



ADAM A. HOUSE
Fire Chief

John Costa
Board President
Division 9

Robert Webber
Board Vice President
Division 3

Brian Rice
Board Secretary
Division 7

Cynthia Saylor
Board Member
Division 1

Grant Goold
Board Member
Division 2

Ted Wood
Board Member
Division 4

Shawn Stark
Board Member
Division 5

D'Elman Clark
Board Member
Division 6

Gay Jones
Board Member
Division 8

Sacramento Metropolitan Fire District

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

BOARD OF DIRECTORS - REGULAR MEETING AGENDA

Thursday, June 11, 2026 – 6:00 p.m.
Sacramento Metropolitan Fire District
10545 Armstrong Avenue, Suite 200
Boardroom – Second Floor
Mather, California

&
Remotely Via Zoom
Webinar ID: 827 3461 0232 #
Passcode: metro2101
Phone: 1 (669) 444-9171 or 1 (669) 900 6833

 Passcode: 838771796 #

<https://us06web.zoom.us/j/82734610232?pwd=SFILQ1Znd25RSmlhdXZVQVh4d1VWZz09>

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

The Public's health and well-being are the top priority for the Board of Directors of the Sacramento Metropolitan Fire District and you are urged to take all appropriate health safety precautions. **To view the meeting via the Zoom Application, please click on the link above.**

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

Marni Rittburg
Board Clerk
(916) 859-4305

rittburg.marni@metrofire.ca.gov

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

Serving Sacramento and Placer Counties



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REGULAR BOARD MEETING

THURSDAY, JUNE 11, 2026

- CALL TO ORDER
- ROLL CALL
- PLEDGE TO FLAG

METRO CABLE ANNOUNCEMENT:

This meeting of the Sacramento Metropolitan Fire District is recorded. The recording will be cablecast on Metro Cable Channel 14, the local government affairs channel on the Comcast and DirecTV U-Verse cable systems. The recording will also be closed captioned and video-streamed at metro14live.saccounty.gov. Today's meeting replays at **6:00 p.m. on Monday, June 15, 2026**, and again at **9:00 a.m. on Wednesday, June 18, 2026**, on **Metro Cable Channel 14**. Once posted, the recording of this meeting can be viewed on-demand at youtube.com/metrocable14.

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

*The Board of Directors of the Sacramento Metropolitan Fire District appreciates and encourages public interest and welcomes questions and opinions at its meetings. Public members wishing to address the Board are requested to first be recognized by the presiding officer and identify themselves for the record. The presiding officer may, in the interest of time and good order, limit the number of public member presentations. Speakers' comments will be limited to **three (3) minutes** (Per Section 31 of the Board of Directors Policies and Procedures).*

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

CONSENT ITEMS:

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

CONSENT ITEMS

Page No.

1. **Action Summary Minutes** 7
Recommendation: Approve the Action Summary Minutes for the Regular Board Meeting of May 28, 2026.



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REGULAR BOARD MEETING

THURSDAY, JUNE 11, 2026

2. **Professional Services Agreement – Integrated Communications Strategies, LLC** **17**
Recommendation: Authorize the Fire Chief to execute a Professional Services Agreement with Integrated Communications Strategies, LLC for a two-year term, with two one-year extension options, consistent with the terms outlines in the agreement.
3. **Adopt Resolutions – General District Election – November 3, 2026** **34**
Recommendation: Adopt Resolutions calling for the November 3, 2026 General District Election and requesting consolidation of this election with the Statewide General Election, and requesting that Sacramento County and Placer County provide election services for this election.
4. **Disclosure of Material Expenditure – Excess Workers’ Compensation Insurance – Safety National Casualty Corporation - \$499,985.00** **40**
Recommendation: Authorize a payment of \$499,985.00 to Safety National Casualty Corporation for Excess Workers’ Compensation Insurance.
5. **Disclosure of Material Expenditure – Insurance Broker Services – USI Insurance Services - \$50,000.00** **42**
Recommendation: Authorize a payment of \$50,000.00 to USI Insurance Services for insurance brokerage services.
6. **Adopt Resolutions – Amendments to the 2025/26 Midyear Budget** **43**
Recommendation: Adopt Resolutions amending the 2025/26 Midyear Budget.
7. **Adopt Resolution – Measure O Determinations for Reconstruction of Stations 23, 61, and 112** **56**
Recommendation: Adopt Resolution determining that the reconstruction of Stations 23, 61, and 112 is more cost-effective and operationally efficient than repair and renovation, consistent with the requirements of Measure O.
8. **Adopt Resolution – Contract Award Recommendation – Employee Assistance Program** **60**
Recommendation: Adopt Resolution approving a contract award to CONCERN: Employee Assistance Program and authorize the Fire Chief or his designee to negotiate, execute, and administer an agreement materially similar to the attached agreement. This contract shall be in effect for three years from the date of agreement and may be extended for up to two additional twelve-month periods.

PRESENTATION ITEMS:

1. **Recruitment and Retention Update – AB 2561** **93**
(Chief HR Officer Melisa Maddux, Captain Tim White & Captain Jim Ellis)
Recommendation: Receive the presentation.



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REGULAR BOARD MEETING

THURSDAY, JUNE 11, 2026

ACTION ITEMS:

1. **Adopt Resolution – Measure O Independent Citizens’ Oversight Committee Appointments** **120**
(Director of Government Affairs Kyle Macdonald)
Recommendation: Adopt Resolution appointing the Measure O Independent Citizens’ Oversight Committee (ICOC) and authorize the Clerk of the Board to serve as the Clerk of the ICOC.

2. **Adopt Resolution – Capital Improvement Plan FY 26/27 – 30/31** **124**
(Administrative Analyst Erin Castleberry) **** PDF Separate Attachment**
Recommendation: Receive presentation and adopt Resolution adopting the Capital Improvement Plan FY 2026/2027 – FY 2030/2031.

3. **Adopt Resolutions – FY 2026/27 Preliminary Budget** **138**
(Chief Financial Officer Dave O’Toole) **** PDF Separate Attachment**
 - A. Resolution – 2026/27 Preliminary Budget for the General Operating Fund 212A
 - B. Resolution – 2026/27 Position Authorization Document
 - C. Resolution – 2026/27 Preliminary Budget for the Capital Facilities Fund 212D
 - D. Resolution – 2026/27 Preliminary Budget for the Grants Fund 212G
 - E. Resolution – 2026/27 Preliminary Budget for the Development Impact Fees Fund 212I
 - F. Resolution – 2026/27 Preliminary Budget for the Leased Properties Fund 212L
 - G. Resolution – 2026/27 Preliminary Budget for the Measure O Debt Service Fund 212N
 - H. Resolution – 2026/27 Preliminary Budget for the Measure O Building Fund 212O
 - I. Resolution – 2026/27 Preliminary Budget for the Special Projects Fund 212S**Recommendation:** Receive presentation and adopt the Resolutions adopting the Preliminary Budget for the fiscal year ending June 30, 2027.

REPORTS:

1. **PRESIDENT’S REPORT** — *(President Costa)*

2. **FIRE CHIEF’S REPORT** — *(Chief House)*
 - OPERATIONS REPORT** – *(Deputy Chief Wagaman)*

 - ADMINISTRATIVE REPORT** – *(Deputy Chief Fiorica)*

 - SUPPORT & EMERGENCY MEDICAL SERVICES REPORT** – *(Deputy Chief Mitchell)*

3. **SMFD – FIREFIGHTERS LOCAL 522 REPORT** – *(Captain Sean Scollard, Local 522 Vice President)*



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REGULAR BOARD MEETING

THURSDAY, JUNE 11, 2026

4. COMMITTEE AND DELEGATE REPORTS

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

- A. **Executive Committee – (President Costa)**
Next Meeting: July 9, 2026, at 4:30 p.m.
- B. **Communications Center JPA – (Deputy Chief Fiorica) – No Report**
Next Meeting: June 23, 2026, at 9:00 a.m.
SRFECC Annex – 10240 Systems Parkway, Suite 200, Sacramento
- C. **Finance and Audit Committee – (Director Jones)**
Next Meeting: June 25, 2026, at 5:30 p.m.
- D. **Policy Committee – (Director Clark)**
Next Meeting: July 9, 2026, at 5:30 p.m.

BOARD MEMBER QUESTIONS AND COMMENTS

CLOSED SESSION:

The Board will convene in closed session to meet on the following matter(s):

1. CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to California Government Code Section 54957.6

- A. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Sacramento Area Fire Fighters Local 522
- B. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Battalion Chiefs Bargaining Group,
Sacramento Area Fire Fighters Local 522
- C. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Administrative Support Personnel (ASP)
Affiliate of Sacramento Area Fire Fighters Local 522
- D. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Safety Senior Management, Management
and Unrepresented Confidential Employees
- E. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Non-Safety Senior Management, Management
and Unrepresented Confidential Employees
- F. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: EMT and Paramedic Memorandum of Understanding



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REGULAR BOARD MEETING

THURSDAY, JUNE 11, 2026

CLOSED SESSION REPORT OUT

ADJOURNMENT

NEXT BOARD MEETING:


Unless specified differently, all meetings of the Board are held at Sacramento Metropolitan Fire District at 10545 Armstrong Avenue, Suite 200, Mather, CA 95655

- Regular Board Meeting – June 25, 2026, at 6:00 p.m.

Posted on June 8, 2026, by 4:30 p.m.

Marni Rittburg, CMC, CPMC
Clerk of the Board

** No written report

*  Separate Attachment

DISABILITY INFORMATION:

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



ADAM A. HOUSE
Fire Chief

Sacramento Metropolitan Fire District

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ACTION SUMMARY MINUTES – REGULAR MEETING

BOARD OF DIRECTORS
SACRAMENTO METROPOLITAN FIRE DISTRICT

Thursday, May 28, 2026, at 6:00 p.m.

Held at the following locations:

10545 Armstrong Avenue – Board Room

Mather, California

&

Remotely Via Zoom

CALL TO ORDER

The meeting was called to order at 6:00 p.m. by President Costa. Board members present: Clark, Costa, Jones, Rice, Saylor, Stark, Webber, and Wood. Board members absent: Goold. Staff present: Chief House and Board Clerk Rittburg.

PUBLIC COMMENTS

No public comments were received.

CONSENT ITEMS

Moved by Director Rice, seconded by Wood, and carried unanimously by members present to adopt the consent calendar as follows:

- 1. Action Summary Minutes**
Recommendation: Approve the Action Summary Minutes for the Regular Board Meetings of May 14, 2026.
Action: Adopted the Action Summary Minutes.
- 2. Adopt Resolution – Termination of Emergency – 10545 Armstrong Avenue**
Recommendation: Adopt a Resolution determining that the emergency declared on February 8, 2026 no longer exists, acknowledge completion of repair, demolition and clean-up work at 10545 Armstrong Avenue, and terminate the authorization for contracting without competitive solicitation for bids pursuant to Public Contract Code Section 22050.
Action: Adopted **Resolution 2026-023**.
- 3. Adopt Resolution – Annual Fee Adjustment for Operational Permits, Plan Review, New Construction Inspections, General Fire and Life Safety Inspections, and other Miscellaneous Services**
Recommendation: In accordance with the Ordinance 2023-02, adopt the Resolution amending the Fee Schedule.
Action: Adopted **Resolution 2026-024**.

4. **Revision of Board Policy – Policy 01.024.02 – Fraud, Theft, & Corruption**
Recommendation: Approve the revisions to the Fraud, Theft, and Corruption Policy.
Action: Approved.

5. **Agreement for Services of an Executive Director at the Sacramento Regional Fire/EMS Communications Center (SRFECC)**
Recommendation: Authorize the Fire Chief to execute the Agreement for Services of an Executive Director with SRFECC.
Action: Approved.

PRESENTATION ITEMS

1. **Measure O Fire Station Design Review Update**
(Administrative Analyst Erin Castleberry)
Recommendation: Receive the presentation.
Action: Presentation received.

PUBLIC HEARING:

1. **Final Reading and Adoption of Ordinance 2026-01, Fee Adjustment for Medical Aid and Ambulance Transport User Fees. Adopt Resolution Rescinding Ordinance 23-01 Amending Medical Aid and Ambulance Transport User Fees and Adopt Resolution Adopting the Medical Aid & Ambulance Transport User Fee Schedule**
(Deputy Chief Mitchell & Assistant Chief Rudnicki)
Recommendation: Resume the Public Hearing on the establishment of Ordinance 2026-01 and close the Public Hearing. Adopt Resolution repealing Ordinance 2023-01 Amending Medical Aid and Ambulance Transport User Fees. Adopt Ordinance 2026-01, Specifying the Administration and Implementation of Medical Aid and Ambulance Transport User Fees for Sacramento Metropolitan Fire District. Adopt Resolution establishing the new Medical Aid and Ambulance Transport User Fee Schedule.
Action: President Costa opened the Public Hearing at 6:25 p.m., no public comments were received. President Costa closed the Public Hearing at 6:27 p.m.
Action: Moved by Rice, seconded by Stark, and carried unanimously by members present to adopt **Resolution 2026-025** Rescinding Ordinance 23-01 Amending Medical Aid and Ambulance Transport User Fees.
Action: Moved by Rice, seconded by Wood, and carried unanimously by members present to adopt **Ordinance 2026-01** specifying the Administration and Implementation of Medical Aid and Ambulance Transport User Fees for the Sacramento Metropolitan Fire District.
Action: Moved by Stark, seconded by Jones, and carried unanimously by members present to adopt **Resolution 2026-026** Adopting the Medical Aid and Ambulance Transport User Fee Schedule.

ACTION ITEMS:

1. **Adopt Resolution – Contract Award Recommendation – General Counsel**
(Administrative Services Officer Jill Guzman)
Recommendation: Adopt Resolution awarding RFP 26-03: General Counsel to Kronick Moskovitz Tiedemann & Girard and authorize the Fire Chief, or designee, to negotiate a

professional services agreement, which will be returned to the Board for final approval prior to execution and commencement of services.

Action: Moved by Director Wood, seconded by Stark, and carried unanimously by members present to adopt **Resolution 2026-027** Approving a Contract Award for General Counsel Services.

2. Adopt Resolution – Industrial Disability Retirement – Firefighter Brian Smith
(Chief Human Resources Officer Melisa Maddux)

Recommendation: After discussion in Closed Session, consider adopting a Resolution finding Firefighter Smith has suffered job-related injuries incapacitating him for the performance of duties as a Firefighter, and direct staff to continue working with Firefighter Smith through his Industrial Disability Retirement process with CalPERS.

Action: None, item to be voted on after discussion in Closed Session.

REPORTS

1. PRESIDENT’S REPORT - *(President Costa)*

President Costa reported that following the previous Board meeting, feedback was received during report-out discussions. Myself, Chief House, and Vice President Scollard met to discuss the feedback and potential next steps. President Costa noted that the issues raised warrant further discussion and indicated that Chief House would provide additional information during the meeting. He emphasized that the Board has significant work ahead and encouraged members to remain open-minded regarding the District’s current position and future direction. President Costa stressed the importance of obtaining feedback from employees and stakeholders as part of the process.

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

- Chief House stated that tonight’s report was requested by the Board and is intended to provide a factual update regarding MMP staffing challenges, member wellness concerns, and mitigation efforts.
- District leadership has been actively engaged for months in collaborative operational planning and staffing mitigation efforts.
- Chief House reinforced the District’s commitment to member wellness, sustainable staffing, and continued service delivery to the communities we serve.
- Our focus has been – and continues to be – on solutions, actions, collaboration, and measurable outcomes.
- Chief House acknowledged the wellness concerns that have been raised, along with the engagement and participation of the MMP personnel in attendance tonight.
- The overall vision remains a commitment to workforce wellness and sustainable staffing.
- We are constantly reviewing and updating our staffing plan while it’s a constant moving target.

- As with many operational environments, staffing remains a constantly evolving situation, and we are continually reviewing, evaluating, and adjusting our staffing plans and mitigation strategies as conditions change.
- The Board heard updates from several divisions involved in these efforts: Starting with the

1. Wellness, Health & Safety Division

Captain Manfredi and Battalion Chief Gonsalves

Captain Manfredi reported first becoming aware of the severity of MMP staffing concerns in mid-March following a discussion with an MMP employee. The following day, similar concerns were raised by Chief Peck. Due to the confidential nature of behavioral health issues and the ongoing stigma associated with discussing personal well-being, the division distributed an anonymous survey to MMP personnel. Approximately 70% of members responded, providing a substantial data sample. Survey results were compiled into a report and shared with Chief Peck, MMP personnel, company officers, and labor representatives to increase awareness and support informed leadership engagement. The report highlighted ongoing wellness initiatives focused on education, awareness, and resource availability. Recent efforts included participation in the MMP Academy, where training was provided on recognizing signs of stress, cumulative stress, sleep deprivation, and related behavioral health concerns. Members are encouraged to identify personal stress triggers, coping mechanisms, and wellness strategies. Employee Assistance Program (EAP) utilization remains elevated, which was viewed positively as an indication that members are seeking support earlier when needed. Captain Manfredi concluded by acknowledging that confidentiality concerns and stigma continue to present challenges.

2. Operations & EMS

Deputy Chiefs Wagaman and Mitchell

Chief Mitchell emphasized the District's commitment to the health, wellness, and resilience of personnel, noting that supporting members requires both resources and active efforts to address operational factors contributing to stress, fatigue, and workload challenges. Reported that planning for MMP staffing challenges has been ongoing for several years. District leadership and Local 522 previously established a formal MMP staffing contingency agreement in 2023 to address anticipated staffing shortages while maintaining service delivery. Chief Mitchell explained that the 2026 staffing challenge was not a typical vacancy or turnover issue. At one point, 12 MMP members were unavailable for extended periods, representing more than 14% of the workforce. This figure did not include additional impacts from vacation leave, sick leave, training assignments, or other routine staffing absences. Noted that while the District routinely plans for attrition and vacancies, it cannot reasonably anticipate or immediately replace the simultaneous loss of more than 14% of the MMP workforce. Staffing levels are also constrained by negotiated agreements and authorized positions. Stated that District leadership, EMS leadership, staffing personnel, Human Resources, and Local 522 representatives worked collaboratively throughout the year to identify mitigation

strategies and contingency plans. Chief Mitchell concluded by transitioning the presentation to Chief Wagaman to discuss the operational actions implemented and the early results being observed.

Chief Wagaman provided a timeline of actions taken to address MMP staffing shortages and maintain EMS transport coverage during MMP brownouts. On April 8, shift commanders and EMS 24 began utilizing an additional AMR unit throughout the service area to maintain transport coverage required under the district's contract. On April 17, executive staff became aware of the MMP survey during a labor-management meeting. Additional information regarding the survey was requested and provided by the Wellness, Health, and Safety Division on April 19. Operations subsequently confirmed that an updated staffing contingency plan was being developed. On April 22, the EMS Division submitted an updated staffing contingency plan to shift commanders for review. Feedback identified additional operational, hiring, and fiscal considerations, resulting in the scheduling of an all-hands staffing meeting. Chief Wagaman reported that on April 27 and 28, he communicated with labor representatives regarding the successful use of AMR resources to backfill coverage during MMP unit brownouts and provided updates on staffing efforts involving firefighters assigned to MMP units. On May 11, an all-hands staffing meeting was held involving staffing, finance, payroll, human resources, shift commanders, and executive staff. Participants reached consensus on the next phase of the staffing contingency plan and reviewed projected staffing levels for both suppression and MMP positions through November 2026. On May 12, shift commanders began communicating the meeting outcomes to battalion chiefs. Labor representatives were also informed that the next phase of the staffing contingency plan would soon be released. A draft bulletin documenting the plan was received from the EMS Division. On May 14, final bulletin language was approved, and AMR confirmed its ability to staff an additional unit. Labor was given the opportunity to review the bulletin and raised no concerns. Labor also assisted with encouraging voluntary firefighter callbacks for Medic 61 to avoid additional contingency measures, while noting concerns about firefighter staffing levels later in the year. The updated staffing contingency plan bulletin was released District-wide on May 14. Chief Wagaman emphasized the need to continue evaluating each phase of the contingency plan to ensure appropriate balance between operational needs, staffing levels, and fiscal impacts.

3. Human Resources / Staffing

Deputy Chief Fiorica

Chief Fiorica reported that paramedic recruitment continues to be a significant challenge both nationally and throughout California, with competition for firefighter-paramedic candidates remaining extremely high since the COVID-19 pandemic. He noted that most MMP personnel seek employment with Metro Fire as Firefighters rather than as long-term ambulance paramedics. Human Resources has consistently hired all qualified MMP paramedic candidates who successfully completed the background investigation process. The District continues to support EMTs seeking paramedic certification through educational and career development opportunities. Recruitment and EMS staff continue active outreach through job fairs, paramedic classes, and recruitment events. A more comprehensive recruitment presentation will be provided at the next

Board meeting. Recent recruitment efforts included approximately 400 EMT candidates and 15 paramedic candidates participating in the hiring process. Of the 37 EMT candidates currently in background investigations, 11 are at various stages of paramedic training and may receive hiring priority depending on timing and certification progress. To address anticipated staffing needs, the District accelerated the next MMP academy from November to September and has expedited background investigations to support timely hiring. Chief Fiorica reviewed current MMP staffing levels authorized by the Personnel Authorization Document (PAD), which provides for 78 positions plus a 10% staffing pool, for a total authorized strength of 86 members. Current staffing stands at 85 MMP personnel, including 49 paramedics and 36 EMTs. He reported that long-term leaves, including workers' compensation, pregnancy, and military leave, have contributed significantly to staffing challenges. Long-term leave cases recently peaked at 12 members and have since declined to 10. Because employees on long-term leave continue to occupy PAD and pool positions, those vacancies cannot be permanently filled through additional hiring. Chief Fiorica stated any changes to authorized staffing levels would require a negotiated side letter between labor and management. Until an agreement is reached, the District must continue operating within the current Memorandum of Understanding (MOU) and approved PAD staffing levels.

Closing Remarks

- Chief House recognized the continued efforts, professionalism, and sacrifices of the MMP personnel, as well as all District members supporting our operations.
- Chief House reaffirmed both my personal commitment and the District's commitment to member wellness, operational stability, and sustainable staffing solutions.
- We will continue emphasizing collaboration, transparency, operational assessment, and data-driven balanced with real life decision-making as we move forward.
- Our focus remains on measurable outcomes, continuous improvement, and supporting the health, safety, and effectiveness of our workforce while maintaining service to the community.

Everyone in this room shares the same objective — supporting our members, maintaining quality service delivery and patient care, and building a sustainable future for the Metro Medic Program.

Mental health is an organizational priority that affects all of us and requires a unified, organization-wide commitment and shared responsibility.

Other

- In closing, Chief House thanked everyone who attended yesterday's Station 23 dedication honoring Firefighter Richard M. Anspach, who died in the line of duty due to occupational cancer. It was meaningful to see Richard's family travel from out of town to attend, along with the many retirees and current members who came out to support and honor his legacy and service.

- Chief House reminded everyone that the MMP 26-1 Graduation will take place tomorrow at 1800 hours at Headquarters.
- Chief House stated that this afternoon, the District was notified of the passing of retired Captain Ray Stedronsky on May 21. Ray served the District for 34 years, retiring in 2012. Service information will be shared as additional information becomes available.

OPERATIONS REPORT – (Deputy Chief Wagaman)

No Report

ADMINISTRATIVE REPORT – (Deputy Chief Fiorica)

No Report

SUPPORT & EMERGENCY MEDICAL SERVICES – (Deputy Chief Mitchell)

No Report

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT – (Captain Sean Scollard, Local 522 Vice President)

Captain Oberlander expressed concern that the District continues to rely on contingency measures rather than implementing a long-term solution to ongoing staffing challenges. He reiterated the position of 522 that increasing staffing pool numbers remains the primary long-term solution and noted that the union has advocated for expanding the pool for more than a year. It was noted that current staffing levels and the existing relief pool have proven insufficient, as recurring staffing shortages continue to require operational contingencies. Concern was expressed that repeated reliance on ambulance brownouts, reduced service levels, and contingency staffing measures merely postpones resolution of the underlying staffing problem. Additional concern was raised regarding the cost of utilizing supplemental ambulance resources and the potential depletion of surge-capacity funding that may be needed during periods of increased summer demand. Captain Oberlander emphasized that staffing shortages and ambulance availability issues have occurred previously within the region and cautioned against relying on temporary measures as a permanent strategy. Three District MMP members spoke regarding their experiences in the MMP role.

4. COMMITTEE AND DELEGATE REPORTS

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

A. Executive Committee – (President Costa)

No Report

B. Communications Center JPA – (Deputy Chief Fiorica)

DC Fiorica reported the Communication Center JPA Board last met on May 26, 2026. During that meeting the Board approved the FY26/27 preliminary budget. The Board also approved the appointment of Chief Wilbourn as the Chief Executive Director replacing Chief Derek Parker of the Sacramento Fire Department.

There was no other reportable action taken.

Our next meeting is scheduled for Tuesday June 23, 2026.

C. Finance and Audit Committee – (Director Jones)

Director Jones reported the Finance and Audit Committee met tonight and received several good reports from CFO O'Toole and Administrative Analyst Castleberry. There were several takeaways but one to keep in mind is the District will need 58 additional positions for the two stations that we have planned out to build. And whether that takes two years or four or five years, that's part of this building process.

D. Policy Committee – (Director Clark)

No Report

BOARD MEMBER QUESTIONS AND COMMENTS

Director Jones thanked everyone for their participation, contributions and comments tonight.

Director Clark stated thanked staff for their comments tonight.

Director Wood thanked Chief Rudnicki and the EMS Division for their hard work on the Survivors Social, it was a great event.

Director Rice stated that the information presented regarding the MMP staffing situation was substantial and that additional facts had emerged since the May 14 meeting. Director Rice provided historical context on the single-role paramedic program, explaining that its original intent was to replace private ambulance services and transition firefighter-paramedics into suppression staffing positions to help meet national staffing standards. He noted that economic challenges during the recession altered the program's implementation and led to significant staffing disputes. Director Rice voiced serious concern regarding employee fatigue, workload, and overall well-being, citing testimony from field personnel and the visible emotional impact of current staffing conditions. He urged executive leadership to consider temporarily reducing the number of operating MMP units to provide relief for employees, even if doing so resulted in increased costs or modified staffing configurations. Director Rice concluded by reiterating his belief that immediate operational relief measures are necessary while the District conducts a broader evaluation of the EMS system and its long-term direction.

President Costa thanked board members, staff, the Fire Chief, and Deputy Chiefs for their efforts and engagement throughout the discussion. He acknowledged the significant feedback, passion, and emotion expressed during the meeting, noting that it reflects the organization's commitment to addressing challenges and finding solutions. President Costa emphasized the importance of member feedback and encouraged all personnel to continue sharing their perspectives with the Board to support informed decision-making. He expressed appreciation for the constructive dialogue and indicated that additional work and follow-up actions would be forthcoming.

Prior to adjournment into closed session, a moment of silence in honor of retired Captain Ray Stedronsky was held.

CLOSED SESSION:

The Board recessed to closed session at 7:58 p.m. on the following matter(s):

- 1. CONFERENCE WITH LABOR NEGOTIATOR
Pursuant to California Government Code Section 54957.6**

- A. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Sacramento Area Fire Fighters Local 522
- B. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Battalion Chiefs Bargaining Group,
Sacramento Area Fire Fighters Local 522
- C. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Administrative Support Personnel (ASP)
Affiliate of Sacramento Area Fire Fighters Local 522
- D. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Safety Senior Management, Management
and Unrepresented Confidential Employees
- E. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Non-Safety Senior Management, Management
and Unrepresented Confidential Employees
- F. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: EMT and Paramedic Memorandum of Understanding

2. PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54956.9 (a) – ONE (1) MATTER OF INDUSTRIAL DISABILITY RETIREMENT.

Brian Smith and the Sacramento Metropolitan Fire District
Claim #24-184529 – Industrial Disability Retirement
Joseph Fiorica, Deputy Chief of Administration

CLOSED SESSION REPORT OUT:

The Board reconvened in open session at 8:51 p.m. General Counsel John Lavra reported that the Board met in closed session on two items:

1. Conference with Labor Negotiator; the Board met with its designated labor negotiator; no reportable action was taken in closed session.
2. One Matter of Industrial Disability Retirement, of Brian Smith, no reportable action was taken in closed session and the Board will proceed with the vote in open session now on that matter.

ACTION ITEM CONTINUED TO AFTER CLOSED SESSION:

1. **Adopt Resolution – Industrial Disability Retirement – Firefighter Brian Smith**
(Chief Human Resources Officer Melisa Maddux)
Recommendation: After discussion in Closed Session, consider adopting a Resolution finding Firefighter Smith has suffered job-related injuries incapacitating him for the performance of duties as a Firefighter, and direct staff to continue working with Firefighter Smith through his Industrial Disability Retirement process with CalPERS.
Action: Moved by Director Stark, seconded by Webber, and carried unanimously by members present to Adopt **Resolution 2026-028**, finding Firefighter Brian Smith has suffered job related injuries incapacitating him for the performance of duties.

To view the video of the meeting, please visit the Metro Fire Website or our YouTube channel:

<https://metrofire.ca.gov/2026-05-28-board-meeting>

https://www.youtube.com/channel/UC9t-uKlc_oOUGNrmogdQ_QA

ADJOURNMENT

The meeting was adjourned at 8:54 p.m. in memory of retired Captain Ray Stedronsky.

John Costa, Board President

Brian Rice, Secretary

Marni Rittburg, CMC
Board Clerk



ADAM A. HOUSE
Fire Chief

Sacramento Metropolitan Fire District

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

DATE: June 11, 2026
TO: Board of Directors
SUBJECT: Professional Services Agreement – Integrated Communications Strategies, LLC

TOPIC

Authorize the Fire Chief to enter into a Professional Services Agreement (Agreement) with Integrated Communications Strategies, LLC (ICS) for communication and public affairs consulting services.

BACKGROUND

The District has partnered with ICS to support a wide range of communication, public affairs, and strategic initiatives. ICS has provided ongoing assistance with messaging, media relations, Board-level communications, and organizational initiatives.

Through this longstanding relationship, ICS has developed a strong understanding of the District's operations, governance structure, and community engagement needs, allowing for efficient and effective service delivery.

The current Agreement is set to expire on June 30, 2026, necessitating Board consideration of a new agreement.

DISCUSSION

The proposed Agreement maintains service continuity while incorporating the District's standard Professional Services Agreement terms and conditions, and establishes a two-year term (July 1, 2026 – June 30, 2028), with two one-year extension options upon mutual agreement of the parties.

The scope of services includes communication and public affairs support, Board and executive-level communication support, strategic messaging, and crisis and emergency communications. Compensation is structured as a monthly retainer supplemented by hourly billing for services exceeding the base level of support.

ICS's institutional knowledge and familiarity with District operations support continuity in service delivery.

FISCAL IMPACT

The Agreement includes a monthly retainer of \$5,000, with total compensation not to exceed \$80,000 annually, inclusive of additional services and reimbursable expenses.

Funding for these services is included in the FY 2026/27 Preliminary Budget and will be incorporated into future fiscal year budgets for the duration of the agreement.

RECOMMENDATION

Staff recommends the Board authorize the Fire Chief to execute a Professional Services Agreement with Integrated Communications Strategies, LLC for a two-year term, with two one-year extension options, consistent with the terms outlined in the Agreement.

Submitted by:



Jill Guzman
Administrative Services Officer

Approved by:



Jeff Erye
Chief Development Officer

ATTACHMENT:

Professional Services Agreement - Integrated Communications Strategies, LLC

**SACRAMENTO METROPOLITAN FIRE DISTRICT
PROFESSIONAL SERVICES AGREEMENT**

This Agreement is by and between the Sacramento Metropolitan Fire District (“District”) and Integrated Communications Strategies, LLC (“Consultant”), who are hereinafter collectively referred to as the “Parties”. The Agreement will be effective upon final execution by all parties and approval by the District’s Board of Directors.

RECITALS

WHEREAS, the District desires to contract with the Consultant to provide special services (Services), as more fully described in Exhibit A “Scope of Services,” and

WHEREAS, the Consultant is professionally qualified, trained, experienced, and competent to provide such Services and is willing and able to provide them to the District on the terms and conditions as set forth herein.

NOW, THEREFORE, the Parties agree as follows:

1. **HEADINGS**
Headings herein are for convenience of reference only and shall in no way affect the interpretation of the Agreement.
2. **EXHIBITS**
Exhibits A “Scope of Services” and Exhibit B “Payment Terms” are attached hereto and included as if set forth fully herein.
3. **SCOPE OF SERVICES**
The Consultant agrees to perform all services described in Exhibit A, as amended from time to time by the Fire Chief with the mutual written agreement of the parties pursuant to Section 28, in accordance with the terms and conditions of this Agreement.

The Consultant shall furnish all equipment, tools, apparatus, facilities, material, labor, and skill necessary to perform and complete in a good and workmanlike manner the services described herein, in accordance with the terms and conditions described herein and with applicable law.

4. **TERM**
This Agreement shall commence on July 1, 2026, following final execution by the Parties and approval by the Board of Directors, and shall terminate on June 30, 2028. This Agreement may be extended upon mutual written agreement of the Parties, for two one-year extensions.

5. **COMPENSATION**

For service performed in accordance with the Agreement, compensation shall be made to Consultant as provided in Exhibit B.

6. **TAXES**

Payment of all applicable federal, state, and local taxes shall be the sole responsibility of the Consultant.

7. **INDEPENDENT CONTRACTOR**

No relationship of employer and employee is created by this Agreement; it being understood and agreed that Consultant is at all times an independent Consultant, and can perform work for others. Consultant is not the agent or employee of the District in any capacity whatsoever, and District shall not be liable in any manner for any acts or omissions by Consultant or for any obligations or liabilities incurred by Consultant, Consultant's employees, or agents.

Consultant shall have no claim under this Agreement or otherwise, for seniority, vacation time, vacation pay, sick leave, personal time off, health insurance, medical care, hospital care, retirement benefits, social security, disability, workers' compensation, or unemployment insurance benefits, civil service protection, or employee benefits of any kind.

Consultant shall be solely liable for and obligated to pay directly all applicable payroll taxes (including federal and state income taxes) or contributions for unemployment insurance or old age pensions or annuities which are imposed by any governmental entity in connection with the labor used or which are measured by wages, salaries or other remuneration paid to its officers, agents or employees, and Consultant agrees to indemnify and hold District harmless from any and all liability which the District may incur because of Consultant's failure to pay such amounts.

In carrying out the work contemplated herein, Consultant shall comply with all applicable federal and state workers' compensation and liability laws and regulations with respect to the officers, agents and/or employees conducting and participating in the work; and agrees that such officers, agents, and/or employees will be considered as independent Consultants and shall not be treated or considered in any way as officers, agents and/or employees of the District.

Consultant shall perform all services required pursuant to this Agreement in the manner according to currently approved standards observed by a competent practitioner for the profession in which the Consultant is engaged.

Notwithstanding the foregoing, if the District, in its discretion, determines that pursuant to state and federal law Consultant is an employee for purposes of income tax withholding, the District may, upon two (2) weeks' notice to Consultant, withhold from payments otherwise due to Consultant hereunder federal and state income taxes and pay said sums to the federal and state governments.

8. NONEXCLUSIVITY

This Agreement is considered a non-exclusive agreement between the Parties, and the DISTRICT may contract with other consultants to perform like Services.

9. CONFLICT OF INTEREST

Consultant covenants that he presently has no interest, and shall not obtain any interest, direct or indirect, which would conflict in any manner with the performance of services required under this Agreement, including but not limited to any provision of services to any federal, state or local regulatory or other public agency which has any interest adverse or potentially adverse to the District, as determined in the reasonable judgment of the Board of Directors of the District.

Entering into this agreement does not preclude Consultant from working for others as long as Consultant ensures that such work does not constitute a conflict of interest. Should any conflict, apparent, potential, or real, occur at the time of or after execution of this agreement, the District shall be so notified in writing immediately.

10. INDEMNIFICATION

The Consultant shall indemnify, defend, and hold harmless the District, its officers, directors, officials, employees, Consultants, and volunteers from and against any and all liability claims, losses, damages, costs, and attorneys' fees arising from all acts or omissions of the Consultant or its officers, agents, or employees, in rendering services under this agreement. These obligations shall survive the completion or termination of this agreement. These losses include, but are not limited to, work arising out of, resulting from, or relating to the following:

- a) The failure of the Consultant or its subcontractors to perform its obligations under this Agreement
- b) The inaccuracy of any representation or warranty by the Consultant or its subcontractors given in accordance with or contained in the Contract Documents
- c) Any claim of damage or loss by any subcontractor against the District arising out of any alleged act or omission of the Consultant or any other subcontractor, or anyone directly or indirectly employed by the Consultant or any subcontractor
- d) Any claim of damage or loss resulting from hazardous materials introduced, discharged, or disturbed by the Consultant or its subcontractors as required in the Contract Documents

The District shall not be liable or responsible for any accidents, loss, injury (including death), or damages happening or accruing during the term of the performance of the work herein referred to or in connection therewith, to persons and/or property, and the Consultant shall fully indemnify, defend and hold harmless the DISTRICT and protect the District from and against the same as provided above. In addition to the liability imposed by law upon the Consultant for damage or injury (including death) to persons or property by reason of the actions, conduct, or omissions of the Consultant, its officers, agents, employees/ or subcontractors, which liability is not impaired or otherwise affected hereby, the Consultant shall defend, indemnify, hold harmless, release and forever discharge the District, its officers, directors, officials, employees, Consultants, and volunteers from and against and waive any

and all responsibility and liability of same for every expense, liability, or payment by reason of any damage or injury (including death) to persons or property suffered or claimed to have been suffered through any negligent act, omission, or willful misconduct of the Consultant, in carrying out its responsibilities under this Agreement. The Consultant agrees that this indemnity and hold harmless shall apply even in the event of negligence of the District, its officers, directors, officials, employees, Consultants, and volunteers regardless of whether such negligence is contributory to any claim, demand, loss, damage, injury, expense, and/or liability; but such indemnity and hold harmless shall not apply (i) in the event of the sole negligence of the District, its officers, directors, officials, employees, Consultants, and volunteers; or (ii) to the extent that the District shall indemnify and hold harmless the Consultant for hazardous materials pursuant to the Contract Documents.

In claims against any person or entity indemnified under this section that are made by an employee of the Consultant or any subcontractor, a person indirectly employed by the Consultant or any subcontractor, or anyone for whose acts the Consultant or any subcontractor may be liable, the indemnification obligation under this section shall not be limited by any limitation on amount or type of damages, compensation, or benefits payable by or for the Consultant or any subcontractor under workers' compensation acts, disability benefit acts, or other employee benefit acts.

The indemnification obligations under this section shall not be limited by any assertion or finding that the person or entity indemnified is liable by reason of a non-delegable duty.

The Consultant shall indemnify the District from and against losses resulting from any claim of damage made by any separate Consultant against the District arising out of any alleged acts or omissions of the Consultant, any subcontractor, anyone directly or indirectly employed by either of them, or anyone for whose acts either of them may be liable.

The Consultant shall indemnify separate Consultants from and against losses arising out of the negligent acts, omissions, or willful misconduct of the Consultant, any subcontractor, anyone directly or indirectly employed by either of them, or anyone for whose acts either of them may be liable.

The District shall provide to the Consultant, reasonably and in a timely manner, notification of the receipt of any third-party claim relating to this Agreement.

These indemnity provisions shall survive any termination of the Agreement and/or the final performance of the Agreement by the Consultant.

11. NON-DISCRIMINATION

No person will be excluded from participation in, be denied benefits of, be discriminated against in the admission or access to, or be discriminated against in treatment or employment in the District's contracted programs or activities on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification protected by federal or state constitutional or statutory law; nor will they be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of contracts with

the District or in the employment practices of the District's Consultants. Accordingly, the Consultant will, upon request, be required to show proof of such nondiscrimination and to post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

12. CONFORMITY WITH LAW AND SAFETY

In performing services under this Agreement, Consultant shall observe and comply with all applicable laws, ordinances, codes, and regulations of governmental agencies, including federal, state, municipal, and local governing bodies, having jurisdiction over the scope of services provided by Consultant.

13. LICENSE REQUIREMENT

At all times during the pendency of this Agreement, Consultant shall maintain all licenses required by the State and Federal law, for itself and all agents, employees, and subcontractors participating in the provision of services required under this Agreement. In the event that any license or certification required by law is revoked, suspended, or inactive, the Consultant shall immediately notify the District in writing. Failure of the Consultant to maintain any license or certification required by law to provide the services under this Agreement shall constitute a material breach of this Agreement, entitling the District to terminate the Agreement immediately.

14. USE OF DISTRICT PROPERTY

Consultant shall not use District property (including equipment, instruments, and supplies) or personnel for any purpose other than in the performance of the Consultant's obligations under this Agreement.

15. LIMITATION OF LIABILITY

In the event of any action brought by Consultant against the District arising out of this Agreement, under no circumstances will Consultant be entitled to consequential damages for any loss of profit or damage to reputation. Under no circumstances will Consultant be entitled to limit special damages claimed by the District. In the event of breach of this Agreement, the District shall be entitled to any and all damages, or legal or equitable remedy, available under law.

16. INSURANCE

Within ten (10) calendar days following execution of this Agreement by the Parties, the Consultant shall furnish to the District a certificate evidencing insurance coverage outlined below. Copies of required endorsements must be attached to the provided certificates. It is the responsibility of the Consultant to notify its insurance advisor or insurance carrier(s) regarding coverage, limits, forms, and other insurance requirements specified below. All documents must be received and approved by the District prior to the commencement of any Services. The required insurance coverages shall be consistently maintained for the duration of the agreement without a lapse in coverage. Please note that the required coverages outlined below shall not limit the amount of coverage provided, but shall be the minimum requirements acceptable to the District.

GENERAL LIABILITY - shall be on an Occurrence basis (as opposed to Claims Made basis). Minimum limits and structure shall be:

- General Liability: \$2,000,000
- Products Comp/Op Aggregate: \$2,000,000
- Personal & Adv. Injury: \$1,000,000
- Each Occurrence: \$1,000,000
- Fire Damage: \$100,000

AUTOMOBILE LIABILITY

- Commercial Automobile Liability (for Corporate/business-owned vehicles, including non-owned and hired) - \$1,000,000 Combined Single Limit.
- Personal Lines Automobile Liability (for individually owned vehicles, \$100,000 per person, \$300,000 each accident) - \$100,000 property damage.

PROFESSIONAL LIABILITY

- Professional Liability or Errors and Omissions Liability: \$1,000,000 per claim and aggregate.

ADDITIONAL INSURED

The Sacramento Metropolitan Fire District, its officers, directors, officials, employees, and volunteers are to be endorsed as additional insureds on the Consultant's General Liability as respects: liability arising out of activities performed by or on behalf of Consultant; products and completed operations of Consultant; or premises owned, occupied or used by Consultant. The coverage shall contain no endorsed limitations on the scope of protection afforded to the District, its officers, directors, officials, employees, or volunteers.

PRIMARY & NON-CONTRIBUTORY

Coverage provided by Consultant shall be primary, and any insurance or self-insurance procured or maintained by the District shall not be required to contribute to it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of the District before the District's own insurance or self-insurance shall be called upon to protect it as a named insured.

Insurance policies shall include a provision for the District to be given 30 days prior written notice of cancellation and 30 days written notice of any material change(s) requested by the policyholder of said insurance policies. Consultant shall furnish documentary evidence of such policies and the renewal or continuance of such insurances within 10 business days of any expiration date(s) thereof during the life of this Agreement.

The District will not be responsible for any deductible that may apply in any of the said insurance policies.

Consultant covenants and agrees that the District's insurance requirements shall not be construed to and in no manner limit or restrict the liability of the Consultant.

Certificates of Insurance shall be sent to:

Sacramento Metropolitan Fire District
Attn: Purchasing Division
3012 Gold Canal Drive
Rancho Cordova, CA 95670
or
purchasing@metrofire.ca.gov

17. ACCESS AND RETENTION OF RECORDS

Consultant agrees to provide the District and its designee access to all of the Consultant's records related to this contract, and that the Consultant shall maintain its records related to this contract for a period of not less than five (5) years after the final payment to the Consultant is made by the District.

18. RIGHT TO AUDIT

The District reserves the right to audit Consultant's books, accounts, and records related to the performance of this Agreement. Such audits may be conducted by the District or its authorized representatives at reasonable times during normal business hours upon providing 30 days' written notice to Consultant. The purpose of such audits is to ensure compliance with the terms of this Agreement and to verify the accuracy of Consultant's performance.

19. SYSTEM AND DATA SECURITY

For purposes of this Agreement, District Data means: All information, data, and other content, including Sensitive Information and other information, whether or not made available by the District or District agents, representatives or users, to Consultant or its employees, agents, representatives, or subcontractors, and any information, data, and content directly derived from the foregoing, including data reflecting user access or use. District Data is at all times exclusively owned by the District and shall not be reused, sold, transferred, or provided to anyone for any reason without the District's permission.

Consultant shall immediately inform the District in the event of improper release of District Data. For purposes of this Agreement, "Sensitive Information" includes, but is not limited to, trade secret information; documents marked as confidential; medical records; personnel records, home addresses and phone numbers of any person, social security numbers, credit card numbers, bank account numbers, or any other personally identifiable information protected by California law. Consultant shall bear full responsibility for ensuring that any product or service provided does not introduce, via any means, any spyware, adware, ransomware, rootkit, keylogger, virus, trojan, worm, or any other malicious code or

mechanism designed to permit unauthorized access or recording of District Data, or which may restrict any authorized user's access to or use of District Data. Consultant shall not use for financial gain, disclose, or make other improper use of District Data or Sensitive Information that is acquired in connection with the Agreement. All financial, statistical, personal, technical, or other data and information relative to a party's or another entity's operations, which are designated confidential by a party and made available to the other party in order to carry out the Agreement, shall be protected by the receiving party from unauthorized use and disclosure.

20. ANTI-CORRUPTION/ANTI-FRAUD

Each Party (District and Consultant) agrees not to make, authorize, offer, or promise to make or give any money or any other thing of value, directly or indirectly, to any current or former government official or employee, candidate for political office, or an official of a political party, or any employee, director or Consultant of a non-government client or potential client, for the purpose of securing any improper or unfair advantage or obtaining or retaining business in connection with the activities contemplated hereunder or for the purpose of improperly inducing or rewarding favorable treatment or advantage in connection with this Agreement. Each Party agrees to immediately notify the other of any request that it receives to take any action that might constitute, or be construed as, a violation of the anti-corruption and anti-bribery laws.

The Consultant shall desist, and shall ensure that each of its subcontractors and agents desist, from all practices that may lead to penal liability due to fraud or embezzlement, bribery, acceptance of bribes, or other corruption crimes on the part of persons employed by Consultant or its subcontractors or agents. The Consultant warrants that it has not committed any of the aforementioned acts nor has it been the subject of any relevant investigation or inquiry.

21. CONFIDENTIALITY AND PROPRIETARY RIGHTS

Consultant agrees that any information, whether proprietary or not, made known to or discovered by him during the performance of or in connection with this Agreement for the District will be kept confidential and not be disclosed to any other person or entity except as required by law. Consultant agrees to immediately notify the District if Consultant is requested to disclose to others any information made known to or discovered by him during the performance of or in connection with this Agreement. These conflicts of interest and future service provisions and limitations shall remain fully effective for five (5) years after Consultant's termination of services to the District hereunder.

All methods, techniques, patents, processes, and inventions developed by the Consultant for purposes of District business are deemed property of the District.

22. RIGHT TO REFUSE PERSONNEL

The District reserves the right to refuse, at its sole discretion, any subcontractors or any personnel provided by the Consultant or its subcontractors. The District reserves the right to interview and approve all proposed staff members.

23. TERMINATION

The Consultant acknowledges that this Agreement may be terminated for Convenience or Default. The District will not pay for any expenses incurred after the termination date of the contract. In the event of Agreement termination, all documentation relating to the District's account shall be returned to the District.

A. Convenience

The District reserves the right to terminate this Agreement at any time, in whole or in part, at its convenience, with or without cause, whenever the District determines that, for any reason, such termination is in the best interest of the District, by providing thirty (30) days' written notice by certified mail to Consultant. Upon receipt of notice of termination, all services hereunder of the Consultant and its employees and subcontractors shall cease to the extent specified in the notice of termination.

In the event that the District should terminate this Agreement for its convenience, Consultant shall be entitled to payment for services provided hereunder, but only for such services performed prior to the effective date of said termination, accrued as of the date of the termination, which payment shall be per the terms set forth in Exhibit B.

B. Default

The District may terminate this Agreement for default upon five (5) days' written notice to the Consultant if the Consultant has substantially failed to fulfill any of its obligations under this Agreement in a timely manner as provided herein.

Any of the following occurrences or acts will constitute a material breach by the Consultant under the terms and conditions of the Agreement:

- i. non-performance or non-observance of any of its other covenants, agreements, or obligations hereunder, express or implied, continuing for ten (10) days after the District has given the Consultant notice in writing. If the failure cannot be remedied within ten (10) days, the District, at its discretion, may extend, in writing, the time period or terminate the Agreement;
- ii. an assignment for the benefit of creditors or becoming bankrupt or insolvent, taking the benefit of any legislation for the protection of bankrupt or insolvent parties;
- iii. the appointment of a receiver for the Consultant; or
- iv. for reasons including, but not limited to, unethical or criminal activities.

In the event that either subparagraphs a), b), c), or d) occur, as set forth in this Agreement, the District will have the right to terminate the Agreement immediately, which shall be done in writing and sent to the Consultant via certified U.S. Mail.

24. ASSURANCE OF PERFORMANCE

If at any time District believes Consultant may not be adequately performing its obligations under this Agreement or that Consultant may fail to complete the services as required by this Agreement, District may, at its option, request from Consultant prompt written assurances of performance and a written plan acceptable to District to correct the observed deficiencies in

Consultant's performance. Consultant shall provide such written assurances and written plan within ten (10) calendar days of the Consultant's receipt of the District's request and shall thereafter diligently commence and fully perform such written plan. Consultant acknowledges and agrees that any failure to provide such written assurances and written plan within the required time shall constitute grounds for termination pursuant to the terms and conditions of this Agreement.

25. CHOICE OF LAW

This Agreement shall be governed by the laws of the State of California. Any legal action concerning or arising out of this Agreement shall be filed in a court of the State of California having jurisdiction of the subject matter, and venue shall be in the County of Sacramento, State of California.

26. ENTIRE AGREEMENT

This Agreement, including all attachments, exhibits, and any other documents specifically incorporated into this Agreement, shall constitute the entire agreement between District and Consultant relating to the subject matter of this Agreement. As used herein, Agreement refers to and includes any documents incorporated herein by reference and any exhibits or attachments.

This Agreement supersedes and merges all previous understandings, and all other agreements, written or oral, between the Parties and sets forth the entire understanding of the Parties regarding the subject matter thereof. The Agreement may not be modified except by a written document signed by both Parties.

27. MODIFICATION OF AGREEMENT

This Agreement may be supplemented, amended, or modified only by the mutual agreement of the Parties. No supplement, amendment, or modification of this Agreement shall be binding unless it is in writing and signed by authorized representatives of both Parties.

28. MODIFICATIONS OF SCOPE

The District reserves the right to make changes in the scope of work or the manner of its performance. No change shall be made to the scope of work by the Consultant, the time, or the manner of its performance without prior written approval from the District. Should the Consultant wish to modify the scope of work, the Consultant shall submit a written change order specifying the change in plans, specifications, procedures, time, sequence, or other requirements of this Agreement, detailing whether such change will result in an adjustment to compensation or time for performance.

29. SEVERABILITY

If any part of this Agreement or the application thereof is declared to be invalid by law for any reason, such invalidity shall not affect the other provisions of this Agreement, which can be given effect without the invalid provision or application, and to this end, the provisions of this Agreement are deemed severable.

30. SUBCONTRACTING, SUCCESSORS, AND ASSIGNS

This agreement is binding upon and inures to the benefit of the successor, executors, administrators, and assigns of each party to this Agreement, provided, however, that Consultant shall not assign or transfer by operation of law or otherwise any or all rights, burdens, duties, or obligations without prior written consent of the District. Any attempted assignment without such consent shall be invalid.

The Consultant shall not subcontract, transfer, or assign this Agreement or any part thereof, or interest therein, directly or indirectly, voluntarily or involuntarily, to any person without obtaining the prior written consent of the District. Each subcontractor must be approved in writing by the District. The substitution of one subcontractor for another may be made only at the discretion of the District and with prior, written approval from the District.

Notwithstanding the use of an approved subcontractor, the Consultant will be the prime Consultant and will be responsible for all work performed and will be responsible for all costs to subcontractors for services provided by the Consultant.

The Consultant remains legally responsible for the performance of all contract terms, including work performed by third parties under subcontracts. Any subcontracting will be subject to all applicable provisions of this Agreement. Consultant shall be held responsible by the District for the performance of any subcontractor, whether approved by the District or not.

31. PATENTS AND INTELLECTUAL PROPERTY

The Consultant will pay all royalties and patent license fees or other fees in respect of any intellectual property right required to perform the work stipulated in the Agreement. The Consultant shall, at its own expense, defend all suits and proceedings instituted against the District and indemnify the District against any award of damages, demands, losses, charges or costs made against District if such suits or proceedings are based on any claim that any of the products, documentation, parts or equipment, as supplied by the Consultant, constitutes an infringement, or an alleged infringement, of any patent or other intellectual property right by the Consultant or anyone for whose acts it is liable.

If any of the products, documentation, parts or equipment supplied by the Consultant constitute an infringement of patent or other intellectual property rights and its use is enjoined, the Consultant will, at its own expense, procure for the District, the right to continue its prior use, replace or modify the supplied item so it becomes non infringing and meets the District's requirements, or pay District for its loss of use of the item and for consequential damages or losses which occur as a result of the actual or alleged infringement of any patent or other intellectual property right, by the Consultant or anyone for whose acts it is liable.

The Consultant represents and warrants that it has the sole and unrestricted right, title, and interest or good and sufficient power, authority, and right to use any intellectual property required for the performance of the Agreement.

The Consultant shall hold the District, its Board of Directors, the Chief, employees, officers, and agents harmless from and against all claims, demands, losses, costs, damages, actions, suits or proceedings arising out of the Consultant's performance of the Agreement which are attributable to an infringement or an alleged infringement by the Consultant, or anyone for whose acts they may be liable, of any intellectual property right. If the District is enjoined or there is a reasonable likelihood that it may be enjoined as a result of an injunction or claim from using any intellectual property that is incorporated into, or associated with, any product or equipment installed by the Consultant, the Consultant at its sole expense, shall: procure the right for the District to continue using the infringing intellectual property; or replace or modify the intellectual property to make it non-infringing, so long as such replacement or modification does not adversely affect the performance or use of the product or equipment or the work generally, all subject to the prior written approval by the District.

32. NOTICES

All notices, requests, demands, or other communications under this Agreement shall be in writing via email. Notices shall be given for all purposes as follows:

Personal delivery: When personally delivered to the recipient, notices are effective on delivery.

First Class Mail: When mailed first class to the last address of the recipient known to the party giving notice, notice is effective three (3) mail delivery days after deposit in a United States Postal Service office or mailbox.

Certified Mail: When mailed certified mail, return receipt requested, notice is effective on receipt, if delivery is confirmed by a return receipt.

Overnight Delivery: When delivered by overnight delivery (Federal Express/United Parcel Service/DHL Worldwide Express) with charges prepaid or charged to the sender's account, notice is effective on delivery, if delivery is confirmed by the delivery service.

Addresses for the purpose of giving notice are as follows:

To: DISTRICT: Sacramento Metropolitan Fire District
Attn: Office of the Fire Chief
ofc@metrofire.ca.gov

To: CONSULTANT: Integrated Communications Strategies, LLC
Attn: Jerry Azevedo
3031 Stanford Ranch Road, Suite 2209
Rocklin, CA 95765
jazevedo@integrated-comms.com

Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified shall be deemed effective as of the first date that said notice was refused, unclaimed, or deemed undeliverable by the postal authorities, messenger, or overnight delivery service.

Any party may change its address by giving the other party notice of the change in any manner permitted by this Agreement.

33. SIGNATORIES

By signing this agreement, signatories warrant and represent that they have executed this Agreement in their authorized capacity.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the day and year above written.

**SACRAMENTO METROPOLITAN
FIRE DISTRICT**

CONSULTANT

By: _____
Signature

Name: Adam A. House

Title: Fire Chief

Date: _____

By: _____
Signature

Name: Jerry Azevedo

Title: Managing Partner

Date: _____

Attachments: Exhibit A – Scope of Services
Exhibit B – Payment Terms

EXHIBIT A
Scope of Services

The scope of services to be provided by the Consultant shall include the following activities as needed to meet the District's goals.

1. **Communication and Public Affairs Support**
Consultant shall perform communication and public affairs services to assist the District in carrying out its responsibilities as a major metropolitan fire district. Services may include strategic messaging, media relations, internal communications, community engagement, and development of communication materials to support District initiatives, programs, and operations.
2. **Board Strategic Planning and Governance Support**
Consultant may provide support to the District in advancing Board-level strategic planning efforts. This may include facilitation support, development of strategic communication frameworks, alignment of messaging with Board-adopted goals and priorities, and assistance in translating strategic objectives into clear, actionable communication strategies. Services may also include preparation of materials that support transparency, governance integrity, and effective communication between the Board, executive leadership, and the public.
3. **Fire Chief Priorities and Organizational Change**
Consultant may support communication strategies that align with the Fire Chief's priorities, as they may evolve over time. Services may include advising on and developing messaging to support organizational initiatives, change management efforts, and other executive-level priorities in a dynamic and complex environment (e.g., VUCA). This includes ensuring consistent, clear, and timely communication to internal and external stakeholders during periods of transition or transformation.
4. **Crisis and Emergency Communications**
Consultant may provide crisis and emergency communication support, including planning, preparedness, and response. Services may include developing communication frameworks and protocols, providing advisory support during incidents, and conducting post-incident communication reviews. Emphasis shall be placed on timely, accurate, and coordinated communication to maintain public trust and support operational objectives.

EXHIBIT B
Payment Terms

1. COMPENSATION

A. Monthly Retainer:

The District shall compensate the Consultant for Services provided in performance of the Agreement at a monthly retainer rate of \$5,000, payable at the beginning of each month, commencing on July 1, 2026. The monthly retainer shall be applied toward services performed during that month.

B. Additional Services/Hourly Billing

Services performed in excess of the monthly retainer shall be billed at Consultant's approved hourly rates, as set forth in the Rate Schedule below.

Jerry Azevedo, Partner -- \$315 per hour
Bill Mueller, Partner, -- \$315 per hour
Jose Hermocillo, Of Counsel -- \$315 per hour

C. Annual Not-to-Exceed Amount

Total compensation under this Agreement, including the monthly retainer, additional hourly services, and reimbursable expenses, shall not exceed \$80,000 during any twelve (12) month period unless otherwise approved in writing by the District.

D. The District shall reimburse Consultant for actual, reasonable out-of-pocket expenses ("OOPs") incurred in the performance of this Agreement, including, but not limited to, delivery services, external printing, filing fees, pay-for-use databases, travel outside of the Sacramento region, and parking. OOPs shall be billed after they are incurred and shall include appropriate supporting documentation. Payment shall be made in accordance with Section 2 (General Payment Terms).

2. GENERAL PAYMENT TERMS

A. Invoices for the monthly retainer shall be submitted at the beginning of each month. Invoices for additional hourly services and reimbursable expenses shall be submitted after such services are performed or expenses are incurred.

B. Invoices shall be sent to ap@metrofire.ca.gov.

C. Invoices shall include: (i) description of services provided, (ii) dates of service, (iii) hours billed, (iv) invoice date, (v) invoice number.

D. Payment terms shall not exceed 60 days from the date the invoice is submitted to the District.

E. Failure to comply with these requirements or to provide an invoice in conformance with this Agreement document may delay payment.



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

DATE: June 11, 2026
TO: Board of Directors
SUBJECT: General District Election – November 3, 2026

TOPIC

Calling for a General District Election for four Board of Directors expired terms and requesting consolidation with the Statewide General Election.

DISCUSSION

A General District Election must be held on November 3, 2026 for the purpose of electing members to the Board of Directors for four-year terms. District Board Members are elected by division, with the following seats up for election on November 3, 2026:

Division 1	Director Cinthia Saylor
Division 3	Director Robert L. Webber
Division 7	Director Brian K. Rice
Division 9	Director John M. Costa

Divisions Three (3), Seven (7), and Nine (9) are entirely within the boundaries of Sacramento County. Division One (1) is split between Sacramento and Placer Counties.

Pursuant to Elections Code §10403 the Board must adopt resolutions calling for the General District Election and requesting consolidation with Sacramento County and Placer County. The enclosed resolutions establish the same election process utilized in previous elections: 1) consolidation of the General District Election with the Statewide General Election in each county; 2) if a candidate desires to have a Candidate Statement of no more than 200 words included in the Voter Pamphlet, the candidate will pay the cost of publication to the Voter Registration and Elections office at the time the candidate files nomination papers; 3) in the event of a tie vote, the election for that office will be determined by lot by the Governing Board of the District; and 4) the District will reimburse Sacramento County and Placer County for actual costs incurred for providing election services.

Candidates are required to obtain candidate papers from the Registrar of Voters in the county they reside in and are registered to vote in during the nomination period which starts on Monday, July 13, 2026 and ends on Friday, August 7, 2026 at 5:00 p.m. Candidates will also be required to file campaign statements with the Registrar of Voters once they declare their intent to run for office.

FISCAL IMPACT

Consolidating the General District Election with the Statewide General Election on November 3, 2026 will eliminate the need for a special election and significantly reduce the District's election costs. The District is required to reimburse Sacramento County and Placer County for actual expenses. The District has budgeted \$269,203 for the 2026 District Election.


RECOMMENDATION

Staff recommends the Board of Directors adopt the two (2) Resolutions calling for the November 3, 2026 General District Election and requesting consolidation of this election with the Statewide General Election, and requesting that Sacramento County and Placer County provide election services for this election.

Submitted By:

Approved By:


Marni Rittburg
Clerk of the Board


Adam A. House
Fire Chief

- Attachment 1 – Resolution calling election and consolidation with Sacramento County
- Attachment 2 – Resolution calling election and consolidation with Placer County



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

CALLING THE GENERAL DISTRICT ELECTION FOR SACRAMENTO METROPOLITAN FIRE DISTRICT AND REQUESTING THE BOARD OF SUPERVISORS OF SACRAMENTO COUNTY CONSOLIDATE THIS ELECTION WITH THE NOVEMBER 3, 2026 STATEWIDE GENERAL ELECTION

WHEREAS, an election will be held within the Sacramento Metropolitan Fire District on November 3, 2026 for the purpose of electing Directors for Divisions One (1), Three (3), Seven (7), and Nine (9); which will affect Sacramento County; and

WHEREAS, a General Election will be held within the County of Sacramento on the same day; and

WHEREAS, Elections Code Section 10403 requires jurisdictions to file with the Board of Supervisors, and a copy with the Registrar of Voters, a resolution requesting consolidation with a statewide election; and

THEREFORE, BE IT RESOLVED that the Sacramento Metropolitan Fire District requests the Board of Supervisors of Sacramento County to consolidate the regularly scheduled General Election, November 3, 2026; and

BE IT FURTHER RESOLVED that candidates are to pay at the Sacramento County Voter Registration and Elections Department for the publication of the candidate's statement, pursuant to Elections Code Section 13307. The limitation on the number of words that a candidate may use in his or her candidate's statement shall not exceed two hundred (**200**) words, and payment is required at the time the candidate files their nomination documents.

BE IT FURTHER RESOLVED in the case of a tie vote in the election of a Governing Board member, the election shall be determined by LOT by the Governing Board of the Sacramento Metropolitan Fire District. (Elections Code 10551(b))

BE IT FURTHER RESOLVED that the Sacramento Metropolitan Fire District agrees to reimburse the Registrar of Voters for actual costs accrued, such costs to be calculated by the method set forth in the County's current Election Fee Schedule.

BE IT FURTHER RESOLVED that the Sacramento Metropolitan Fire District hereby certifies that there have been no District boundary changes since our last election.

THEREFORE, BE IT RESOLVED that the Sacramento Metropolitan Fire District requests the Board of Supervisors of Sacramento County consolidate the regularly scheduled General District Election with the General Election to be held on November 3, 2026; and

PASSED, APPROVED AND ADOPTED this 11th day of JUNE, 2026. I, **MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT** **HEREBY CERTIFY** the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board



ADAM A. HOUSE
Fire Chief

Sacramento Metropolitan Fire District

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

RESOLUTION NO. 2026-XXX

CALLING THE GENERAL DISTRICT ELECTION FOR SACRAMENTO METROPOLITAN FIRE DISTRICT AND REQUESTING THE BOARD OF SUPERVISORS OF PLACER COUNTY CONSOLIDATE THIS ELECTION WITH THE NOVEMBER 3, 2026 STATEWIDE GENERAL ELECTION AND REQUESTING ELECTION SERVICES BY THE COUNTY CLERK

WHEREAS, an election will be held within the Sacramento Metropolitan Fire District on November 3, 2026 for the purpose of electing a Director for Division One (1); and

WHEREAS, said Directors for this District are elected by division. Districts are split into areas and only those voters residing in the area may vote for candidates who run in the area; and

WHEREAS, a General Election will be held within the County of Placer on the same day; and

WHEREAS, Elections Code Section 10403 requires jurisdictions to file with the Board of Supervisors, and a copy with the Registrar of Voters, a resolution requesting consolidation with a statewide election; and

THEREFORE, BE IT RESOLVED that the Sacramento Metropolitan Fire District requests the Board of Supervisors of Placer County to consolidate the regularly scheduled General Election, November 3, 2026; and

BE IT FURTHER RESOLVED that candidates are to pay at the Placer County Elections Office for the publication of the candidate's statement, pursuant to Elections Code Section 13307. The limitation on the number of words that a candidate may use in his or her candidate's statement shall not exceed two hundred (**200**) words, and payment is required at the time the candidate files their nomination documents.

BE IT FURTHER RESOLVED in the case of a tie vote in the election of a Governing Board member, the election shall be determined by LOT by the Governing Board of the Sacramento Metropolitan Fire District.

BE IT FURTHER RESOLVED that the Sacramento Metropolitan Fire District hereby certifies that there have been no District boundary changes since out last election.

BE IT FURTHER RESOLVED that the Sacramento Metropolitan Fire District requests the County Clerk provide election services and the District agrees to reimburse the Placer County Clerk/Elections Division for actual costs accrued, such costs to be calculated by the method set forth in the County's current Election Fee Schedule.

PASSED, APPROVED AND ADOPTED this 11th day of JUNE, 2026. I, **MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT** **HEREBY CERTIFY** the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

- AYES:**
- NOES:**
- ABSENT:**
- ABSTAIN:**

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

DATE: June 11, 2026
TO: Board of Directors
SUBJECT: Disclosure of material expenditure – Excess Workers' Compensation Insurance – Safety National Casualty Corporation – \$499,985.00.

TOPIC

Staff requests the Board of Director's approval to purchase Excess Workers' Compensation Insurance for the fiscal year ending June 30, 2027.

SUMMARY

Staff will be expending funds to purchase Excess Workers' Compensation Insurance payable to Safety National Casualty Corporation, in the amount of \$499,985.00.

DISCUSSION

USI Insurance Services provides the District's insurance brokerage services and manages the marketing of the District's Excess Workers' Compensation Liability Insurance. This type of coverage provides the District with additional insurance coverage in the event of a catastrophic workers' compensation loss that exceeds our self-insured retention (the portion the District would pay before the insurance pays). For these quotes, self-insured retentions of \$4.0 million per occurrence were selected, consistent with limits chosen last year. Several carriers were contacted during the marketing process, including Midwest Employers, Chubb Insurance, Arch Insurance, and AmTrust. Midwest Employers declined due to a minimum retention requirement of \$10 million, while Chubb Insurance and Arch Insurance indicated they are no longer writing California fire districts at this time. AmTrust also provided a quote matching Safety National Casualty Corporation's pricing; however, it offered less coverage. The District's rate with Safety National Casualty Corporation is decreasing by approximately 7% from the previous year. Therefore, Safety National Casualty Corporation was chosen as the carrier for the District's Excess Workers' Compensation Insurance needs.

FISCAL IMPACT

The fiscal impact is \$499,985.00. Funds sufficient to meet this obligation are budgeted in the Preliminary Budget for 2026/2027.

RECOMMENDATION

Staff recommends that the Board of Directors authorize payment of \$499,985.00 to Safety National Casualty Corporation for Excess Workers' Compensation Insurance.

Submitted by:

Joseph A. Fiorica

Joseph A. Fiorica (Jun 4, 2026 10:20:14 PDT)

Joseph Fiorica
Deputy Chief, Administration

Approved by:

Adam A. House

Adam A. House (Jun 4, 2026 10:23:06 PDT)

Adam A. House
Fire Chief



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

DATE: June 11, 2026
TO: Board of Directors
SUBJECT: Disclosure of material expenditure – Insurance Broker Services – USI Insurance Services – \$50,000

TOPIC

Disclosure of material expenditure to purchase insurance brokerage services for the fiscal year ending June 30, 2027.

SUMMARY

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

DISCUSSION

USI Insurance Service provides Insurance Brokerage Services. Services include risk management, marketing, day-to-day insurance servicing, consulting, claims services, and risk engineering services. For the fiscal year 2026/2027, USI brokered the District's commercial insurance package.

FISCAL IMPACT

The fiscal impact is \$50,000. Funds sufficient to meet this obligation are budgeted in the Preliminary Budget for 2026/2027.

RECOMMENDATION

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

Submitted by:

Joseph A. Fiorica

Joseph A. Fiorica (Jun 4, 2026 10:20:48 PDT)

Joseph Fiorica
Deputy Chief, Administration

Approved by:

Adam House

Adam House (Jun 4, 2026 10:22:06 PDT)

Adam A. House
Fire Chief



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

DATE: June 11, 2026
TO: Board of Directors
SUBJECT: Amendments to 2025/26 Midyear Budget

TOPIC

Staff is requesting revisions to the FY 2025/26 Midyear Budget to address unanticipated expenditures in excess of budgeted amounts and reclassify certain expenditures between funds and object accounts.

BACKGROUND

The Sacramento Metropolitan Fire District adopted the FY 2025/26 Midyear Budget on March 12, 2026. Since adoption, there have been unanticipated expenses in excess of budgeted amounts as well as expenditures that need to be moved to a different fund and object account.

DISCUSSION

The amendments to the FY 2025/26 are as follows:

1. Additional line-item budgets funded by reserves

Type	Fund	Div	Account	Category	Description	Increase (Decrease)	Draw on Reserves?
Add funds	A	DEV	259100	Services & Supplies	Additional professional fees	28,500.00	Yes, A Fund
Add funds	D	FAC	420100	Capital Outlay	Sta 55 gate operator, change	27,819.00	Yes, D Fund
Add funds	D	FAC	430100	Capital Outlay	order for fleet service truck,	3,194.00	
Add funds	D	FAC	430300	Capital Outlay	and fleet pressure washer	14,831.00	
Add funds	N	NDI	250500	Services & Supplies	Fiscal agent fees	9,000.00	Yes, N Fund
Add funds	O	FIN	250500	Services & Supplies	Bond Audit Fees	12,500.00	Yes, O Fund

2. Additional line-item budgets fully funded by revenues

Type	Fund	Div	Account	Category	Description	Increase (Decrease)	Draw on Reserves?
Add funds	A	MIH	111000	Labor	To cover portion of MIH	60,000.00	No
Add funds	A	MIH	289900	Services & Supplies	program for June 2026 via	20,000.00	
Add funds	A	MIH	321000	Taxes & Assessments	County contract	15,000.00	
Add funds	A	MIH	969900	Revenue		95,000.00	

3. Reclassify line-item budgets to another fund and/or object account to conform to definition of capital outlay, no effect on reserves

Type	Fund	Div	Account	Category	Description	Increase (Decrease)	Draw on Reserves?
Reclass	A	TRA	259100	Services & Supplies	Reclass asphalt base from	(25,231.00)	No
Reclass	D	TRA	420100	Capital Outlay	services to capital outlay	25,231.00	
Reclass	D	UAV	430300	Capital Outlay	Reclass UAV from capital	(1,687.00)	No
Reclass	A	UAV	229200	Services & Supplies	outlay to supplies	1,687.00	
Reclass	S	ZIF	204100	Services & Supplies	Reclass ZInfandel A/V from	3,000.00	No
Reclass	S	ZIF	420100	Capital Outlay	capital outlay to services and supplies	(3,000.00)	
Reclass	O	FAC	211100	Services & Supplies	Reclass various O Fund	(846,671.00)	No
Reclass	O	FAC	215200	Services & Supplies	services to capital outlay	(4,580.00)	
Reclass	O	FAC	420100	Capital Outlay		851,251.00	
Reclass	G	HZM	229200	Services & Supplies	Reclass various capital	38,232.00	No
Reclass	G	HZM	430300	Capital Outlay	outlay to services and	(38,232.00)	

FISCAL IMPACT

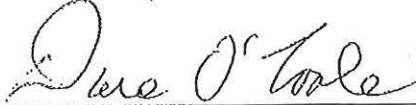
The proposed amendments will have the following fiscal impact:

- General Fund: \$123,500 net increase in expenditures and operating transfers out, offset by an increase in revenues of \$95,000, resulting to a reserve decrease of \$28,500.
- Capital Facilities Fund: increase in expenditures of \$69,388, offset by increase in operating transfers-in of \$23,544, resulting to a reserve decrease of \$45,844.
- Measure O Debt Service Fund: \$9,000 increase in expenditures funded by property taxes.
- Measure O Building Fund: \$12,500 increase in expenditures funded by bond proceeds.
- Special Projects Fund: No net increase in expenditures.

RECOMMENDATION

Staff recommends the approval of the attached resolutions.

Submitted by:



Dave O'Toole
Chief Financial Officer

Approved by:



Adam House
Fire Chief

Attachments:

- Resolution Amending Midyear Budget – General Fund 212A
- Resolution Amending Midyear Budget – Capital Facilities Fund 212D
- Resolution Amending Midyear Budget – Grant Fund 212G
- Resolution Amending Midyear Budget – Measure O Debt Service Fund 212N
- Resolution Amending Midyear Budget – Measure O Building Fund 212O
- Resolution Amending Midyear Budget – Special Projects Fund 212S



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

A RESOLUTION OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT ADOPTING A BUDGET AMENDMENT TO THE MIDYEAR BUDGET FOR THE GENERAL FUND 212A FOR THE FISCAL YEAR 2025/26

WHEREAS, the Sacramento Metropolitan Fire District ("District") is a political subdivision of the State of California ("State") and is duly organized and existing pursuant to the State constitution and laws; and

WHEREAS, the Midyear Budget for the General Fund 212A for Fiscal Year 2025/26 was adopted by the Board of Directors on March 12, 2026; and

WHEREAS, unanticipated expenditures in excess of budgeted amounts and reclassification of certain expenditures necessitate an update to the budget; and

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Sacramento Metropolitan Fire District that, in accordance with Section 13890 of the Health and Safety Code, the Midyear Budget for the General Fund 212A for the Fiscal Year 2025/26 will be and is hereby further amended in accordance with the following:

ACCOUNT	FUND CENTER	FUND CENTER	COST CENTER	ACCOUNT CATEGORY	BUDGET INCREASE/ (DECREASE)
10111000	212A	2129212	2129212000	SALARIES	\$60,000
20289900	212A	2129212	2129212000	OTHER SERVICES	20,000
20229200	212A	2129212	2129212000	OTHER EQUIP SUPPLY	1,687
20259100	212A	2129212	2129212000	OTHER SERVICE	3,269
30321000	212A	2129212	2129212000	INTEREST	15,000
50598000	212A	2129212	2129212000	TRANSFER OUT TO 212D	23,544
96969900	212A	2129212	2129212000	CHARGES FOR SERVICES	95,000

PASSED, APPROVED AND ADOPTED this 11th day of June, 2026. I, **MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT** HEREBY CERTIFY the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RESOLUTION NO. 2026-XXX

Page 2

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

A RESOLUTION OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT ADOPTING A BUDGET AMENDMENT TO THE MIDYEAR BUDGET FOR THE CAPITAL FACILITIES FUND 212D FOR THE FISCAL YEAR 2025/26

WHEREAS, the Sacramento Metropolitan Fire District ("District") is a political subdivision of the State of California ("State") and is duly organized and existing pursuant to the State constitution and laws; and

WHEREAS, the Midyear Budget for the Capital Facilities Fund 212D for Fiscal Year 2025/26 was adopted by the Board of Directors on March 12, 2026; and

WHEREAS, unanticipated expenditures in excess of budgeted amounts and reclassification of certain expenditures necessitate an update to the budget; and

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Sacramento Metropolitan Fire District that, in accordance with Section 13890 of the Health and Safety Code, the Midyear Budget for the Capital Facilities Fund 212D for the Fiscal Year 2025/26 will be and is hereby further amended in accordance with the following:

					BUDGET INCREASE/ (DECREASE)
ACCOUNT	FUND	FUND CENTER	COST CENTER	ACCOUNT CATEGORY	
42420100	212D	2123000	2123000000	STRUCTURES	\$53,050
43430300	212D	2123000	2123000000	EQUIPMENT	16,338
59599100	212D	2123000	2123000000	TRANSFER IN FROM 212A	23,544

PASSED, APPROVED AND ADOPTED this 11th day of June, 2026. I, **MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT** HEREBY CERTIFY the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

RESOLUTION NO. 2026-XXX

Page 2

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

A RESOLUTION OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT ADOPTING A BUDGET AMENDMENT TO THE MIDYEAR BUDGET FOR THE GRANTS FUND 212G FOR THE FISCAL YEAR 2025/26

WHEREAS, the Sacramento Metropolitan Fire District ("District") is a political subdivision of the State of California ("State") and is duly organized and existing pursuant to the State constitution and laws; and

WHEREAS, the Midyear Budget for the Grants Fund 212G for Fiscal Year 2025/26 was adopted by the Board of Directors on March 12, 2026; and

WHEREAS, reclassification of certain expenditures necessitates an update to the budget; and

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Sacramento Metropolitan Fire District that, in accordance with Section 13890 of the Health and Safety Code, the Midyear Budget for the Grants Fund 212G for the Fiscal Year 2025/26 will be and is hereby further amended in accordance with the following:

ACCOUNT	FUND	FUND CENTER	COST CENTER	ACCOUNT CATEGORY	BUDGET INCREASE/ (DECREASE)
20229200	212G	2126000	2126000000	OTHER EQUIP SUPPLY	\$38,232
43430300	212G	2126000	2126000000	EQUIPMENT	(38,232)

PASSED, APPROVED AND ADOPTED this 11th day of June, 2026. I, **MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT** **HEREBY CERTIFY** the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

A RESOLUTION OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT ADOPTING A BUDGET AMENDMENT TO THE MIDYEAR BUDGET FOR THE MEASURE O DEBT SERVICE FUND 212N FOR THE FISCAL YEAR 2025/26

WHEREAS, the Sacramento Metropolitan Fire District ("District") is a political subdivision of the State of California ("State") and is duly organized and existing pursuant to the State constitution and laws; and

WHEREAS, the Midyear Budget for the Measure O Debt Service Fund 212N for Fiscal Year 2025/26 was adopted by the Board of Directors on March 12, 2026; and

WHEREAS, unanticipated expenditures in excess of budgeted amounts necessitate an update to the budget; and

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Sacramento Metropolitan Fire District that, in accordance with Section 13890 of the Health and Safety Code, the Midyear Budget for the MEASURE O DEBT SERVICE Fund 212N for the Fiscal Year 2025/26 will be and is hereby further amended in accordance with the following:

	FUND	COST		BUDGET
ACCOUNT	FUND CENTER	CENTER	ACCOUNT CATEGORY	INCREASE/ (DECREASE)
20250500	212N 2121300	2121300000	FINANCIAL SERVICE	\$9,000

PASSED, APPROVED AND ADOPTED this 11th day of June, 2026. I, **MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT** HEREBY CERTIFY the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

A RESOLUTION OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT ADOPTING A BUDGET AMENDMENT TO THE MIDYEAR BUDGET FOR THE MEASURE O BUILDING FUND 2120 FOR THE FISCAL YEAR 2025/26

WHEREAS, the Sacramento Metropolitan Fire District (“District”) is a political subdivision of the State of California (“State”) and is duly organized and existing pursuant to the State constitution and laws; and

WHEREAS, the Midyear Budget for the Measure O Building Fund 2120 for Fiscal Year 2025/26 was adopted by the Board of Directors on March 12, 2026; and

WHEREAS, unanticipated expenditures in excess of budgeted amounts and reclassification of certain expenditures necessitate an update to the budget; and

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Sacramento Metropolitan Fire District that, in accordance with Section 13890 of the Health and Safety Code, the Midyear Budget for the Measure O Building Fund 2120 for the Fiscal Year 2025/26 will be and is hereby further amended in accordance with the following:

					BUDGET INCREASE/ (DECREASE)
	FUND	COST			
ACCOUNT	FUND CENTER	CENTER	ACCOUNT	CATEGORY	
20211100	2120	2121200	2121200000	BUILDING SERVICE	\$(846,671)
20215200	2120	2121200	2121200000	MEDICAL EQUIPMENT SVC	(4,580)
20250500	2120	2121200	2121200000	ACCOUNTING SVC	12,500
42420100	2120	2121200	2121200000	BUILDINGS	851,251

PASSED, APPROVED AND ADOPTED this 11th day of June, 2026. I, **MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT** **HEREBY CERTIFY** the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

RESOLUTION NO. 2026-XXX

Page 2

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

A RESOLUTION OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT ADOPTING A BUDGET AMENDMENT TO THE MIDYEAR BUDGET FOR THE SPECIAL PROJECTS FUND 212S FOR THE FISCAL YEAR 2025/26

WHEREAS, the Sacramento Metropolitan Fire District ("District") is a political subdivision of the State of California ("State") and is duly organized and existing pursuant to the State constitution and laws; and

WHEREAS, the Midyear Budget for the Special Projects Fund 212S for Fiscal Year 2025/26 was adopted by the Board of Directors on March 12, 2026; and

WHEREAS, reclassification of certain expenditures necessitates an update to the budget; and

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Sacramento Metropolitan Fire District that, in accordance with Section 13890 of the Health and Safety Code, the Midyear Budget for the Special Projects Fund 212S for the Fiscal Year 2025/26 will be and is hereby further amended in accordance with the following:

ACCOUNT	FUND	FUND CENTER	COST CENTER	ACCOUNT CATEGORY	BUDGET INCREASE/ (DECREASE)
20204100	212S	2128000	2128000000	OFFICE EQUIPMENT	\$3,000
42420100	212S	2128000	2128000000	STRUCTURES	(3,000)

PASSED, APPROVED AND ADOPTED this 11th day of June, 2026. I, **MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT** HEREBY CERTIFY the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

RESOLUTION NO. 2026-XXX

Page 2

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

DATE: June 11, 2026
TO: Board of Directors
SUBJECT: Measure O Determinations for Reconstruction of Stations 23, 61, and 112

TOPIC

Board determination that demolition and reconstruction of Stations 23, 61, and 112 is more cost-effective and operationally efficient than continued repair and renovation, consistent with Measure O requirements.

BACKGROUND

Measure O authorizes the use of bond proceeds for the repair, upgrade, reconstruction, and replacement of District fire facilities. Measure O further provides:

"For any project involving modernization or renovation of a building or the major portion of a building, the District shall be authorized to proceed with new replacement construction if the Board of Directors determines that replacement and new construction is economically more practical considering the building's age, condition and other relevant factors."

Measure O also provides:

"Demolition of existing facilities and reconstruction of facilities scheduled for repair and upgrade may occur, if the Board determines that such an approach would be more cost-effective in creating enhanced and operationally efficient facilities."

In 2018, the District completed a District-wide Facility Condition Assessment study evaluating 38 fire stations and 4 support facilities. The study assessed the physical condition, functionality, and long-term viability of District facilities and included estimated costs to repair existing facilities compared to replacement costs. Based on that study, the following facilities were identified as appropriate candidates for reconstruction:

<u>Project</u>	<u>Facility</u>	<u>Repair Cost as % of</u>	
		<u>Replacement Cost</u>	<u>Total Project Cost</u>
CIP #26-32	Station 23	359%	\$22,263,714
CIP #26-33	Station 61	142%	\$20,854,076
CIP #26-34	Station 112	360%	\$22,265,808

The Facility Condition Assessment concluded that reconstruction of these facilities would better support both existing operational needs and future service demands.

Serving Sacramento and Placer Counties

DISCUSSION

Given the significant disparity between estimated repair costs and replacement costs identified in the Facility Condition Assessment, staff believes that reconstruction of the facilities is economically more practical than continued repair or renovation.

In addition to cost considerations, reconstruction will allow the District to:

- modernize station layouts and operational functionality;
- address aging infrastructure deficiencies;
- improve operational efficiency and service delivery;
- support current and future staffing and apparatus needs; and
- construct facilities designed to current building, safety, and operational standards.

Staff believes adoption of the proposed resolution will provide clear documentation that the Board has made the determinations contemplated by Measure O regarding demolition and reconstruction of the identified facilities.

FISCAL IMPACT

The total estimated cost of the projects is as follows:

- Station 23 (CIP #26-32): \$22,263,714
- Station 61 (CIP #26-33): \$20,854,076
- Station 112 (CIP #26-34): \$22,265,808

All three projects were incorporated into the approved FY 2025/26 Capital Improvement Plan. Measure O bond proceeds are anticipated to fund the full cost of the projects.

RECOMMENDATION


Staff recommends that the Board adopt the attached resolution determining that the reconstruction of Stations 23, 61, and 112 is more cost-effective and operationally efficient than repair and renovation, consistent with the requirements of Measure O.

Submitted by:



Jeff Frye
Chief Development Officer

Approved by:



Adam A. House (Jun 4, 2025 12:49:01 PDT)
Adam A. House
Fire Chief

ATTACHMENTS:
Resolution



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT MAKING FINDINGS REGARDING THE DEMOLITION AND RECONSTRUCTION OF STATIONS 23, 61, AND 112 CONSISTENT WITH MEASURE O

WHEREAS, voters approved Measure O on November 5, 2024, authorizing the issuance of general obligation bonds for the construction, reconstruction, rehabilitation, replacement, furnishing, and equipping of District fire facilities; and

WHEREAS, Measure O provides that:

“For any project involving modernization or renovation of a building or the major portion of a building, the District shall be authorized to proceed with new replacement construction if the Board of Directors determines that replacement and new construction is economically more practical considering the building’s age, condition, and other relevant factors”; and

WHEREAS, Measure O further provides that:

“Demolition of existing facilities and reconstruction of facilities scheduled for repair and upgrade may occur, if the Board determines that such an approach would be more cost-effective in creating enhanced and operationally efficient facilities”; and

WHEREAS, in 2018, the District completed a District-wide Facility Condition Assessment evaluating 38 fire stations and 4 support facilities, including assessment of facility conditions, repair needs, operational suitability, and estimated repair and replacement costs; and

WHEREAS, the Facility Condition Assessment identified the following facilities as appropriate candidates for reconstruction:

<u>Project</u>	<u>Facility</u>	<u>Repair Cost as % of Replacement Cost</u>	<u>Total Project Cost</u>
CIP #26-32	Station 23	359%	\$22,263,714
CIP #26-33	Station 61	142%	\$20,854,076
CIP #26-34	Station 112	360%	\$22,265,808

RESOLUTION NO. 2026-XXX

Page 2

WHEREAS, the Board finds that reconstruction of the identified facilities is economically more practical than continued repair and renovation considering the facilities' age, condition, operational limitations, and long-term service needs; and

WHEREAS, the Board further finds that demolition and reconstruction of the identified facilities will create enhanced and operationally-efficient facilities better suited to support the District's existing and future operational requirements.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Sacramento Metropolitan Fire District as follows:

1. The foregoing recitals are true and correct and are incorporated herein by this reference.
2. Pursuant to Measure O, the Board hereby determines that replacement and reconstruction of Stations 23, 61, and 112 is economically more practical than repair and renovation, considering the facilities' age, condition, and other relevant factors.
3. The Board further determines that demolition and reconstruction of Stations 23, 61, and 112 is more cost-effective in creating enhanced and operationally efficient facilities.
4. The Board authorizes the use of Measure O bond proceeds for the reconstruction projects identified herein, consistent with the provisions of Measure O and applicable law.

PASSED, APPROVED, AND ADOPTED this 11th day of June, 2026. I, **MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT**, **HEREBY CERTIFY** that the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board



ADAM A. HOUSE
Fire Chief

Sacramento Metropolitan Fire District

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

DATE: June 11, 2026
TO: Board of Directors
SUBJECT: Contract Award Recommendation – Employee Assistance Program

TOPIC

Request to adopt a resolution to approve a contract award to CONCERN: Employee Assistance Program to provide an Employee Assistance Program (EAP) for Sacramento Metropolitan Fire District (District) employees, their qualified dependents, and qualified retirees and their qualified dependents.

BACKGROUND

Due to the nature of their work, first responders face unique physical and mental demands and health risks. District members regularly encounter traumatic events, high-stress conditions, shift-work challenges, and cumulative stress loads. In an effort to protect the health and safety of its personnel, the District offers an EAP to its members. Through EAP, members can access various confidential behavioral health resources.

DISCUSSION

With the present EAP contract expiring at the end of the fiscal year, the District issued Request for Proposals (RFP) 26-02 on March 23, 2026, soliciting proposals from qualified firms to provide a comprehensive, confidential, and high-quality EAP; one that will support the behavioral health, emotional well-being, and overall resilience of the District's sworn and civilian personnel, as well as their eligible family members.

The District received three proposals. Two proposals failed to meet minimum qualifications outlined in the RFP. Proposals were scored by an evaluation panel using the following criteria:

- Experience & Qualifications
- Methodology and Proposed Approach to Services
- Technology, Reporting, and Security
- Past Performance
- Cost Proposal

CONCERN: Employee Assistance Program was determined to be the most responsible and responsive proposer.


FISCAL IMPACT

The proposed cost for the EAP is \$234,177 from the General Fund for FY26/27.


RECOMMENDATION

Staff recommends the Board adopt a resolution to approve a contract award to CONCERN: Employee Assistance Program and authorize the Fire Chief or his designee to negotiate, execute, and administer an agreement materially similar to the attached agreement. This contract shall be in effect for three years from the date of agreement and may be extended for up to two additional twelve-month periods.

Submitted by:


Anthony Peck (Jun 4, 2026 07:23:40 PDT)
Anthony Peck, Assistant Chief
Wellness, Health and Safety Division

Approved by:


Tyler Wagaman (Jun 4, 2026 07:26:22 PDT)
Tyler Wagaman, Deputy Chief
Operations Branch

ATTACHMENTS:

- Attachment 1: Resolution
- Attachment 2: Sample Agreement
- Attachment 3:



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

A RESOLUTION OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT APPROVING THE CONTRACT AWARD FOR EMPLOYEE ASSISTANCE PROGRAM

WHEREAS, the Sacramento Metropolitan Fire District ("District") is a political subdivision of the State of California ("State") and is duly organized and existing pursuant to the State constitution and laws; and

WHEREAS, District members regularly encounter traumatic events, high-stress conditions, shift-work challenges, and cumulative stress loads; and

WHEREAS, the District offers an Employee Assistance Program (EAP) to District members in an effort to protect the health and safety of its personnel; and

WHEREAS, the District issued a Request for Proposals (RFP) for the purpose of selecting a qualified firm to provide a comprehensive, confidential, and high-quality EAP; and

WHEREAS, after the evaluation and scoring of proposals, the District desires to award a contract for EAP to CONCERN: Employee Assistance Program, who was the most responsive and responsible proposer.

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Sacramento Metropolitan Fire District does hereby:

1. Approve a contract award to CONCERN: Employee Assistance Program and authorize the Fire Chief or his designee to negotiate, execute, and administer an agreement materially similar to the proposed agreement.

PASSED, APPROVED AND ADOPTED this 11th day of JUNE 2026. I, MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT HEREBY CERTIFY the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board

**SACRAMENTO METROPOLITAN FIRE DISTRICT
PROFESSIONAL SERVICES AGREEMENT
EMPLOYEE ASSISTANCE PROGRAM**

This Agreement, is by and between the Sacramento Metropolitan Fire District (“District”), and CONCERN: Employee Assistance Program, doing business as Concern (“Contractor”) who are hereinafter collectively referred to as the “Parties”. The Agreement will be effective upon final execution by the Parties.

RECITALS

WHEREAS, the District issued Request for Proposals (RFP) 26-02 which solicited written proposals for an Employee Assistance Program (Services); and

WHEREAS, the District sought to award a contract for the Services based upon the evaluation of proposals received in response to RFP 26-02; and

WHEREAS, the District desires the Services as more fully described in Exhibits A here to, “Scope of Services,” from Contractor; and

WHEREAS, Contractor is professionally qualified to provide such Services and is willing to provide them to District on the terms and conditions set forth herein;

NOW, THEREFORE, the Parties agree as follow;

1. HEADINGS

Headings herein are for convenience of reference only and shall in no way affect interpretation of the Agreement.

2. EXHIBITS

Exhibits A “Scope of Services” and Exhibit B “Payment Terms,” and Exhibit C “Business Associate Agreement” are attached hereto and incorporated by reference.

3. SCOPE OF SERVICES

Contractor agrees to perform all services described in Exhibit A, for payment pursuant to Exhibit B, and in accordance with the terms and conditions of this Agreement and those described in the District’s RFP 26-02 Employee Assistance Program, incorporated herein by reference.

These documents, along with the Contractor’s response to RFP 26-02 incorporated herein by reference, the entirety of this Agreement, and any other records or documents furnished by the District during the term of this Agreement shall constitute the Contract Documents.

4. **TERM**

Once approved by the District's Board of Directors and executed by the Parties, this Agreement shall commence on July 1, 2026, and it shall continue in full force and in effect for a minimum of three (3) years, with an option to extend for an additional two (2), one-year terms, upon mutual written agreement of the Parties, and upon the same terms and conditions as set forth in this Agreement. Agreement terms and conditions will continue throughout any additional extensions. Terms and conditions, which relate to indemnification and other related matters, shall continue after the expiration of this Agreement.

5. **PAYMENT**

For service performed in accordance with the Agreement, payments shall be made to Contractor as provided in Exhibit B hereto.

6. **INDEPENDENT CONTRACTOR**

No relationship of employer and employee is created by this Agreement; it being understood and agreed that Contractor is at all times an independent contractor, and can perform work for others. Contractor is not the agent or employee of the District in any capacity whatsoever and District shall not be liable in any manner for any acts or omissions by Contractor or for any obligations or liabilities incurred by Contractor, Contractor's employees, or agents.

Contractor shall have no claim under this Agreement or otherwise, for seniority, vacation time, vacation pay, sick leave, personal time off, health insurance, medical care, hospital care, retirement benefits, social security, disability, workers' compensation, or unemployment insurance benefits, civil service protection, or employee benefits of any kind.

Contractor shall be solely liable for and obligated to pay directly all applicable payroll taxes (including federal and state income taxes) or contributions for unemployment insurance or old age pensions or annuities which are imposed by any governmental entity in connection with the labor used or which are measured by wages, salaries or other remuneration paid to its officers, agents or employees, and Contractor agrees to indemnify and hold District harmless from any and all liability which the District may incur because of Contractor's failure to pay such amounts.

In carrying out the work contemplated herein, Contractor shall comply with all applicable federal and state workers' compensation and liability laws and regulations with respect to the officers, agents and/or employees conducting and participating in the work; and agrees that such officers, agents, and/or employees will be considered as independent contractors and shall not be treated or considered in any way as officers, agents and/or employees of the District.

Contractor shall perform all services required pursuant to this Agreement in the manner according to currently approved standards observed by a competent practitioner for the profession in which the Contractor is engaged.

Notwithstanding the foregoing, if the District in its discretion determines that pursuant to state and federal law Contractor is an employee for purposes of income tax withholding, the District may upon two (2) weeks' notice to Contractor, withhold from payments otherwise due to Contractor hereunder federal and state income taxes and to pay said sums to the federal and state governments.

7. INDEMNIFICATION

Either Party shall indemnify, defend and hold harmless the other Party, its officers, directors, officials, employees, and agents from and against losses (including without limitation the cost of repairing defective work and remedying the consequences of defective work) arising out of, resulting from, or relating to the following:

- a) The failure of either Party or its employees, agents, or subcontractors to perform its obligations under this Agreement
- b) The inaccuracy of any representation or warranty by either Party or its employees, agents, or subcontractors given in accordance with or contained in the Contract Documents

To the greatest extent permitted by law, either Party shall be liable or responsible to the other Party for any accidents, loss, injury (including death), or damages happening or accruing during the term to persons and/or property, and either Party shall fully indemnify, defend and hold harmless the other Party from and against the same as provided above. In addition to the liability imposed by law upon either Party for damage or injury (including death) to persons or property by reason of the negligence of either Party, its officers, agents, employees/ or subcontractors, which liability is not impaired or otherwise affected hereby, either Party shall defend, indemnify, hold harmless, release and forever discharge the other Party, its officers, directors, officials, employees, and agents from and against and waive any and all responsibility of same for every expense, liability, or payment by reason of any damage or injury (including death) to persons or property suffered or claimed to have been suffered through any negligent act, omission, or willful misconduct of either Party, its officers, agents, employees, or any of its subcontractors. The Parties agree that this indemnity and hold harmless shall apply even in the event of negligence of the other Party, its officers, directors, officials, employees, and agents, regardless of whether such negligence is contributory to any claim, demand, loss, damage, injury, expense, and/or liability; but such indemnity and hold harmless shall not apply (i) in the event of the sole negligence of a Party, its officers, directors, officials, employees, and agents.

The Parties shall provide to the other Party reasonably, timely notification of the receipt of any third party claim relating to this Agreement.

These indemnity provisions shall survive any termination of the Agreement.

8. INSURANCE

Contractor shall furnish to the District a certificate evidencing insurance coverages outlined below. Copies of required endorsements must be attached to the provided certificates. It is the responsibility of the Contractor to notify its insurance advisor or insurance carrier(s) regarding coverage, limits, forms, and other insurance requirements specified below. All documents must be received and approved by the District prior to the commencement of any Services. The required insurance coverages shall be consistently maintained for the duration of the agreement without a lapse in coverage. Please note, the required coverages outlined below shall not limit the amount of coverage provided, but shall be the minimum requirements acceptable to the District.

GENERAL LIABILITY - shall be on an Occurrence basis (as opposed to Claims Made basis). Minimum limits and structure shall be:

- General Liability: \$2,000,000
- Products Comp/Op Aggregate: \$2,000,000
- Personal & Adv. Injury: \$1,000,000
- Each Occurrence: \$1,000,000
- Fire Damage: \$100,000

AUTOMOBILE LIABILITY

- Commercial Automobile Liability (for Corporate/business owned vehicles including non-owned and hired) - \$1,000,000 Combined Single Limit.
- Personal Lines Automobile Liability (for individually owned vehicles, \$250,000 per person, \$500,000 each accident) - \$100,000 property damage.

WORKERS COMPENSATION and EMPLOYER'S LIABILITY

- The policy shall be endorsed to waive the insurer's subrogation rights against the District.
- Per statute
- \$1,000,000 per accident for each accident
- \$1,000,000 for disease

PROFESSIONAL LIABILITY

- Professional Liability or Errors and Omissions Liability: \$1,000,000 per claim and aggregate.

CYBER LIABILITY

- \$1,000,000 per claim and aggregate.

ADDITIONAL INSURED

The Sacramento Metropolitan Fire District, its officers, directors, officials, employees, and volunteers are to be endorsed as additional insureds on the Contractor's General Liability and Auto policies as respects: liability arising out of activities performed by or on behalf of Contractor; products and completed operations of Contractor; premises owned, occupied or used by Contractor; or automobiles owned, leased, hired or borrowed by Contractor. The coverage shall contain no endorsed limitations on the scope of protection afforded to the District, its officers, directors, officials, employees, or volunteers.

Insurance policies shall include a provision for the District to be given 30 days prior written notice of cancellation and 30 days written notice of any material change(s) requested by the policy holder of said insurance policies. Contractor shall furnish documentary evidence of such policies and the renewal or continuance of such insurances within 10 business days of any expiration date(s) thereof during the life of this Agreement.

Any liability policy shall not contain any exclusion for liability of the employer for sexual assault or regular assault committed by its employees.

The District will not be responsible for any deductible that may apply in any of the said insurance policies.

Contractor covenants and agrees that the District's insurance requirements shall not be construed to and in no manner limit or restrict the liability of the Contractor.

Certificates of Insurance shall be sent to:
Sacramento Metropolitan Fire District
Attn: Purchasing Division
3012 Gold Canal Drive
Rancho Cordova, CA 95670

Or

purchasing@metrofire.ca.gov

9. CONFORMITY WITH LAW AND SAFETY

In performing services under this Agreement, Contractor shall observe and comply with all applicable laws, ordinances, codes and regulations of governmental agencies, including federal, state, municipal, and local governing bodies, having jurisdiction over the scope of services provided by Contractor.

Contractor agrees that it will appropriately safeguard Protected Health Information as defined in 45 CFR 160.103, and agrees that it is subject to, and shall comply with the provisions of 45 CFR 164 regarding use and disclosure of Protected Health Information.

Contractor further agrees to maintain the privacy of any information or records received in performing its functions under this Agreement pursuant to federal, state, or local law including any other provision of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), the Confidentiality of Medical Information Act (CIMA) and any other relevant laws regarding medical or health information privacy.

10. CONFIDENTIAL HEALTH INFORMATION

During the course of the Agreement, Contractor may have access to confidential and personal health information of District employees or recruits using the services provided in the Agreement. Without the prior consent of the employee or recruit, Contractor shall not disclose confidential or personal health information to any third party, whether electronically, orally, or in writing, and shall not use or disclose such information in violation of applicable law, including but not limited to the HIPAA, the CMIA, and any federal, state, or local statute or privilege related to confidential medical information.

11. TAXES

Payment of all applicable federal, state, and local taxes shall be the sole responsibility of the Contractor.

12. ACCESS AND RETENTION OF RECORDS

Contractor agrees to provide the District and its designee's access to all of the Contractor's records related this contract and that the Contractor shall maintain its records related to this contract for a period of not less than five (5) years after the final payment to the Contractor is made by the District.

13. RIGHT TO AUDIT

The District reserves the right to audit Contractor's books, accounts, and records related to the performance of this Agreement. Such audits may be conducted by the District or its authorized representatives at reasonable times during normal business hours upon providing 30 days' written notice to Contractor. The purpose of such audits is to ensure compliance with the terms of this Agreement and to verify the accuracy of Contractor's performance.

14. CONFLICT OF INTEREST

Contractor covenants that he presently has no interest, and shall not obtain any interest, direct or indirect, which would conflict in any manner with the performance of services required under this Agreement, including but not limited to any provision of services to any federal, state or local regulatory or other public agency which has any interest adverse or potentially adverse to the District, as determined in the reasonable judgment of the Board of Directors of the District. Entering into this agreement does not preclude Contractor from working for others as long as Contractor ensures that such work does not constitute a conflict of interest.

15. **ANTI-CORRUPTION/ANTI-FRAUD**

Each Party (District and Contractor) agrees not to make, authorize, offer, or promise to make or give any money or any other thing of value, directly or indirectly, to any current or former government official or employee, candidate for political office, or an official of a political party, or any employee, director or consultant of a non-government client or potential client, for the purpose of securing any improper or unfair advantage or obtaining or retaining business in connection with the activities contemplated hereunder or for the purpose of improperly inducing or rewarding favorable treatment or advantage in connection with this Agreement. Each Party agrees to immediately notify the other of any request that it receives to take any action that might constitute, or be construed as, a violation of the anti-corruption and anti-bribery laws.

The Contractor shall desist, and shall ensure that each of its subcontractors and agents desist, from all practices that may lead to penal liability due to fraud or embezzlement, bribery, acceptance of bribes, or other corruption crimes on the part of persons employed by Contractor or its subcontractors or agents. The Contractor warrants that it has not committed any of the aforementioned acts nor has it been the subject of any relevant investigation or inquiry.

16. **CONFIDENTIALITY AND PROPRIETARY RIGHTS**

Contractor agrees that any information, whether proprietary or not, made known to or discovered by him during the performance of or in connection with this Agreement for the District will be kept confidential and not be disclosed to any other person or entity except as required by law. Contractor agrees to immediately notify the District if Contractor is requested to disclose to others any information made known to or discovered by him during the performance of or in connection with this Agreement. These conflict of interest and future service provisions and limitations shall remain fully effective for five (5) years after Contractor's termination of services to the District hereunder.

All methods, techniques, patents, processes, and inventions developed by the Contractor for purposes of District business are deemed property of the District.

17. **USE OF DISTRICT PROPERTY**

Contractor shall not use District property (including equipment, instruments and supplies) or personnel for any purpose other than in the performance of the Contractor's obligations under this Agreement.

18. **RIGHT TO REFUSE PERSONNEL**

The District reserves the right to refuse, at its sole discretion, any subcontractors or any personnel provided by the Contractor or its subcontractors. The District reserves the right to interview and approve all proposed staff members.

19. TERMINATION

Either party may terminate this Agreement for default upon five (5) days written notice to the other if the other party has substantially failed to fulfill any of its obligations under this Agreement in a timely manner as provided herein.

Any of the following occurrences or acts will constitute a material breach by the Contractor under the terms and conditions of the Agreement:

- a. non-performance or non-observance of any of its other covenants, agreements, or obligations hereunder, express or implied, continuing for fifteen (15) days after the District has given the Contractor notice in writing. If the failure cannot be remedied within fifteen (15) days, the District, at its discretion, may extend, in writing, the time period, or terminate the Agreement;
- b. an assignment for the benefit of creditors or becoming bankrupt or insolvent, taking the benefit of any legislation for the protection of bankrupt or insolvent parties;
- c. the appointment of a receiver for the Contractor; or
- d. for reasons including, but not limited to, unethical or criminal activities.

In the event either subparagraphs a), b), c), or d) occur, as set forth in this Agreement, the District will have the right to terminate the Agreement immediately, which shall be done in writing and sent to the Contractor via certified, U.S. Mail.

The District has and reserves the right to terminate this Agreement at its convenience and without cause upon thirty (30) days written notice to Contractor. In the event that the District should terminate this Agreement for its convenience, Contractor shall be entitled to payment for services provided hereunder, but only for such services performed prior to the effective date of said termination accrued as of the date of the termination, which payment shall be per the terms set forth in Exhibit B. In the event of Agreement termination, all documentation relating to the District's account shall be returned to the District.

20. ASSURANCE OF PERFORMANCE

If at any time District believes Contractor may not be adequately performing its obligations under this Agreement or that Contractor may fail to complete the services as required by this Agreement, District may, at its option, request from Contractor prompt written assurances of performance and a written plan acceptable to District, to correct the observed deficiencies in Contractor's performance. Contractor shall provide such written assurances and written plan within ten (10) calendar days of the Contractor's receipt of the District's request and shall thereafter diligently commence and fully perform such written plan. Contractor acknowledges and agrees that any failure to provide such written assurances and written plan within the required time shall constitute grounds for termination pursuant to Section 21 of this Agreement.

21. CHOICE OF LAW

This Agreement shall be governed by the laws of the State of California. Any legal action concerning or arising out of this Agreement shall be filed in a court of the State of California having jurisdiction of the subject matter, and venue shall be in the County of Sacramento, State of California.

22. ENTIRE AGREEMENT

This Agreement, including all attachments, exhibits, and any other documents specifically incorporated into this Agreement, shall constitute the entire agreement between District and Contractor relating to the subject matter of this Agreement. As used herein, Agreement refers to and includes any documents incorporated herein by reference and any exhibits or attachments.

This Agreement supersedes and merges all previous understandings, and all other agreements, written or oral, between the Parties and sets forth the entire understanding of the Parties regarding the subject matter thereof. The Agreement may not be modified except by a written document signed by both Parties.

23. MODIFICATION OF AGREEMENT

This Agreement may be supplemented, amended or modified only by the mutual agreement of the Parties. No supplement, amendment or modification of this Agreement shall be binding unless it is in writing and signed by authorized representatives of both Parties.

24. MODIFICATIONS OF SCOPE

The District reserves the right to make changes in the scope of services or the manner of its performance. No change shall be made to the scope of services by the Contractor or the time or the manner of its performance without prior written approval from the District. Should the Contractor wish to modify the scope of services, the Contractor shall submit a written change order specifying the change in plans, specifications, procedures, time, sequence, or other requirements of this Agreement, detailing whether such change will result in an adjustment to compensation or time for performance.

25. SEVERABILITY

If any part of this Agreement or the application thereof is declared to be invalid by law for any reason, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision or application, and to this end the provisions of this Agreement are deemed severable.

26. SUBCONTACTING, SUCCESSORS, AND ASSIGNS

This agreement is binding upon and inures to the benefit of the successor, executors, administrators, and assigns of each party to this agreement, provided, however, that Contractor shall not assign or transfer by operation of law or otherwise any or all rights, burdens, duties, or obligations without prior written consent of the District. Any attempted assignment without such consent shall be invalid.

The Contractor shall not subcontract, transfer, or assign this Agreement or any part thereof, or interest therein, directly or indirectly, voluntarily or involuntarily, to any person without obtaining the prior written consent of the District. Each subcontractor must be approved in writing by the District. The substitution of one subcontractor for another may be made only at the discretion of the District and with prior, written approval from the District.

Notwithstanding the use of approved subcontractors, the Contractor will be the prime contractor and will be responsible for all work performed and will be responsible for all costs to subcontractors for services provided by the Contractor.

The Contractor remains legally responsible for the performance of all contract terms including work performed by third parties under subcontracts. Any subcontracting will be subject to all applicable provisions to this Agreement. Contractor shall be held responsible by the District for the performance of any subcontractor whether approved by the District or not.

27. PATENTS AND INTELLECTUAL PROPERTY

The Contractor will pay all royalties and patent license fees or other fees in respect of any intellectual property right required to perform the work stipulated in the Agreement. The Contractor shall, at its own expense, defend all suits and proceedings instituted against the District and indemnify the District against any award of damages, demands, losses, charges or costs made against District if such suits or proceedings are based on any claim that any of the products, documentation, parts or equipment, as supplied by the Contractor, constitutes an infringement, or an alleged infringement, of any patent or other intellectual property right by the Contractor or anyone for whose acts it is liable.

If any of the products, documentation, parts or equipment supplied by the Contractor constitute an infringement of patent or other intellectual property rights and its use is enjoined, the Contractor will, at its own expense, procure for the District, the right to continue its prior use, replace or modify the supplied item so it becomes non infringing and meets the District's requirements, or pay District for its loss of use of the item and for consequential damages or losses which occur as a result of the actual or alleged infringement of any patent or other intellectual property right, by the Contractor or anyone for whose acts it is liable.

The Contractor represents and warrants that it has the sole and unrestricted right title and interest or good and sufficient power, authority, and right, to use any intellectual property required for the performance of the Agreement.

The Contractor shall hold the District, its Board of Directors, the Chief, employees, officers, and agents harmless from and against all claims, demands, losses, costs, damages, actions, suits or proceedings arising out of the Contractor's performance of the Agreement which are attributable to an infringement or an alleged infringement by the Contractor, or anyone for

whose acts they may be liable, of any intellectual property right. If the District is enjoined or there is a reasonable likelihood that it may be enjoined as a result of an injunction or claim from using any intellectual property that is incorporated into, or associated with, any product or equipment installed by the Contractor, the Contractor at its sole expense, shall: procure the right for the District to continue using the infringing intellectual property; or replace or modify the intellectual property to make it non-infringing, so long as such replacement or modification does not adversely affect the performance or use of the product or equipment or the work generally, all subject to the prior written approval by the District.

28. NONEXCLUSIVE CONTRACT

The District reserves the right to contract with other entities to perform services related to or within the terms of the scope of services during the Agreement term.

29. NOTICES

All notices, requests, demands, or other communications under this Agreement shall be in writing. Notices shall be given for all purposes as follows:

Personal delivery: When personally delivered to the recipient, notices are effective on delivery.

First Class Mail: When mailed first class to the last address of the recipient known to the party giving notice, notice is effective three (3) mail delivery days after deposit in a United States Postal Service office or mailbox.

Certified Mail: When mailed certified mail, return receipt requested, notice is effective on receipt, if delivery is confirmed by a return receipt.

Overnight Delivery: When delivered by overnight delivery (Federal Express/United Parcel Service/DHL Worldwide Express) with charges prepaid or charged to the sender's account, notice is effective on delivery, if delivery is confirmed by the delivery service.

Addresses for purpose of giving notice are as follows:

To: DISTRICT: Sacramento Metropolitan Fire District
Attn: Assistant Chief, Wellness, Health & Safety Division
3012 Gold Canal Dr.
Rancho Cordova, CA 95670

To: CONTRACTOR: Concern Health
Attn: Ann Wagner
2490 Hospital Drive, Suite 310
Mountain View, CA 94040

Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified shall be deemed effective as of the first date that said notice was refused, unclaimed, or deemed undeliverable by the postal authorities, messenger, or overnight delivery service.

Any party may change its address by giving the other party notice of the change in any manner permitted by this Agreement.

30. SIGNATORIES

By signing this agreement, signatories warrant and represent that they have executed this Agreement in their authorized capacity.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the day and year above written.

**SACRAMENTO METROPOLITAN
FIRE DISTRICT**

CONCERN

By: _____
Signature

By: _____
Signature

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

EXHIBIT A
Scope of Services

Contractor shall provide a comprehensive suite of EAP services designed to meet the behavioral health, wellness, and support needs of District employees, their qualified dependents, and qualified retirees and their qualified dependents (collectively, Members). Qualified dependents include a lawfully married spouse or registered domestic partner; children up to age 26 who are an employee's natural child, stepchild, adopted child or the natural or adopted child of an employee's spouse or registered domestic partner; children up to age 26 who are placed under legal guardianship of an employee, the employee's spouse, or employee's registered domestic partner; and disabled unmarried children over the age 26 who reside with the employee. In the event of an employee death, eligible family members may continue to use EAP services for two years after the death of the employee. Retirees and their eligible family members may continue to use EAP services for up to five years from the date of their retirement.

The scope of services to be provided by the Contractor shall include the following activities to meet the District's goals.

1.0 General Duties

- A. Contractor shall assign a single account manager to the District's account to oversee all services. The account manager shall have no less than three years of professional experience leading the facilitation and administration of similar EAP services. The Contractor shall provide the District with the account manager's name, phone number, and email address. The Contractor must notify the District within 72 hours if a new primary point of contact has been assigned to the District's account. The account manager will be responsible for receiving all communications, materials, requests, and data and shall provide prompt service. Upon reasonable request, the District may request a new account manager.

- B. Contractor shall respond to District phone calls and emails within two business days (this does not include communication from Members seeking EAP services (see Section 1.0, C., below).

- C. Contractor shall provide and maintain a nationwide, toll-free telephone number that is available 24 hours every day, 7 days each week, including holidays, to provide Members and District supervisors, managers, and Peer Support coordinators with live answer and immediate access to a clinician to provide EAP services. Calls into the 24-hour EAP support number shall be answered within 60 seconds. An established protocol or system must be in place for warm hand-offs to clinicians if a call is received by non-clinical staff. Answering services or message machines are not acceptable. By calling such number, Members may obtain information regarding the scope of and the procedures for obtaining access to the services available under the contract between the Contractor and Metro Fire. Text

Telephone (TTY) number for the hearing impaired shall be provided at no additional cost to the caller. Translation services shall be available to non-English speaking callers at no additional cost to the caller.

- D. An effective alternative telephone system shall be in place in the event of a disruption in service to the toll-free number. The District shall be notified immediately should such a disruption occur and any impact on Members shall be explained.
- E. Any changes or additions to existing phone numbers during the term of the contract shall be submitted in writing to the District 90 days prior to the proposed change and shall be added to existing literature, cards, or other information provided to Members and the District's Wellness, Health, and Safety Division, at the Contractor's cost.
- F. When calling the toll-free telephone number, phone trees shall be easy to navigate in the event the caller is in crisis. It must be identified that the caller has reached EAP.
- G. Telephone calls and correspondence shall be handled in a timely, professional, and courteous manner.
- H. Contractor shall maintain administrative, technical, and fiscal capabilities required to provide and manage the services for the duration of the agreement
- I. Contractor shall provide all tested and working software, hardware, technical support, and system maintenance associated with the EAP. Such technology shall be updated and maintained to ensure the highest level of customer service is provided. All software, hardware, technical support, and system maintenance costs are borne by the Contractor.
- J. Contractor shall maintain a sufficient professional staff that meet all necessary qualifications and licenses required but not limited to California State and Federal law and regulations to provide the subject services in a timely manner.
- K. Contractor shall provide continuous training for Contractor staff and update Contractor staff immediately on all changes in the industry or government regulations that may impact services provided to the District.
- L. Contractor shall meet with District staff upon execution of the contract to discuss all goals of the relationship between the Contractor and the District, the services to be provided, and other topics relevant to performing EAP services. Furthermore, the Contractor shall meet with District staff on an annual basis (or as-needed if issues arise) to discuss all services.

2.0 Clinical and Counseling Services

- A. Through the toll-free line, EAP office locations (if available), and Contractor's website, provide assessment and referral to EAP services for necessary mental health services. Such assessment and referral to services shall be provided to Members recognizing language and cultural differences, as well as other potential barriers to effective counseling.
- B. Contractor shall provide timely appointments for assessment and referral within the following standards: emergent callers - within 0 to 6 hours (as clinically appropriate), urgent appointments - within 48 hours, routine appointments – within 5 business days.
- C. Contractor shall provide a robust and flexible counseling session structure that allows Members to receive services based on clinical need, supporting sustained wellness and operational readiness. Contractor shall provide up to the permissible number of face-to-face counseling sessions identified on the Contractor's Rate Sheet (see Exhibit B) at no cost to the Member. These counseling services are solution-focused, outpatient counseling services with clinicians licensed in the state in which the Member is located. Counseling sessions include individual, couples, family, and group counseling sessions. Members shall be able to select web-video or telephonic counseling services as an alternative to face-to-face counseling services. Suitable referral pathways for long-term or specialized treatment needs shall be presented to Members when appropriate.
- D. Counseling shall be provided for a full range of common counseling needs, such as, but not limited to; family problems, marital problems, drug/alcohol abuse and dependency, depression, anxiety, stress/tension/grief, child and adolescent problems, job performance problems, job attendance problems, inter-personal problems with co-workers and supervisors, major life transitions, conflict resolution, and single presenting problems.
- E. Contractor shall actively manage and maintain a broad network of culturally competent licensed clinicians across an extensive geographical area to ensure a stable and sufficient quantity of licensed clinicians are available to support District Members. Members are primarily located within the California counties which make up the Sacramento Region.
- F. Contractor must possess and maintain a broad clinician network with a diverse range of cultural competencies, including, but not limited to: Licensed Marriage and Family Therapists (LMFTs), Licensed Clinical Social Workers (LCSWs), Psychologists, Psychiatrists, and Licensed Professional Counselors. This list shall be easily accessible and available in real-time or near-real-time. The clinician listing must be accessible electronically, with

enabled access through personal computer or smart phone. Members must be able to directly contact any available clinician in the network by phone or email.

The network of licensed clinicians shall also include:

- i. clinicians offering day, evening, and Saturday office hours to accommodate diverse work shifts;
 - ii. clinicians with demonstrated experience working with first responders, including familiarity with trauma exposure, operational culture, shift schedules and shift-work-related fatigue, sleep disruption, critical incident stress, cumulative stress, and the secondary impacts these challenges have on family members; and
 - iii. clinicians which offer a range of treatment modalities, including, but no limited to, Eye Movement Desensitization and Reprocessing (EMDR) and brain-spotting.
- G. Contractor shall have an online platform that provides Members with comprehensive profiles of the network's clinicians. Clinician profiles must include a profile picture, type of license and license number, area(s) of specialization, languages spoken, and insurance accepted. This online platform shall include filters that allow Members to choose the gender of their clinician, ZIP code, miles radius, and insurance accepted.
- H. Contractor is expected to negotiate diligently and in good-faith to add new and existing vetted Metro Fire clinicians to the list of Contractor network clinicians. The number of Contractor network clinicians which support District Members shall not be capped.
- I. To support the recruitment and retention of high-quality clinicians, Contractor must ensure clinicians are compensated at industry-standard rates.
- J. Contractor shall offer single-use clinician agreements for:
- i. Members who have been under the care of a clinician and seek to maintain continuity of care with that clinician when such clinician is not within the EAP network.
 - ii. Members who reside outside of the Sacramento Region, including out of state, and an appropriate EAP network clinician is not available in their area.

3.0 Critical Incident Stress Debriefings (CISDs)

- A. Contractor must develop a specialized panel of clinicians to provide on-site CISDs and trauma response counseling following a crisis or tragedy. Only clinicians which have received training in critical incident, post-traumatic stress, and trauma response counseling and debriefing shall be authorized to provide CISD.
- B. Contactor shall provide on-site group and individual CISDs for employees who have experienced trauma/crisis in the workplace. CISDs may be dispatched by District Peer

Support Coordinators and supervisors. If there are time or scheduling constraints, multiple sessions are to be scheduled, and alternative meeting places are to be arranged. For purposes of this contract, a Critical Incident is defined as a traumatic incident occurring at the worksite, or to an employee, which can create the risk of significant disruption in the performance of the workgroup.

- C. Contractor shall provide CISD services to one or more employees and supervisors, when appropriate, within 24 – 48 hours of the request or incident. CISDs shall be available 7 days a week, including post CISD follow-up and referral coordination.

4.0 Supplemental EAP Services

Contractor shall provide the following supplemental EAP services to Members:

Parent Coaching	Work with experienced professionals for parents to get help with their children’s emotional wellbeing. One 60-minute startup call and two 30-minute follow-up calls per year.
Personal Coaching	Work with an experienced, certified coach to set priorities, talk through challenges, and create a personal action plan. Four 30-minute phone sessions per 12-month period.
OurRelationship online program	Confidential self-guided or coach-guided program to improve communication, resolve conflict, and strengthen relationships.
Alcohol or substance use	Elevated to 10 visits at no additional charge.
Work-Life Resources	Practical guidance and solutions for life events
Legal consultation	Attorneys provide free 30-minute consultation on most legal issues, plus discounted fees when you engage an attorney.
Financial consultation	Certified financial experts and fraud resolution specialists provide up to two free 30-minute consultations on financial topics ranging from money management to identity theft.
Parenting and childcare referrals	Childcare specialists provide referrals to address a wide range of childcare needs from infancy to young adult. Complimentary new baby kit.

Adult Family Care referrals	Care consultants help working caregivers support their aging loved ones and tailor plans to meet their specific needs. Complimentary book, "How to Care for Aging Parents."
Digital Self-Help Library	Curated self-help resources including how-to articles, toolkits, videos, apps, assessments, and podcasts to engage, educate, and empower employees to build emotional wellbeing.

5.0 On-Demand EAP Resources

Contractor shall provide online and on-demand EAP, mental health, and wellbeing resources (available via mobile phone – iOS and Android), laptop/desktop (PC/Mac), including, but not limited to webinars, seminars, and materials addressing relevant mental health and emotional well-being topics. Resources should also be available to target first responder Members, including, but not limited to, common mental health issues facing first responders and their families, such as post-traumatic stress, crisis trauma, anger management, alcohol and other substance abuse, depression, anxiety, job burnout, grief, divorce or relationship issues, sexual issues, physical or stress related disability, physical abuse, parenting issues, eating disorders, first-responder-specific work issues, workplace injury, life transitions, retirement, financial issues, emotional issues related to illness, elder care/aging parents, and suicide.

Immediate crisis support shall be available throughout the Contractor’s website and shall provide Members with a telephone number should they need urgent intervention with a license clinician.

Additional on-demand resources may include:

- A. EAP Benefits Summary/Description of Benefits
- B. Self-help resources, including how-to articles, toolkits, videos, apps, assessments, and podcasts to engage, educate, and empower Members to build emotional wellbeing.
- C. Self-Assessments: Depression, Anxiety, Stress, Insomnia, and Alcohol and Substance Abuse
- D. Self-Help Programs: Depression, Anxiety, Stress, Insomnia, and Alcohol and Substance Abuse
- E. Facts & Information and Quick Tips as they relate to Emotional Health
- F. Links to sites related to Emotional Health, Health & Fitness, Family & Work, and Financial & Legal information
- G. Emotional Health Practitioner Search and Authorization Request

- H. Articles related to Emotional Health, Health & Fitness, Family & Work, and Financial & Legal information.
- I. Health and Fitness Assessment
- J. Health Calculators
- K. Health & Fitness Prevention and Wellness
- L. Child and Elder Care Resource Directories
- M. Financial Calculators
- N. Monthly Electronic Newsletter

6.0 Training Programs

Contractor shall:

- A. Upon District request, offer in-person EAP-related training programs covering an assortment of topics, including but not limited to, emotional well-being, resiliency, mindfulness, sleep, exercise, relationships, substance use, employee and management/supervisory conflict resolution, work/life balance, and workplace safety and protection.
- B. Provide educational and promotional materials and videos to the District for use in employee orientations.
- C. Provide, as needed by the District, training and orientation sessions to District supervisory and Peer Support personnel on the program goals and benefits, and how to refer Members.

7.0 Reporting

- A. Contractor shall collect and maintain utilization information and must develop and present quarterly reports, subject to the approval of the District. Reports must include utilization information, reporting of survey feedback from Members, and any recommendations for improvement of the program's effectiveness. The reports must be formatted to the District's Fiscal Year calendar (July – June).
- B. In accordance with HIPAA, reports shall identify the count of unique participants seeking assistance, the total number of counseling visits, the presenting problems, and the type of member.
- C. Additional reportable data shall include:
 - i. total number of calls
 - ii. cases/utilization rates and summary
 - iii. demographics
 - iv. type of member
 - v. employee status
 - vi. referral sources
 - vii. case activity
 - viii. presenting issue summary

- ix. web statistics
- x. average speed to answer calls in to EAP and abandonment rates
- xi. survey results
- xii. the number and type of EAP cases resolved within the EAP
- xiii. total number and title of training sessions provided and attendance
- xiv. total number of CISD hours or session provided
- xv. complaints and resolution rates
- xvi. member wait time, including initial call to assessment, assessment to referral, or initial call to referral if no assessment is required.

D. The Contractor shall produce specialized “on request” reports to the District upon request. Such reports shall be provided to the District within five business days.

E. All Contractor records pertaining to the District shall be subject to inspection, review, or audit by the District, state, or federal officials at any time.

8.0 EAP Marketing Support

Contractor shall provide customized materials designed for a variety of subgroups and demographic groups of Members and work in close collaboration with the District’s Wellness, Health & Safety Division and Peer Support Team.

The following are examples are tools and communications examples which can be used for EAP Marketing Support:

Informative Brochures – comprehensive brochures that highlight the services provided by the Contractor. Brochures may include a detachable wallet card with Contractor’s 24/7/365, toll-free number.

Promotional Posters – attention-getting, informative displays to promote and increase utilization of the services provided by the Contractor. Posters should be designed for bulletin boards in break-rooms and/or other places where District employees congregate or work.

Promotional and Informational Video(s) – videos should introduce individuals to the broad range of services provided by Contractor and emphasize the confidential and voluntary nature of the services.

Articles – A large selection of educational articles and collateral (available in print or online) on topics such as health and wellness, emotional health, family and relationship issues, and workplace concerns. These articles should contain useful

information and remind individuals that help is available through the Contractor. Each article should include the 24/7/365, toll-free number for accessing the services provided by the Contractor.

Flyers – Flyers should highlight the services provided by the Contractor.

Other Additional Materials - Additional materials necessary for sustaining and increasing utilization of the services provided by the Contractor.

9.0 Confidentiality and Legal Compliance

- A. Contractor must guarantee and maintain confidentiality of all files, documents, and information provided by the District and Members, and information concerning medical information generated or collected. Disclosure of medical information must be in accordance with all applicable state and federal laws and regulations, including those related to confidentiality of medical records, patient consent to release of information, psychotherapist privilege, and drug and alcohol program records.
- B. Contractor is responsible for monitoring state and federal law and licensure requirements concerning EAP services. The Contractor must fully comply with all state and federal statutes, and make recommendations to the District regarding compliance with state and federal laws, as necessary. The Contractor shall monitor all regulatory changes impacting EAP services and adjust their system to ensure regulatory compliance. The District shall be updated when such changes occur and provided with an explanation as to how it will affect the District and its members.
- C. The Contractor shall be Health Insurance and Portability and Accountability Act of 1996 (HIPAA) compliant and maintain compliance through the term of the contract.

10.0 Privacy and Security Program Requirements

- A. Contractor shall implement and maintain appropriate physical, technical, and administrative security measures for the protection of, and to prevent access to, use, or disclosure of, confidential and/or personal information. In the event of a breach of such information, the Contractor shall notify the District of such breach immediately, but in no event later than 24 hours after discovery of such breach.
- B. Contractor shall indemnify and hold harmless the District, its officers, directors, officials, employees, and volunteers against any and all losses, liabilities, judgements, penalties, awards, and costs (including costs of investigation and legal fees and expenses) arising out of or related to (a) a breach of the resulting contract relating to the privacy and security requirements by the Contractor, or (b) any negligent or wrongful acts or omissions of the Contractor or its employees, directors, officers,

subcontractors, or agents, relating to the privacy requirements set forth under the resulting contract.

- C. In accordance with 45 CFR 164.502(e)(1)(ii) and 164.308(b)(2), if applicable, Contractor agrees to ensure that any subcontractors that create, receive, maintain, or transmit Protected Health Information (PHI) on behalf of the Contractor and/or the District, agree to the same restrictions, conditions, and requirements that apply to the Contractor with respect to such information.
- D. Contractor shall provide adequate electronic data back-up and retention. In the event of a malfunction, error, or loss of data, the Contractor shall recreate District reports and regenerate lost data within 60 days from when the event took place at no cost to the District.

EXHIBIT B

Payment Terms

The fee for services shall not exceed the rates outlined in Contractor's Rate Sheets. Payment for additional services outside the scope of this Agreement that may be requested and approved by the District through an amendment to this Agreement shall be subject to the rates outlined in Contractor's Rate Sheet.

The Contractor shall submit properly certified invoices to the District. A separate invoice shall be issued each month based upon an accurate headcount provided by the District. Invoice(s) shall contain the following information:

- a. Invoice number
- b. District's PO number
- c. Dates of service
- d. Applicable additional fees as outlined on the Contractor's Rate Sheets
- e. Member headcount

Invoices shall be sent to:

ap@metrofire.ca.gov

Failure to comply with these requirements or to provide an invoice in conformance with this Agreement document may delay payment.

The District will not be bound by prices contained in an invoice that are higher than the original Rate Sheets. If a price increase has not been accepted in writing by the District, the invoice may be rejected.

No advance payment shall be made for the goods or services furnished by Contractor pursuant to this Agreement. Standard government payment terms are net 45 days from date of receipt of goods or invoice, whichever is later. Per California Government Code 926.10, the charging of interest cannot commence until the 61st day after a claim is filed and the rate of interest is limited to 6 percent per annum (0.5 percent per month).

Continue to next page for Contractor's Rate Sheets

Rate Sheet - First Responder Program - Fire Line Personnel

Rate is based on a group size of approximately 650 employees

Confidential counseling, (video, in-person, phone, live chat, and text) with access to first responder counselors	20 Visits*
Substance or Alcohol Use, Supervisor Referrals	10 Visits
Employee & Manager Training (75+ topics), Critical Incident Response (CIR)	14 booked hours Entire Organization
Additional hours for training or crisis support	\$450/hour
Digital one stop mental health hub accessible by phone, tablet or computer	Included
In-the-moment clinical support for triage, emotional support, effective problem-solving, and positive next steps	Included
Unlimited HR and Management Consultations	Included
Employee & Manager Orientations	Included
Work-Life Resources and Referrals: Financial, Legal, Parenting, Eldercare	Included
Digital self-help resource library	Included
Account Management & Reporting	Included
Coaching with an experienced, certified coach	Included
OurRelationship online program	Included
Extended Visits Program – Up to 17 extended visits per case opening*	\$165 per visit
Per Employee, Per Month (PEPM)	\$14.77

*3 visits included in PEPM rate with 17 extended visits billed as they are used, invoiced monthly. No identifying information about clients is included in the invoices.

Annual rate increases are not to exceed 3% per year based on actual utilization.

Rate Sheet - First Responder Program - General Population

Rate is based on a group size of approximately 120 employees

Confidential counseling, (video, in-person, phone, live chat, and text)	8 Visits
Substance or Alcohol Use, Supervisor Referrals	10 Visits
Employee & Manager Training (75+ topics), Critical Incident Response (CIR)	14 booked hours Entire Organization
Additional hours for training or crisis support	\$450/hour
Digital one stop mental health hub accessible by phone, tablet or computer	Included
In-the-moment clinical support for triage, emotional support, effective problem-solving, and positive next steps	Included
Unlimited HR and Management Consultations	Included
Employee & Manager Orientations	Included
Work-Life Resources and Referrals: Financial, Legal, Parenting, Eldercare	Included
Account Management & Reporting	Included
Coaching with an experienced, certified coach	Included
OurRelationship online program	Included
Optional. Extended Visits Program	NA
Per Employee, Per Month (PEPM)	\$5.00

Annual rate increases are not to exceed 3% per year based on actual utilization.

Rate Sheet – First Responder Program – Retirees for up to 5 years post-retirement

Rate is based on a group size of approximately 85 eligible retirees

Confidential counseling, (video, in-person, phone, live chat, and text) with access to First Responder counselors	8 Visits
Substance or Alcohol Use, Supervisor Referrals	10 Visits
Employee & Manager Training (75+ topics), Critical Incident Response (CIR)	14 booked hours Entire Organization
Additional hours for training or crisis support	\$450/hour
Digital one stop mental health hub accessible by phone, tablet or computer	Included
In-the-moment clinical support for triage, emotional support, effective problem-solving, and positive next steps	Included
Unlimited HR and Management Consultations	Included
Employee & Manager Orientations	Included
Work-Life Resources and Referrals: Financial, Legal, Parenting, Eldercare	Included
Full-suite of live and on-demand evidence-based mindfulness solutions	Included
Digital self-help resource library	Included
Account Management & Reporting	Included
Coaching with an experienced, certified coach	Included
OurRelationship online program	Included
Optional. Extended Visits Program	NA
Per Retiree, Per Month (PEPM)	\$7.30

Annual rate increases are not to exceed 3% per year based on actual utilization.

EXHIBIT C

BUSINESS ASSOCIATE AGREEMENT

I. Definitions

Catch-all definition:

The following terms used in this Agreement shall have the same meaning as those terms in the HIPAA Rules: Breach, Data Aggregation, Designated Record Set, Disclosure, Health Care Operations, Individual, Minimum Necessary, Notice of Privacy Practices, Protected Health Information, Required By Law, Secretary, Security Incident, Subcontractor, Unsecured Protected Health Information, and Use.

Specific definitions:

(a) Business Associate. "Business Associate" shall generally have the same meaning as the term "business associate" at 45 CFR 160.103, and in reference to the party to this agreement, shall mean CONCERN: Employee Assistance Program, doing business as Concern.

(b) Covered Entity. "Covered Entity" shall generally have the same meaning as the term "covered entity" at 45 CFR 160.103, and in reference to the party to this agreement, shall mean the Sacramento Metropolitan Fire District.

(c) HIPAA Rules. "HIPAA Rules" shall mean the Privacy, Security, Breach Notification, and Enforcement Rules at 45 CFR Part 160 and Part 164.

II. Obligations and Activities of Business Associate

Business Associate agrees to:

(a) Not use or disclose protected health information other than as permitted or required by the Agreement or as required by law;

(b) Use appropriate safeguards, and comply with Subpart C of 45 CFR Part 164 with respect to electronic protected health information, to prevent use or disclosure of protected health information other than as provided for by the Agreement;

(c) Report to covered entity any use or disclosure of protected health information not provided for by the Agreement of which it becomes aware, including breaches of unsecured protected health information as required at 45 CFR 164.410, and any security incident of which it becomes aware, within 30 days from the time it becomes aware of the unauthorized disclosure, breach, or security incident;

(d) In the event of unauthorized disclosure, breach, or security incident referred to in the previous section, handle breach notifications to individuals, the HHS Office of Civil Rights (OCR), and potentially the media, on behalf of and in coordination with the Covered Entity;

(e) In accordance with 45 CFR 164.502(e)(1)(ii) and 164.308(b)(2), if applicable, ensure that any subcontractors that create, receive, maintain, or transmit protected health information on behalf of the business associate agree to the same restrictions, conditions, and requirements that apply to the business associate with respect to such information;

(f) Make available protected health information in a designated record set to the Covered Entity as necessary to satisfy Covered Entity's obligations under 45 CFR 164.524;

(g) Make any amendment(s) to protected health information in a designated record set as directed or agreed to by the Covered Entity pursuant to 45 CFR 164.526, or take other measures as necessary to satisfy covered entity's obligations under 45 CFR 164.526;

(h) Maintain and make available the information required to provide an accounting of disclosures to the Covered Entity as necessary to satisfy covered entity's obligations under 45 CFR 164.528;

(h) To the extent the business associate is to carry out one or more of covered entity's obligation(s) under Subpart E of 45 CFR Part 164, comply with the requirements of Subpart E that apply to the covered entity in the performance of such obligation(s); and

(i) Make its internal practices, books, and records available to the Secretary for purposes of determining compliance with the HIPAA Rules.

III. Permitted Uses and Disclosures by Business Associate

(a) Business Associate may only use or disclose protected health information as necessary to perform the Services set forth in this Professional Service Agreement.

(b) Business Associate may use or disclose protected health information as required by law.

(c) Business Associate agrees to make uses and disclosures and requests for protected health information consistent with Covered Entity's minimum necessary policies and procedures.

(d) Business Associate may not use or disclose protected health information in a manner that would violate Subpart E of 45 CFR Part 164 if done by covered entity, except for the specific uses and disclosures set forth below, Section, III (e).

(e) Business Associate may use protected health information for the proper management and administration of the Business Associate or to carry out the legal responsibilities of the Business Associate.

IV. Obligations of Business Associate Upon Termination

(a) Upon termination of this Agreement for any reason, business associate, with respect to protected health information received from covered entity, or created, maintained, or received by business associate on behalf of covered entity, shall:

1. Retain only that protected health information which is necessary for business associate to continue its proper management and administration or to carry out its legal responsibilities;
2. Return to covered entity [or, if agreed to by covered entity, destroy] the remaining protected health information that the business associate still maintains in any form;
3. Continue to use appropriate safeguards and comply with Subpart C of 45 CFR Part 164 with respect to electronic protected health information to prevent use or disclosure of the protected health information, other than as provided for in this Section, for as long as business associate retains the protected health information;
4. Not use or disclose the protected health information retained by business associate other than for the purposes for which such protected health information was retained and subject to the same conditions set out at [Insert section number related to paragraphs (e) and (f) above under "Permitted Uses and Disclosures By Business Associate"] which applied prior to termination; and
5. Return to covered entity [or, if agreed to by covered entity, destroy] the protected health information retained by business associate when it is no longer needed by business associate for its proper management and administration or to carry out its legal responsibilities.

(b) Survival. The obligations of business associate under this Section shall survive the termination of this Agreement.

V. Miscellaneous

(a) Regulatory References. A reference in this Agreement to a section in the HIPAA Rules means the section as in effect or as amended.

(b) Amendment. The Parties agree to take such action as is necessary to amend this Agreement from time to time as is necessary for compliance with the requirements of the HIPAA Rules and any other applicable law.

(c) Interpretation. Any ambiguity in this Agreement shall be interpreted to permit compliance with the HIPAA Rules.



Sacramento Metropolitan Fire District
10545 Armstrong Ave., Ste. 200
Mather, CA 95655

Recruitment and Retention Update – AB 2651

- Required by Government Code §3502.3
- Required once per year before the adoption of the final budget
- Bargaining units are entitled to make a presentation during the public hearing if vacancies reach 20% or more.



Purpose

- Provide transparency regarding workforce vacancies
- Review recruitment and retention efforts
- Identify barriers and improvement opportunities



Authorized Position Summary

- Office of Fire Chief: 5
- Operations: 560
- Support Services: 167
- Administration: 45

- Total Authorized Positions: 777



Authorized Positions Suppression & MMP

(not including day positions)

- MMP – 86 (includes 10% pool)
- Firefighter – 264 (includes 10% pool)
- Engineer – 132
- Captain – 135
- Battalion Chief – 15



Vacancies

Suppression & MMP

- MMP – -1 (7 in the pool, 10 will be transitioning to the Fire Academy on 6/16)
- Firefighter – 0 (13 short in the pool of 24)
- Engineer – -5 (Engineer Exam Completed 6/4)
- Captain – 0 (7 remaining on the eligibility list)
- Battalion Chief – 0 (12 remaining on the eligibility list)



Authorized Positions Administration

- Office of the Fire Chief - 5
- Support Services - 81
- Administration - 45



Vacancies Administration

- Office of the Fire Chief - 0
- Support Services - 0
- Administration - 0



Recruitments – Firefighter Paramedic

Recruitment #	Recruitment Type	Hits	Applications	Qualified	Interviewed	Invited to Backgrounds
23-1	FF/Paramedic	2638	58	39	23	18
24-1	FF/Paramedic	2532	57	47	31	22
24-2	FF/Paramedic	2561	62	46	46	28
25-2	FF/Paramedic	2890	64	35	35	27
26-1	FF/Paramedic	3596	59	35	19	19
2024	Reserve Firefighter	2353	109	50	28	28



Recruitments - MMP

Recruitment #	Recruitment Type	Hits	Applied	Qualified	Interviewed	Invited to Backgrounds
23-1	Paramedic	738	8	6	4	2
23-2	Paramedic	1004	13	9	7	3
23-2	Paramedic	1844	55	44	32	25
23-4	Paramedic	3256	44	31	31	14
23-5	Paramedic	1744	9	7	7	3
23-6	Paramedic	1095	14	8	8	5
23-1	EMT	5671	311	277	94	65
24-1	EMT	5760	341	320	95	63
24-1	Paramedic	1350	36	27	27	11
24-2	Paramedic	959	21	18	18	11
25-2	Paramedic	1254	24	14	14	9
26-1	Paramedic	1808	24	21	21	11
26-1	Paramedic in Progress	1675	27	25	25	18
26-2	Paramedic	1612	28	25	25	15
26-2	EMT	7710	589	505	62	37



Recruitments – Day Positions

Recruitment Date	Recruitment Type	Hits	Apps	Qualified	Interviewed
Oct-22	Community Relations Specialist	1480	68	14	10
Jan-23	Accounting Specialist	1603	16	3	3
Jan-23	Arson Investigator II	1009	22	8	8
May-23	Administrative Specialist	1493	84	32	7
Feb-23	Board Clerk	864	16	5	3
Feb-23	Facilities Technician	1030	27	6	6
Mar-23	Fire Mechanic	1004	21	11	9
Aug-23	Fire Mechanic	968	16	8	6
Oct-23	Fire Mechanic	989	25	7	7
Mar-23	Logistics Technician	1339	46	17	14
Feb-23	Office Technician	2020	97	64	16
Oct-23	Office Technician	2308	127	105	16
Oct-23	Operations Data Analyst	1438	46	7	7
Dec-23	Chief Pilot	1504	6	5	5



Recruitments – Day Positions

Recruitment Date	Recruitment Type	Hits	Apps	Qualified	Interviewed
Feb-24	EMS Systems Tech	977	13	4	4
Apr-24	Fire Inspector I	2288	75	44	15
Aug-24	Fire Mechanic	835	28	5	5
Mar-24	Grant Specialist	1998	37	4	3
Oct-24	Office Technician	1825	143	98	7
Jun-24	Workers Comp Coordinator	1533	42	13	10
Jul-25	Facilities Technician	2142	91	27	9
Feb-25	Fire Inspector I	2330	84	51	17
Mar-25	Arson Investigator II	2801	35	17	14
Jul-25	Fleet Shop Assistant	2317	81	17	6
Nov-25	Helicopter Mechanic	653	2	1	1
Jul-25	Logistics Technician	2653	135	35	12
Nov-25	Medical Director	1033	2	2	2
Aug-25	Office Technician	4878	309	34	11
Feb-26	Logistics Technician	2515	107	38	13



Recruitment & Workforce Development Strategy

- Addressing Current and Future Workforce Challenges Through Strategic Recruitment and Career Pathway Development



The Goal

- Meet our current and future staffing needs while maintaining and improving upon our service delivery.
- Maintain a qualified and healthy workforce that is capable of delivering the level of service that your constituents and our membership deserves.
- Maintain a workforce development strategy that supports the necessary supply chain in order to keep up with our staffing demands.



The Challenge

- The EMS staffing crisis is not unique to Metro Fire
 - Nationally, an EMS worker's career duration is 5-6 years and on a decline
 - Current estimates show a turnover rate in EMS at 20-30% annually
 - Retention in EMS staffing is nothing new, modern trends have just become more extreme
- Our ability to recruit is limited by supply and demand
 - ALS candidate numbers have reduced
 - FCTC statistics (SEL) have shown reduction from 13% to 11%
- We need to staff our ambulances
 - Alternative assignments increase attrition rates



EMS Workforce Reality

- Paramedic certification is our current bottleneck
- Competition for qualified candidates continues to increase statewide
- Agencies are choosing to either recruit from the same limited talent pool, or provide necessary qualifications
- Earlier engagement is necessary either way
- Long-term investment in developing our future workforce is imperative



Metro Fire's Three Step Approach to Recruitment

- Outreach
- Pathway Development
- Recruitment

Heavy focus on increasing the supply of qualified candidates, then recruiting to increase the applicant pool.

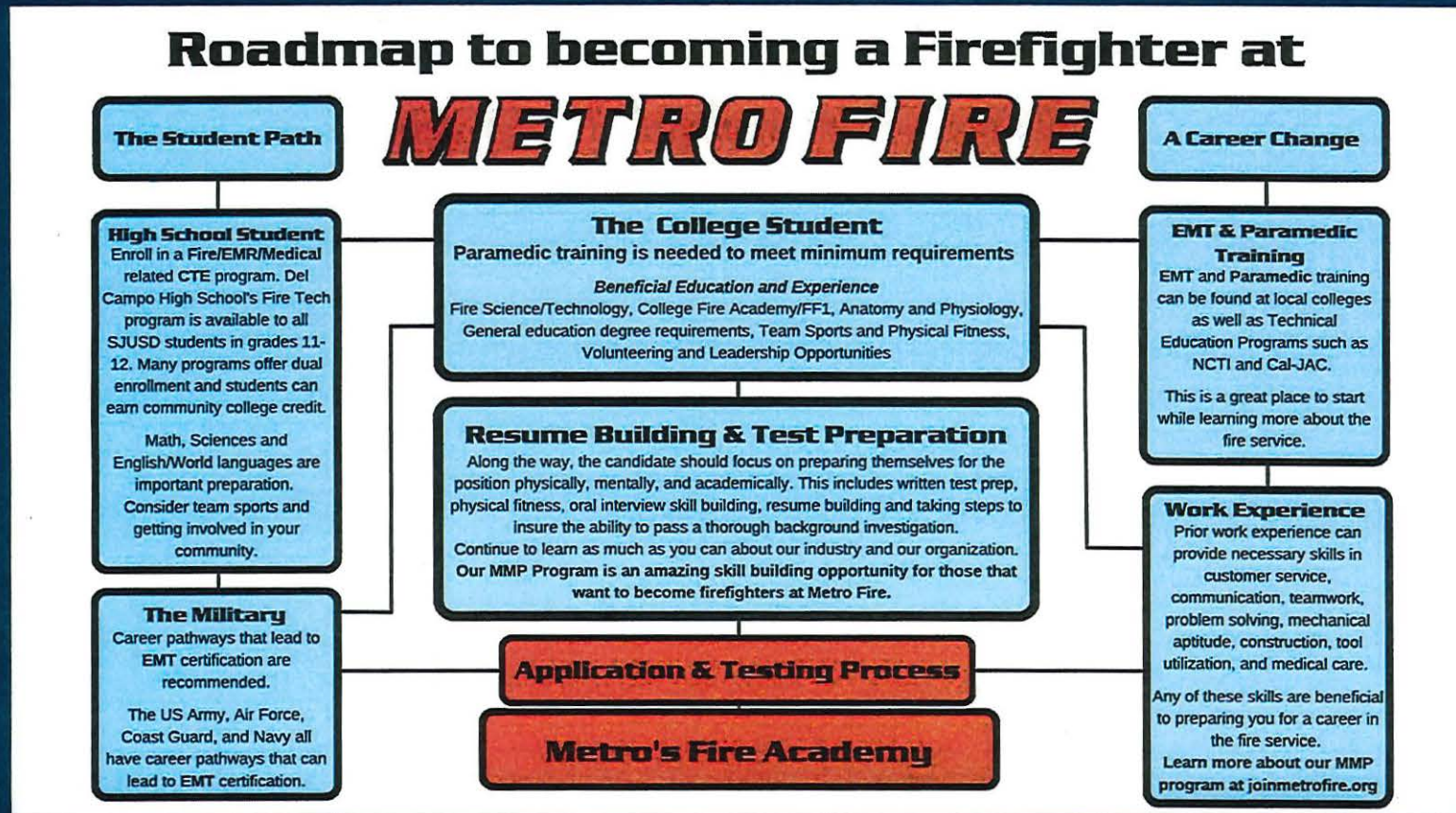


Outreach

- Fire Camp
- School visits/Educating the educators
- Recruitment website resources
- Community engagement and youth exposure
- Coordination with COR
- Social media



Example of information sharing



Pathway Development

- High School CTE Partnerships
 - Del Campo Fire Tech Pathway, Explorers
 - Multiple Patient Care/Bio Med Pathways
 - SJUSD, Antelope, FCUSD
 - Future Fire/EMR Pathway with FCUSD
- CDE committee work for CTE curriculum updates
- Military pipeline Partnerships



Recruitment

- Wages, Benefits, and Working Conditions
 - What Paramedics Want Survey by EMS1
 - What Firefighters Want Survey by FireRescue1
- Paramedic programs are highest priority
- Fire Technology introductory classes
- EMT training programs
- Fire academies

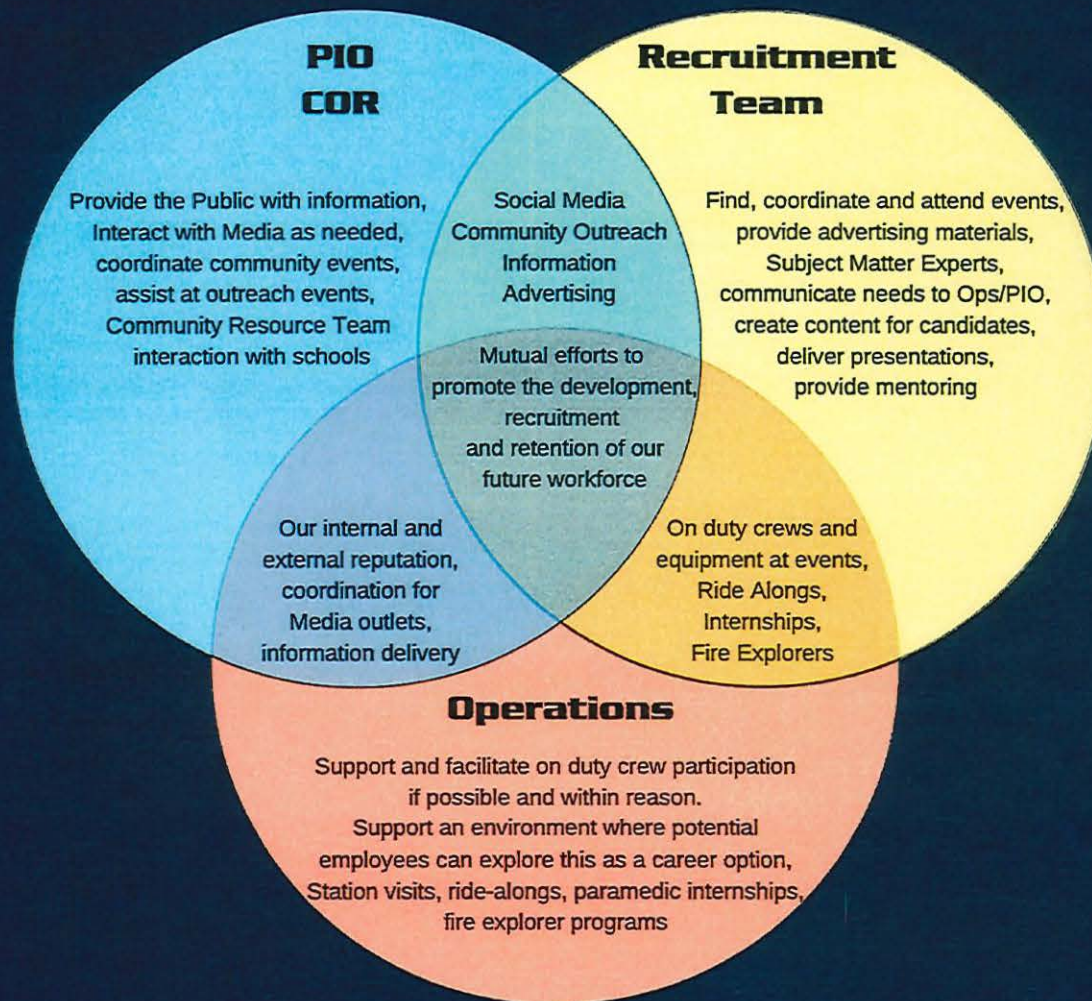


Recruitment Team

- The Entire District
- Recruitment Team Cadre
- Mentor Program
- Social media Team
- Candidate mentoring, coaching, and internships (EMS Division)
- Succession planning and sustainability



Recruitment Mission Overlap



Recruitment & Retention Metrics

- FF/P annual salary \$116,677-\$178,070
- MMP/P annual salary \$72,449-\$108,572
- EMT to Paramedic Upgrades
- MMP Turnover
 - Transition to Suppression
 - Resignation



Looking Ahead

- Intentionally respond to the labor shortage
- Improve workforce sustainability and retention by improving conditions
- Ensure that we are providing the best employment possible
- Inspire and educate future candidates
- Strengthen educational partnerships



The Metro Way

- “Our core purpose as members of the Sacramento Metropolitan Fire District (Metro Fire) is excellent service delivery to our customers, both internal and external. This is and will always be our number one priority and our constant reference point.”



Questions





ADAM A. HOUSE
Fire Chief

Sacramento Metropolitan Fire District

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

DATE: June 11, 2026
TO: Board of Directors
SUBJECT: Measure O Independent Citizens' Oversight Committee
Appointments

TOPIC

Adopt a resolution to appoint the Measure O Independent Citizens' Oversight Committee.

BACKGROUND

On December 12, 2024, the Board of Directors (Board) of the Sacramento Metropolitan District (District) adopted Resolution 24-137 to certify the successful passage of Measure O, a general obligation bond authorization not to exceed \$415 million. Measure O stipulates that all expenditures will be subject to oversight by an independent Citizens' Oversight Committee (ICOC), composed of individuals appointed by the Board.

The purpose of the ICOC is to ensure transparency, accountability, and proper use of funds generated by Measure O bonds issued under the authority of the voters of the District, by reviewing the expenditure of bond funds and making a finding to the Board on whether the expenditures were consistent with Measure O's intent.

On February 13, 2025, the Board of Directors appointed Directors Jones, Saylor, and Stark to an Ad Hoc Committee (Ad Hoc) to consider the qualification and selection criteria for members of the ICOC and bring a recommendation to the Board for its formation. On April 24, 2025, the Board adopted Resolution 25-020 to adopt the Measure O Independent Citizens' Oversight Committee Charter (Charter), which outlines the ICOC's purpose and responsibilities, structure, recruitment and appointment process, governance and operations, and support and resources. The resolution also authorized the Clerk of the Board to advance the formation of the ICOC accordingly.

The District began accepting applications for the ICOC on February 1, 2026 with the intent to close the application period after 60 days, in accordance with the Charter. On April 9, 2026, the Board adopted Resolution 26-017, making amendments to the Charter and extending the application period by 30 days to April 30, 2026.

DISCUSSION

A total of 30 eligible applications were received and evaluated by the Ad Hoc. In accordance with the Charter and the Board's intent to appoint members that reflect a broad representation of the community, the Ad Hoc evaluated applications in consideration of the geographic distribution within the District's jurisdiction and the varied qualifications of the applicants pertaining to work experience and community service. Based on its deliberations, the Ad Hoc recommends the appointment of the following individuals to the ICOC:

Nick Bloise
Charles Berdan
Taylor Haven
Jodie Monaghan

Joan Pederson
Amanda Ponce
Mario Rodriguez
Sarah Toolajian

Joseph Waltz
Jodi Ash (Alternate)
Darcy Blessing (Alternate)
Brent Chapman (Alternate)

In accordance with the Charter, the eligibility of each proposed appointee was verified by staff. Additionally, by execution of the Code of Conduct, Charter Compliance, and Eligibility Verification Agreement, each proposed appointee has acknowledged understanding the Charter and the purpose of the ICOC, has certified that they meet the eligibility requirements, has agreed to abide by a Code of Conduct, and has acknowledged the removal authority of the Board.

FISCAL IMPACT

There is no fiscal impact associated with the appointment of the ICOC.

RECOMMENDATION


The Ad Hoc Committee recommends that the Board of Directors adopt the Resolution to appoint the Measure O Independent Citizens' Oversight Committee and authorize the Clerk of the Board to serve as the Clerk of the ICOC.

Submitted by:

Approved by:



Marni Rittburg
Board Clerk



Adam A. House
Fire Chief

ATTACHMENT:

Resolution Appointing the Measure O Independent Citizens' Oversight Committee



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

A RESOLUTION OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT APPOINTING THE MEASURE O INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE

WHEREAS, the Sacramento Metropolitan Fire District ("District") is a political subdivision of the State of California ("State") and is duly organized and existing pursuant to the State constitution and laws; and

WHEREAS, on December 12, 2024, the District's Board of Directors ("Board") adopted Resolution 24-137 to certify the successful passage of Measure O, a general obligation bond authorization not to exceed \$415 million; and

WHEREAS, Measure O stipulates that all expenditures will be subject to oversight by an Independent Citizens' Oversight Committee ("ICOC") to confirm that bond expenditures are consistent with Measure O's intent, composed of individuals appointed by the Board; and

WHEREAS, on February 13, 2025, the Board appointed Directors Jones, Saylor, and Stark to an Ad Hoc Committee ("Ad Hoc") to consider the qualification and selection criteria for members of the ICOC and bring a recommendation to the Board for its formation; and

WHEREAS, on April 24, 2025, the Board adopted Resolution 25-020 to adopt the Measure O Independent Citizens' Oversight Committee Charter ("Charter"), which was further amended by Resolution 26-017 on April 9, 2026, and which outlines the ICOC's purpose and responsibilities, structure, recruitment and appointment process, governance and operations, and support and resources; and

WHEREAS, a total of 30 eligible applications were received and evaluated by the Ad Hoc, in accordance with the Charter; and

WHEREAS, in accordance with the Charter and the Board's intent to appoint members that reflect a broad representation of the community, the Ad Hoc recommends the appointment of the following individuals to the ICOC: Nick Bloise, Charles Berdan, Taylor Haven, Jodie Monaghan, Joan Pederson, Amanda Ponce, Mario Rodriguez, Sarah Toolajian, Joseph Waltz, Jodi Ash (alternate), Darcy Blessing (alternate), and Brent Chapman (alternate); and

WHEREAS, the Board finds that the aforementioned individuals meet the eligibility requirements and are otherwise qualified to serve on the ICOC.

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Sacramento Metropolitan Fire District Does Hereby appoint the aforementioned individuals to the Measure O Independent Citizens' Oversight Committee and authorize the Clerk of the Board to serve as the Clerk of the ICOC.

PASSED, APPROVED, AND ADOPTED this 11th day of June 2026. I, MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT HEREBY CERTIFY the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board



Capital Improvement Plan FY 2026/27 – FY 2030/31

Presented by:

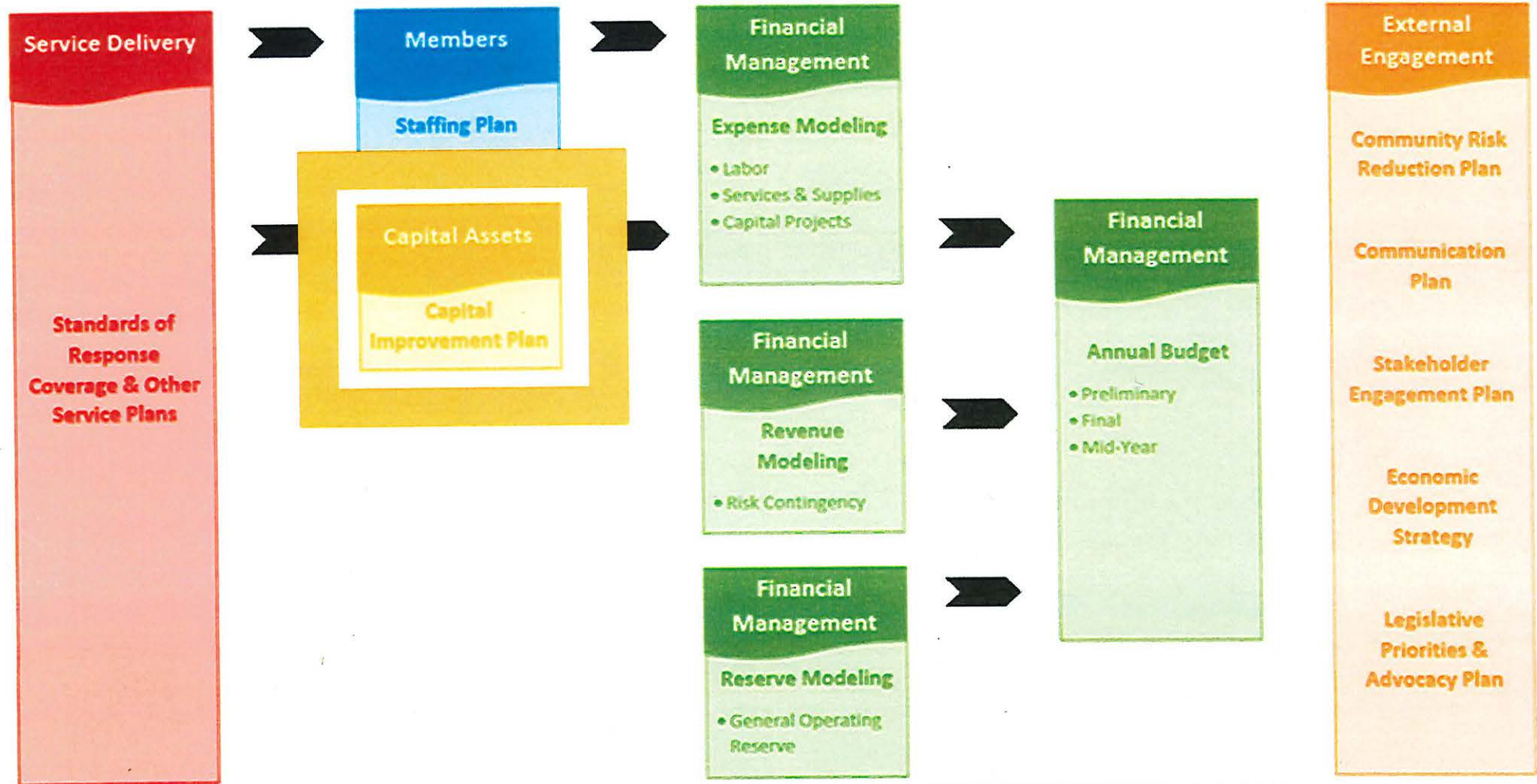
Erin Castleberry / Planning & Development

June 11, 2026



STRATEGIC ALIGNMENT

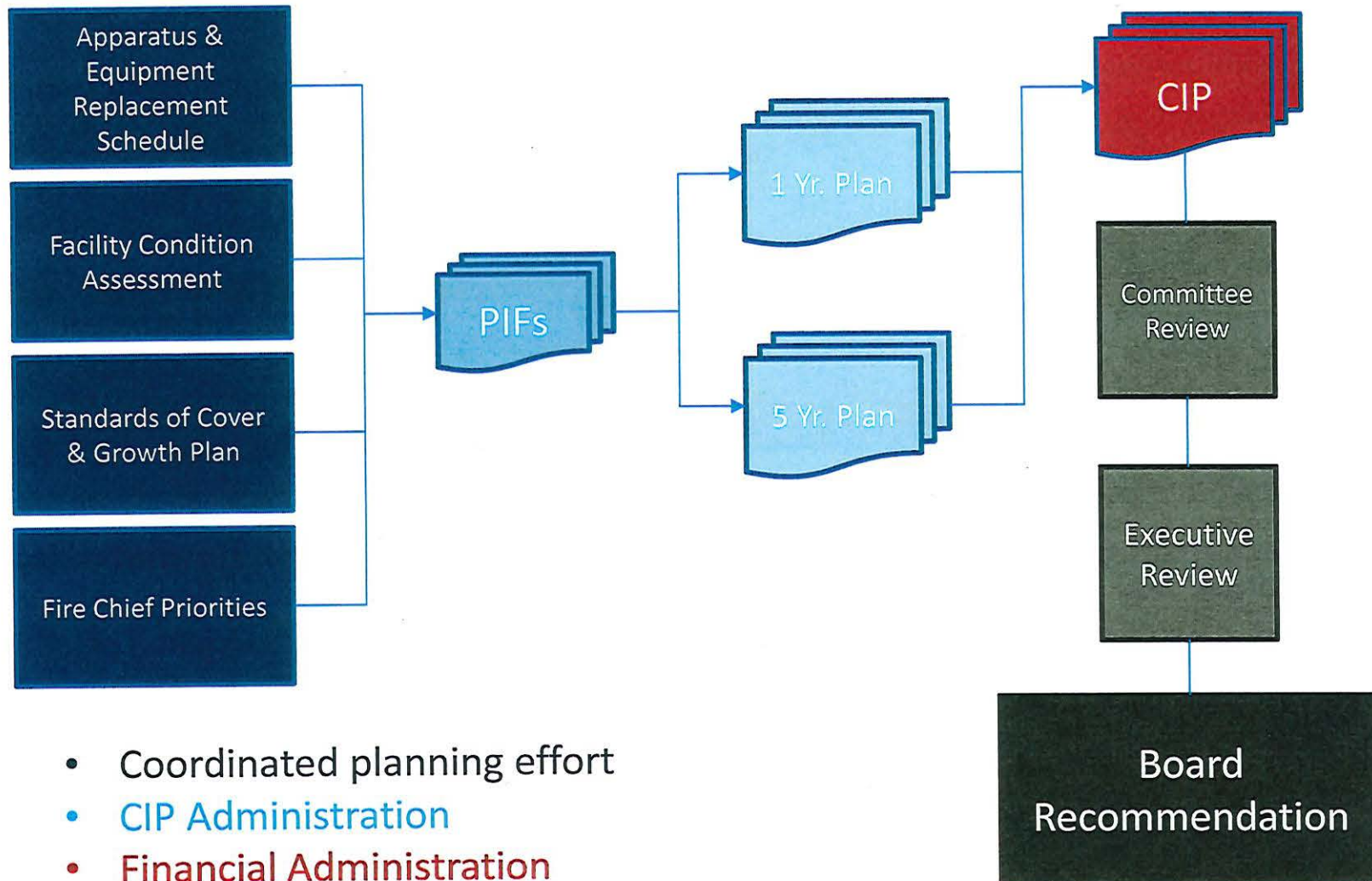
To organize, facilitate, and memorialize capital needs and goals in order to efficiently and transparently develop and support the physical infrastructure of the District.





CIP DEVELOPMENT PROCESS

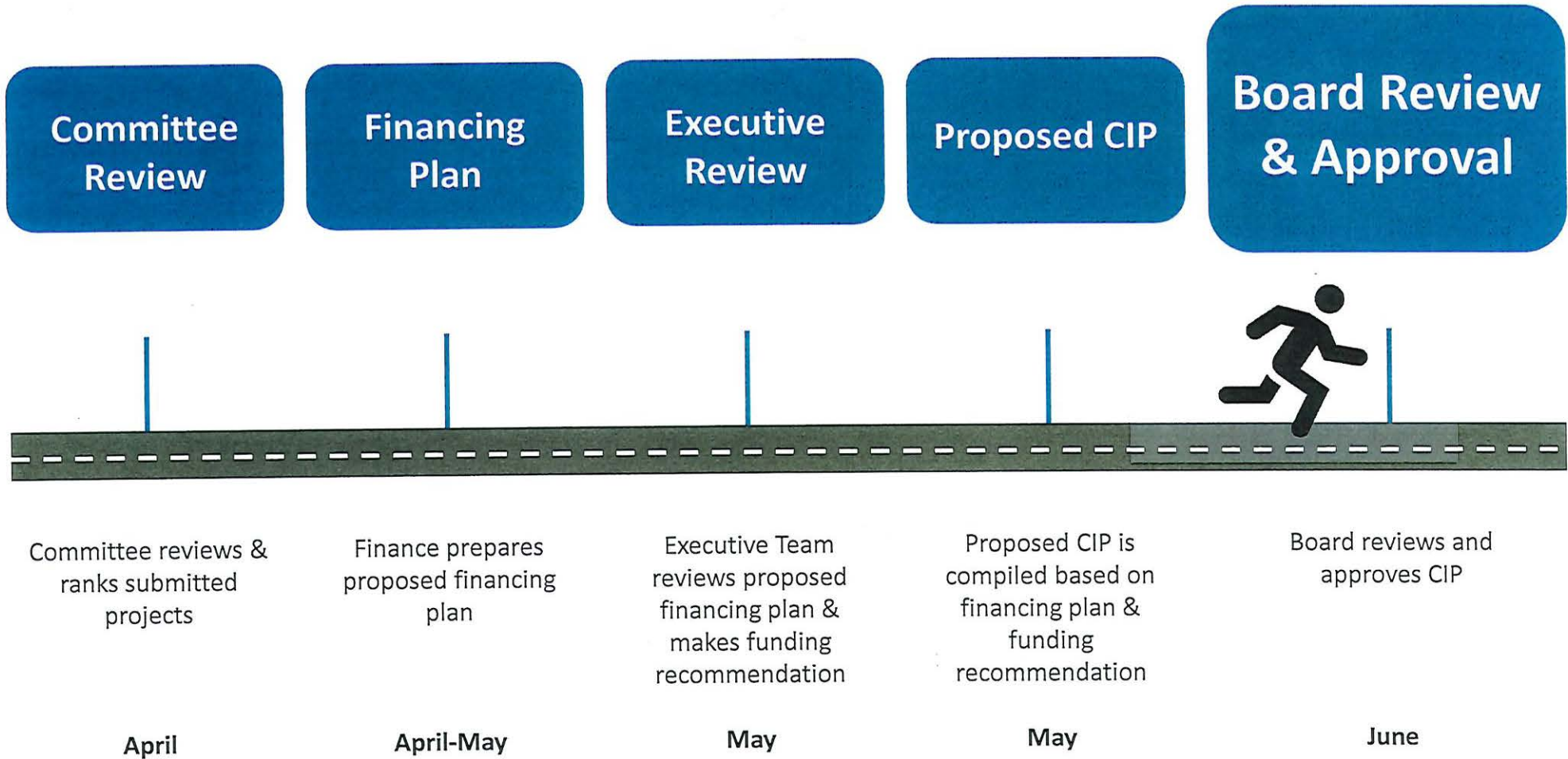
P1126





CIP SCHEDULE

P127





FIVE-YEAR PROJECTION

P123

FY26/27



FY30/31

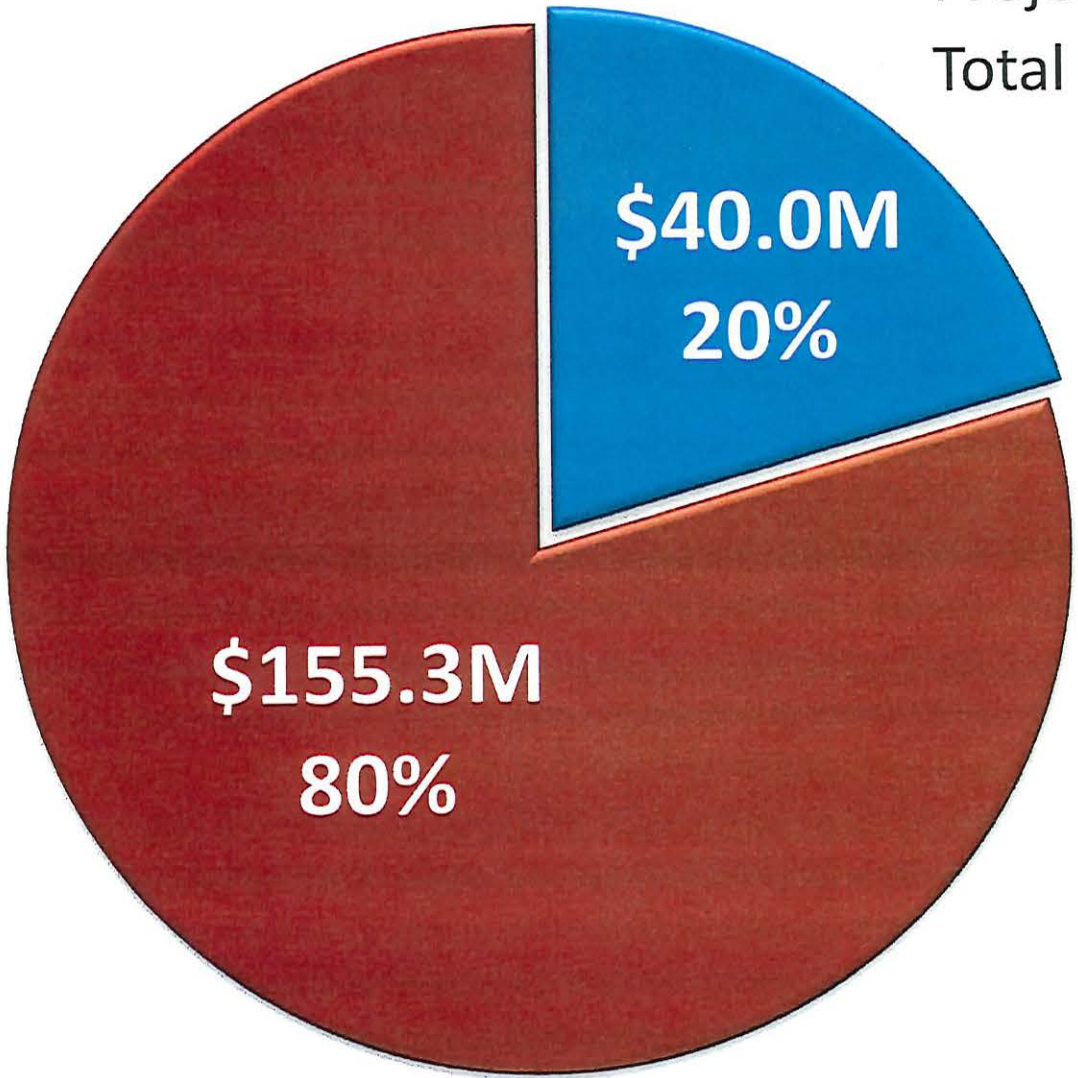
New Construction/Expansion (57%)	\$201.6M
Apparatus & Equipment (37%)	\$131.4M
Personal Protective Equipment (3%)	\$10.1M
Land Acquisition (1%)	\$4.8M
Facility Improvements (1%)	\$3.7M



FY26/27 CIP PROJECT SUBMISSION

P129

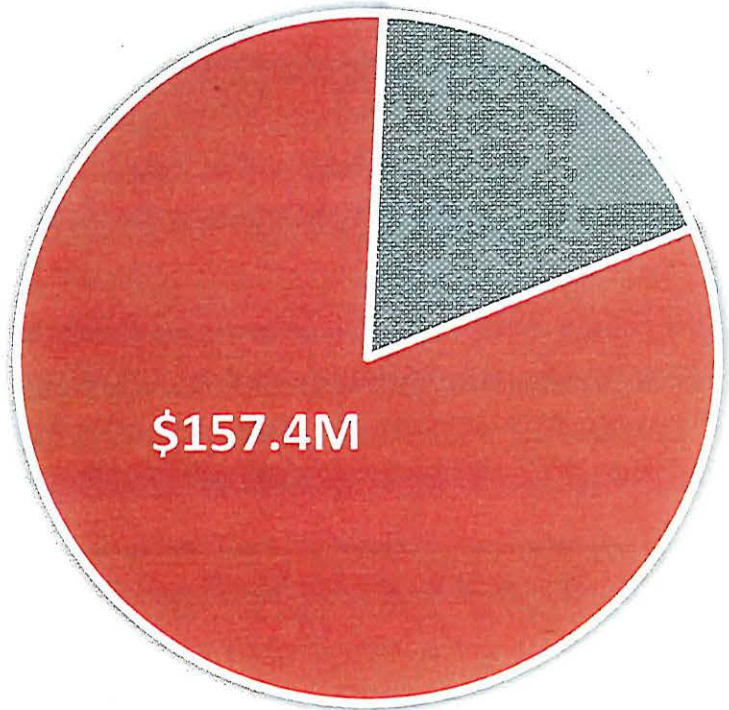
Projects Submitted: 82
Total Project Costs: \$195.8M



- New Projects (47)
- Carryover Projects (35)



FY26/27 RECOMMENDED PROJECTS



Projects Submitted: 82

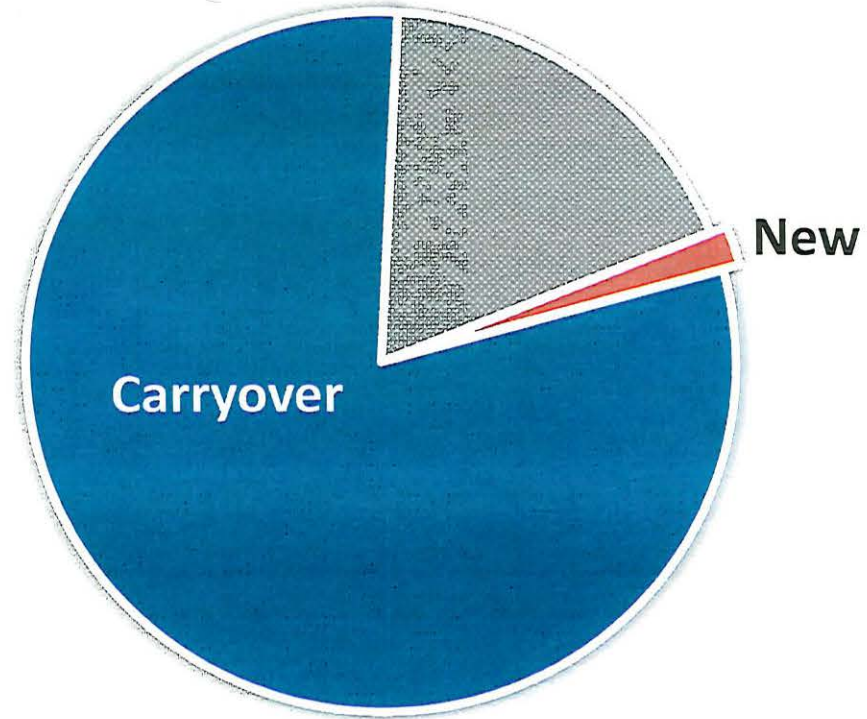
Projects Recommended: 45

Requested Appropriation: \$157.4M

Recommended Appropriation: \$157.4M

Carryover Projects: \$153.9M

New Projects: \$3.5M





FY 26/27 RECOMMENDED PROJECTS

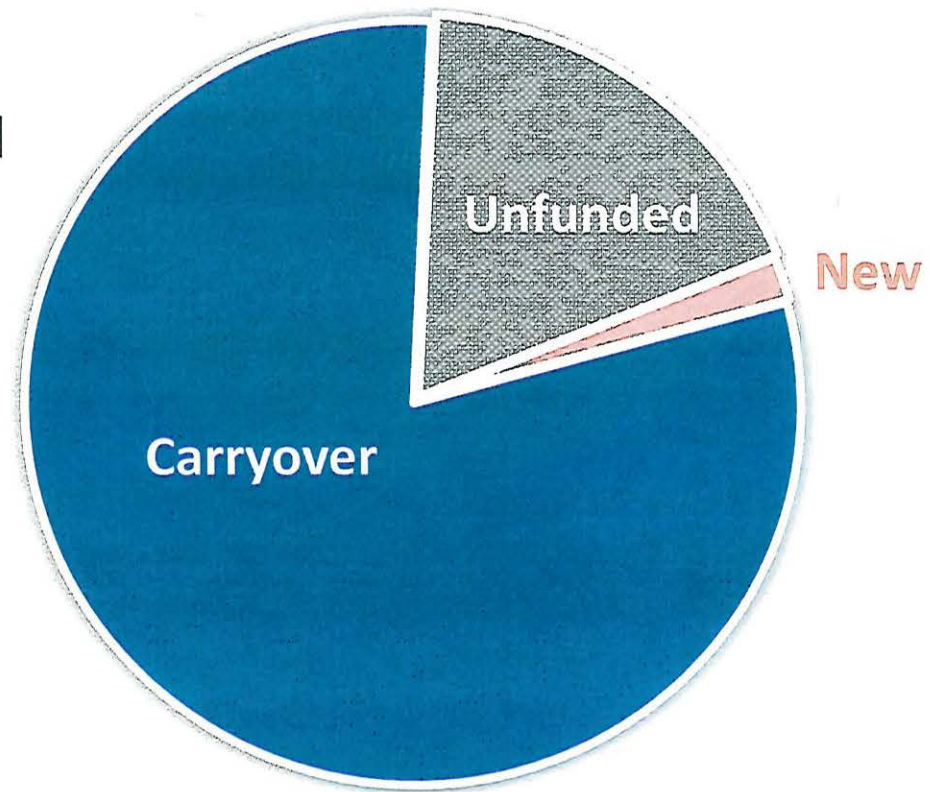
Carryover Projects: 35
Recommended Funding: \$153.9M

New Construction \$91.1M

- Fire Station 67 Buildout
- Zinfandel Phase 3 Buildout
- Station 23 Replacement
- Station 42 Buildout
- Station 61 Replacement
- Station 112 Replacement

Apparatus & Equipment Replacement \$61.4M

- | | |
|---------------------------|--------------------|
| • (20) Type I Engines | • (4) Tow Vehicles |
| • (12) Type III Engines | • (2) Rescue Boats |
| • (7) Type V Engines | • (2) Dozers |
| • (4) Ladder Trucks | • (1) Dozer Tender |
| • (25) Ambulances | • (1) Rescue Unit |
| • (2) Ambulance Remounts | • (1) HazMat Unit |
| • (4) BC Vehicles | • (1) Decon Unit |
| • (6) Duty Chief Vehicles | • (1) Air Unit |
| • (3) Squad Units | • (1) Flatbed |
| • (3) Water Tenders | • (1) Utility Unit |



Facility Improvements \$1.0M

- Multi-Station Roof Replacements
- Multi-Station HVAC Replacements
- HQ Roof Replacement
- Station 105 Generator Replacement
- Station 110 North Gate Overhaul



FY26/27 RECOMMENDED PROJECTS

New Projects: 10
Recommended Funding: \$3.5M

Apparatus & Equipment Replacement \$1.3M

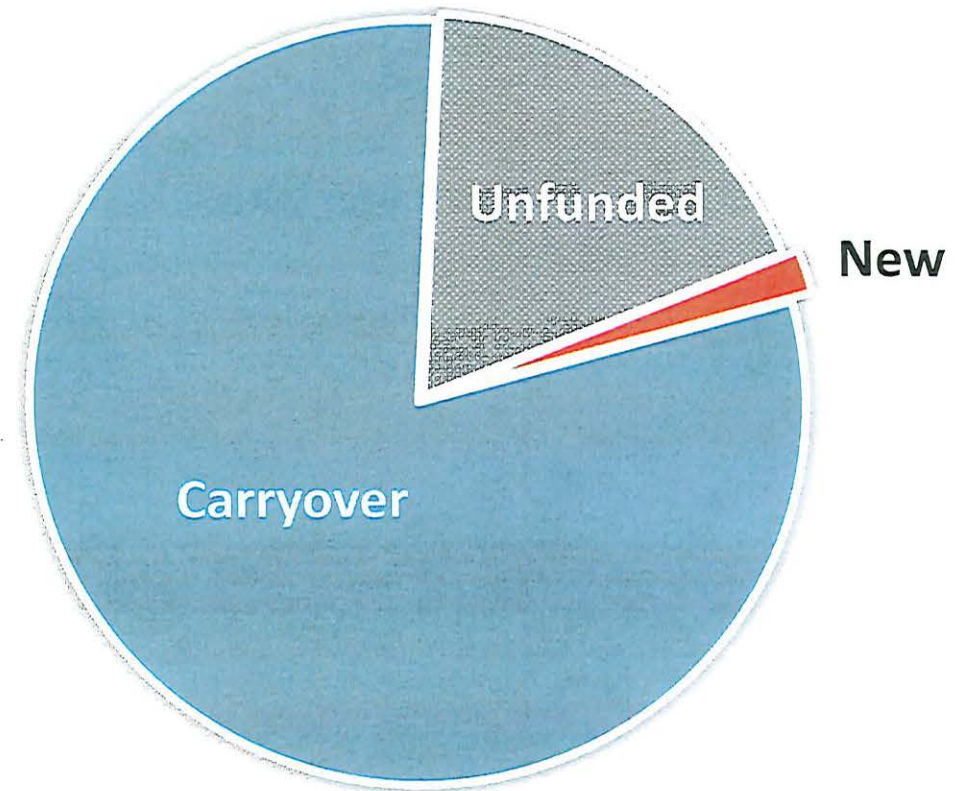
- Copter 2 Transmission Overhaul
- Firewall Replacement
- Uninterruptible Power Supply Replacement
- Automated Chest Compression Device Replacement – Phase 4
- Extrication Equipment Replacement
- Hose and Nozzle Replacement – Phase 2
- Liquid CO2 Extractor

Facility Improvements \$1.0M

- Multi-Station Flooring Replacements

Personal Protective Equipment \$891K

- Annual Turnout Replacement
- Firefighter Recruit PPE

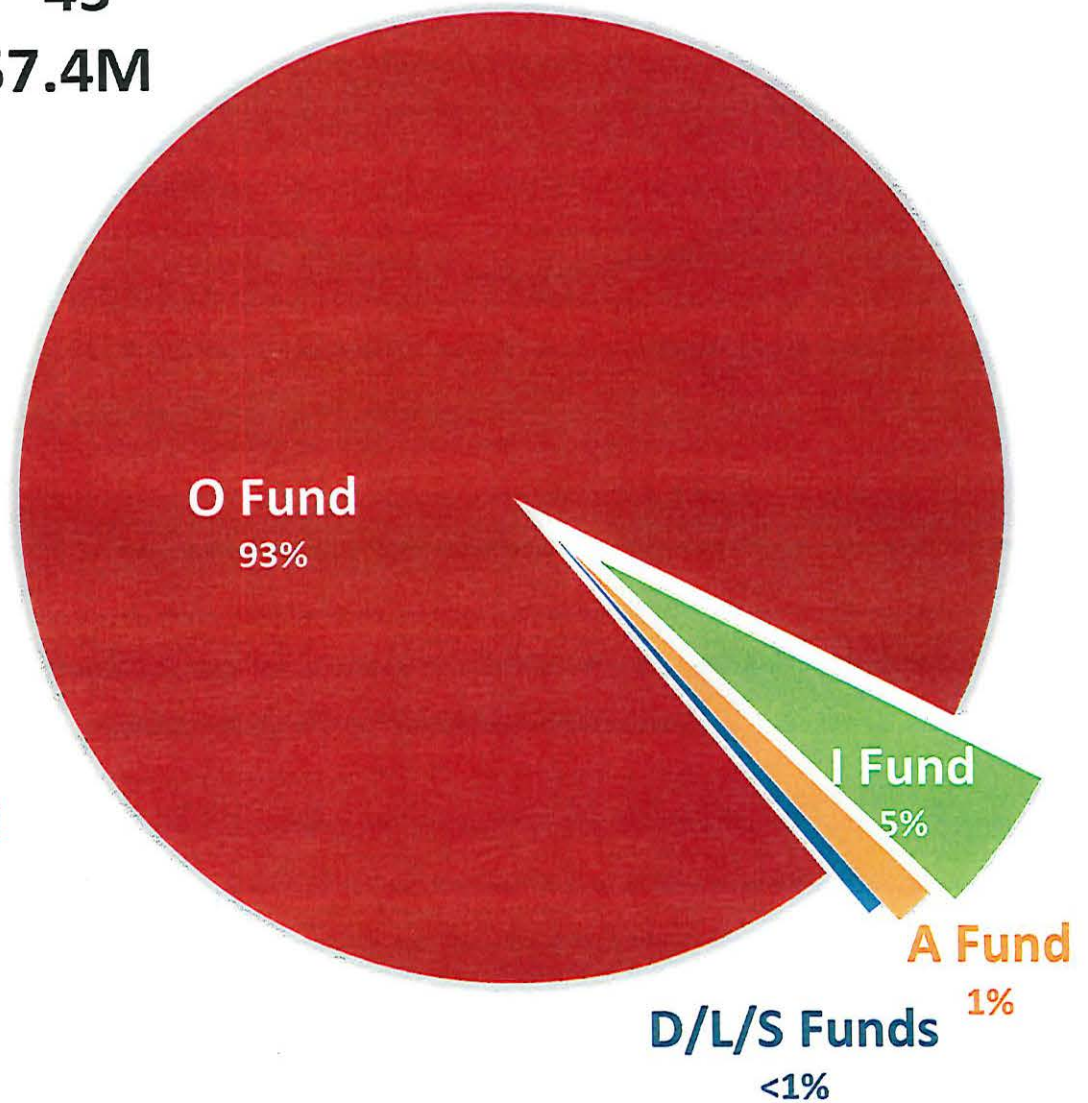




FUND SOURCES

Total Projects: 45
Recommended Funding: \$157.4M

General Fund	\$2.1M
Capital Facilities Fund	\$404K
Development Impact Fee Fund	\$7.7M
Leased Properties Fund	\$190K
Measure O Fund	\$146.8M
Special Projects Fund	\$200K





UNFUNDED PROJECTS

0134

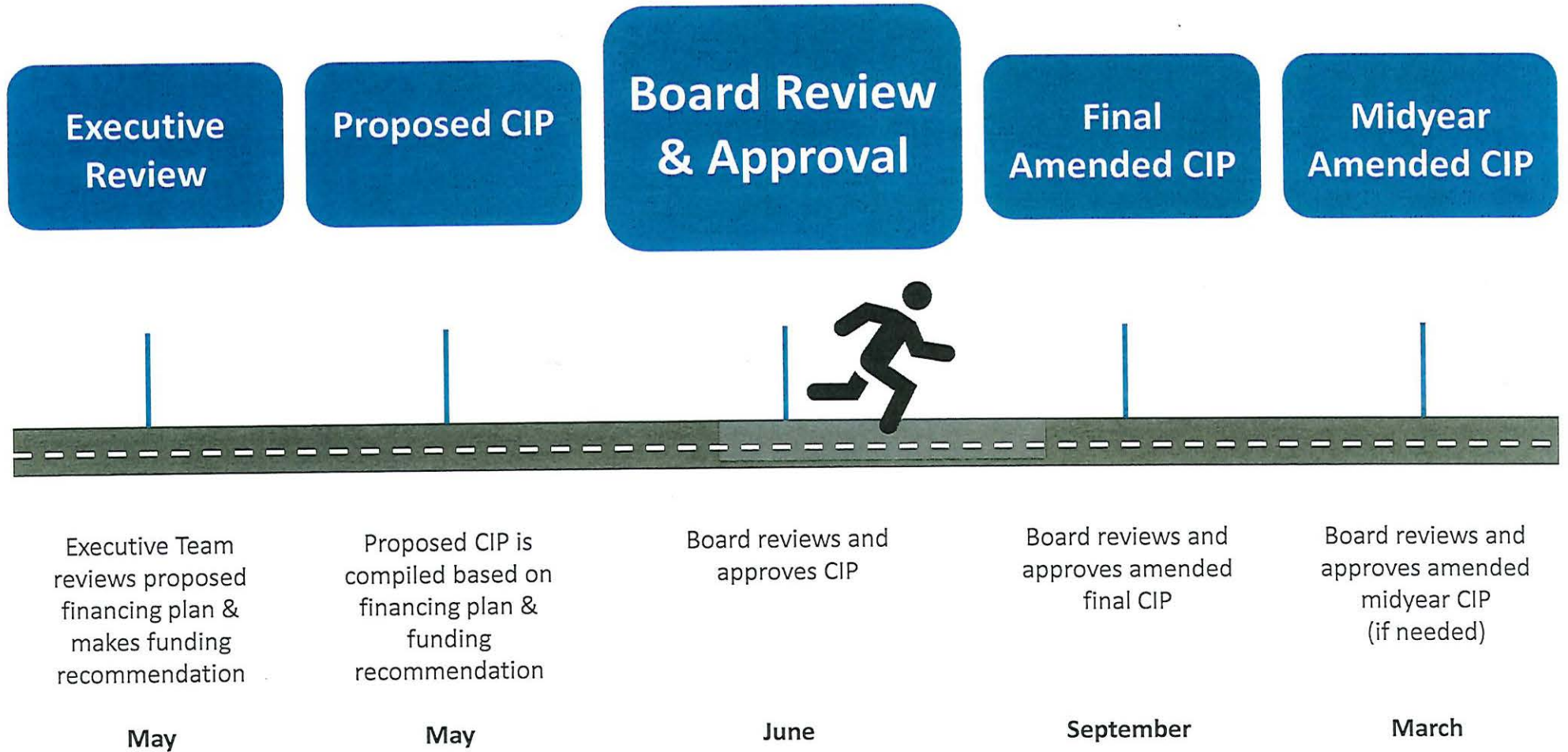


Unfunded Projects: 37
Unfunded Need: \$34.8M

- Apparatus & Equipment Replacement \$20.4M**
- Apparatus & Equipment Acquisition (New) \$6.8M**
- Facility Improvements \$591K**
- Personal Protective Acquisition (New) \$2.2M**



NEXT STEPS





Conclusion



Questions?

Erin Castleberry | 916.859.4160 | castleberry.erin@metrofire.ca.gov



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

A RESOLUTION ADOPTING THE CAPITAL IMPROVEMENT PROGRAM PLAN FY 2026/2027 – 2030/2031

WHEREAS, the Sacramento Metropolitan Fire District (“District”) is a political subdivision of the State of California (“State”) and is duly organized and existing pursuant to the State constitution and laws; and

WHEREAS, in accordance with the District’s Capital Improvement Program Policy adopted on February 24, 2022, the District has prepared a Capital Improvement Program Plan for FY 2026/27 – 2030/31 (CIP Plan), which recommends the funding of 45 capital projects; and

WHEREAS, the Finance and Audit Committee has conducted a public hearing on the CIP Plan and determined it to be in conformance with the District’s CIP Policy; and

WHEREAS, the FY 2026/27 Preliminary Budget reflects the funding of the recommended capital projects for FY 2026/27.

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Sacramento Metropolitan Fire District does hereby adopt the CIP Plan for FY 2026/27 – 2030/31 and authorize the funding of the recommended capital projects for FY 2026/27.

PASSED, APPROVED AND ADOPTED this 11th day of June, 2026. I, **MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT** HEREBY CERTIFY the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board



FY 2026/27 Preliminary Budget

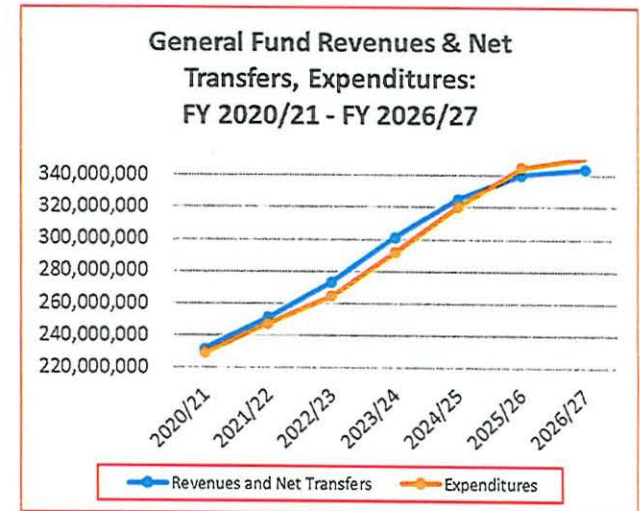
- June 11, 2026 -

Presented by:
Dave O'Toole
Chief Financial Officer



PRELIMINARY BUDGET OVERVIEW: Comparison with Prior Budgets

ALL FUNDS	FY 2025/26 Preliminary	FY 2025/26 Midyear	FY 2026/27 Preliminary	Difference
Revenues	354,222,596	360,838,907	364,610,908	3,772,001
Expenditures	459,099,537	464,943,844	524,282,977	59,339,133
Other Financing Sources	170,506,773	161,637,367	-	-161,637,367
Change in Fund Balance	65,629,832	\$57,532,430	-\$159,672,069	\$217,204,499
General Fund				
	FY 2025/26 Preliminary	FY 2025/26 Midyear	FY 2026/27 Preliminary	Difference
Revenues	335,794,139	341,901,958	347,606,535	5,704,577
Expenditures	336,279,815	344,923,933	350,817,639	5,893,706
Other Financing Sources & Transfers	-3,862,169	-1,861,504	-4,035,275	-2,173,771
Change in Fund Balance	4,347,845	4,883,479	7,246,379	-2,362,900
<i>Projected General Fund Reserve Transfer</i>	4,347,845	\$ 4,883,479	\$ 7,246,379	\$ 2,362,900
Projected Year-End General Fund Reserve - Amount	\$ 33,216,987	\$ 41,473,243	\$ 34,226,864	-7,246,379
Projected Year-End General Fund Reserve - Percent	9.8%	12.0%	9.7%	1.5%





PRELIMINARY BUDGET: Fund Balance Summary

FY 2026/27 PRELIMINARY BUDGET OVERVIEW: MAJOR FUNDS									
	GENERAL FUND	CAPITAL FACILITIES FUND	LEASED PROPERTIES FUND	GRANTS FUND	DEVELOPMENT IMPACT FEES FUND	MEASURE O DEBT SERVICE FUND	MEASURE O BUILDING FUND	SPECIAL PROJECTS FUND-ZINF TRNG SITE	TOTAL
Estimated Beginning Fund Balance on July 1	\$ 41,473,243	\$ 700,823	\$ 2,665,317	\$ 26,512	\$ 4,760,717	\$ 6,331,519	\$ 146,605,482	\$ 200,000	\$ 202,763,613
Revenues	347,606,535	-	402,484	3,863,745	3,000,000	9,338,144	400,000		364,610,908
Expenditures	350,817,639	4,031,945	863,676	3,893,587	7,760,717	9,902,163	146,813,250	200,000	524,282,977
Other Financing Sources (Uses)	-4,035,275	4,031,945	0	3,330	0	0	0		0
Change in Fund Balance	-7,246,379	0	-461,192	-26,512	-4,760,717	-564,019	-146,413,250	-200,000	-159,672,069
Estimated Ending Fund Balance on June 30	\$ 34,226,864	\$ 700,823	\$ 2,204,125	\$ 0	\$ 0	\$ 5,767,500	\$ 192,232	\$ -	\$ 43,091,544



PRELIMINARY BUDGET – GENERAL FUND REVENUES

- **Projected General Fund revenue of \$347.6 million, a \$5.7 million (1.7%) increase from the prior year budget, including:**
 - **Property taxes: \$223.3 million, a \$8.4 million increase**
 - **Charges for services: \$108.2 million, a \$1.0 million decrease, including:**
 - EMS (Medic) fees: \$50.3 million, a \$1.3 million increase
 - Public Provider Ground Emergency Medical Transport (PPGEMT) Program: \$25.1 million, a \$2.0 million decrease
 - Voluntary Rate Range Program (VRRP): \$16.5 million, a \$2.0 million decrease
 - CRRD fees: \$7.7 million, a \$280,000 increase
 - Contract services revenue: \$8.1 million, a \$1.8 million increase



PRELIMINARY BUDGET – GENERAL FUND EXPENDITURES

- **Projected General Fund expenditures of \$350.8 million, a \$5.9 million (1.7%) increase from prior year.**
 - **Labor Budget (compensation and benefits): \$280.6 million, a \$5.1 million (1.8%) increase over prior year**
 - Labor Budget funds four academies in FY 2026/27: two firefighter and two Metro Medic Program academies
 - No new positions or wage increases assumed
 - Labor costs estimated to be 80.7% of General Fund revenues and transfers in
 - **Services and Supplies Cost: \$65.4 million, a \$880,000 (1.4%) increase over prior year**



GENERAL FUND EXPENDITURES: LABOR

- **Total Compensation: \$155.5 million**, \$950,000 (0.6%) more than prior year. Includes:
 - Wages - \$91.6 million, \$5.4 million (6.4%) higher
 - Constant staffing (overtime) - \$26.6 million, \$3.9 million (-12.8%) lower due to full pool staffing
 - Incentive pays for EMT, paramedic, education, haz-mat, and longevity \$767,000 (4.5%) higher
 - Employee behavioral wellness incentive continued at \$3.1 million annually

- **Total Benefits: \$125.1 million**, \$4. million (3.4%) more than FY 2025/26. Includes:
 - Increased pension contributions (Safety and Misc.) of \$3.7 million (6.0%)
 - Increased post-employment health benefit contributions of \$1.9 million (62.8%)
 - Increased employee medical costs of \$1.7 million (8.2%)
 - Decreased workers compensation costs of \$1 million (-15.9%)



GENERAL FUND EXPENDITURES: SERVICES & SUPPLIES

- **Services and supplies budget totals \$65.4 million, a 1.4% increase over prior year.**

Notable changes include:

- \$380,000 decrease in building services costs
- \$315,000 increase in safety clothing and supplies
- \$270,000 increase in election services
- \$230,000 increase for the District's liability and property insurance premiums
- \$1 million reduction in matching payments for the VRRP and PPGEMT programs, corresponding with lower income forecast.





CAPITAL OUTLAY SUMMARY

- **Total spending of \$155.3 million, including approximately \$146.8 million committed from the Measure O Building Fund.**
- Major capital outlay projects funded using Measure O funds include:
 - Station 23 replacement: \$21.7 million
 - Station 61 replacement: \$20.3 million
 - Station 112 replacement \$21.7 million
 - Station 42 buildout: \$13.3 million
 - Twenty-five ambulance replacements: \$8.8 million
 - Fifteen Type 1 engine replacements: \$15.8 million
 - Eight Type 3 engine replacements: \$4.6 million
 - Flooring and roof replacements: \$1.3 million
- Other capital outlay projects funded with other funds:
 - Development Impact Fees Fund; Fire Station 67 Buildout: \$7.7 million
 - Capital Facilities Fund; technology, rescue, and safety equipment: \$554,000





LONG-TERM FORECAST: FY 2026/27 – FY 2030/31

Key Assumptions:

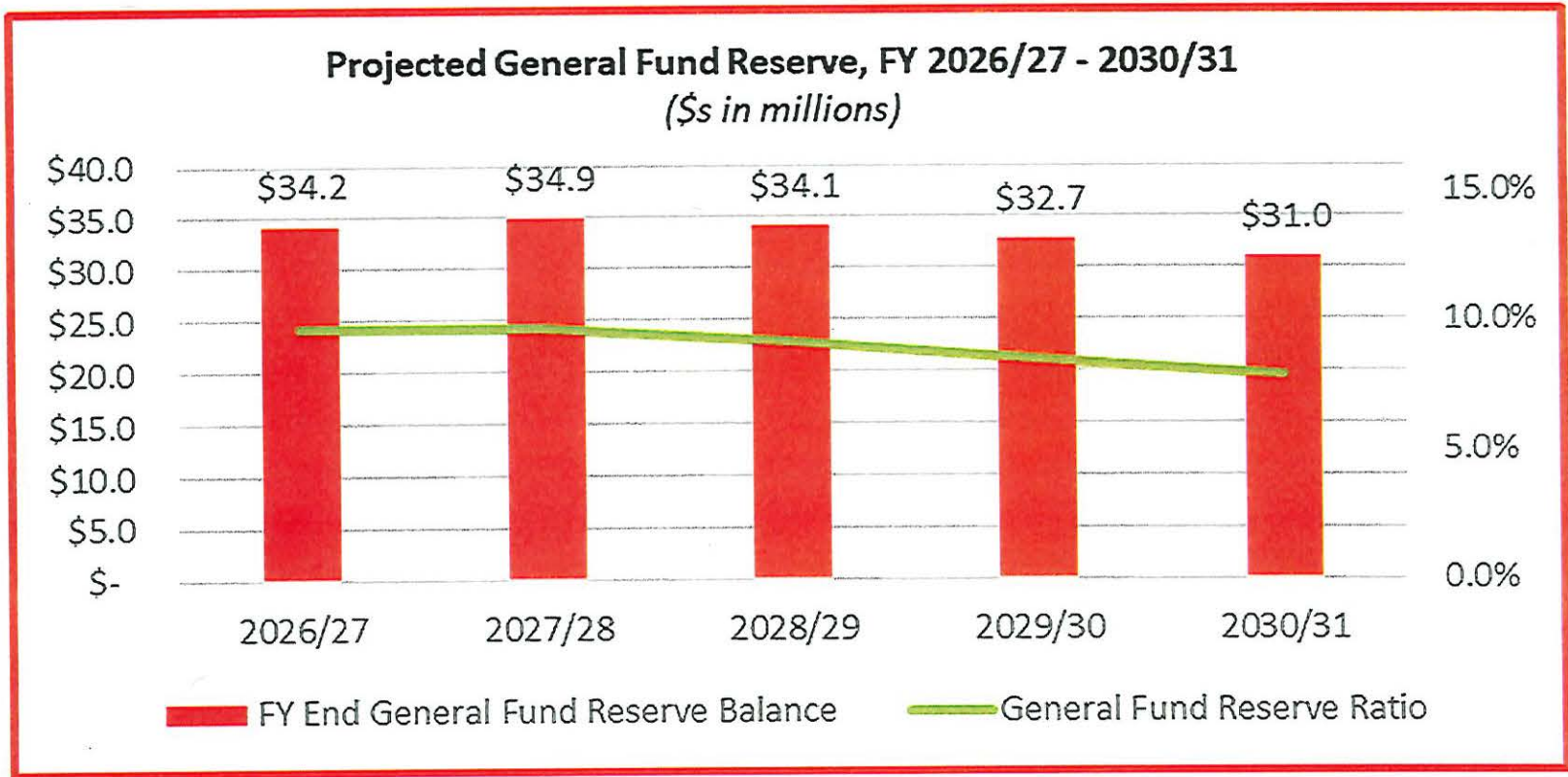
- Property tax estimates incorporate latest Sacramento County reports and independent property tax consultant projections
- Current wage and benefit costs reflect “natural growth” (step increases, etc.) of 1.7% annually, beginning 2026/27. (Prior 10-year average growth is 5.0%.)
- No wage or staffing increases assumed
- Current PPGEMT and VRRP revenues increased approximately three percent annually
- No assumption of PPGEMT add-on rate approval, adding approximately \$6 million/year
- Pension costs increased at CalPERS projections rate
- Annual consumer price index growth 3.0% through FY 2030/31



Alternative Forecast Assumptions: Full staffing of 58 positions for Station 67 and new station at Grant Line 220 (opening in FY 2027/28 and FY 2029/30, respectively), lapse of SAFER funding (2028/29), offset by forecasted new development property tax income

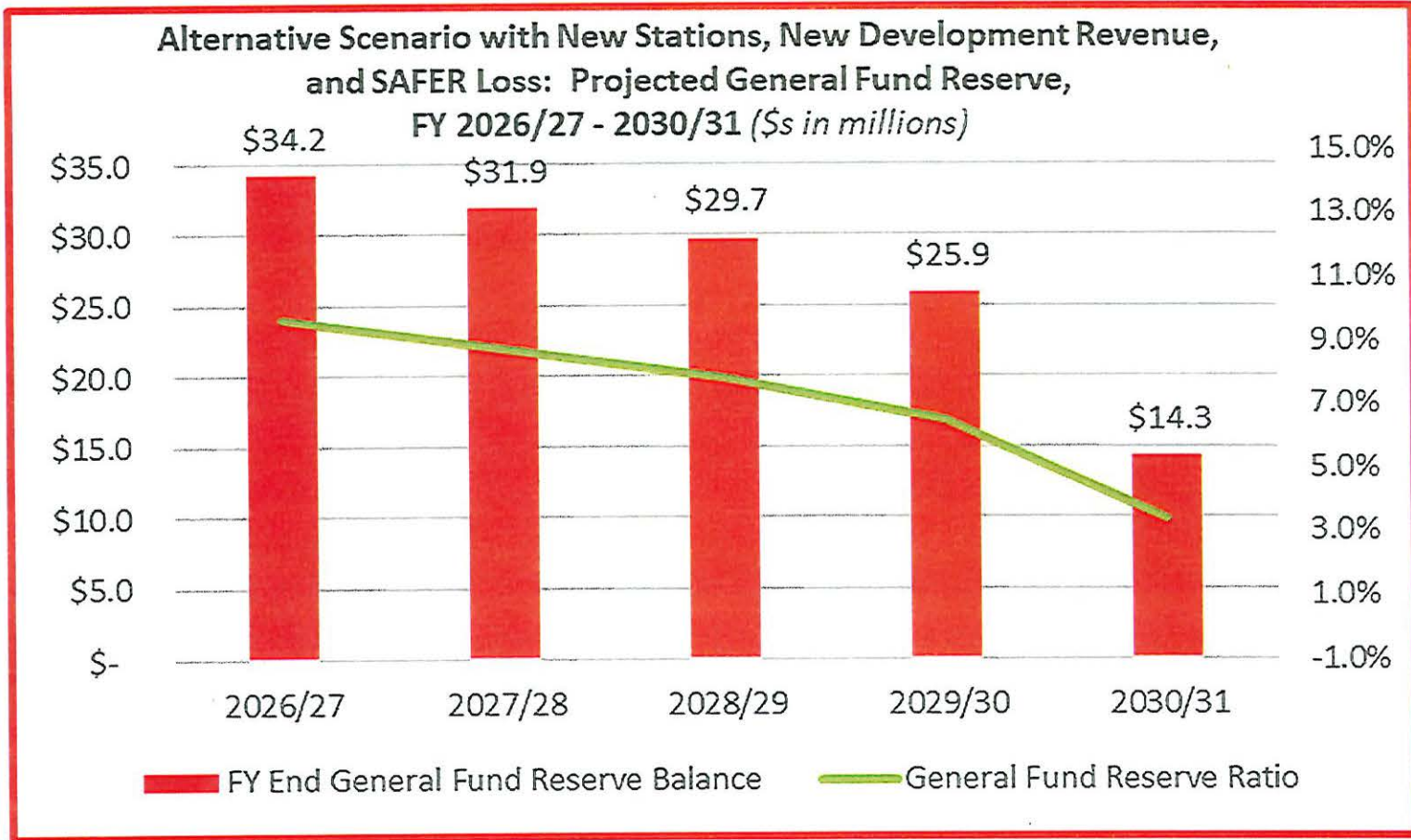


FORECAST: General Fund Reserves





ALTERNATIVE FORECAST: General Fund Reserves with New Stations, SAFER Loss





FY 2026/27 PRELIMINARY BUDGET SUMMARY

- District has a structural deficit. The Preliminary General Fund budget again requires a reserve transfer, reducing the balance by \$7.2 million to \$34.2 million.
- Preliminary Budget General Fund reserve projected to decline from 12.0 percent in FY 2025/26 Midyear Budget to 9.7 percent in FY 2026/27 Preliminary Budget.
- In FY 2026/27 General Fund revenue growth is budgeted 1.7 percent higher than prior year, while expenditures and net of transfers will grow 2.1 percent.
- Five-year forecast shows modest reserve borrowing will reoccur—subject to significant changes in property tax trends and labor costs.
- District will recognize some end-of-year savings at Final Budget, which may reduce size of General Fund reserve transfer.
- District awaiting decision on PPGEMT rate add-on, contributing approximately \$6 million/year.
- Five-year forecast identified significant new cost pressures with addition of two new stations and loss of SAFER funding.



FY 2026/27 PRELIMINARY BUDGET

Recommendation: Approve resolutions adopting the Preliminary Budget amendments for the fiscal year ending June 30, 2027.



FY 2026/27 PRELIMINARY BUDGET

Questions and Comments

Dave O'Toole

O'Toole.Dave@metrofire.ca.gov

916-926-9799



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

A RESOLUTION OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT ADOPTING THE PRELIMINARY BUDGET FOR THE GENERAL OPERATING FUND 212A FOR FISCAL YEAR 2026/2027

WHEREAS, the Sacramento Metropolitan Fire District ("District") is a political subdivision of the State of California ("State") and is duly organized and existing pursuant to the State constitution and laws; and

WHEREAS, hearings have been terminated during which time all additions and deletions to the Preliminary Budget for the General Operating Fund 212A for Fiscal Year 2026/2027 were made, and

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Sacramento Metropolitan Fire District, in accordance with Section 13890 of the Health and Safety Code, the Preliminary Budget for General Operating Fund 212A for the Fiscal Year 2026/2027 will be and is hereby adopted in accordance with the following table, as set forth in the attached exhibits:

OBJECT	FUND	FUND CENTER	COST CENTER	ACCOUNT CATEGORY	BUDGET FY2026/2027
10	212A	2129212	2129212000	SALARIES & EMPLOYEE BENEFITS	\$280,558,109
20	212A	2129212	2129212000	SERVICES & SUPPLIES	65,420,335
30	212A	2129212	2129212000	OTHER CHARGES	4,839,195
50	212A	2129212	2129212000	OPERATING TRANSFER OUT (To 212D)	4,031,945
50	212A	2129212	2129212000	OPERATING TRANSFER OUT (To 212G)	3,330

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

BE IT FURTHER RESOLVED that the Preliminary Budget for Fund 212A for Fiscal Year 2026/2027 will be and is hereby adopted in accordance with the listed attachments which show in detail the approved appropriations, revenues and methods of financing attached hereto and by reference made a part hereof.

PASSED, APPROVED AND ADOPTED this 11th day of June, 2026. I, MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT HEREBY CERTIFY the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board

Attachments:

Exhibit A: 212A Preliminary Budget Summary for FY2026/2027 Schedule

Exhibit B: 212A Revenue Detail Schedule

Exhibit C: 212A Expenditure Detail Schedule



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

A RESOLUTION ADOPTING THE POSITION AUTHORIZATION DOCUMENT FOR FISCAL YEAR 2026/2027

WHEREAS, the Sacramento Metropolitan Fire District ("District") is a political subdivision of the State of California ("State") and is duly organized and existing pursuant to the State constitution and laws; and

WHEREAS, the Sacramento Metropolitan Fire District ("District") annually adopts a Position Authorization Document (PAD) that establishes all authorized positions and classifications for the upcoming fiscal year; and

WHEREAS, the PAD serves as the District's official staffing framework, ensuring alignment between organizational structure, service delivery needs, and the Board-adopted budget; and

WHEREAS, District staff have reviewed current operational requirements, service demands, and strategic priorities and have prepared the PAD for Fiscal Year 2026/2027; and

WHEREAS, hearings have been terminated during which time the Board of Directors was presented a PAD containing a listing of all established positions, budgeted positions, and proposed changes by branch and position type as of May 28, 2026 and a pay schedule as of January 1, 2026;

WHEREAS, the Board of Directors has reviewed the PAD and finds it to be consistent with the District's operational needs, fiscal capacity, and long-term strategic direction; and

WHEREAS, adoption of the PAD for Fiscal Year 2026/2027 is necessary to establish authorized staffing levels and support the effective management of District resources.

NOW, THEREFORE, IT IS HEREBY RESOLVED the Position Authorization Document is hereby adopted.

RESOLUTION NO. 2026-XXX

Page 2

PASSED, APPROVED AND ADOPTED this 11th day of June, 2026. I, **MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT** **HEREBY CERTIFY** the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

Attested By:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board

ATTACHMENTS:

Position Authorization Document



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

A RESOLUTION OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT ADOPTING THE PRELIMINARY BUDGET FOR THE CAPITAL FACILITIES FUND 212D FOR FISCAL YEAR 2026/2027

WHEREAS, the Sacramento Metropolitan Fire District ("District") is a political subdivision of the State of California ("State") and is duly organized and existing pursuant to the State constitution and laws; and

WHEREAS, hearings have been terminated during which time all additions and deletions to the Preliminary Budget for the Capital Facilities Fund 212D for Fiscal Year 2026/2027 were made, and

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Sacramento Metropolitan Fire District, in accordance with Section 13890 of the Health and Safety Code, the Preliminary Budget for the Capital Facilities Fund 212D for the Fiscal Year 2026/2027 will be and is hereby adopted in accordance with the following table, as set forth in the attached **Exhibit A**:

OBJECT	FUND	FUND CENTER	COST CENTER	ACCOUNT CATEGORY	BUDGET FY2026/2027
10	212D	2123000	2123000000	SALARIES & EMPLOYEE BENEFITS	\$ -
20	212D	2123000	2123000000	SERVICES & SUPPLIES	-
30	212D	2123000	2123000000	OTHER CHARGES	3,478,010
41	212D	2123000	2123000000	CAPITAL ASSETS-LAND	-
42	212D	2123000	2123000000	CAPITAL ASSETS-STRUCTURES	-
43	212D	2123000	2123000000	CAPITAL ASSETS-EQUIPMENT	553,935
59	212D	2123000	2123000000	OPERATING TRANSFER IN (From 212A)	(4,031,945)

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

BE IT FURTHER RESOLVED that the Preliminary Budget for Fund 212D for Fiscal Year 2026/2027 will be and is hereby adopted in accordance with the listed attachments which show in detail the approved appropriations, revenues and methods of financing attached hereto and by reference made a part hereof.

PASSED, APPROVED AND ADOPTED this 11th day of June, 2026. I, MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT HEREBY CERTIFY the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

**AYES:
NOES:
ABSENT:
ABSTAIN:**

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board

Attachments:
Exhibit A: 212D Preliminary Budget Summary for FY2026/2027 Schedule



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

A RESOLUTION OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT ADOPTING THE PRELIMINARY BUDGET FOR THE GRANTS FUND 212G FOR FISCAL YEAR 2026/2027

WHEREAS, the Sacramento Metropolitan Fire District ("District") is a political subdivision of the State of California ("State") and is duly organized and existing pursuant to the State constitution and laws; and

WHEREAS, hearings have been terminated during which time all additions and deletions to the Preliminary Budget for the Grants Fund 212G for Fiscal Year 2026/2027 were made, and

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Sacramento Metropolitan Fire District, in accordance with Section 13890 of the Health and Safety Code, the Preliminary in the Grants Fund 212G for the Fiscal Year 2026/2027 will be and is hereby adopted in accordance with the following table, as set forth in **Exhibit A**:

OBJECT	FUND	FUND CENTER	COST CENTER	ACCOUNT CATEGORY	BUDGET FY2026/2027
10	212G	2126000	2126000000	SALARIES & EMPLOYEE BENEFITS	\$ 3,836,765
20	212G	2126000	2126000000	SERVICES & SUPPLIES	56,822
30	212G	2126000	2126000000	TAXES, LICENSES, DEBT SRVC & OTHERS	-
42	212G	2126000	2126000000	CAPITAL ASSETS-STRUCTURES	-
50	212G	2126000	2126000000	OPERATING TRANSFER OUT (To 212A)	-
59	212G	2126000	2126000000	OPERATING TRANSFER IN (From 212A)	3,330

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

BE IT FURTHER RESOLVED that the Preliminary Budget for Fund 212G for Fiscal Year 2026/2027 will be and is hereby adopted in accordance with the listed attachments which show in detail the approved appropriations, revenues and methods of financing attached hereto and by reference made a part hereof.

PASSED, APPROVED AND ADOPTED this 11th day of June, 2026. I, **MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT** **HEREBY CERTIFY** the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board

Attachments:

Exhibit A: 212G Preliminary Budget Summary for FY 2026/2027 Schedule



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

A RESOLUTION OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT ADOPTING THE PRELIMINARY BUDGET FOR THE DEVELOPMENT IMPACT FEES FUND 212I FOR FISCAL YEAR 2026/2027

WHEREAS, the Sacramento Metropolitan Fire District ("District") is a political subdivision of the State of California ("State") and is duly organized and existing pursuant to the State constitution and laws; and

WHEREAS, hearings have been terminated during which time all additions and deletions to the Preliminary Budget for the Development Impact Fees Fund 212I for Fiscal Year 2026/2027 were made, and

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Sacramento Metropolitan Fire District, in accordance with Section 13890 of the Health and Safety Code, the Preliminary in the Development Impact Fees Fund 212I for the Fiscal Year 2026/2027 will be and is hereby adopted in accordance with the following table, as set forth in **Exhibit A**:

OBJECT	FUND	FUND CENTER	COST CENTER	ACCOUNT CATEGORY	BUDGET FY2026/2027
10	212I	2129000	2129000000	SALARIES & EMPLOYEE BENEFITS	\$ -
20	212I	2129000	2129000000	SERVICES & SUPPLIES	70,000
30	212I	2129000	2129000000	TAXES, LICENSES, DEBT SRVC & OTHERS	-
41	212I	2129000	2129000000	CAPITAL ASSETS-LAND	-
42	212I	2129000	2129000000	CAPITAL ASSETS-STRUCTURES	7,690,717
59	212I	2129000	2129000000	OPERATING TRANSFER IN (From 212A)	-

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

BE IT FURTHER RESOLVED that the Preliminary Budget for Fund 212I for Fiscal Year 2026/2027 will be and is hereby adopted in accordance with the listed attachments which show in detail the approved appropriations, revenues and methods of financing attached hereto and by reference made a part hereof.

PASSED, APPROVED AND ADOPTED this 11th day of June, 2026. I, MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT HEREBY CERTIFY the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board

Attachments:

Exhibit A: 212I Preliminary Budget Summary for FY 2026/2027 Schedule



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

A RESOLUTION OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT ADOPTING THE PRELIMINARY BUDGET FOR THE LEASED PROPERTIES FUND 212L FOR FISCAL YEAR 2026/2027

WHEREAS, the Sacramento Metropolitan Fire District (“District”) is a political subdivision of the State of California (“State”) and is duly organized and existing pursuant to the State constitution and laws; and

WHEREAS, hearings have been terminated during which time all additions and deletions to the Preliminary Budget for the Leased Properties Fund 212L for Fiscal Year 2026/2027 were made, and

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Sacramento Metropolitan Fire District, in accordance with Section 13890 of the Health and Safety Code, the Preliminary Budget in the Leased Properties Fund 212L for the Fiscal Year 2026/2027 will be and is hereby adopted in accordance with the following table, as set forth in the attached **Exhibit A**:

OBJECT	FUND	FUND CENTER	COST CENTER	ACCOUNT CATEGORY	BUDGET FY2026/2027
10	212L	2127000	2127000000	SALARIES & EMPLOYEE BENEFITS	\$ -
20	212L	2127000	2127000000	SERVICES & SUPPLIES	619,406
30	212L	2127000	2127000000	OTHER CHARGES	244,270
41	212L	2127000	2127000000	CAPITAL ASSETS-LAND	-
42	212L	2127000	2127000000	CAPITAL ASSETS-STRUCTURES	-
59	212L	2127000	2127000000	OPERATING TRANSFER IN (From 212A)	-

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

BE IT FURTHER RESOLVED that the Preliminary Budget for Fund 212L for Fiscal Year 2026/2027 will be and is hereby adopted in accordance with the listed attachments which show in detail the approved appropriations, revenues and methods of financing attached hereto and by reference made a part hereof.

PASSED, APPROVED AND ADOPTED this 11th day of June, 2026. I, MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT HEREBY CERTIFY the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board

Attachments:

Exhibit A: 212L Preliminary Budget Summary for FY2026/2027 Schedule



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

A RESOLUTION ADOPTING THE PRELIMINARY BUDGET FOR THE MEASURE O DEBT SERVICE FUND 212N FOR FISCAL YEAR 2026/2027

WHEREAS, the Sacramento Metropolitan Fire District ("District") is a political subdivision of the State of California ("State") and is duly organized and existing pursuant to the State constitution and laws; and

WHEREAS, hearings have been terminated during which time all additions and deletions to the Preliminary Budget for the Measure O Debt Service Fund 212N for Fiscal Year 2026/2027 were made;

NOW, THEREFORE, IT IS HEREBY RESOLVED in accordance with Section 13890 of the Health and Safety Code, the Preliminary Budget in the Measure O Debt Service Fund 212N for the Fiscal Year 2026/2027 will be and is hereby adopted in accordance with the following:

OBJECT	FUND	FUND CENTER	COST CENTER	ACCOUNT CATEGORY	BUDGET FY2026/2027
20	212N	21212300	2121300000	SERVICES AND SUPPLIES	\$ 10,000
30	212N	2121300	2121300000	OTHER CHARGES	9,892,163

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

BE IT FURTHER RESOLVED that the Preliminary for Fund 212N for Fiscal Year 2026/2027 will be and is hereby adopted in accordance with the listed attachments which show in detail the approved appropriations, revenues and methods of financing.

PASSED, APPROVED AND ADOPTED this 11th day of June, 2026. I, MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT HEREBY CERTIFY the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

**AYES:
NOES:
ABSENT:
ABSTAIN:**

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

Attested By:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board

ATTACHMENTS:
212N Preliminary Budget Summary for FY 2026/2027 Schedule



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

A RESOLUTION OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT ADOPTING THE PRELIMINARY BUDGET FOR THE MEASURE O BUILDING FUND 2120 FOR FISCAL YEAR 2026/2027

WHEREAS, the Sacramento Metropolitan Fire District ("District") is a political subdivision of the State of California ("State") and is duly organized and existing pursuant to the State constitution and laws; and

WHEREAS, hearings have been terminated during which time all additions and deletions to the Preliminary Budget for the Measure O Building Fund 2120 for Fiscal Year 2026/2027 were made, and

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Sacramento Metropolitan Fire District, in accordance with Section 13890 of the Health and Safety Code, the Preliminary in the Measure O Building Fund 2120 for the Fiscal Year 2026/2027 will be and is hereby adopted in accordance with the following table, as set forth in **Exhibit A**:

OBJECT	FUND	FUND CENTER	COST CENTER	ACCOUNT CATEGORY	BUDGET FY2026/2027
10	2120	2121200	2121200000	SALARIES & EMPLOYEE BENEFITS	\$ -
20	2120	2121200	2121200000	SERVICES & SUPPLIES	-
30	2120	2121200	2121200000	TAXES, LICENSES, DEBT SRVC & OTHERS	-
42	2120	2121200	2121200000	CAPITAL ASSETS-STRUCTURES	84,812,340
43	2120	2121200	2121200000	CAPITAL ASSETS-EQUIPMENT	62,000,910
50	2120	2121200	2121200000	OPERATING TRANSFER OUT (To 212D)	-

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

BE IT FURTHER RESOLVED that the Preliminary Budget for Fund 2120 for Fiscal Year 2026/2027 will be and is hereby adopted in accordance with the listed attachments which show in detail the approved appropriations, revenues and methods of financing attached hereto and by reference made a part hereof.

PASSED, APPROVED AND ADOPTED this 11th day of June, 2026. I, **MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT** **HEREBY CERTIFY** the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board

Attachments:
Exhibit A: 2120 Preliminary Budget Summary for FY 2026/2027 Schedule



Sacramento Metropolitan Fire District

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

ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

A RESOLUTION OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT ADOPTING THE PRELIMINARY BUDGET FOR THE SPECIAL PROJECTS FUND 212S FOR FISCAL YEAR 2026/2027

WHEREAS, the Sacramento Metropolitan Fire District ("District") is a political subdivision of the State of California ("State") and is duly organized and existing pursuant to the State constitution and laws; and

WHEREAS, hearings have been terminated during which time all additions and deletions to the Preliminary Budget for the Special Projects Fund 212S for Fiscal Year 2026/2027 were made, and

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Sacramento Metropolitan Fire District, in accordance with Section 13890 of the Health and Safety Code, the Preliminary in the Special Projects Fund 212S for the Fiscal Year 2026/2027 will be and is hereby adopted in accordance with the following table, as set forth in **Exhibit A**:

OBJECT	FUND	FUND CENTER	COST CENTER	ACCOUNT CATEGORY	BUDGET FY2026/2027
10	212S	2128000	2128000000	SALARIES & EMPLOYEE BENEFITS	\$ -
20	212S	2128000	2128000000	SERVICES & SUPPLIES	-
30	212S	2128000	2128000000	TAXES, LICENSES, DEBT SRVC & OTHERS	-
42	212S	2128000	2128000000	CAPITAL ASSETS-STRUCTURES	200,000
50	212S	2128000	2128000000	OPERATING TRANSFER OUT (To 212A)	-
59	212S	2128000	2128000000	OPERATING TRANSFER IN (From 212A)	-

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

BE IT FURTHER RESOLVED that the Preliminary Budget for Fund 212S for Fiscal Year 2026/2027 will be and is hereby adopted in accordance with the listed attachments which show in detail the approved appropriations, revenues and methods of financing attached hereto and by reference made a part hereof.

PASSED, APPROVED AND ADOPTED this 11th day of June, 2026. I, MARNI RITTBURG, BOARD CLERK OF SACRAMENTO METROPOLITAN FIRE DISTRICT HEREBY CERTIFY the foregoing Resolution was introduced and passed at a regular meeting of the Sacramento Metropolitan Fire District Board by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board

Attachments:

Exhibit A: 212S Preliminary Budget Summary for FY 2026/2027 Schedule