keep District desks, vehicles, beds, and lockers neat and clean. Supervisors are responsible for monitoring member housekeeping and hygiene and immediately addressing any issue that disrupts the good working order of the station or detracts from a professional image.

- (a) The station and equipment shall be maintained clean, orderly, and sanitary. Daily tasks to accomplish this shall include but are not limited to:
 1. Vacuuming.
 2. Sweeping and mopping floors.
 3. Dusting.
 4. Polishing.
 5. Cleaning restrooms.

Fire Station Living

6. Cleaning apparatus bays.
 - (a) Additional station and equipment maintenance and cleaning should be conducted weekly or on an as-needed basis. Sporadic tasks shall be divided between shifts so there is a shared responsibility for the overall condition of the station and the equipment.
 - (b) Safety considerations regarding cleaning and maintenance may include, but are not limited to:
 1. Cleaning and repairing the source of water leaks quickly to avoid mold growth.
 2. Avoiding the use of compressed air to blow dust and debris from clothing while the clothing is being worn.
 3. Maintaining cooking appliances and eating utensils in good working order.
 4. Cleaning kitchen hoods and vents monthly and ensuring the hood light is installed and functioning.
 5. Providing and clearly labeling first-aid supplies.
 6. Posting signs in all restrooms reminding employees/visitors to wash their hands.
 7. Using South Placer Fire District provided fall protection systems or fall protection personal protective equipment when working above ground level (29 CFR § 1910.140; Labor Code § 142.3).
 8. Addressing hazards associated with walking-working surfaces (29 CFR 1910.21 et seq.; Labor Code § 142.3).

All members shall follow established policies and procedures regarding:

- Beginning and end of shift preparation, readiness, equipment inventory, and testing.
- Shift change station cleanup.
- Sleeping quarter assignments.
- Permissible and restricted activities and hours.
- Use of technology and electronics on duty.

Any disputes shall be resolved by a supervisor.

Attachments

Station Standard Daily Work Activities_sept_2024.pdf

Station Standard Daily Work Activities

1. Each workday begins at 0800.
 - a. The daily work period is 0800 thru 1700 (excluding a one-hour lunch and breaks). Special events that extend or alter the daily work period may be scheduled, including meetings, classes, training, community events, and station tours.
 - b. Employees will be in uniform between 0800 and 1700. Reference the current District uniform policy for additional information.
 - c. Dayroom televisions will be turned off between 0800 and 1700 (excluding the one-hour lunch period, training, or emergency preparedness needs).
 - d. Each company shall complete two hours of Emergency Operations or EMS training each day (excluding physical training) and be provided one hour of physical training.

2. At the beginning of the day, the Captain will ensure that:
 - a. The daily roll call is completed
 - b. Per district policy, daily 0800 checks are completed on each in-service unit assigned to the station, and the check shall be logged into Vector Solutions Check-It by 0900.
 - c. The safety meeting is completed and logged, and any additional daily checks (SCBAs, Narcs, fuel, equipment, etc.) are completed and logged as required.
 - d. Check the OPS calendar for training, events, or other District activities that must be addressed.
 - e. The morning station grounds check is completed for unusual circumstances or abnormalities.

3. During each daily work period, the following recurring weekly and monthly duties as assigned:

Day	Weekly Station Assignment	Apparatus/Equipment Checks
Monday	Shop, storage, shed, rear patio, and laundry area	Engines
Tuesday	Day room, Office areas, & reception areas	Reserve apparatus
Wednesday	Bathrooms & sleeping quarters	Medics
Thursday	Yard work, exterior, minor maintenance.	Grass/Brush
Friday	Kitchen, dining, pantry, & refrigerators	Light vehicles
Saturday	Truck Room	OES, Tender,
Sunday	Windows	

4. The following will be completed monthly during the weekly checks.

Week 1	Monthly check and inventory of apparatus, SCBA, airbrake check, and drain.
Week 2	Wash and wax apparatus.
Week 3	Detail equipment & compartment interiors.
Week 4	Detail Cab.

5. The following ongoing duties will be assigned to each shift of each station.

A Shift	B Shift	C Shift
EMS Supplies	Apparatus Inventory	Station Supplies
Pre-fire plans & Map books	Walls Maps	Portable Battery Maintenance
Operations manual & bulletin binder	SDS Publications	Prevention supplies

Station Standard Daily Work Activities

6. At the conclusion of each day, the captain will ensure:
 - a. All required documentation is completed and properly forwarded according to district policy (required documentation may be but not limited to incident reports, accident reports, training reports, safety meetings, equipment checks, ImageTrend reports, etc.).
 - b. General station clean-up is completed. All unnecessary lights are turned off.
 - c. The evening station grounds check is completed for unusual circumstances or abnormalities (including the locking and securing of each building on the station grounds).

COMMITTEES OF THE BOARD OF DIRECTORS

1207.1 SCOPE AND PURPOSE

The South Placer Fire Board of Directors shall define the standing and ad-hoc committees and their associated duties.

1207.2 POLICY

The Board President shall appoint such ad hoc committees as may be deemed necessary or advisable by himself/herself and/or the Board. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

1207.3 STANDING COMMITTEES

The following shall be standing committees of the Board:

1. Personnel Committee;
2. [Strategic Planning Facilities](#) -Committee;
3. Budget [and Finance](#) Committee;

1207.4 ANNOUNCEMENT OF STANDING COMMITTEES

The Board President shall appoint and publicly announce the members of the standing committees for the ensuing year no later than the Board's regular meeting in January.

1207.5 COMMITTEE ASSIGNMENT

The Board's standing committees may be assigned to review District functions, activities, and/or operations pertaining to their designated concerns, as specified below. Said assignment may be made by the Board President, a majority vote of the Board, or on their own initiative. [Committees shall prepare a report for the Board as to their discussions, actions, and recommendations.](#) ~~Any recommendations resulting from said review should be submitted to the Board via a written or oral report.~~

1207.5.1 COMMITTEE PURPOSES

The purpose of standing and ad hoc committees is to provide for oversight, review, and policymaking and not to engage in management activities of the District.

1207.5.2 COMMITTEE AUTHORITY

The authority of standing and ad hoc committees is limited to providing recommendations to the Board of Directors for committee responsibilities as specified in a committee charter approved by the Board of Directors or as otherwise specifically authorized by the Board of Directors.

South Placer Fire District

SPFD Policy Manual

COMMITTEES OF THE BOARD OF DIRECTORS

1207.6 STANDING PERSONNEL COMMITTEE

The Board's standing Personnel Committee shall be concerned with labor negotiations and contract development with recognized employee groups in an effort to meet District goals.

1207.7 STANDING STRATEGIC PLANNING COMMITTEE

The Board's standing [Strategic Planning Committee](#) ~~Facilities~~ Committee shall be concerned with the ~~progress and development of the Districts Strategic Plan, development and revision of the District's Capital Facilities Plan and Facilities Maintenance Plan.~~

1207.8 STANDING BUDGET AND FINANCE COMMITTEE

The Board's standing Budget [and Finance](#) Committee shall be concerned with developing and revising the District's [financial operations, f](#) Fundamental [b](#) Budgeting [p](#) Principles, [maintenance of District reserves, and facility planning](#) .

BOARD MEETINGS

1210.1 SCOPE AND PURPOSE

This Policy defines the types of meetings that are established by the South Placer Fire District Board of Directors.

1210.2 REGULAR MEETINGS

Regular meetings of the Board of Directors shall be held on the ~~third~~ ~~second~~ - ~~Tuesday~~ ~~Wednesday~~ of each calendar month at 6:00 pm at Station Seventeen, 6900 Eureka Road, Granite Bay CA. The date, time and place of regular Board meetings shall be reconsidered in January of each year and outlined in the District Annual Calendar. The Board President shall publicly announce changes in the regular meeting schedule for the ensuing year no later than the Board's regular meeting in February.

1210.3 SPECIAL MEETINGS

Special meetings (non-emergency) of the Board of Directors may be called by the Board President.

1210.3.1 FIRE DISTRICT STAFF NOTIFICATIONS

All Directors, the Fire Chief and required Staff or Counsel shall be notified of the special Board meeting and the purpose or purposes for which it is called. Said notification shall be in writing, delivered to them at least twenty-four (24) hours prior to the meeting.

1210.3.2 PUBLIC NOTICE

Newspapers of general circulation in the District, radio stations and television stations, organizations, and property owners who have requested notice of special meetings in accordance with the Ralph M. Brown Act (California Government Code 54950 through 54926) shall be notified by a mailing unless the special meeting is called less than one week in advance, in which case notice, including business to be transacted, will be given by telephone during business hours as soon after the meeting is scheduled as practicable.

1210.3.3 AGENDA

An agenda shall be prepared as specified for regular Board meetings in Policy 1211 and shall be delivered with the notice of the special meeting to those specified above.

1210.3.4 AGENDA ITEMS

Only those items of business listed in the call for the special meeting shall be considered by the Board at any special meeting.

1210.4 SPECIAL MEETING (EMERGENCY)

In the event of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board of Directors may hold an emergency special meeting without complying with the twenty-four (24) hour notice required in 1210.3.1, above. An emergency situation means a crippling disaster which severely impairs

BOARD MEETINGS

public health, safety, or both, as determined by the Fire Chief, Board President or Vice President in the President's absence.

1210.4.1 PUBLIC NOTICE

Newspapers of general circulation in the District, radio stations and television stations which have requested notice of special meetings in accordance with the Ralph M. Brown Act (California Government Code 54950 through 54926) shall be notified by at least one (1) hour prior to the emergency special meeting. In the event that telephone services are not functioning, the notice requirement of one hour is waived, but the Fire Chief, or his/her designee, shall notify such newspapers, radio stations, or television stations of the fact of the holding of the emergency special meeting, and of any action taken by the Board, as soon after the meeting as possible.

1210.4.2 CLOSED SESSIONS

No closed session may be held during an emergency special meeting, and all other rules governing special meetings shall be observed with the exception of the twenty-four (24) hour notice. The minutes of the emergency special meeting, a list of persons the Fire Chief or designee notified or attempted to notify, a copy of the roll call vote(s), and any actions taken at such meeting shall be posted for a minimum of ten (10) days in the District office as soon after the meeting as possible.

1210.5 ADJOURNED MEETINGS

A majority vote by the Board of Directors may terminate any Board meeting at any place in the agenda to any time and place specified in the order of adjournment, except that if no Directors are present at any regular or adjourned regular meeting, the Fire Chief may declare the meeting adjourned to a stated time and place, and he/she shall cause a written notice of adjournment to be given to those specified in 1210.3.2 above.

1210.6 ANNUAL ORGANIZATION MEETING

The Board of Directors shall hold an annual organizational meeting at its regular meeting in December. At this meeting the Board will elect a President, Vice President and Clerk from among its members to serve during the coming calendar year.

1210.7 AGENDA ORDER

The Chairperson of the meetings described herein shall determine the order in which agenda items shall be considered for discussion and/or action by the Board.

1210.8 AUDIENCE INFORMATION

The Chairperson and the Fire Chief shall insure that appropriate information is available for the audience at meetings of the Board of Directors, and that physical facilities for said meetings are functional and appropriate.

BOARD MEETINGS

1210.9 FIRE STAFF ATTENDANCE

The Fire Chief or Fire Chief's designated representative shall attend each regular and special meeting of the Board unless otherwise specified by the Board. All District members are invited and encouraged to attend regular and special meetings of the Board. Only those members specifically instructed to attend by the Fire Chief shall be deemed to be "required to attend" within the meaning of this section.

BOARD MEETING AGENDA AND BOARD PACKETS

1211.1 SCOPE AND PURPOSE

This Policy defines the Meeting Agenda and required Board Packets for South Placer Fire District Board of Directors' Meetings

1211.2 POLICY

The Fire Chief, in cooperation with the Board President, shall prepare an agenda for each regular and special meeting of the Board of Directors. Any Director may call the Fire Chief and request any item to be placed on the agenda no later than 5:00 o'clock P.M. 7 days prior to the meeting date.

1211.3 PUBLIC REQUESTS

Any member of the public may request that a matter directly related to District business be placed on the agenda of a regularly scheduled meeting of the Board of Directors, subject to the following conditions:

1211.3.1 REQUEST REQUIREMENTS

The request must be in writing and be submitted to the Fire Chief together with supporting documents and information, if any, no later than 5:00 o'clock P.M. 7 days prior to the date of the meeting;

1211.3.2 FIRE CHIEF'S JUDGMENT

The Fire Chief shall be the sole judge of whether the public request is or is not a "matter directly related to District business."

1211.3.3 LEGALITY

No matter which is legally a proper subject for consideration by the Board in closed session will be accepted under this policy;

1211.3.4 LIMITATIONS

The Board of Directors may place limitations on the total time to be devoted to a public request issue at any meeting, and may limit the time allowed for any one person to speak on the issue at the meeting.

1211.4 TESTIMONY

This policy does not prevent the Board from taking testimony at regular and special meetings of the Board on matters that are not on the agenda that a member of the public may wish to bring before the Board. However, the Board shall not discuss or take action on such matters at that meeting.

BOARD MEETING AGENDA AND BOARD PACKETS

1211.5 TIME LIMITS

At least seventy-two (72) hours prior to the time of all regular meetings, an agenda, which includes but is not limited to all matters on which there may be discussion and/or action by the Board, shall be posted conspicuously for public review within the District office.

1211.5.1 SPECIAL MEETING

The agenda for a special meeting shall be posted at least twenty-four (24) hours before the meeting in the same location.

1211.6 AGENDA CONTENT

The agenda shall include those matters designated by the President. The agenda shall list the items for the Board's consideration by number with a brief statement of the subject matter for each of the items. The agenda may include suggested actions or recommendations.

1211.7 BUSINESS ORDER

The business of each regular meeting of the Board shall be in the order as printed on the agenda or as directed by the President of the Board. Generally, this shall be as follows:

1. Closed Session
2. Call to Order Regular Session
3. Flag Salute
4. Report on Previous Closed Session
5. Public Comments
6. Special Presentations
7. Consent Agenda
8. Action Items (old/new business)
9. Informational and Discussion Items
10. Committee and Monthly Reports
11. Correspondence Review
12. Chiefs Report
13. Functions Scheduled
14. Future Agenda Items
15. Closed Session (if needed)
16. Adjournment

1211.8 BOARD PACKETS

The Fire Chief along with the Board Secretary shall prepare the Board Packets for each regularly scheduled meeting and special meetings when necessary.

South Placer Fire District

SPFD Policy Manual

BOARD MEETING AGENDA AND BOARD PACKETS

1211.8.1 BOARD PACKETS TO BOARD MEMBERS

Board Packets shall be available at station 17 as well as delivered electronically to each Director no later than 5:00 o'clock P.M. 4 days prior to the meeting date.

1211.8.2 BOARD PACKET ORDER

Board Packets for each regular meeting of the Board shall be in the order similar to the meeting agenda or as directed by the President of the Board. Generally, this shall be as follows:

1. Meeting Agenda
2. Previous Meeting Minutes
3. Monthly Claims Summary
4. Staff Report With Supporting Information For Each Action Item and Information Items When Necessary.
5. Correspondence

1211.8.3 BOARD MEMBER'S INFORMATION

Individual Board members wishing to distribute information on items on the agenda to the Board shall provide copies of the information to the Board Clerk no later than 5:00 o'clock P.M. 7 days prior to the scheduled meeting.

1211.9 PUBLIC ACCESS TO WRITTEN MATERIAL

Written material given to a majority of the Board normally must be made available to the general public. The major exceptions to the obligation to provide the public with access to any writings distributed to members of the board are those that deal with matters properly discussed in closed sessions or protected under Government Code section 6250 et seq.

Patient Refusal of Pre-Hospital Care

502.1 PURPOSE AND SCOPE

This policy establishes guidelines to be followed any time a patient refuses pre-hospital emergency medical evaluation, care and/or transport.

502.1.1 DEFINITIONS

Definitions related to this policy include:

Competent - The patient can understand the circumstances surrounding their illness or impairment and the risks of refusing treatment or transport. The patient is alert, and their judgment is not significantly impaired by illness and/or injury. Mental illness, drugs, alcohol intoxication, or physical/mental impairment may significantly affect a patient's competence. Patients who have attempted suicide or verbalized suicidal intent, or if other factors lead pre-hospital care personnel to suspect intent, should not be considered competent.

Emancipated minor - An individual under the age of 18 years who is married, on active duty in the military, or is 14 years or older and emancipated by a declaration of a court.

EMT- The title Emergency Medical Technician includes the following levels of certification and/or licensure: EMT-B, Advanced EMT, EMT-II, or EMT- Paramedic

Mental health hold or 5150 hold - A patient who is held against their will for evaluation because the patient is a danger to themselves or others and/or is gravely disabled or unable to care for themselves (Welfare and Institutions Code § 5150). This hold may be written by a law enforcement officer, a county mental health worker, or an emergency room physician certified by the county to place an individual on a 5150 hold.

Patient - A person who meets any one of the following criteria:

- Has a chief complaint
- Has obvious symptoms or signs of injury or illness
- Has been involved in the event that the average first responder would reasonably believe could cause an injury
- Appears to be disoriented or to have impaired psychiatric function
- Has evidence of suicidal intent
- Is deceased

Patient not requiring transport or release at the scene - A patient who, after an Emergency Medical Technician (EMT) assessment, does not appear to have a medical problem that requires the immediate treatment and/or transportation capabilities of the Emergency Medical Services (EMS) system.

Patient refusing medical care against medical advice (AMA) - A competent patient who is determined by an EMT or base hospital to have a medical problem that requires the immediate

Patient Refusal of Pre-Hospital Care

treatment and transportation capabilities of the EMS system but who declines medical care despite being advised of their condition and the risks and possible complications of refusing medical care.

502.2 POLICY

It is the policy of the South Placer Fire District that a Pre-Hospital Care Report (PCR) and a patient release form be completed any time a patient refuses emergency medical evaluation, care and/or transportation.

502.3 PROCEDURE

In the pre-hospital setting of the sick and injured patient, these guidelines may be interpreted and applied broadly. The EMT should err on the side of providing patient care, even if the patient is later found to have been competent to refuse care. Patients likely to have a serious medical problem should be evaluated more carefully for their decision-making capacity.

- (a) A competent adult or an emancipated minor has the right to determine the course of his/her own medical care and shall be allowed to make decisions affecting his/her medical care, including the refusal of care.
- (b) Spouses or relatives, unless they are a legal representative, cannot necessarily consent to the refusal of care for their spouse or relative. They may provide insight into what an incompetent relative would desire and may be used as surrogates for decision-making after an incompetent patient enters the hospital. Patients less than 18 years old must have a parent or legal representative present to refuse evaluation, medical care and/or transport unless they are an emancipated minor. The parent or legal representative must be competent to make this decision. If the parent or legal representative's decision seems to grossly endanger the minor, or the parent or legal representative does not appear to be competent, the EMT should make contact with the base hospital for further guidance.
- (c) The EMT must evaluate and document the patient's ability to comprehend and whether his/her ability to do so is impaired by the medical condition. The EMT should assess the patient with particular attention to:
 1. The patient's complaint or the reason for the call.
 2. Any important circumstances surrounding the call for assistance.
 3. Significant patient medical history.
 4. Complete physical assessment, including vital signs and mental status.
 5. Signs of drug and/or alcohol use/intoxication and physical or mental conditions affecting judgment, such as injury, developmental disability or mental illness. Examples of conditions affecting the patient's decision-making capacity include, but are not limited to, a significantly altered level of consciousness or blood pressure, hypoxia or severe pain.
- (d) The EMT should establish to the best of his/her ability what treatment the patient requires and the potential risks/consequences if the patient refuses care, and should communicate to the patient the benefits and risks of the proposed medical care or transport.

Patient Refusal of Pre-Hospital Care

- (e) If the patient refuses treatment or transport and the EMT believes the patient is competent, the EMT should make reasonable efforts to ensure that the patient understands the risk and consequences of refusing medical attention and to understand why the patient is refusing care. The EMT should present to the patient alternatives to obtaining care, transport or modification of services offered, and attempt to overcome the patient's objections, if reasonable. Any evaluation, including base hospital contact, should be thoroughly documented for conditions the EMT believes are potentially serious.
- (f) The base hospital should be contacted regarding any patient exhibiting symptoms meeting the base hospital criteria for treatment and transport. If the patient refuses treatment and/or transport and there is some question on the part of field personnel as to the capacity of the patient, base hospital consultation should be obtained prior to leaving the scene.
- (g) A patient who meets the criteria for release at the scene may be released by an EMT. However, the patient should be advised, if applicable, to seek alternate medical care. If the patient requires additional medical advice, the base hospital should be contacted.
- (h) When a patient exhibits signs of being a danger to him/herself or others, is gravely disabled or cannot care for him/herself and cannot be treated and/or transported, the EMT should notify the proper authorities to obtain a 5150 hold. The EMT should remain with the patient until the proper authorities have made a determination regarding the hold. Patients on a 5150 hold cannot be released at the scene.
- (i) If the base hospital and/or the EMT determine that the patient is not competent to refuse evaluation or transport, the following alternatives exist:
 - 1. The patient should be transported to an appropriate facility under implied consent. In this case a 5150 hold is not necessary.
 - 2. If the base hospital determines it is necessary to transport the patient against his/her will and the patient resists or the EMT believes the patient will resist, the EMT shall call for law enforcement assistance in transporting the patient. Law enforcement may consider the placement of a 5150 hold on the patient but a 5150 hold is not required for transport.
 - 3. At no time are members to put themselves in danger by attempting to transport or treat a patient who refuses treatment. At all times, good judgment should be used and appropriate assistance obtained.

[S-SV 850 Refusal Of EMS Care](#)

502.4 DOCUMENTATION

The EMT should document the following for all patients who refuse medical care AMA:

- (a) All relevant patient medical history and assessment
- (b) A description of the patient that clearly indicates his/her decision-making capacity
- (c) Reasons given why the patient refused care, treatment or transport

Patient Refusal of Pre-Hospital Care

- (d) A statement that the patient was advised of the risk/consequences of refusing medical attention and that he/she acknowledged understanding those risks
- (e) Any alternatives that were presented to the patient
- (f) A description of base hospital contact, including information given and received

After advising the patient and any associated witnesses concerning the consequences of refusing medical care, the EMT should obtain the signature of the patient and one witness on the patient release form. Preferably the witness should be a member of the patient's family, if available at the scene.

If the patient is a minor, the parent or legal guardian should sign the patient release form.

If the patient refuses to sign the patient release form, that fact should be documented on the form. The release should include the district-specific incident number, the signature of the field personnel and that of any witnesses.

A PCR for a patient refusing care shall be reviewed by the EMS supervisor to ensure compliance with this policy. The patient release form should be attached to the ePCR and submitted to S-SV for review.

EMS Training, Certificate, and Licensure Renewal

506.1 PURPOSE AND SCOPE

The purpose of this policy is to establish a training program to ensure district members have the skills and knowledge to perform CPR and other life saving measures -when necessary (Health and Safety Code § 1797.182).In order to meet the operational objectives of the EMS Division, the South Placer Fire District will provide all required training and classes to district employees as scheduled on the EMS Training Calendar. In the event that the employee misses training due to illness or vacation during scheduled mandatory training, the employee will be required to make arrangements with the EMS Division to make up the training.

506.2 POLICY

It is the policy of the South Placer Fire District that all firefighter members, except those whose duties are primarily clerical or administrative, shall be trained to administer CPR prior to employment. Recurrent CPR training shall occur every two years (Health and Safety Code § 1797.182) per American Heart Association (AHA) BLS guidelines. ~~guidelines :~~

In addition to BLS CPR, paramedics will be trained in all certifications required by the Sierra-Sacramento Valley EMS Agency. This includes AHA Advanced Cardiac Life Support (ACLS) and either AHA Pediatric Advanced Life Support (PALS) or HandTevy

All members will also have access to Vector Solutions classes to obtain continuing education training credit as required to maintain their certificate or license.

It is ultimately the responsibility of the employee to maintain all required certifications and licenses. If the employee fails to complete or attend classes required to maintain their certification, the employee will be removed from all emergency responses and placed on a 40 hr work week until such a time when he/she has completed all required training and the member is approved by the EMS Division to resume working as a "Line" employee.

506.3 TRAINING REQUIREMENTS

All S-SV required training will be provided to the members of the District at no cost to the member. All required S-SV training shall meet the standards prescribed by S-SV EMS Agency. (Health and Safety Code § 1797.182) ~~CPR training shall be provided to members - by the District at no cost to the member. The CPR training curriculum shall meet the standards prescribed by the county Emergency Medical Services (EMS) authority . The EMS authority may designate a public agency or private non-profit agency to provide training that meets the standards. Examples of such agencies include, but are not limited to, the American Red Cross and the American Heart Association (Health and Safety Code § 1797.182).~~

South Placer Fire District

SPFD Policy Manual

EMS Training, Certificate, and Licensure Renewal

506.4 TRAINING RECORDS

The Training Officer shall be responsible for maintaining records of all [District provided EMS training](#) **provided** to members. Records should include, but are not limited to, the following:

- (a) The dates of the training sessions
- (b) A list of topics or a summary of the content of the training sessions
- (c) The names or other identifier and job title of the members who received the training
- (d) The names, certificate number and qualifications of persons conducting the training
- (e) The name of the [EMS Training](#) program or nationally recognized authority that provided the curriculum
- (f) Copies of the certification cards issued to members upon completion of the CPR training

The Training Officer should maintain the training records in accordance with established records retention schedules.

506.5 CERTIFICATION AND LICENSE RENEWAL REIMBURSEMENT

[The South Placer Fire District will reimburse the employee for renewing their California Emergency Medical Technician or Paramedic License fees as provided for in their MOU. If the employee fails to submit their application and/or paperwork to the governing agency on time and is charged a late fee, the District will not reimburse the additional "Late Fees."](#)

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: FIRE CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, FEBURAY 18TH, 2025
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Apprentice Firefighter Contract:

Action Requested: Staff recommends discussing an amendment to the apprentice contract to provide funding for paramedic school.

Background: Fire services nationwide struggle to find qualified and trained personnel. South Placer, like many local organizations, faces these struggles daily. One of the reasons the district started an apprentice program many years back was to develop a pipeline of qualified applicants. Staff is bringing back the apprentice contract for Board approval to expand the training portion of the apprentice program to address the largest deficit in qualified applicants, paramedic school, by providing a one-time stipend of up to \$5,000 for paramedic training.

The Board requested further discussion of possible options to include:

1. Original idea – With acceptance into a program, the apprentice would be given the first half of \$(2,500) of the stipend to attend training. Once the apprentice completes the program (completion of paramedic ride time through the school), the apprentice would be given a stipend balance of up to no more than \$5,000. If the program costs are less than \$5,000, the apprentice would be reimbursed for the actual cost. If the program amount exceeds \$5,000, the apprentice will be given the max stipend of \$5,000. If the apprentice fails the program, the District will not try to recover the first half of the money but also will not pay out the second half.
2. Contract—A member of the Board proposed establishing a contract with the apprentice that required a repayment period of service in exchange for the stipend. This would protect the District’s investment but require a period of service in exchange for the stipend. The issue is that the apprentice position is typically a two-year term, and with the requirement of at least six months of service prior to applying for the stipend, it is likely the apprentice would run out of the contract before finishing.

3. Bonus—Another member suggested creating a bonus that would be paid upon hiring a full-time paramedic employee with the district. Staff concerns are that this would place the full burden of paramedic school on the apprentice; and what if there is no open position to hire when they complete their paramedic program? Staff would like further clarification on the idea.
4. Hiring pipeline: Staff recommends offering a paramedic stipend as proposed above. However, when the apprentice transitions to their field internship, the District offers the employee a full-time role as an EMT. As part of the hiring process, the employee signs a contract that includes a repayment clause (years of service reduce the repayment of the stipend) and a performance requirement for obtaining the paramedic license as a condition of continued employment.

The apprenticeship aims to train interested personnel for a job in the fire service. We believe this is the next logical step in ensuring apprentices are ready for the job and building a training and hiring pipeline for those who want to continue their careers with the South Placer Fire District.

Impact: Improved hiring prospects at a cost of an additional \$5,000 per apprentice.

Attachments: Draft apprentice contract.

Mark Duerr
Fire Chief
South Placer Fire District

SOUTH PLACER FIRE PROTECTION DISTRICT
APPRENTICE FIREFIGHTER CONTRACT

This Employment Contract (“Contract”) is by and between the
SOUTH PLACER FIRE PROTECTION DISTRICT, hereafter referred to as “DISTRICT,” and
XXX, hereafter referred to as “APPRENTICE”.

I. EMPLOYMENT

A. Employment is “At-Will”

1. APPRENTICE is an at-will, unrepresented employee of the DISTRICT. APPRENTICES are not covered by a Memorandum of Understanding (MOU). The APPRENTICE position is designed to provide career development opportunities in the fire service.
2. The APPRENTICE position is a full-duty shift assigned position with a limited term of two years.
3. Either APPRENTICE or DISTRICT may terminate this Contract, at any time, by giving written notice to the other. No cause or reason is required.
4. Once written notice of termination is given, APPRENTICE shall have no additional employment rights with the DISTRICT.

B. Duties and Responsibilities

1. **Attachment 1** to this Agreement, Policy Number 1062, sets forth duties and responsibilities for the APPRENTICE and is incorporated herein by this reference.
2. APPRENTICE shall maintain all required training identified by the District Training Division.

II. COMPENSATION

- A. APPRENTICE shall receive an hourly rate of pay in accordance with the current salary schedule approved by the BOARD OF DIRECTORS, attached hereto as **Attachment 2**, and incorporated herein by this reference.
- B. In addition to the APPRENTICE’s assigned shift hours, the hourly rate shall also apply when he/she:
 1. Participates on calls as “extra help.” Hourly rate applies.
 2. Overtime will be compensated on a 24-day FLSA work cycle.
- C. APPRENTICE shall be paid the hourly rate for a minimum of one hour, and thereafter in 15-minute increments. APPRENTICE shall be paid in accordance with regularly scheduled DISTRICT pay periods.
- E. Each APPRENTICE upon initial employment shall be provided with a Class B uniform as listed below.

1. The employee shall be provided with one uniform including boots and excluding a Class B jacket. After one year of service, each member will be reimbursed up to \$200 for additional uniform needs. For reimbursement the employee shall provide proof of purchase.
2. If in the event an employee's uniforms/boots are damaged beyond repair, the DISTRICT will purchase a replacement.

F. See Policy Number 1029 for a description of uniform requirements.

III. OPTION TO LIVE AT STATION

- A. With approval from the Deputy Fire Chief an Apprentice may live at Station XX , in accordance with the Live-In Firefighter Contract.

IV. BENEFITS

- A. Retirement: APPRENTICE shall be enrolled in the Public Employees Retirement System (PERS). APPRENTICE shall pay the employee contribution of 13.75% in accordance with Government Code section 7522.34 (commonly referred to as PEPRA).
- B. Paid leave: APPRENTICE shall be eligible for 33.6 hours of sick leave per year, as required by law. Apprentice shall not be eligible for any other paid leave including vacation, holiday, and CTO leave.
- C. Insurances: APPRENTICE shall receive the required agency minimum contributions paid towards health insurance upon enrollment in a District offered health plan or upon proof of medical enrollment. APPRENTICE shall not receive any DISTRICT contribution for dental, or vision insurance.
- D. Workers Compensation: APPRENTICE shall be covered by DISTRICT's workers' compensation insurance policy as required by law.
- E. Paramedic School: After six (6) months of employment, APPRENTICE is eligible to apply for up to a maximum reimbursement of \$5000 for enrollment and successful completion of paramedic school. One half (\$2500) is available upon enrollment in an accredited Paramedic training program, and the other half (\$2500) will be paid upon the successful completion of the program. If the program costs exceed \$5000, the balance of the expense will be the responsibility of the APPRENTICE. If program costs are less than \$5000, the DISTRICT will reimburse up to the actual cost but not more than a total of \$5000.

V. OUTSIDE EMPLOYMENT

- A. APPRENTICE may undertake outside employment provided it does not conflict with his/her assigned shift.

VI. GENERAL PROVISIONS

- A. This Contract is the full and complete Contract between the parties. It can be changed or modified only in writing, signed by the parties or their successors in interest.
- B. If any provision of this Contract is held by a court of competent jurisdiction to be invalid or unenforceable, the remainder of the Contract which can be given effect without the

invalid provisions shall continue in full force and effect and shall in no way be impaired or invalidated.

SOUTH PLACER FIRE PROTECTION DISTRICT

By:

Mark Duerr, Fire Chief

Date: _____

By:

Apprentice Firefighter

Date: _____

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: FIRE CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, FEBRUARY 18TH, 2025
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Grievance Language Update – Side Letter:

Action Requested: Staff recommends adopting a side letter amending the District grievance process.

Background: The Board of Directors tasked staff and labor with amending the District's grievance policy. The requests were as follows:

1. Amend step one of the process to include an informal discussion between the aggrieved members and the person most responsible for the circumstances that gave way to the grievance. Previously, the informal discussion was with the Deputy Chief, who may not be the supervisor. Additionally, step two is with the Deputy Chief, so by changing this language, the aggrieved member may find a resolution at the lowest possible level.
2. Add the ability for a member to appeal directly to the Board after step three but before mediation. If the member elects this process, and the Board approves, bypassing step 4, the Board's decision is binding. Mediation will proceed if the Board chooses not to hear the appeal or the member chooses not to skip step 4.

If the Board approves, the Staff will add the side letter to the MOU and change the grievance policy to match.

Impact: Improved grievance process to resolve issues at the lowest possible level. .

Attachments: L 522 Side letter with ammended grievance language.

Mark Duerr
Fire Chief
South Placer Fire District

SIDE LETTER OF AGREEMENT
by and between
SOUTH PLACER FIRE PROTECTION DISTRICT
and
LOCAL 522, I.A.F.F. (AFL-CIO)

(Grievance Policy)

Pursuant to the provisions of the Meyers-Milias Brown Act and the Memorandum of Understanding (“MOU”) between South Placer Fire Protection District (“District”) and Local 522 and I.A.F.F. (AFL-CIO) (“Local 522”), this Side Letter of Agreement is entered into on this XXst day of December, 2024, between the District and Local 522 as an amendment to the MOU effective January 1, 2023, through December 31, 2025.

It is understood and agreed that specific provisions contained in this Side Letter Agreement shall supersede any previous agreements whether oral or written, regarding the matters contained herein.

District and Local 522 have conferred in good faith concerning amendments to Article 6, Grievance Procedure and have reached an agreement to amend Article 6 Grievance procedure as follows:

ARTICLE 6
Grievance Procedure

6.1 Grievance Defined

6.1.1 Any grievance which may arise between the Association, or any of its members, and the District, with respect to the interpretation or application of any of the terms of this MOU, or with respect to such matters as the alleged discriminatory or arbitrary discharge, demotion, or discipline of an individual regular employee, shall be determined by the provisions of this Article.

6.1.2 Probationary employees shall not be entitled to invoke this Article with regard to matters of discipline, demotion, or discharge. This shall not, however, prevent a probationary employee from exercising any other rights under this MOU.

6.2 Step One

6.2.1 The initial step in processing a grievance shall be an informal discussion between the employee (or the employee's representative) and the person or persons most directly responsible for the circumstances that gave rise to the grievance. The person or persons most responsible will answer within fourteen (14) days.

6.2.2 This step shall be started within thirty (30) days of the date of the action complained of or the date the grievant became aware of the incident, which is the basis for the grievance. This step may be taken during the working hours of the grievant. This

step may be bypassed only by mutual agreement of the employee (or the employee's representative) and the District's Fire Chief.

6.3 Step Two

6.3.1 If a grievance is not resolved in the initial step, the second step shall be the presentation of the grievance in writing by the employee (or the employee's representative) to the Operations Chief, who shall answer within fourteen (14) days.

6.3.2 This step shall be taken within fourteen (14) days of the date of the answer in Step One.

6.3.3 The written presentation shall be a clear, concise statement of the grievance, the circumstances involved, the pertinent dates, the decision rendered at the previous step, the section of this MOU alleged to be violated, and the specific remedy sought.

6.4 Step Three

6.4.1 If a grievance is not resolved in the second step, the third step shall be the presentation of the grievance in writing by the employee (or the employee's representative) to the Fire Chief, who shall answer within fourteen (14) days.

6.4.2 This step shall be taken within fourteen (14) days of the date of the answer in Step Two.

6.4.3 The written presentation shall be a clear, concise statement of the grievance, the circumstances involved, the pertinent dates, the decision rendered at the previous step, the section of this MOU alleged to be violated, and the specific remedy sought.

6.4.4 Step Four, set forth below, may be bypassed as follows:

Employee (or the employee's representative) submits to the Board of Directors a written request to bypass Step Four, within five (5) business days of the Fire Chief's Answer in Step Three above; and

The Board of Directors approves of bypassing Step Four. The Board of Directors has the sole discretion to approve such a request.

If the employee (or their representative) chooses to submit the petition to the Board of Directors and the Board approves hearing it, the Board's decision shall be final and binding and Step Four set forth in 6.5 below, shall not apply.

6.5 Step Four

- 6.5.1 If Step Four is not bypassed as set forth above, and a grievance is not resolved in the third step, the fourth step shall be a referral by the Association to mediation within twenty (20) days of the answer in Step Three.
- 6.5.2 Whenever a grievance is referred to mediation, either the Association or the District may request that the California State Mediation and Conciliation Service refer a state mediator. The mediator shall assist the Parties in the resolution of the grievance in the same manner that is normally used in the mediation of rights and disputes.
- 6.5.3 Referral to Step Five shall not occur until the mediator has released the Parties from the mediation process.

Note: The parties will continue to explore alternatives to Step 4 that are (1) nonbinding and (2) more conducive to resolving grievances.

6.6 Step Five

- 6.6.1 If a grievance is not resolved in the fourth step, the fifth step shall be a referral by the Association to the Board of Directors.
- 6.6.2 The fifth step shall be taken within twenty (20) days of the date of the answer in Step Four. The Board of Directors shall hold such hearings and shall consider such evidence as to the Board appears necessary and proper. The first hearing shall be held as soon as practicable for the Parties involved.
- 6.6.3 The decision of the Board of Directors shall be final and binding on the District, the Association, and the aggrieved employee.

6.7 General Provisions

- 6.7.1 The District and the Association shall pay the compensation and expenses of their respective appointees and witnesses in both the mediation and the hearing proceedings set forth above.
- 6.7.2 At the Association's request, the District shall release employees from duty to participate in hearing or mediation proceedings. This shall not impair the District's state of operational readiness. In such a case, the hearing or mediation shall be placed in abeyance until employees can be released.
- 6.7.3 Failure by the employee or the employee's representative to meet any of the aforementioned time limits as set forth in Sections 6.2, 6.3, 6.4, 6.5, or 6.6 will result in forfeiture unless the time limits have been extended by mutual agreement. Whenever the District fails to provide a timely answer to a grievance at any of the foregoing steps requiring an answer by the District, the employee or the employee's

representative may go forward with the grievance to the next step of the established procedure.

- 6.7.4 An individual employee shall have the right to present grievances to the District and to have such grievances adjusted without the intervention of the Association. The adjustment, however, shall not be inconsistent with this MOU, and the Association's Labor Representative shall be given an opportunity to be present at such adjustment.

All other terms and conditions of the MOU shall remain unchanged.

NAME, Local 522 Unit Representative

Mark Duerr, Fire Chief
FOR THE SOUTH PLACER FIRE
PROTECTION DISTRICT

**SOUTH PLACER FIRE PROTECTION DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: FIRE CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: TUESDAY, FEBRUARY 18TH, 2025
CC: BOARD SECRETARY KATHERINE MEDEIROS

Agenda Item: Fire Impact Fee Program 2024 Annual Adjustment:

Action Requested: Staff recommends an update on the Fire Impact Fee Annual Adjustment.

Background: In June of 2018, the District, at a public hearing, approved by resolution the adoption of the South Placer Fire Protection District's Fire Impact Fee Nexus Study. The Town of Loomis subsequently approved the study in November 2018 and the County of Placer in January 2019, and it became effective in March 2019. The town and the county approved an automatic annual adjustment for inflation for each fiscal year based on the percentage change in the San Francisco engineering cost index, as published by the Engineering News-Record. The change, as published in the appropriate index for the preceding calendar year, is 0.2%. This change has no impact on the fees charged, but the District is publicizing the change and the recently adopted Mitigation Fee Report to meet legal requirements for posting.

Impact: Future planning and budgeting.

Attachments: Current Fire Impact Fee Proposed Increase; Published Engineering News-Record Cost Index; No2023/24 Fire Fee Annual Report; Notice of Public Hearing

Mark Duerr
Fire Chief
South Placer Fire District

South Placer Fire District
Fire Impact Fee Proposed Increase

Figure 1 - Maximum Fire Impact Fee Schedule

Land Use Category	Current Maximum Fee	2025 CPI Increase
Residential Development	Per Living Sq. FT	0.20%
Single-Family Housing	\$0.94	\$0.94
Multi-Family Housing	\$1.63	\$1.63
Mobile Home	\$1.12	\$1.12
Assisted Living Facility	\$1.03	\$1.03
Nonresidential Development	Per Living Sq. FT	
Retail Commercial	\$1.53	\$1.53
Office	\$1.97	\$1.97
Industrial	\$1.21	\$1.21
Agriculture	\$0.61	\$0.61
Warehouse / Distribution	\$1.00	\$1.00
Notes: The Fire Impact fee is rounded to the nearest whole cent.		

City Cost Index - San Francisco - As of March 2024



The building and construction cost indexes for ENR's individual cities use the same components and weighting as those for the 20-city national indexes. The city indexes use local prices for portland cement and 2 X 4 lumber and the national average price for structural steel. The city's BCI uses local union wages, plus fringes, for carpenters, bricklayers and iron workers. The city's CCI uses the same union wages for laborers.

To find more recent cost index data, go to this webpage ([link below](http://www.enr.com/economics/current_costs)) and click on the link for the year you need, and then navigate to the week you need. Keep in mind that the city cost index figures are always published in the second weekly issue of the month.

http://www.enr.com/economics/current_costs

Go back to [view all City Indexes](#).

ENR COST INDEXES IN SAN FRANCISCO (1978-2024)

YEAR	MONTH	BCI	%CHG	CCI	%CHG
2024	March	10774.99	+7.0	15458.96	+0.6
2024	February	10843.54	+7.1	15527.50	+0.7
2024	January	10777.24	+5.6	15525.00	+0.2
2023	December	10767.24	+11.2	15515.00	+3.6
2023	November	10778.49	+9.8	15526.28	+2.7
2023	October	10725.60	+8.9	15473.38	+2.2
2023	September	10741.92	+9.7	15489.70	+2.7
2023	August	10657.16	+9.2	15404.94	+2.4
2023	July	10621.95	+2.7	15369.76	-1.7

SOUTH PLACER FIRE DISTRICT

REPORTING THE

CONSOLIDATED

2023/24 FIRE FEE ANNUAL REPORT



PLANNING FOR THE FUTURE TODAY

2023/2024 Fire Impact Fee Program Annual Report

ANNUAL REPORT (FISCAL YEAR 2023/24)

In accordance with Government Code Section 66006(b)(1) and (2), the South Placer Fire District for the former Loomis Fire Protection District (the “District”) provides the following information for the fiscal year 2023/24 for the District’s Fire Impact Fee Program.

BRIEF DESCRIPTION OF THE REPORTABLE FEE

The District’s fire impact fee (“Reportable Fee”) helped maintain adequate service levels for fire protection in the District. New development in the District will increase the demand for fire protection services. The Reportable Fee will fund the construction of new or expanded fire facilities, apparatus, and equipment necessary to accommodate residential and nonresidential development in the District.

REPORTABLE FEE AMOUNTS

The current Reportable Fees in effect at the end of the fiscal year 2023/24 are shown in the chart below.

Figure 1 - Maximum Fire Impact Fee Schedule

Land Use Category	Maximum Fee
	Per Living Sq. Ft.
Residential Development	
Single Family Home	\$ 0.94
Multi-Family Housing	\$ 1.63
Mobile Home	\$ 1.12
Assisted Living Facility	\$ 1.03
	Per Building Sq. Ft.
Nonresidential Development	
Retail/Commercial	\$ 1.57
Office	\$ 1.97
Industrial	\$ 1.21
Agriculture	\$ 0.61
Warehouse/Distribution	\$ 1.00

Notes: The fire impact fee is rounded to the nearest whole cent.

The District Board of Directors (“Board”) approved the Reportable Fee on May 13th, 2020, by Resolution No. 11-2019/20. The Placer County Board of Supervisors approved the Reportable Fee on October 12th, 2021, by Resolution 2021-318. The Town of Loomis approved the Reportable Fee on September 8th, 2020, by Resolution NO. 20-41.

REPORTABLE FEE ACCOUNT BALANCES

The balance of the Reportable Fee account at the end of fiscal year 2023/24 was \$1,609,976. At the beginning of fiscal year 2023/24, the balance of the Reportable Fee fund was \$1,242,006

REPORTABLE FEES COLLECTED AND INTEREST EARNED

The fees collected during the fiscal year 2023/24 were \$520,617. In addition, \$47,952 was earned in interest during the fiscal year. The total fees and interest collected during the fiscal year 2023/24 was \$568,569.

USE OF REPORTABLE FEES

For the fiscal year 2023/24, the Reportable Fees from this account were \$257,090

Improv. Project	Total Expenditure	Reportable Fee Used	% funded w/ Reportable fee
Type 1 Engine	\$ 146,158	\$ 146,158	100%
Tablet Command - Mobile Router	\$ 77,102	\$ 77,102	100%
2023 ISRAM AMbulnace	\$ 33,830	\$ 33,830	100%

IDENTIFICATION OF INCOMPLETE IMPROVEMENTS

None

INTERFUND TRANSFERS AND LOANS

There were no inter-fund transfers or inter-fund loans from the Reportable Fee fund in FY 2023/24.

REFUNDS

The District reports three refunds for fiscal year 2023/24 in the amount of \$32,103

Appendix A

Capital Facility Plans – 2023/2024

- Apparatus Replacement Plan
- Long Term Facilities Maintenance Plan
- Major Equipment Replacement Plan
- The attached and updated Capital facility plans show the need going forward over the next 5+ years for continued funding to maintain the existing level of service considering the effects of new development. The plans consider future anticipated contributions from the general budget at the board-adopted funding principles and mitigation fees from the impact of new development on existing and future services rendered. The continued collection of developer fees/fire impact fees ensures new development funds their fair share of the services provided. These Capital Facility Plans were created as a Consolidated District. The District completed the Consolidated Fire Fee Nexus Study. The plan has been adopted by the South Placer Board of Directors, the Town of Loomis, and The Placer County Board of Supervisors. The funds covered under this report will be spent on improvements within the entire consolidated South Placer Fire District.

Unit	Description	Unit ID	Est Rep	Condition	Year	Exp Life	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	
Battalion Chief	Ford Expedition ©	17	2025	Excellent	2015	10							
Battalion Chief - B/U	Ford Expedition ©	15	2019	Good	2009	10	\$82,000						
Brush - Reserve	Peirce	713	2027	Excellent	2012	15							
Brush 16	Pierce	711	2034	Excellent	2014	20							
Brush 18	Freightliner Hi tech	710	2026	Good	2006	20				\$425,000			
Chief	Ford Expedition ©	25	2031	Excellent	2021	10							
Deputy Chief	Ford Expedition MAX©	23	2030	Excellent	2020	10							
Division Chief	Ford Pick-Up ©	14	2018	Fair	2008	10							
Division Chief	Ford Expedition ©	16	2019	Poor	2009	10							
Engine - Reserve	Hi tech	818	2030	Fair	2005	25							
Engine - Reserve	Hi Tech	814	2029	Fair	2004	25							
Engine - Reserve	Westates	812	2024	Fair	1999	25							
Engine 20	Hi Tech	813	2029	Fair	2004	25							
Engine 16	Pierce	828	2038	Excellent	2018	20							
Engine 17	Pierce	830	2042	Excellent	2022	20	\$147,000	\$147,000					
Engine 18	Pierce	829	2042	Excellent	2022	20							
Fire Marshall	Ford F250	21	2033	Excellent	2018	15							
Grass 17	Ford West Mark	603	2023	Good	2008	15			\$204,725				
Grass 20	Ford West Mark	604	2023	Good	2008	15				\$212,914			
Medic - ISRAM	Demers	2038	2038	Excellent	2024	15	\$425,000						
Medic - Reserve	Road Rescue	506	2028	Excellent	2013	15			\$303,000				
Medic 16	Medix	508	2028	Excellent	2018	10						\$406,000	
Medic 20	Medix	507	2028	Excellent	2018	10							
Polaris	Ranger 4 x 4 OHV	210	2021	Excellent	2006	15							
Pool (Training)	Ford Van	24	2035	Excellent	2020	15							
Pool Vehicle	Crown Victoria	11	2013	Fair	2003	10							
Shop	Ford IMT	209	2021	Excellent	2006	15			\$76,203				
Shop - B/U	Ford F550	605	2013	Good	1998	15							
Truck 17 - Reserve	Pierce	301	2034	Excellent	2014	20							
Utility	Ford Flat Bed	205	2016	Poor	2001	15							
Utility Pickup	Chevy 2500	401	2012	Good/Fair	2002	10							
Water Tender 19 (n)	Rosenbauer	2043	2043	Excellent	2023	20	\$425,000						
Water Tender 19	GMC (SPFD Shop)	900	2015	Good	1985	30							
© Indicates Command Vehicle							Total Cost	\$1,079,000	\$147,000	\$223,203	\$507,725	\$637,914	\$406,000
							Estimated Budget Increase	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
							Total Annual Project Costs	\$15,976,064	\$16,455,346	\$17,949,006	\$17,457,476	\$17,981,201	\$18,520,637
							Budget Principles	0.00%	0.50%	1.00%	1.50%	2.00%	2.00%
							Projected Annual Plan Contribution (General Revenue)	\$39,000	\$82,277	\$169,490	\$261,862	\$359,624	\$370,413
							Projected Annual Plan Contribution (Development Fees)	\$572,000	\$147,000	\$147,000	\$100,000	\$75,000	\$50,000
							Grant Funding	\$386,000					
							Apparatus Reserve Audited # 2022/23	\$501,705					
							Plan Balance	\$419,705	\$501,982	\$595,269	\$449,406	\$246,115	\$260,528

Assig.	Year	Est. Life	Rplc Yr	Description	2023/24	2024/25	2025/26	2026/27	2027/28	2028
All	2019	10	2029	Breathing Apparatus System						\$395
All	2023	10	2033	Heart Monitors 12-Lead						
All		4	4	Thermal Imaging Cameras						
All		10	10	Structure Protective Gear/Helmets(2 per F	\$24,000	\$24,000	\$36,000	\$38,000	\$45,000	\$110
All	2024	10	2034	VHF Digital Trunking Radios (Portable/Mo	\$68,000	\$220,000				
All	2022	10	2032	Lucas CPR Devices						
M	2015	10	2025	Power Cot			\$50,000	\$50,000		
M	2023	8	2031	Med Vaults	\$21,000					
All Type I			0	Combustible Gas Detectors						
CO 15	2022	25	2047	Auxiliary Power Generator (St 15)						
CO 16	2024	25	2049	Auxiliary Power Generator (St 16)	\$65,000					
Co 17	2024	25	2049	Auxiliary Power Generator (St 17)	\$169,000					
CO 17	2000	20	2020	Extractor (St 17)			\$45,000			
Co 17	1990	30	2020	Above Ground Fuel Storage (St 17)			\$45,000			
Co 17	2013	15	2028	Air Bag(s) Rescue System (Truck)						
CO 18	2016	25	2041	Auxiliary Power Generator (St 18)						
CO 18	2005	20	2025	Extractor (St 18)			\$45,000			
CO 18 & 19	2013	15	2028	Rescue Tools						
CO 19	2005	20	2025	Extractor (St 19)						
Co 19	2004	30	2034	Above Ground Fuel Storage (St 19)						
CO 19	2006	20	2026	SCBA Air Compressor				\$65,000		
CO 19	2005	25	2030	Auxiliary Power Generator (St 19)						
CO 20	2020	25	2045	Auxiliary Power Generator (St 20)						
Shop	2004	15	2019	Hoist (Shop)						
				Total Annual Project Costs	\$347,000	\$244,000	\$176,000	\$133,000	\$110,000	\$505
				General Revenue/Projections (No OES)	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
					\$15,976,064	\$16,455,346	\$16,949,006	\$17,457,476	\$17,981,201	\$18,52
				(Budget Principles)	0.00%	0.50%	0.75%	0.75%	1.00%	1.0
				PAPC (General Revenue)	\$347,000	\$82,277	\$127,118	\$130,931	\$179,812	\$185
				PAPC (Fire development Fee)	\$0	\$75,000	\$75,000	\$75,000	\$75,000	\$75,

SOUTH PLACER FIRE PROTECTION DISTRICT
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the South Placer Fire District Board of Directors, at a regular meeting on Tuesday, February 18, 2025, at 6:00 pm, will hold a public hearing to consider the adoption of a resolution to accept the South Placer Fire District Impact Fee Annual Report and to automatically adjust the fee in accordance with County Code 15.30.090(B) in the amount of 0.20% based on the San Francisco Engineering Cost Index as published by the Engineering-News Recor from January 2023 to January 2024. The South Placer Fire District Fire Impact Fee Nexus Study became effective in March 2019 to mitigate the impacts of new development on the District. The Public Hearing will be accessible to members of the public seeking to attend and address the Board. 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 District at least twenty-four (24) hours in advance of the public hearing to make arrangements for such reasonable accommodations at (916) 791-7059. The link will be made available 72 hours before the hearing on the District's website (www.southplacerfire.org) and included in the posted Board Agenda. The Ordinance and the revised schedule of fees and charges will be available for public review on February 13, 2025. Public members are invited to provide comments at the public hearing or in writing, received on or before February 18, 2025. Any person challenging in court the decision made at the conclusion of the public hearing may be limited to raising only those issues raised at such hearing or in correspondence delivered to the District before the close of such hearing. Information on this matter may be obtained at the District's Station 17 at 6900 Eureka Road, Granite Bay, California, 9574, or by contacting the District at (916) 791-7059.

Fire Chief Mark Duerr
South Placer Fire Protection District

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: FIRE CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, FEBRUARY 18TH, 2025
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Municipal Service Review & Sphere of Influence (MSR) Update (MSR) – Western Placer County Fire Service:

Action Requested: Staff recommends a discussion and direction regarding the draft MSR.

Background: The Local Agency Formation Commission (LAFCO) is responsible for reviewing and updating each sphere of influence every five years as part of the Cortese Knox Hertzberg Act. LAFCO reviewed Western Placer County Fire Services via their consultant, AP Triton, and a draft report has been provided. LAFCO has made available the opportunity for public comment 45 days after initiating the draft report. Staff is seeking direction from the Board on whether or not it would like to comment and, if so, what those comments are.

Impact: Future services within and around the district's service area.

Attachments: None.

Mark Duerr
Fire Chief
South Placer Fire District

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: FIRE CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, FEBRUARY 18TH, 2025
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Ordinance for Fees and Charges for Certain Emergency Medical Services - Amended:

Action Requested: Staff recommends amending Resolution 02-2019/20 *Amended Ordinance of the South Placer Fire Protection District Revising the District's Schedule of Fees and Charges for Certain Emergency Medical Services* to establish a baseline fee to limit fee regression.

Background: In 2024, the Board requested staff establish a baseline for certain emergency medical services fees. This baseline would act as a floor so fees would maintain stability and never regress into a negative position. Attached to this document is an amended ordinance that establishes that request under section 4 - Fee Annual Adjustment by including the language, "In no event shall the fees be adjusted below those rates set forth in Exhibit # 1."

Staff is requesting the board approve the amended ordinance as requested.

Impact: Prevents certain fees and charges for certain emergency medical services from regressing.

Attachments: Revised Ordinance 02-2019/20.

Mark Duerr
Fire Chief
South Placer Fire District

AMENDED ORDINANCE NO. 2-2019/20

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

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

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

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

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

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

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

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

WHEREAS, the Board of Directors has determined that the adopted schedules of fees in April 2024 shall not be further reduced and as such adopts this Amended Ordinance to amend Section 4. Annual Fee Adjustment;

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

SECTION 1. DEFINITIONS

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

DISTRICT – shall mean South Placer Fire Protection District.

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

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

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

SECTION 2. GENERAL POLICIES

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

SECTION 3. REVISED SCHEDULE OF FEES AND CHARGES ESTABLISHED

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

SECTION 4. FEE ANNUAL ADJUSTMENT

The fees identified in the Exhibit #1 shall be adjusted annually, beginning July 1, 2025 and each July 1st thereafter, by the percentage change in the Consumer Price Index (CPI) Series Title Medical Care in the U.S. City Average, All Urban Consumers, Not Seasonally Adjusted, as published by the U.S. Department of Labor, Bureau of Labor Statistics for the twelve month period ending December 31 of the preceding calendar year. **In no event shall the fees be adjusted below those rates set forth in Exhibit # 1.**

SECTION 5. REVISION OF FEE SCHEDULE

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

SECTION 6. SEVERABILITY CLAUSE

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

SECTION 7. EFFECTIVE DATE

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

The rates and charges established pursuant to this Ordinance shall become applicable within the current fiscal year commencing **July 1, 2024** and remain in effect thereafter.

SECTION 8. REVISIONS AND REVOCATIONS

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

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

PASSED AND ADOPTED pursuant to hearing and at a regular meeting of the Board of Directors of the SOUTH PLACER FIRE PROTECTION DISTRICT, duly called and held in the DISTRICT on **February 18, 2025**, by the following

AYES:
NOES:
ABSENT:

By: _____
President of the Board

ATTEST:

By: _____
Vice President of the Board

EXHIBIT #1

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

**SOUTH PLACER FIRE PROTECTION DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: TUESDAY, FEBRUARY 11, 2025
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: LAFCO Election Process:

Action Requested: Staff recommends discussion and possible action on LAFCO Special District Representative

Background: The Placer Local Agency Formation Committee has opened the nomination period for one regular Special District representative seat on the Placer Local Agency Formation Commission. Although LAFCO nomination does not require action by the board, staff has brought this before the board for consideration. The nomination period closes on February 27th,

Impact: Special District Representation on the LAFCO Board

Attachments: LAFCO Special District Call for Nominations; 2025 Special District Election Nominee Form.

Mark Duerr
Fire Chief
South Placer Fire Protection District



January 17, 2025

COMMISSIONERS

Cindy Gustafson
*Chair
(County)*

Joshua Alpine
*Vice Chair
(Special District)*

Trinity Burruss
(City)

Whitney Eklund
(City)

Shanti Landon
(County)

Susan Rohan
(Public)

Vacant
(Special District)

ALTERNATE COMMISSIONERS

David Bass
(City)

Anthony DeMattei
(County)

Judy Friedman
(Special District)

Cherri Spriggs
(Public)

Stephanie Youngblood
(City)

COUNSEL

Michael Walker
General Counsel

STAFF

Michelle McIntyre
Executive Officer

Amanda Ross
*Acting Assistant
Executive Officer*

Amy Engle
Commission Clerk

Presiding Officer
Independent Special Districts of Placer County

Subject: **Call for Nominations to Fill Vacant Seat on LAFCO**

Dear Presiding Officer,

I hope this letter finds you well. I am writing to inform you that the Placer County Local Agency Formation Commission (LAFCO) currently has one vacant voting member seat representing independent special districts. I am pleased to invite each board presiding officer (Board Chair) to nominate a candidate to fill this vacancy. You may nominate any director —yourself included— currently serving on an independent special district board. The selected candidate will serve the remaining term of the vacant seat, which ends in May 2026.

To ensure the validity of your nomination, please adhere to the guidelines outlined below:

➤ **Presiding Officer Signature:** You, the presiding officer of your special district, must sign the nomination form. (The nomination does not require action by the full board at a district meeting.)

➤ **Delegation of Authority:** *If* the presiding officer has delegated the authority to nominate a candidate to another director on the District Board, a copy of the relevant meeting minutes or minute order documenting this delegation must be included.

➤ **Nomination Period:** begins today, January 17, 2025, and will **close on Thursday, February 27, 2025, at 4:00 PM.**

Nominations must be submitted via email using the attached nomination form. Each nominee should also include a one-page statement of qualifications and the nomination form. Please be aware that nominations received after the deadline will not be accepted.

Once the nomination period concludes, LAFCO staff will email ballots, statements of qualifications, and voting instructions to each district.

If you have any questions or need further assistance, please do not hesitate to contact LAFCO staff at (530) 889-4097 or lafco@placer.ca.gov. Thank you for your attention to this important matter, and I look forward to your participation.

Sincerely,

Michelle McIntyre

Michelle McIntyre, Executive Officer
Placer LAFCO



Placer County Independent Special District Selection Committee
Nomination Form
Regular Voting Member

Please use this form to nominate a director on a Placer County Independent Special District board to run for the upcoming vacant regular voting member seat on the LAFCO Commission.

Nominee's Name	Position of Nominee	Originating District

Name of Nominating District: _____

Printed Name of Presiding Officer: _____

Signature of Presiding Officer: _____

(Signature Required)¹

- Minutes Attached (Optional)
- Statement of Qualifications Attached

Please email completed nomination forms to lafco@placer.ca.gov

by **Thursday, February 27, 2025, at 4 PM**

¹ *The nominating district's presiding officer must sign this form unless the district's board has delegated authority to another person to nominate a director on behalf of the district. If this form is signed by such a delegee, please include the district's meeting minutes or minute order evidencing the delegation.*

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: FIRE CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, FEBRUARY 18TH, 2025
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Resolution to Adopt Non-safety, Unrepresented, and Safety Management Agreements:

Action Requested: Staff recommends adopting resolutions to establish an agreement between the identified groups and the District Board.

Background: A recent CalPERS compliance review of reportable compensation for our unrepresented members identified special compensation that should not be reported as compensation earnable. CalPERS specifically concluded that the District’s reporting of special compensation for unrepresented employees did not comply with Government Code section 20636 or California Code of Regulations section 571. The District had separate employment agreements with each unrepresented employee. However, CalPERS concluded that the individual contracts were not a part of a larger, documented, and uniformly applied compensation plan (“Labor Policy or Agreement”). Government Code section 20049 defines a “Labor Policy or Agreement” as *any written policy, agreement, memorandum of understanding, legislative action of the elected or appointed body governing the employer...*”

To correct this issue, Staff asks the Board to adopt the attached resolutions to comply with Government Code section 20049 and establish the District’s Labor Policy/Agreement that is consistent with the employment contracts already in place. In doing so, this Labor Policy/Agreement will retroactively apply to unrepresented members dating back to 2017.

This review did not affect any of the represented groups.

Impact: The adoption of these Resolutions will have no financial impact on the District. Approval merely ensures that compensation and special compensation that has been promised to unrepresented employees is reported in accordance with the California Public Employees’ Retirement Law.

Attachments: Resolution 14-2024/25 - Non safety, Resolution 15-2024/25 - Safety

Mark Duerr

Fire Chief

South Placer Fire District

RESOLUTION NO. 14-2024/25

A RESOLUTION AFFECTING UNREPRESENTED NON-SAFETY EMPLOYEES

WHEREAS, the Board of Directors of the South Placer Fire District (“Board”) recognizes the importance of codified provisions relating to wages, hours, and other terms and conditions of employment to employees who are not members of recognized bargaining groups; and

WHEREAS, the Board wishes to adopt a Labor Policy/Agreement, in accordance with California Government Code section 20049 to identify all of the terms and conditions of the District’s Non-Safety Unrepresented Employees; and

WHEREAS, this Resolution applies to all Non-Safety Unrepresented employees, a bona fide group or class, as provided in Government Code section 20636; and

NOW THEREFORE, THE BOARD OF THE SOUTH PLACER FIRE DISTRICT DOES RESOLVE AS FOLLOWS:

Section 1. Positions covered under this resolution

All Unrepresented Non-Safety Employees are covered under this Resolution, including the following classifications (hereinafter collectively referred to as “Non-Safety Employees”):

- A. Non-Safety Senior Management employees include, any person employed in or assigned to the following classification:
 - 1. Business Manager
- B. Non-Safety Unrepresented Confidential employees who are FLSA non-exempt include any person employed in or assigned to the following classifications:
 - 1. Administrative Assistant/Fire Inspector 1
 - 2. District Secretary
 - 3. Journey Person Mechanic
 - 4. Apprentice Mechanic

Section 2. FLSA Status and Business Hours

- A. All Non-Safety Senior Management, identified in Section 1(A), are exempt from Fair Labor Standards Act (FLSA) over time requirements and are therefore paid a salary.
- B. All Non-Safety Unrepresented employees identified in Section 1 (B), are non-exempt and subject to FLSA, compensation for overtime.
 - 1. All hours worked in excess of the employee’s regularly scheduled hours shall be compensated at the rate of one and one-half times the employee’s

base wage exclusive of incentives. CTO hours will be compensated at the employee's base hourly compensation rate, including incentives.

- i. Effective each employee's first full FLSA work period beginning on or after January 1, 2023, all paid leave will be considered "hours worked" for purposes of determining District overtime.

C. All Unrepresented Non-Safety Employees are responsible for keeping their supervisors apprised of their work schedules and location. Employee's work schedules must satisfy workplace requirements as determined by their supervisor.

- 1. Schedule:
 - i. a 40-hour work week, configured as four (4) ten (10) hour workdays Monday through Thursday from 07:00 to 17:30; or
 - ii. a 9/80 schedule, which constitutes eight (8), nine (9) hour workdays, and a ninth workday of eight (8) hours. The typical schedule would be a two-week cycle with hours Monday through Thursday from 07:30 to 17:00, one Friday from 07:30 to 16:00, and the second Friday being a day off.

Section 3. Compensation

For the term covering January 1, 2022, through December 31, 2025, all Non-Safety Employees are subject to the following wage increases.

- A. Upon ratification of all contracts in 2023, a ten percent (10%) increase in base salary
- B. On January 1, 2024, a four percent (4%) increase in base salary
- C. On January 1, 2025, a four percent (4%) increase in base salary

Salary Table Reflecting 2023 Monthly Pay Scale¹

Classification	Step 1	Step 2	Step 3	Step 4	Step 5
Admin Asst/Insp1	6,240	6,552	6,880	7,224	7,585
Business Manager	9,456	9,929	10,426	10,947	11,494
Apprentice Mechanic					4,420
Journey Person Mechanic	7,029	7,380	7,749	8,137	8,544
District Secretary	7,264	7,628	8,009	8,409	8,830

¹ The Pay Scale is exclusive of any incentives or special compensation provided herein.

Section 4. Longevity Pay

Non-Safety Employees shall be entitled to receive longevity pay in the amount of one percent (1%) of the their base salary for every five (5) years of service with South Placer Fire District. Longevity pay is based on years of service with South Placer Fire District – volunteer, part-time, or full-time.

Longevity Pay Schedule

Completed Years of Service	Annual Amount
5	One percent (1%) of Base Salary
10	Two percent (2%) of Base Salary
15	Three percent (3%) of Base Salary
20	Four percent (4%) of Base Salary
25	Five percent (5%) of Base Salary
30	Six percent (6%) of Base Salary
35	Seven percent (7%) of Base Salary

Section 5. Education Incentive

- A. Non-Safety Employees shall receive an educational incentive for possession of the following, which enhances their ability to do their job:
1. Four percent (4.0%) for an AA/AS degree,
 2. Six percent (6.0%) for a BA/BS degree
 3. Three percent (3%) CSFM Fire Inspector 1 Certificate
 4. Two percent (2%) ICC Fire Inspector 1 Certificate
 5. One percent (1%) Business Certificate
 6. Two percent (2%) Board Clerk certification from CSDA
 7. One percent (1%) Emergency Vehicle Technician (EVT) 1 Certification
 8. Two percent (2%) EVT 2 Certification
 9. Three percent (3%) EVT 3 Certification
- B. Incentives may be accumulated to a total of 12.0% and applied to the base salary. Incentives shall be applied to the Non-Safety Employee's step placement on the salary schedule.
- C. Application Process and General Provisions:
1. The Non-Safety Employee shall initiate the process by completing a request with the Personnel Officer. Unless written approval in advance is received by the Fire Chief, credit shall only be given for coursework that:
 - i. The Non-Safety Employee completed the course(s) and/or certification(s) on their own time and at the EMPLOYEE's own expense.

- ii. Enhances the Non-Safety Employee’s ability to do their job.
- 2. An educational incentive shall commence at the beginning of the month following approval by the personnel officer and submission of proof of completion, as set forth below.
- 3. The EMPLOYEE’s responsibility is to provide the personnel Officer with all necessary proof of meeting the requirements. This shall include but is not limited to, copies of all certificates, degrees, or transcripts for which the benefits are requested.

Section 6. Uniform Allowance

- A. Non-Safety Employees shall receive an annual uniform allowance of one thousand dollars (\$1000), eighty-three dollars and thirty-three cents (\$83.33) monthly. Payment shall be made monthly in the Non-Safety Employee’s paycheck.
- B. Effective January 1, 2023, the District will provide Non-Safety Employees hired after January 1, 2020, a one-time payment of \$1000 to be used to purchase a Class A uniform.

Section 7. Vacation

- A. Non-Safety Employees will be “front-loaded” vacation hours in January of 2023. Beginning January 1, 2024, Non-Safety Employees will earn hours as accrued per the Chart, below. Once the Non-Safety Employee reaches the maximum accrual hours, the EMPLOYEE will stop earning and accruing vacation hours while the EMPLOYEE’s accrual remains at the maximum allowed, as per the Chart, below.
- B. Non-Safety Employee may elect to take all or part of an earned vacation or may carry over to the next service year. The maximum accrual of vacation hours may not exceed twice the Non-Safety Employee’s annual accrual rate
- C. Non-Safety Employee may sell up to 150 hours of accrued vacation to the DISTRICT at straight time on the last full pay period in May or the last full pay period in December of the year.

Vacation Leave Schedule

Service Category	Pay Period Accrual	Monthly Accrual	Max Accrual Hours
New Employee to completion of fifth (5) year	4.37 hrs.	9.47 hrs.	227.28 hrs.

Start of sixth (6) year to completion of tenth (10) year	5.91 hrs.	12.81 hrs.	307.44 hrs.
Start of 11 th year	7.45 hrs.	16.14 hrs.	387.36 hrs.

Section 8. Sick Leave

Sick leave is front-loaded in January of every year. Non-Safety Employees shall receive ten (10) hours per month. Beginning January 1, 2024, all sick leave hours will be earned as accrued at a rate of 4.615 hours per pay period.

Section 9. Holidays

Non-Safety Employees on a 40-hour work week that are required to work holidays, shall receive 105 hours of holiday pay per calendar year, which accounts for the following holidays:

- New Years Day
- Martin Luther King Jr. Day
- President Lincoln's Birthday
- President's Day
- Memorial Day
- Independence Day
- Labor Day
- Columbus Day
- Veterans Day
- Thanksgiving Day
- Day following Thanksgiving
- Christmas Day

An employee may schedule holiday time in the same manner as a vacation. If not used, up to 105 hours of holiday time for the prior calendar year can be sold back to the District in the first full pay period in January of the following year. Hours shall be sold at a straight time. Holiday time cannot be accumulated from year to year. Non-Safety Employees are required to work all Holidays unless taken off using an approved method.

Section 10. Administrative Leave

- A. In express recognition of being "exempt" under the provisions of Federal and State Law, each Non-Safety Senior Management employees, those listed in sections 1(A) above, shall receive one hundred and twenty (120) hours of administrative leave each January 1st offered at ten (10) hours of administrative leave per month, which

will be front-loaded every January.

1. Non-Safety Senior Management Employees may maintain one hundred and eighty hours (180) of ATO but will be required to either take off or sell back any hours over this limit within one hundred and eighty (180) days.
2. ATO buyback will be available on an as-needed basis when overall hours exceed one hundred and eighty (180) hours.

Section 11. Benefits

IRC Section 125 Plan: The District shall maintain an IRC Section 125 Plan to benefit the Non-Safety Employees. Monthly IRC 125 Section plan costs, if any, shall be borne by the Non-Safety Employees. The District shall “fund” an Non-Safety Employee’s 125 Plan account with a monthly amount as follows:

- A. The current funding for the Non-Safety Employee IRC 125 Plan is \$1600 per month.
 1. \$858 is allocated to the medical plan; an Additional \$142.00 is to be allocated to dental and vision plans
 - i. As soon as possible, preferably January 14th, the District will provide an additional \$100 per month to \$1700/month flex plan credit to be used by active Non-Safety Employees for any benefit covered under the 125 Plan.
 - ii. Effective January 2024, the flex plan contribution by the District will increase to \$200 per month for a total District contribution of \$1800 per month
 - iii. Effective January 2025, the flex plan contribution by the District will increase to \$300 per month for a total District contribution of \$1900 per month.
- B. Payroll Deduction: Non-Safety Employees who are enrolled IRC 125 Plan set forth above, which costs more than the District’s required specific monthly contribution, must sign a payroll deduction form and pay the monthly difference by payroll deduction. Failure to execute a payroll deduction form will immediately cancel insurance for non-payment of premiums.
- C. Employee Assistance Program (EAP): The District will maintain an Employee Assistance Program at the District’s expense.

Section 12. Retirement

The District agrees to provide and maintain membership in the California Public Employees Retirement System (CalPERS.) for the benefit of eligible Non-Safety Employees.

- A. 3% at 60 miscellaneous formula based on the last highest year. Miscellaneous Non-Safety Employees who qualify as “new members” under PEPRA shall be 2% at age 62 formula.
- B. One hundred percent (100%) of a Non-Safety Employee’s accumulated sick leave is to be credited to years of service at no cost to the Non-Safety Employees upon retirement from the District.
- C. The District agrees to maintain the 1959 Survivor Benefit, level four (4). Non-Safety Employees’ shall contribute two Dollars (\$2.00) per month.

Non-Safety Employees’ Contribution

- A. For all "classic" unit members hired before January 1, 2013: Each "classic" unit member shall pay one hundred percent (100%) of his/her required contribution (currently eight percent (8%)) to the Public Employees Retirement System (CalPERS). Effective immediately upon CalPERS contract amendment, all "classic" unit members hired before January 1, 2013, will pay an additional three percent (3%) cost-sharing for a total of eleven percent (11%) to (CalPERS).
- B. For employees who meet the definition of a “new member” under PEPRA, the member’s contribution shall be 50% of normal cost, as determined by CalPERS (currently 7.75%).

Section 13. Deferred Compensation

The District will match \$50 per month in the deferred compensation plan when a Non-Safety Employee contributes at least \$50 per month.

Section 14. Other Post-Employment Benefits

- A. Current Non-Safety Employees are required to contribute a maximum of 5% of their base salary per year to fund their portion of the OPEB fund. These contributions are mandatory. Non-Safety Employees are not permitted to elect in or out of participation. Non-Safety Employees cannot elect to vary their individual contributions nor add voluntary or elective contributions, including one-time irrevocable elections. These exclusions cover all such contributions, including and not limited to: Pre-tax salary reduction contributions, Elections between cash or non-tax future benefits, and voluntary or elective contributions of the cash value of unused paid time off.
- B. Non-Safety Employees have no claim or right to any assets held in the trust; thus, no cash out of mandatory contributions is permitted at any time.
- C. These contributions will be used to fund post-retirement medical expenses of the employees as defined by federal, state, and local law as well as the California Public Employees Retirement System (CalPERS) as otherwise permitted by applicable tax provisions and Section 115 trust.

D. Current Non-Safety Employees will contribute on the following basis to a maximum and ongoing of five percent (5%) of base salary per year

1. Year one – three percent (3%)
2. Year two – an additional one percent (1%) for a total of four percent (4%)
3. Year three – an additional one percent (1%) for a total of five percent (5%)

PASSED AND ADOPTED this 18th day of February, 2025, by the following roll call vote.

AYES:

NOES:

ABSENT:

President

ATTEST:

Clerk of the Board

RESOLUTION NO. 15-2024/25

A RESOLUTION AFFECTING SENIOR SAFETY AND SAFETY MANAGEMENT EMPLOYEES

WHEREAS, the Board of Directors of the South Placer Fire District (“Board”) recognizes the importance of codified provisions relating to wages, hours, and other terms and conditions of employment to employees who are not members of recognized bargaining groups; and

WHEREAS, the Board wishes to adopt a Labor Policy/Agreement, in accordance with California Government Code section 20049 to identify all of the terms and conditions of the District’s Senior Safety and Safety Management Employees; and

WHEREAS, this Resolution applies to all Senior Safety and Safety Management Employees, a bona fide group or class, as provided in Government Code section 20636; and

NOW THEREFORE, THE BOARD OF THE SOUTH PLACER FIRE DISTRICT DOES RESOLVE AS FOLLOWS:

Section 1. Positions covered under this resolution

All Senior Safety Management and Safety Management are covered by this Resolution, including the following classifications (hereinafter collectively referred to as Management or Chief Officer):

- A. Senior Safety Management
 - 1. Fire Chief
 - 2. Deputy Chief
- B. Safety Management
 - 1. Division Chief

Section 2. FLSA Status and Business Hours

- A. Managers are exempt from the Fair Labor Standards Act (FLSA) overtime requirements and are therefore paid a salary.
- B. Managers are responsible for keeping their supervisors apprised of their work schedules and location. Manager’s work schedules must satisfy workplace requirements as determined by their supervisor.
- C. Schedule:
 - 1. The Safety administrative staff will work a 40-hour work week, configured as four (4) ten (10) hour workdays Monday through Thursday from 07:00 to

17:30 or a 9/80 schedule, which constitutes eight (8), nine (9) hour workdays, and a ninth workday of eight (8) hours. The typical schedule would be a two-week cycle with hours Monday through Thursday from 07:30 to 17:00, one Friday from 07:30 to 16:00, and the second Friday being a day off.

2. Safety administrative staff will rotate 24-hour duty coverage seven (7) days per week
3. Safety administrative staff are required to work all Holidays unless taken off by an approved method.

Section 3. Compensation

For the term covering January 1, 2022, through December 31, 2025, Managers are subject to the following wage increases.

- A. Upon ratification of all contracts in 2023, a ten percent (10%) increase in base salary
- B. On January 1, 2024, a four percent (4%) increase in base salary
- C. On January 1, 2025, a four percent (4%) increase in base salary

Salary Table Reflecting 2023 Monthly Pay Scale¹

Classification	Step 1	Step 2	Step 3	Step 4	Step 5
Fire Chief	14,215	14,926	15,672	16,456	17,279
Deputy Chief	12,279	12,893	13,538	14,215	14,926
Division Chief	10,613	11,143	11,700	12,286	12,900

Section 4. Longevity Pay

Managers shall be entitled to receive longevity pay in the amount of one percent (1%) of the Manager’s base salary for every five (5) years of service with South Placer Fire District. Longevity pay is based on years of service with South Placer Fire District – volunteer, part-time, or full-time.

Longevity Pay Schedule

Completed Years of Service	Annual Amount
5	One percent (1%) of Base Salary
10	Two percent (2%) of Base Salary

¹ This pay scale is exclusive of incentives or special compensation included herein.

15	Three percent (3%) of Base Salary
20	Four percent (4%) of Base Salary
25	Five percent (5%) of Base Salary
30	Six percent (6%) of Base Salary
35	Seven percent (7%) of Base Salary

Section 5. Education Incentive

- A. Manager shall receive an educational incentive for possession of the following, which enhances their ability to do their job:
1. Two percent (2.0%) for a Company Officer Certificate,
 2. Two percent (2.0%) for a Chief Officer Certificate,
 3. Four percent (4.0%) for an AA/AS degree,
 4. Six percent (6.0%) for a BA/BS degree
- B. Incentives may be accumulated to a total of 12.0% and applied to the base salary. Incentives shall be applied to the Manager's step placement on the salary schedule.
- C. Application Process and General Provisions:
1. The Manager shall initiate the process by completing a request with the Personnel Officer. Unless written approval is received in advance by the Fire Chief (if the Fire Chief, approval is from the Board), credit shall only be given for coursework that:
 - i. Manager completed on his/her own time and at the Manager's own expense; and
 - ii. Enhances the Managers ability to do their job.
 2. An educational incentive shall commence at the beginning of the month following approval by the personnel officer.
 3. The Manager's responsibility is to provide the personnel Officer with all necessary proof of meeting the requirements. This shall include but is not limited to, copies of all certificates, degrees, or transcripts for which the benefits are requested.

Section 6. Paramedic Stipend

Managers shall provide the Personnel Officer with all necessary proof of meeting the requirements of a Paramedic. This shall include but is not limited to, copies of all certificates, licenses, and accreditations for which the stipend is requested.

Section 7. Uniform Allowance

- A. Managers shall receive an annual uniform allowance of one thousand dollars (\$1000), eighty-three dollars, and thirty-three cents (\$83.33) monthly. Payment shall be made bi-weekly in the Manager's paycheck.
- B. Effective January 1, 2023, the District will provide Managers hired after January 1,

2020, a one-time payment of \$1000 to be used to purchase a Class A uniform.

Section 7. Vacation

- A. Managers will be “front-loaded” vacation hours in January of 2023. Beginning January 1, 2024, Managers will earn hours as accrued per the Chart below. Once the Manager reaches the maximum accrual hours, the Manager will stop earning and accruing vacation hours while the Manager’s accrual remains at the maximum allowed, as per the Chart, below.
- B. Manager may elect to take all or part of an earned vacation or may carry over to the next service year. As specified above, the maximum accrual of vacation hours may not exceed twice the Manager’s annual accrual rate
- C. Manager may sell up to 150 hours of accrued vacation to the District at straight time on the last full pay period in May or the last full pay period in December of the year.

Vacation Leave Schedule

Service Category	Pay Period Accrual	Monthly Accrual	Max Accrual Hours
New Employee to completion of fifth (5) year	4.37 hrs.	9.47 hrs.	227.28 hrs.
Start of sixth (6) year to completion of tenth (10) year	5.91 hrs.	12.81 hrs.	307.44 hrs.
Start of 11 th year	7.45 hrs.	16.14 hrs.	387.36 hrs.

Section 8. Sick Leave

Sick leave is front-loaded in January of every year. Manager shall receive ten (10) hours per month. Beginning January 1, 2024, all sick leave hours will be earned as accrued at a rate of 4.615 hours per pay period.

Section 9. Holidays

Managers on a 40-hour work week that are required to work holidays, shall receive 105 hours of holiday pay per calendar year, which accounts for the following holidays:

- New Years Day

- Martin Luther King Jr. Day
- President Lincoln's Birthday
- President's Day
- Memorial Day
- Independence Day
- Labor Day
- Columbus Day
- Veterans Day
- Thanksgiving Day
- Day following Thanksgiving
- Christmas Day

Managers may schedule holiday time in the same manner as a vacation. If not used, up to 105 hours of holiday time for the prior calendar year can be sold back to the District in the first full pay period in January of the following year. Hours shall be sold at a straight time. Holiday time cannot be accumulated from year to year. Managers are required to work all Holidays unless taken off using an approved method.

Section 10. Administrative Leave

- A. In express recognition of being "exempt" under the provisions of Federal and State Law, each Manager assigned to a 40-hour per week "day" assignment shall receive one hundred and twenty (120) hours of administrative leave each January 1st offered at ten (10) hours of administrative leave per month, which will be front-loaded every January.
1. When a qualified Chief Officer works as the duty officer (covering for a regularly scheduled shift Battalion Chief) during the Chief Officer's regularly scheduled time off (nights and weekends), the Chief Officer will be compensated on an hour-for-hour basis with ATO when working in the District office. Every one (1) hour worked on shift will result in one (1) hour credited to the ATO bank.
 2. When a qualified Chief Officer is working a 40-hour work week and is deployed for emergency response that is outside of normal District working hours,
 3. Chief Officer may maintain one hundred and eighty hours (180) of ATO but will be required to either take off or sell back any hours over this limit within one hundred and eighty (180) days.
 4. ATO buyback will be available on an as-needed basis when overall hours exceed one hundred and eighty (180) hours.
- B. Out-of-Area Assignment: If the Chief Officer is assigned to an out-of-area assignment, the Chief Officer will be reimbursed straight pay for the hours assigned if the District is reimbursed for the incident.

Section 11. Benefits

IRC Section 125 Plan: The District shall maintain an IRC Section 125 Plan to benefit Managers. Monthly IRC 125 Section plan costs, if any, shall be borne by the Managers. The District shall “fund” an Manager’s 125 Plan account with a monthly amount as follows:

- A. The current funding for Managers’ IRC 125 Plan is \$1600 per month.
 - 1. \$858 is allocated to the medical plan; an Additional \$142.00 is to be allocated to dental and vision plans
 - i. As soon as possible, preferably January 14th, the District will provide an additional \$100 per month to \$1700/month flex plan credit to be used by active Managers for any benefit covered under the 125 Plan.
 - ii. Effective January 2024, the flex plan contribution by the District will increase to \$200 per month for a total District contribution of \$1800 per month
 - iii. Effective January 2025, the flex plan contribution by the District will increase to \$300 per month for a total District contribution of \$1900 per month.
- B. Payroll Deduction: Managers who are enrolled IRC 125 Plan set forth above, which costs more than the District’s required specific monthly contribution, must sign a payroll deduction form and pay the monthly difference by payroll deduction. Failure to execute a payroll deduction form will immediately cancel insurance for non-payment of premiums.
- C. Employee Assistance Program (EAP): The District will maintain an Employee Assistance Program at the District’s expense.

Section 12. Retirement

The DISTRICT agrees to provide and maintain membership in the Public Employees Retirement System (P.E.R.S.) for the benefit of eligible employees.

- A. 3% @ 55 formula based on the single highest years used for final computation on retirement.
- B. One hundred percent (100%) of a Manager’s accumulated sick leave is to be credited to years of service at no cost to the Manager.
- C. The District agrees to maintain the 1959 Survivor Benefit, level four (4). Manager shall contribute two Dollars (\$2.00) per month. The District will contract with CalPERS for a retiree death benefit of \$2000 during the contract period.

Manager Contribution

- A. For all "classic" unit members hired before January 1, 2013: Each "classic" unit member shall pay one hundred percent (100%) of his/her required contribution

(currently nine percent (9%)) to the Public Employees Retirement System (CalPERS). Effective immediately upon CalPERS contract amendment, all "classic" unit members hired before January 1, 2013, will pay an additional three percent (3%) cost-sharing for a total of eleven percent (12%) to (CalPERS).

Section 13. Deferred Compensation

The District will match \$50 per month in the deferred compensation plan when a Manager contributes at least \$50 per month.

Section 14. Other Post-Employment Benefits

- A. Current Managers are required to contribute a maximum of 5% of their base salary per year to fund the employer's portion of the OPEB fund. These contributions are mandatory. Managers are not permitted to elect in or out of participation. Managers cannot elect to vary their individual contributions nor add voluntary or elective contributions, including one-time irrevocable elections. These exclusions cover all such contributions, including and not limited to: Pre-tax salary reduction contributions, Elections between cash or non-tax future benefits, and voluntary or elective contributions of the cash value of unused paid time off.
- B. Managers have no claim or right to any assets held in the trust; thus, no cash out of mandatory contributions is permitted at any time.
- C. These contributions will be used to fund post-retirement medical expenses of the employees as defined by federal, state, and local law as well as the California Public Employees Retirement System (CalPERS) as otherwise permitted by applicable tax provisions and Section 115 trust.
- D. Current Managers will contribute on the following basis to a maximum and ongoing of five percent (5%) of base salary per year
 - 1. Year one – three percent (3%)
 - 2. Year two – an additional one percent (1%) for a total of four percent (4%)
 - 3. Year three – an additional one percent (1%) for a total of five percent (5%)

PASSED AND ADOPTED this 18th day of February, 2025, by the following roll call vote.

AYES:

NOES:

ABSENT:

President

ATTEST:

Clerk of the Board

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: FIRE CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, FEBRUARY 18TH, 2025
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: FY 2024/2025 2nd Quarter Budget Report:

Action Requested: The Chief recommends a short presentation on the Fiscal Year 2024/25 budget status.

Background: Staff assembles a budget overview every quarter for information and discussion.

Impact: Informational

Attachments: 2nd Quarter Budget overview sheet, December 2024 Profit and Loss Statement.

Mark Duerr
Fire Chief
South Placer Fire District

FY 2024/25 2nd Quarter Budget Report (July - December)

Revenue	2nd Quarter	Budgeted	Percentage
General Revenue	\$9,542,208	\$17,106,814	55.8 %
Consolidated Mitigation Revenue	\$241,359	\$309,000	78.1 %
CFAA Staffing Reimbursements	\$457,604	\$250,000	183.0 %
Total Revenue	\$10,241,171	\$17,665,814	58.0 %

Expenditures	2nd Quarter	Budgeted	Percentage
Salaries/Benefits (PP 2 -14) 13 PP's	\$6,501,815	\$13,256,499	49.0 %
CFAA Expenditures	\$394,515	\$250,000	157.8 %
Service and Operations	\$1,109,831	\$2,458,442	45.1 %
Fixed Assets	\$12,591	\$263,938	4.8 %
Capital Expenditures	\$12,095	\$235,000	0.0 %
Consolidated Mitigation Expenditures	\$91,800	\$1,247,000	7.4 %
Total Expenditures	\$8,122,647	\$17,710,879	45.9 %

Report Prepared By Kathy Medeiros January 2025

South Placer Fire District
Profit & Loss Statement
For the Six Months Ending Tuesday, December 31, 2024

		YTD	BUDGET	----- REMAINING ----- VARIANCE	%
REVENUES					
Secured Property Tax General	0-000-6000-001	\$5,528,764	\$10,054,486	\$4,525,722	45.01%
Unitary & Op Non-Unitary	0-000-6000-002	110,752	201,368	90,616	45.00%
Current Unsecured Property Tax	0-000-6000-003	205,668	219,600	13,932	6.34%
Delinquent Secured Property Taxes	0-000-6000-004	0	850	850	100.00%
Delinquent Unsecured Property Tax	0-000-6000-005	1,880	2,600	720	27.70%
Current Supplemental Property Tax	0-000-6000-006	112,761	255,000	142,239	55.78%
Delinquent Supplemental Property Tax	0-000-6000-008	358	550	192	34.92%
SPFD Special Tax	0-000-6001-000	395,914	713,100	317,186	44.48%
Loomis Special Tax	0-000-6001-001	327,800	594,378	266,578	44.85%
Loomis Fire Protection & Response Assessment	0-000-6002-000	678,966	1,194,097	515,131	43.14%
Railroad Unitary Tax	0-000-6106-000	3,264	5,800	2,536	43.73%
Interest-County	0-000-6950-000	41,233	20,000	(21,233)	(106.16%)
Sect. 5151 Interest Refunded	0-000-6957-000	0	(400)	(400)	100.00%
HOPTERS Intergovernmental Revenue	0-000-7000-000	26,069	50,785	24,716	48.67%
Ambulance Services	0-000-8192-000	1,055,005	2,100,000	1,044,995	49.76%
Uniform Reimbursement	0-000-8193-001	0	100	100	100.00%
Other Miscellaneous	0-000-8193-010	29,204	175,000	145,796	83.31%
Fees For Service & Cost Recovery Charges	0-000-8193-011	239,616	350,000	110,384	31.54%
4850 Reimbursements	0-000-8193-014	21,512	30,000	8,488	28.29%
Cellular Tower Lease	0-000-8193-015	50,408	106,000	55,592	52.45%
MVA Fees	0-000-8193-016	1,383	7,500	6,117	81.56%
Local/State/Federal Grants	0-000-8193-018	711,651	1,026,000	314,349	30.64%
CFAA Revenues	8197	457,604	250,000	(207,604)	(83.04%)
TOTAL GENERAL REVENUES		9,999,812	17,356,814	7,357,003	42.39%
Consolidated Mitigation Fee Revenue	0-000-8267-000	210,507	300,000	89,493	29.83%
Consolidated Mitigation Interest	0-000-8264-007	30,852	9,000	(21,852)	(242.80%)
TOTAL RESTRICTED MITIGATION REVENUES		241,359	309,000	67,641	21.89%
TOTAL ALL REVENUES		10,241,171	17,665,814	7,424,643	42.03%
OPERATING EXPENSES					
SALARIES/BENEFITS					
Salaries & Wages	1002:1003	3,221,729	7,113,076	3,891,347	54.71%
Sellback/Admin. & FF's	1004	(35,435)	100,000	135,435	135.43%
Intern FF/Board/Res.App FF/PT	1005	3,900	20,000	16,100	80.50%
Callback/Overtime-Firefighter	1006	589,145	1,000,000	410,855	41.09%
Comp For Absence/Illness	1007	20,601	27,500	6,899	25.09%
Out of Grade Pay	1008	234	3,000	2,766	92.21%
Other Payroll	1015	0	10,000	10,000	100.00%
Volunteer Length of Service Award	1016	0	1,000	1,000	100.00%
PERS Retirement	1300	579,601	1,152,411	572,810	49.71%
PERS Lump Sum Payment	1302	1,229,847	1,250,000	20,153	1.61%
Employer 457 Def. Comp. Match	1305	12,071	30,000	17,929	59.76%
Employment Taxes (FICA/Medicare/SUI)	1301	62,433	113,200	50,767	44.85%
Workmans Comp. Insurance	1315	154,669	700,000	545,331	77.90%
Agency Share Insurance	1550	511,435	1,242,312	730,877	58.83%
COP Debt Service	1552	109,201	400,000	290,799	72.70%
Labor Legal	2010	5,020	40,000	34,980	87.45%
Uniform Allowance/Cell Phone	2017	28,364	45,000	16,636	36.97%
Employees Assistance Program	2019	9,000	9,000	0	0.00%
CFAA Expenditures	1997	394,515	250,000	(144,515)	(57.81%)
TOTAL SALARIES/BENEFITS/CFAA		6,896,330	13,506,499	6,610,169	48.94%
SERVICE & OPERATIONS					
Audit	2020	15,865	15,925	60	0.38%
Propane	2021	0	3,750	3,750	100.00%
Employee Physicals/DL/Wellness	2023	38,944	47,286	8,342	17.64%
ParamedicCert.EMT/CPR Classes	2024	1,854	9,538	7,684	80.56%
Ambulance Billing Service	2025	81,720	205,000	123,280	60.14%
Garbage	2026	4,426	12,500	8,074	64.59%
Gas & Electric	2027	32,682	55,000	22,318	40.58%

South Placer Fire District
Profit & Loss Statement
For the Six Months Ending Tuesday, December 31, 2024

		YTD	BUDGET	----- REMAINING ----- VARIANCE	%
Insurance (FAIRA)	2028	168,961	168,700	(261)	(0.15%)
Memberships/Subscriptions	2030	14,311	23,063	8,752	37.95%
News Publications & Ads	2032	994	2,000	1,006	50.28%
Sewer	2035	604	7,000	6,396	91.38%
Telephone	2037	13,521	34,490	20,969	60.80%
Training Supplies	2038	0	25,000	25,000	100.00%
Business/Conference	2039	4,848	20,000	15,152	75.76%
Education/Training	2040	19,176	90,000	70,824	78.69%
Water	2041	6,978	17,500	10,522	60.13%
Laundry	2042	678	2,000	1,322	66.10%
Legal/Consulting Fees	2043-000	114,843	275,000	160,157	58.24%
Prevention Consulting Fees	2043-001	54,152	125,000	70,848	56.68%
Petty Cash Fund	2044	0	250	250	100.00%
Pre-Employment Testing/Background Inv.	2045	431	20,000	19,569	97.85%
Medical Waste Disposal	2046	774	4,000	3,226	80.66%
County Charges (Tax Collection/LAFCO/Refunds)	2050	202,710	220,000	17,290	7.86%
Elections	2051	0	35,000	35,000	100.00%
Food/Drink-Incident Supplies	2053	2,106	7,500	5,394	71.91%
Safety Awards	2055	535	7,250	6,715	92.62%
Software Subscriptions	2056	78,311	150,908	72,597	48.11%
Cleaning/Maintenance Supplies	2120	4,697	17,000	12,303	72.37%
Computer Service & Maint.	2122	4,305	22,000	17,695	80.43%
Fire Prevention Supplies	2123	7,660	14,050	6,390	45.48%
Fuel & Oil	2124	49,758	123,000	73,242	59.55%
Medical Supplies	2127	40,963	125,000	84,037	67.23%
Miscellaneous Supplies	2128	308	1,000	692	69.17%
Office Supplies/Computer	2129	1,642	8,500	6,858	80.68%
Oxygen	2130	3,188	8,250	5,062	61.36%
Postage/Shipping	2131	189	2,000	1,811	90.56%
Storage	2132	2,592	3,000	408	13.60%
Uniform Supplies	2133	263	14,000	13,738	98.13%
Misc. Firefighting Equip/Supplies	2135	3,381	19,775	16,394	82.90%
Radio Repair	2221	2,674	16,000	13,326	83.29%
Automotive Repairs/Supplies	2222	65,039	134,800	69,761	51.75%
Facilities Maintenance	2225	34,722	98,100	63,378	64.61%
SCBA Maintenance	2226	15,362	13,640	(1,722)	(12.62%)
Equipment Service Maintenance	2227	2,015	33,585	31,570	94.00%
Turnout Clothing Maint.	2228	10,798	19,762	8,964	45.36%
Outside Services/Printing	2523	809	1,320	511	38.68%
Miscellaneous Expense	2599	42	0	(42)	0.00%
Bad Debt Expense	8510 + 4521	0	200,000	200,000	100.00%
TOTAL SERVICE & OPERATIONS		1,109,831	2,458,442	1,348,611	54.86%
FIXED ASSETS					
Facilities,	4456	0	19,758	19,758	100.00%
Firefighting Equipment	4462	7,743	79,900	72,157	90.31%
EMS Equipment	4464	0	15,000	15,000	100.00%
Office & Communication Equipment	4465	4,848	18,400	13,552	73.65%
Radio & Communications	4469	0	20,000	20,000	100.00%
Shop Equipment	4470	0	57,500	57,500	100.00%
Training/Operations Equipment	4472	0	1,452	1,452	100.00%
Fitness Equipment	4474	0	10,000	10,000	100.00%
Rescue Equipment	4475	0	1,928	1,928	100.00%
Aparatus Upgrades	4476	0	40,000	40,000	100.00%
TOTAL FIXED ASSETS		12,591	263,938	251,347	95.23%
CAPITAL EXPENDITURES					
Extractor	0-000-4511-036	0	30,000	30,000	100.00%
Vehicle Lift	0-000-4511-037	0	75,000	75,000	100.00%
Fuel Storage	0-000-4512-002	0	35,000	35,000	100.00%
Station 17 Seal Coat and Restripe	0-000-4512-025	0	95,000	95,000	100.00%
Solar - 4 Stations	0-000-4512-049	12,095	0	(12,095)	0.00%
TOTAL CAPITAL EXPENDITURES		12,095	235,000	222,905	94.85%

South Placer Fire District
Profit & Loss Statement
For the Six Months Ending Tuesday, December 31, 2024

			----- REMAINING -----	
	YTD	BUDGET	VARIANCE	%
TOTAL GENERAL OPERATING EXPENSES	8,030,847	16,463,879	8,433,032	51.22%
CONSOLIDATED MITIGATION EXPENDITURES				
Portable Radios	0-000-4523-017	0	410,000	410,000 100.00%
Type 1 Engine/PNC Equipment Finance	0-000-4523-021	0	147,000	147,000 100.00%
Tablet Command	0-000-4523-054	3,205	0	(3,205) 0.00%
2023 Ambulance	0-000-4523-059	17,187	425,000	407,813 95.96%
2023 EMS Chief Vehicle	0-000-4523-060	71,408	100,000	28,592 28.59%
Compressor	0-000-4523-061	0	125,000	125,000 100.00%
Drone Program	0-000-4523-062	0	40,000	40,000 100.00%
TOTAL RESTRICTED MITIGATION	91,800	1,247,000	1,155,200	92.64%
TOTAL ALL EXPENSES	8,122,647	17,710,879	9,588,232	54.14%
EXCESS GENERAL REVENUE LESS	1,968,965	892,935	(1,076,030)	(120.50%)
EXCESS MITIGATION REVENUE LESS				
MITIGATION EXPENDITURES	149,559	(938,000)	(1,087,559)	115.94%
COMBINED EXCESS	2,118,524	(45,065)	(2,163,589)	4,801.04%
BEGINNING FUND BALANCES	5,481,563	5,481,563	0	0.00%
ENDING FUND BALANCES	7,600,087	5,436,498	(2,163,589)	(39.80%)
COMPONENTS OF FUND BALANCE				
Ending FB Consolidated Mit. Reserve	0-000-0565-000	0	(671,976)	(671,976) 100.00%
Ending FB Unassigned	0-000-0554-000	0	(2,772,996)	(2,772,996) 100.00%
Ending FB Res for Imprest Cash	0-000-0555-000	0	(250)	(250) 100.00%
Ending FB Designated for F/A Acq	0-000-0556-000	0	(585,705)	(585,705) 100.00%
Ending FB Facilities	0-000-0557-000	0	(483,487)	(483,487) 100.00%
Ending FB Unassigned Major Equipment	0-000-0558-000	0	(207,627)	(207,627) 100.00%
Ending FB Contingent Reserve	0-000-0559-000	0	(714,457)	(714,457) 100.00%
	0	(5,436,498)	(5,436,498)	100.00%

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: TUESDAY, FEBRUARY 18TH, 2025
CC: ADMINISTRATIVE SECRETARY KATHERINE MEDEIROS

Agenda Item: Brown Act, Harassment, Conflicts of Interest and Ethics

Action Requested: The Chief recommends scheduling a workshop to conduct training as required under AB 1234 to include Brown Act, harassment, conflicts of interest and ethics compliance, provided by legal counsel.

Background: Assembly Bill 1234 requires training to help local officials and their staff comply with California's requirement (sometimes referred to as "AB 1234") that local officials periodically refresh their knowledge of public service ethics laws and principles.

Impact: The purpose of this training is to alert local officials to the extensive array of laws that apply to public service, as well as the unique ethical obligations public servants have.

Attachments: To be provided during training

Mark Duerr, Chief
South Placer Fire District

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: TUESDAY, FEBRUARY 18TH, 2025
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Fire Risk Management Services (FRMS) Election:

Action Requested: Staff recommends that the Board consider the nomination of SPFD personnel for a position on the FRMS board.

Background: The Fire Risk Management Services (FRMS), our Joint Powers Authority for workers' compensation and other benefits, is currently accepting nominations for three (3) full-term and two (2) unexpired positions on the Board of Directors. The newly elected Board Members for full term of three years from July 1, 2025 to June 30, 2028. The two unexpired terms will assume the office upon election and serve until June 30, 2027. Please note that the deadline for submitting nominations is **Friday, February 28, 2025**.

To qualify for nomination, the nominee must be a member of the District's governing body, Administrative Officer, Fire Chief, or staff person responsible for risk management. Members of the Board must attend and participate in Board of Directors regular and special meetings each fiscal year (July 1 – June 30).

Attachments: None

Mark Duerr
Fire Chief
South Placer Fire District

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: TUESDAY, FEBRUARY 18TH, 2025
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Station 18 Land Option:

Action Requested: Staff recommends a discussion about the raw land at Station 18.

Background: A previous Board had decided to build a new apparatus bay at Station 18, but that plan was never fully realized due to a changing economic environment. However, part of the plan that was executed was the demolition of the “training house” on the lot behind the station. This demolition has left the District with a raw piece of land.

One short-term option that has been put forward until a long-term solution can be made is to partner with the Town to create additional parking for downtown events. The idea would be to make all-weather improvements to the site so that vehicles could park in Town during events and busy times, which is already occurring. In partnering with the Town, they would propose to provide the improvements, maintenance, and liability coverage in exchange for a 5-10 year commitment with a cancellation clause if the District changes direction during that time.

Impact: Lot improvements and reduced maintenance for crews assigned to Station 18; Increased traffic in and around the site.

Attachments: None

Mark Duerr
Fire Chief
South Placer Fire District

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: TUESDAY, FEBRUARY 18TH, 2025
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: Cal OES Fiscal Year 2024 State and Local Cybersecurity Grant Program Governing Body Resolution:

Action Requested: Staff recommends review and adoption of the resolution for the FY 24 State and Local Cybersecurity Grant Program

Background: Through State OES, the District was awarded a \$100,000 grant to improve cyber security for the district. This money will bolster our cyber security practices, including new hardware, software, and training. No match is required for this grant. However, the state requires the Board to adopt a resolution appointing the Authorized Agents (AA) – identified by the individual’s name or by a position title – to act on behalf of the governing body and the Applicant by executing any actions necessary for each application and subaward.

Impact: Enhanced cyber security.

Attachments: Resolution 16-2024/25

Mark Duerr
Fire Chief
South Placer Fire District

RESOLUTION NO. 16-2024/25
Governing Body Resolution

BE IT RESOLVED BY THE Board of Directors OF THE South Placer Fire Protection District THAT the Fire Chief is hereby authorized to execute for and on behalf of the named Applicant, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and subgranted through the State of California for the following Grant Award:

Fiscal Year 2024 State and Local Cybersecurity Grant Program

Certification

PASSED AND ADOPTED this 18th day of February, 2025, by the following roll call vote.

AYES:

NOES:

ABSENT:

President

ATTEST:

Clerk of the Board

**SOUTH PLACER FIRE PROTECTION DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: TUESDAY, FEBRUARY 18TH, 2025
CC: BOARD SECRETARY KATHY MEDEIROS

Agenda Item: SCI Proposal for Providing Consulting, Engineer of Work and Levy Administration on South Placer Fire District (Former Loomis Fire District) Emergency Response Services Assessment District:

Action Requested: Staff recommends discussion and approval for the Chief to execute a new agreement with SCI Consulting Group.

Background: The current agreement with SCI to provide professional consulting, engineer of work and levy administration is expiring at the end of this fiscal year. The scope of services provided by SCI includes year-round administration of the Fire Protection and Emergency Response Services Assessment District for South Placer Fire Protection District in the former Loomis Fire District area. The final year of the current contract, 2024/2025, cost equaled \$12,935. The cost for each year of the new proposed three-year contract are: 2025/26, \$13,293; 2026/27, \$13,662; and 2027/28, \$14,042.

Impact: Financial

Attachments: Proposed services agreement with SCI Consulting Group for levy administration

Mark Duerr
Fire Chief
South Placer Fire District

Levy Administration Services Agreement

THIS AGREEMENT is made on _____, 2025, between the **South Placer Fire Protection District**, (“District”) and **SCI Consulting Group** (“Consultant” or “SCI”), a California Corporation, who agree as follows:

1. **Scope of Work (“Work”).** Consultant shall perform the work and render the services described in the Scope of Work shown below (the “Work”). The Consultant shall provide all labor, equipment, material and supplies required or necessary to properly and competently perform the Work, and determine the method, details and means of doing the Work.
2. **Payment.**
 - a. In exchange for the Work, District shall pay to the Consultant a fee for completed phases of the Work. The total fee for the Work shall not exceed amounts set forth in the Fee Schedule shown below. There shall be no compensation for extra or additional work or services by the Consultant unless approved in advance in writing by District. The Consultant’s fee shall include all of the Consultant’s costs and expenses related to the Work.
 - b. At the completion of each phase of the Work, the Consultant shall submit to the District an invoice for the Work performed. If the Work is satisfactorily completed and the invoice is accurately computed, the District shall pay the invoice within 30 days of its receipt.
3. **Term.** This Agreement shall take effect on the above date and shall continue in effect until completion of the Work.
4. **Insurance.**
 - a. **Types & Limits.** The Consultant, at its sole cost and expense, shall procure and maintain for the duration of this Agreement the following types and limits of insurance:

Commercial General Liability	\$2,000,000 per occurrence \$4,000,000 aggregate
Automobile Liability	\$2,000,000 per accident
Workers' Compensation	Statutory limits
Professional Liability	\$2,000,000 per claim
Excess Liability (over General Liability & Auto Liability)	\$1,000,000 per occurrence & \$1,000,000 aggregate

- b. **Other Requirements.** The general liability policy(ies) shall be endorsed to name the District, its officers and employees as additional insureds regarding liability arising out of the Work.

- c. **Proof of Insurance.** Upon request, the Consultant shall provide to the District proof of insurance.
5. **Indemnification.** The Consultant shall indemnify, defend, protect, and hold harmless the District, and its officers and employees from and against any and all liability, losses, claims, damages, expenses, demands, and costs (including, but not limited to, attorney, expert witness and consultant fees, and litigation costs) arising out of the Consultant's performance of the Work and caused by willful misconduct of or by the Consultant or its employees, agents and subcontractors.
6. **Entire Agreement.** This writing represents the sole, final, complete, exclusive and integrated expression and statement of the terms of this contract between the parties concerning the Work, and supersedes all prior oral and/or written negotiations, representations or contracts. This Agreement may be amended only by a subsequent written contract approved and executed by both parties.
7. **Independent Contractor.** The Consultant's relationship to the District is that of an independent contractor.
8. **Successors and Assignment.** This Agreement shall bind and inure to the benefit of the heirs, successors and assigns of the parties; however, the Consultant shall not subcontract, assign or transfer this Agreement or any part of it without the prior written consent of the District.
9. **No Waiver of Rights.** Any waiver at any time by either party of its rights as to a breach or default of this Agreement shall not be deemed to be a waiver as to any other breach or default.
10. **Severability.** If any part of this Agreement is held to be void, invalid or unenforceable, then the remaining parts will nevertheless continue in full force and effect.
11. **Governing Law and Venue.** This Agreement will be governed by and construed in accordance with the laws of the State of California.
12. **Default.** In the event that the Consultant defaults in the obligations of the Consultant under this Agreement, or the Consultant defaults in the performance of the terms and conditions of this Agreement, the District may, at its option, declare this Agreement to be in default and, at any time thereafter, may do any one or more of the following: a) enforce performance of the Agreement by the Consultant; or b) terminate this Agreement. In the event that this Agreement is terminated, payment shall still be due for all Work performed by the Consultant through the date of the termination.
13. **Cancellation.** The District or the Consultant may cancel this Agreement without cause. The party desiring to cancel this Agreement shall notify the other party in writing. In the event that this Agreement is cancelled, payment shall still be due for all Work performed by the Consultant through the date of the notification of cancellation.
14. **Attorney's Fees.** In the event any legal action is brought to enforce or construe this Agreement, the prevailing party shall be entitled to an award of reasonable attorney's fees, expert witness and consulting fees, and litigation costs.

15. **Notice.** Any notice, invoice or other communication that is required or permitted to be given under this Agreement shall be in writing and either served personally or sent by prepaid, first class U.S. mail or by commercial delivery service, addressed as follows:

Public Agency:

South Placer Fire Protection District
6900 Eureka Road
Granite Bay, CA 95746

Consultant:

SCI Consulting Group
4745 Mangels Boulevard
Fairfield, CA 94534

Any party may change its address by notifying the other party of the change in the manner provided below:

_____	_____
_____	_____
_____	_____
_____	_____

Scope of Work

This section outlines the engineering services and other responsibilities SCI would perform as the Engineer of Work and Assessment Levy Administrator for South Placer Fire Protection District.

Definitions

District:	South Placer Fire Protection District, staff and Directors.
Assessment:	Fire Protection and Emergency Response Services Assessment District (former Loomis Fire Protection District)
SCI or Consultant:	SCI Consulting Group, and any and all employees and subcontractors.
Administration:	Services related to the determination, levy and collection of assessment revenues.

Engineer's Report and Other Documents

1. Obtain upcoming fiscal year estimated cost information from the District to use as a basis for the budget in the Engineer's Report.
2. Calculate and prepare the preliminary assessment roll for inclusion in the Engineer's Report.
3. Prepare the Engineer's Report, including any necessary upgrades due to any recent court rulings or other requirements.
4. File the final Engineer's Report with the District.
5. Prepare any needed resolutions and staff reports for the Assessment.
6. Prepare and assist with the publication of any notices for the continuation of the Assessment.
7. Attend the District Board meeting at which the public hearing is held, and the Engineer's Report is approved.

Confirmation of District Parcels, Levy Calculation, Verification and Submittal

1. Create a database including every parcel in the boundaries of the Assessment District, including the parcel attributes necessary for calculating the Assessments, and update it with new information for the upcoming year.
2. Identify new or changed parcels that may require an updated or new assessment calculation and recalculate the final assessment on a parcel-by-parcel basis.
3. Prepare the final Assessment Roll for the Assessment District and submit it to the County for inclusion on the upcoming fiscal year tax bills.

District Information and Levy Confirmation

1. Verify and validate Auditor's levy data prior to the printing of tax bills.

Responding To Public Inquiries and Appeals

1. Provide the County Auditor/Tax Collector with our toll-free phone number so property owners can directly contact SCI Consulting Group throughout the fiscal year regarding any questions that arise.
2. Throughout the fiscal year, research and, if necessary, revise any Assessments which we find to be based upon incorrect information being used to apply the method of assessment. (It should be noted that, due to our comprehensive levy validation procedures, actual revisions are expected to be very minimal, if any.)

Defense and Support of the Assessments

1. Provide a full response, support of the assessments and basis for the assessments to any person who questions the assessments or the legal basis for the assessments.
2. In the event of any legal challenge or petition against the assessments, provide professional, assessment engineering and technical support in support of the assessments. If such services are required, they would be provided in close collaboration with the District and District legal counsel.

Fee Schedule

SCI shall be compensated for the performance of the Scope of Work as follows:

	<u>2025-26</u>	<u>2026-27</u>	<u>2027-28</u>
Annual Levy Administration	\$ 12,293	\$ 12,662	\$ 13,042
Payment due on August 10:	\$ 7,500	\$ 7,500	\$ 7,500
Balance due on January 31:	\$ 4,793	\$ 5,162	\$ 5,542
Maximum Direct Expenses	\$ 1,000	\$ 1,000	\$ 1,000
Total Contract Authorization	\$ 13,293	\$ 13,662	\$ 14,042

1. The Scope of Work includes one meeting with the District. Any additional meetings shall be billed at the rate of \$1,050 per person per meeting.
2. In the event that the District elects to request optional, additive scope of work, SCI will work with the District to negotiate compensation for these additional tasks and execute an Addendum to the agreement for these additional services.
3. Incidental costs incurred by SCI for the purchase of property data, maps, travel and other out-of-pocket expenses incurred in performing the Scope of Work shall be reimbursed at actual cost by the District with total cost not to exceed \$1,000 per year, without prior authorization from the District. Publication of the legal notice of public hearing will be billed separately as incurred.

Note: All costs associated with this proposal can be financed or refunded by assessment proceeds.

The Fee Schedule shown above is valid as long as this agreement is executed within 90 days from the date this agreement was submitted to the District.

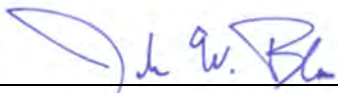
Signature Page

By signing below, we agree to the terms of this Levy Administration Services Agreement.

Accepted:

Accepted:

Mark Duerr
Fire Chief
South Placer Fire Protection District



John W. Bliss
President
SCI Consulting Group

Date

Date

SOUTH PLACER FIRE DISTRICT
PARS Post-Employment Benefits Trust

Account Report for the Period
12/1/2024 to 12/31/2024

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

Account Summary

Source	Balance as of 12/1/2024	Contributions	Earnings	Expenses	Distributions	Transfers	Balance as of 12/31/2024
OPEB	\$1,717,245.14	\$0.00	-\$41,925.06	\$830.46	\$0.00	\$0.00	\$1,674,489.62
Totals	\$1,717,245.14	\$0.00	-\$41,925.06	\$830.46	\$0.00	\$0.00	\$1,674,489.62

Investment Selection

Source	
OPEB	Moderate - Strategic Blend

Investment Objective

Source	
OPEB	The dual goals of the Moderate Strategy are growth of principal and income. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important. The portfolio will be allocated between equity and fixed income investments.

Investment Return

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
OPEB	-2.44%	-1.48%	9.66%	2.21%	5.72%	5.94%	5/31/2012

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.
Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.
Account balances are inclusive of Trust Administration, Trustee and Investment Management fees

**SOUTH PLACER FIRE DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: CHIEF MARK DUERR
SUBJECT: BOARD MEETING AGENDA STAFF RECOMMENDATIONS
DATE: WEDNESDAY, FEBRUARY 18TH, 2025
CC: BOARD SECRETARY KATHERINE MEDEIROS

Agenda Item: Chiefs Report

Action Requested: Staff recommends a monthly District update.

Background:

- Station 19
 - PR – Provide updates on community meetings and planned community updates on the reopening of Station 19.
 - Medic Move – Tentative plan for early March
 - Apprentices Hiring – Four (4) apprentices hired and are in training with a graduation date of early March.
- Hiring Update – One applicant made it through the process and will be training soon. The district has posted open positions for hiring.
- CFAA Update - \$457k in revenue with one deployment (southern CA) reimbursement remains outstanding.
- Protest hearing—A protest hearing for ambulance service in Loomis will be held on February 21 at the Loomis train depot, beginning at 2 p.m.
- Personnel Committee Meeting with Labor—The personnel committee and labor had a productive meeting, during which we worked through several issues. Follow-up meetings are scheduled for February and March.
- Strategic Plan Update - The District is developing the plan and prioritizing critical tasks. We will hold a Strategic Planning Committee meeting during the last week of February.
- EMS training – Dr Royer visited the district three times to train our personnel in EKG interpretation.
- Class Hosting – The District, in partnership with Elite Command, hosted Instructor 1A. The District is teaming up with Elite Command to organize a class each month for the benefit of our members and the local firefighting community.

- Training Room Update: The District has obtained all the hardware necessary to enhance the training rooms' A/V capabilities and will work to upgrade the technology before the next meeting.
- Personnel moves—As per the MOU, the District station bidding process was held, and members moved into new stations and shifts effective January 11th.
- Coffee with First Responders will be held on Monday, February 24th at Smithville Coffee in Loomis.

Attachments: None

Impact: Monthly update

Mark Duerr

Fire Chief

South Placer Fire District

February Labor Report

Apprentice Training

- Members Kincheloe, Stephens, Bauthier, Robertson, Kolster, Midtlyng, and others putting in outstanding work. They have been training the new apprentices in their academy preparing them to go online.

Academy Improvements

- Members building confidence course.
- Members rebuilding other training props to facilitate academy ops and existing member training.

Cancer Training

- We have Capt. Green attending the two-day International firefighter cancer symposium in Miami as member of the 522 cancer committee.

Shift Coverage

- Members signing up to cover open shifts for vacancies and members out on medical.

Meet and Confer

- Members putting in many hours off-duty working on proposed policies.

Upcoming Meetings

- LMI meetings scheduled.