



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, May 28, 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



Sacramento Metropolitan Fire District

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REGULAR BOARD MEETING

THURSDAY, MAY 28, 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 1, 2026, and again at 2:00 p.m. on Wednesday, June 3, 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

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Recommendation: Approve the Action Summary Minutes for the Regular Board Meeting of May 14, 2026.



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REGULAR BOARD MEETING

THURSDAY, MAY 28, 2026

2. **Adopt Resolution – Termination of Emergency – 10545 Armstrong Avenue 14**
Recommendation: Determine 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.
3. **Adopt Resolution – Annual Fee Adjustment for Operational Permits, Plan 17**
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.
4. **Revision of Board Policy – Policy 01.024.02 – Fraud, Theft, & Corruption 30**
Recommendation: Approve the revisions to the Fraud, Theft, and Corruption Policy.
5. **Agreement for Services of an Executive Director at the Sacramento 37**
Regional Fire/EMS Communications Center (SRFECC)
Recommendation: Authorize the Fire Chief to execute the Agreement for Services of an Executive Director with SRFECC.

PRESENTATION ITEMS:

1. **Measure O Fire Station Design Review Update 49**
(Administrative Analyst Erin Castleberry)
Recommendation: Receive the presentation.

PUBLIC HEARING:

1. **Final Reading and Adoption of Ordinance 2026-01, Fee Adjustment for 71**
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.



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REGULAR BOARD MEETING

THURSDAY, MAY 28, 2026

ACTION ITEMS:

- 1. Adopt Resolution – Contract Award Recommendation – General Counsel 85**
(Administrative Services Officer Jill Guzman)
Recommendation: Adopt Resolution awarding RFP 26-03: General Counsel to Kronick Moskowitz 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.
- 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.

REPORTS:

- 1. PRESIDENT'S REPORT —** *(President Costa)*
- 2. FIRE CHIEF'S REPORT —** *(Chief House)*

OPERATIONS REPORT – *(Deputy Chief Wagaman) – No Report*

ADMINISTRATIVE REPORT – *(Deputy Chief Fiorica) – No Report*

SUPPORT & EMERGENCY MEDICAL SERVICES REPORT – *(Deputy Chief Mitchell) – No Report*
- 3. SMFD – FIREFIGHTERS LOCAL 522 REPORT –** *(Captain Sean Scollard, Local 522 Vice President)*
- 4. COMMITTEE AND DELEGATE REPORTS**
All Committee Meetings will be held at the Sacramento Metropolitan Fire District Board Room, 10545 Armstrong Avenue, Mather, California, unless otherwise specified.
 - A. Executive Committee –** *(President Costa)*
Next Meeting: June 11, 2026, at 4:30 p.m.
 - B. Communications Center JPA –** *(Deputy Chief Fiorica)*
Next Meeting: May 26, 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.



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REGULAR BOARD MEETING

THURSDAY, MAY 28, 2026

- D. **Policy Committee – (Director Clark)**
Next Meeting: June 11, 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

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

ADJOURNMENT



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REGULAR BOARD MEETING

THURSDAY, MAY 28, 2026

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 11, 2026, at 6:00 p.m.

Posted on May 21, 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 14, 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, Goold, Jones, Rice, Saylor, Stark, Webber, and Wood. Board members absent: None. Staff present: Chief House and Board Clerk Rittburg.

PUBLIC COMMENTS

No public comments were received.

CONSENT ITEMS

Moved by Director Wood, seconded by Clark, 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 March 26, 2026 and April 9, 2026.
Action: Adopted the Action Summary Minutes.
- 2. Continuing Emergency Work Approval – 10545 Armstrong Avenue**
Recommendation: Determine that an emergency continues to exist and authorize contracting without a competitive solicitation for bids pursuant to PCC Section 22050 for the repair, demolition, and clean-up services required to restore 10545 Armstrong Avenue to a condition safe for occupancy.
Action: Approved
- 3. Adopt Resolution – Contract Award Recommendation – Firefighter Occupational Medical Evaluation, Testing, and Screening Services**
Recommendation: Adopt Resolution approving a contract award to MyNP.com Nursing Corporation and authorize the Fire Chief or his designee to negotiate, execute, and administer an agreement materially similar to the attached agreement. Staff further recommends that the Board authorize the Fire Chief or his designee to negotiate, execute, and administer an agreement with the next highest ranked proposer if, after having

bargained in good faith, the District is unable to conclude a final agreement with the highest ranked proposer within 10 calendar days. This contract shall be in effect for one year from the date of agreement and may be extended for up to four additional twelve-month periods.

Action: Adopted **Resolution 2026-019**.

4. **Memorandum of Agreement (MOA) – Cost Reimbursement During Emergency Response Activities**

Recommendation: Approve the MOA between the Sacramento Metropolitan Fire District and the Sacramento County Sheriff's Office for reimbursement of eligible costs incurred during CFAA-reimbursable SRIMT activations and related support activities.

Action: Approved.

5. **Purchase Approval – Emergency Medical Services (EMS) Supplies, Equipment and Pharmaceuticals from Life-Assist, Inc.**

Recommendation: Approve the utilization of NPPGov contract # PS25830 for applicable purchases from Life Assist, Inc. until its expiration or termination and authorize the Fire Chief or his designee to execute NPPGov's Participating Agency Endorsement and Authorization form.

Action: Approved.

6. **Adopt Resolution – Renewal of Cooperative Agreement for the Federal Excess Personal Property (FEPP) Program**

Recommendation: Adopt Resolution approving the renewal of the Cooperative Agreement for the Federal Excess Personal Property (FEPP) Program.

Action: Adopted **Resolution 2026-020**.

7. **Adopt Resolution – Station 23 Dedication for Richard M. Anspach**

Recommendation: Adopt Resolution dedicating Station 23 to Richard M. Anspach.

Action: Adopted **Resolution 2026-021**.

PRESENTATION ITEMS

1. **EMS Excellence**

(Assistant Chief Rudnicki, EMS)

Recommendation: Receive the presentation.

Action: Captain Wynne and family spoke regarding a recent save that occurred off-duty.

2. **Other Post-Employment Benefit (OPEB) Actuarial Valuation for Fiscal Year**

(Chief Financial Officer Dave O'Toole & Michael Papendieck, MacLeod Watts)

Recommendation: Receive the presentation.

Action: Presentation received.

3. **Metro Fire Deployment Study: Folsom Fire Department Operational Changes**

(Chief Development Officer Jeff Frye & Deputy Chief Wagaman)

Recommendation: Receive the presentation.

Action: Presentation received.

4. **Wellness, Health & Safety**

(Assistant Chief Peck)

Recommendation: Receive the presentation.

Action: Presentation received.

PUBLIC HEARING:

1. **Introduction and First Reading of Proposed Ordinance 2025-01, Fee Adjustment for Medical Aid and Ambulance Transport Fees & Adoption of a Resolution Accepting the Ambulance and First Responder Fee Study**
(Deputy Chief Mitchell & Assistant Chief Rudnicki)

Recommendation: Conduct a Public Hearing and introduce Ordinance 2026-01, Specifying the Administration and Implementation of User Fees for the Sacramento Metropolitan Fire District; waive full reading and continue the Public Hearing and Ordinance to May 28, 2026 for imposition of the fees and adoption of the Ordinance. Hear and consider any oral and written testimony and provide direction to staff as necessary and adopt Resolution Accepting the Ambulance and First Responder Fee Study.

Action: President Costa opened the Public Hearing at 8:08 p.m., no public comments were received. President Costa closed the Public Hearing at 8:10 p.m. Moved by Director Rice, seconded by Wood, and carried unanimously by members present to adopt **Resolution 2026-022** accepting the Ambulance and First Responder Fee Study. Moved by Director Goold, seconded by Wood, and carried unanimously by members present to introduce **Ordinance 2026-01** and move it to the second reading.

ACTION ITEMS:

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

The Board took a recess at 8:11 p.m. and returned at 8:17 p.m.

REPORTS

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

President Costa stated the Cap-to-Cap trip was great and highlighted Erin Castleberry, Kyle MacDonald, and Battalion Chief Wilbourn for doing a great job organizing us, keeping on focused and on track. President Costa also thanked Sean Scollard and Trevor Jameson for sitting down with us and really providing us some feedback.

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

Chief House recognized the efforts of the Human Resources Division and members who recently participated in the candidate interviews and testing processes. Nearly 400 applicants participated in the written testing process over a two-day period, with approximately 300 candidates testing on the first day and nearly 100 on the second day. He noted that applicant turnout had not reached those levels since approximately 2003–2006, reflecting strong interest in employment with the organization.

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)

Vice President Scollard reported on recent participation in Cap-to-Cap and CPF convention activities. He noted productive collaboration, constructive discussions, and progress made in addressing organizational issues during the conferences. VP Scollard expressed appreciation to Board members and attendees for their time, effort, and collaborative work during Cap-to-Cap. VP Scollard provided remarks recognizing Director Rice for his longstanding dedication and service to organized labor, Metro Fire, and the fire service profession throughout California. 522 Director Oberlander addressed the Board regarding the results of a recently distributed member wellness survey, noting a significant response rate and expressing concern that no communication or response had been provided to members in the month following the survey. Mr. Oberlander stated that survey responses reflected high levels of stress, emotional exhaustion, burnout, fatigue, mandatory overtime impacts, work-life imbalance, and concerns regarding member mental health, including reports of intrusive thoughts and suicidal ideation among some personnel. Mr. Oberlander emphasized the urgency of addressing staffing shortages, operational demands, deployments, and burnout, stating that current short-term measures were insufficient to resolve long-term workforce and wellness challenges. Board members acknowledged the seriousness of the survey findings and expressed concern regarding mental health, burnout, and suicide risks within the profession. Director Stark requested that the survey results be forwarded to all Board members. Director Rice shared concerns regarding firefighter suicides statewide and stressed the importance of immediate intervention, member outreach, and encouraging individuals in crisis to seek support before acting impulsively. Discussion occurred regarding scheduling additional labor-management meetings focused specifically on staffing, wellness, workload, and operational concerns. Staff and union leadership agreed that multiple meetings would likely be necessary.

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)

President Costa reported staff provided an update on Strategic Plan development efforts with consultant ICS and staff collaboration. Stated that staff will distribute the current Strategic Plan draft framework to the full Board for review. Advised the Board that staffing capacity and workload limitations will need to be considered as Strategic Plan priorities and implementation efforts move forward.

President Costa reported that Deputy Chief Mitchell discussed enhancements to the labor-management meeting process, including providing agendas in advance of meetings, clearly identifying discussion items, defining requested actions tied to policy or discussion items, identifying responsible parties for follow-up actions,

documenting outcomes and next steps, and tracking status updates on identified issue.

President Costa reported that Director Webber requested clarification on the current board policy concerning year-end Executive Committee nominations and whether alternative appointment structures are permitted. Staff was directed to return the item to the full Board for discussion and consideration of possible alternatives.

B. Communications Center JPA – (Deputy Chief Fiorica)

The Communication Center JPA Board last met on April 28, 2026. During that we briefed by staff on the status of the CAD upgrade that includes new mapping for the Dispatchers. This is the first step in the AVL upgrade. The most recent group of Dispatch recruits (7) have graduated from the Academy and have started their pod training. There was no other reportable action taken.

Our next meeting is scheduled for Tuesday May, 26, 2026.

C. Finance and Audit Committee – (Director Jones)

No Report

D. Policy Committee – (Director Clark)

The Policy Committee met tonight on one Board Policy, Fraud, Theft, and Corruption Policy. The Confidential Employee Complaint Phonenumber information will be added to the policy before it comes to the full Board for approval.

BOARD MEMBER QUESTIONS AND COMMENTS

Director Jones thanked the Wynne family for the work that they did.

Director Stark stated he was able to attend CPF and saw Director Brian Rice retire. Director Stark thanked staff for the Cap-to-Cap trip, it was an outstanding event.

Director Rice requested a full report on the MIH units and what we may be losing without County funding.

President Costa thanked my fellow Directors for their focus and efforts during the lengthy meeting and acknowledged the substantial agenda items requiring support and collaboration with staff. President Costa recognized the ongoing positive work within the organization while also acknowledging existing gaps and areas for improvement. President Costa extended appreciation to Local 522 and staff members who continue to identify operational gaps and opportunities, emphasizing the importance of transparent communication in supporting informed Board decision-making. The Board and staff were encouraged to remain open to innovation, learn from unsuccessful attempts, adjust strategies as needed, and continue pursuing long-term solutions.

CLOSED SESSION:

The Board recessed to closed session at 8:57 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 WORKERS' COMPENSATION SETTLEMENT AUTHORITY

Jason Watts and the Sacramento Metropolitan Fire District
Claim #25-189343
Workers' Compensation Settlement Authority
Joseph Fiorica, Deputy Chief of Administration

Action: Moved by Stark, seconded by Saylor, and carried unanimously by members present to give authority to its third-party administrator to conclude a settlement of the matter.

3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – Significant Exposure to litigation pursuant to California Government Code Section 54956.9 (b): One Case

Claim Against Public Entity Pursuant to Government Code Section 910
Priscilla Van Dyke v. Sacramento Metropolitan Fire District
John Lavra, General Counsel

Action: Moved by Goold, seconded by Wood, and carried unanimously by members present to return the 910 Claim as untimely.

4. 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

5. CONFERENCE WITH LEGAL COUNSEL – PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54956.9(d)

Significant exposure to litigation pursuant to Paragraph (2) of subdivision (d) of section 54956.9. Activities/incident/discussion with and among staff at Station 106 on September 4, 2025.

CLOSED SESSION REPORT OUT:

The Board reconvened in open session at 10:46 p.m. General Counsel John Lavra reported that the Board met in closed session on five items:

1. Conference with Labor Negotiator; the Board met with its designated labor negotiator; no reportable action was taken in closed session.
2. Workers' Compensation Settlement Authority for Jason Watts, the Board voted unanimously to effectuate a settlement in that matter.
3. Conference with Legal Counsel on 910 Claim of Priscilla Van Dyke, the Board voted unanimously to return the 910 Claim as untimely.
4. 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.
5. Conference with Legal Counsel, Significant exposure to litigation; no reportable action was taken in closed session.

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 Weber, seconded by Jones, and carried unanimously by members present to defer the matter to a future meeting.

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

<https://metrofire.ca.gov/2026-05-14-board-meeting>

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

ADJOURNMENT

The meeting was adjourned at 10:49 p.m.

John Costa, Board President

Brian Rice, Secretary

Marni Rittburg, CMC
Board Clerk



Sacramento Metropolitan Fire District

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ADAM A. HOUSE
Fire Chief

DATE: May 28, 2026
TO: Board of Directors
SUBJECT: Termination of Emergency – 10545 Armstrong Avenue

TOPIC

Request to determine that the emergency no longer exists, acknowledge completion of repair, demolition, and clean-up activities, and terminate the authorization for contracting without a competitive solicitation for bids pursuant to Public Contract Code Section 22050 for 10545 Armstrong Avenue.

BACKGROUND

On February 8, 2026, a fire occurred on the second floor of the Sacramento Metropolitan Fire District (District) headquarters building located at 10545 Armstrong Avenue, Mather, California 95655, which damaged portions of the first and second floors of the building. On February 12, 2026, the District's Board of Directors (Board) adopted Resolution 2026-003 authorizing and approving a declaration of emergency on February 8, 2026, pursuant to Public Contract Code Sections 22035 and 22050 for emergency repairs, demolition, and clean-up at 10545 Armstrong Avenue, Mather, California 95655, and finding that the emergency will not permit delay resulting from competitive solicitation of bids. Pursuant to Public Contract Code Sections 22035 and 22050, the Board is required to periodically review emergency actions taken under these provisions and terminate such actions at the earliest possible date that conditions warrant.

DISCUSSION

All required mitigation, repair, demolition, and clean-up work associated with the February 8, 2026 fire has been completed. The impacted areas of the facility have been restored and returned to normal operational use. District staff have returned to their designated work areas within the building. Based on completion of the necessary work and restoration of the facility, the conditions giving rise to the emergency no longer exist, and the emergency declaration is no longer required.

FISCAL IMPACT

The District will be responsible for a \$50,000 insurance deductible; however, all other costs associated with the mitigation, repair, demolition, and clean-up work are expected to be covered by the District's property insurance.

RECOMMENDATION

Staff recommends that the Board determine that the emergency declared on February 8, 2026 no longer exists, acknowledge completion of the 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.

Submitted by:

Adam Mitchell

Adam Mitchell (May 19, 2026 16:09:30 PDT)

Adam Mitchell, Deputy Chief
Support Services & EMS

Approved by:

Adam House

Adam House (May 19, 2026 19:13:14 EDT)

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

RESOLUTION NO. 2026-XXX

RESOLUTION DETERMINING THAT THE EMERGENCY NO LONGER EXISTS, ACKNOWLEDGING COMPLETION OF THE REPAIR, AND CLEAN-UP OF 10545 ARMSTRONG AVENUE, AND TERMINATING THE EMERGENCY AUTHORIZATION FOR CONTRACTING WITHOUT COMPETITIVE BIDDING PURSUANT TO PUBLIC CONTRACT CODE SECTION 22050

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 District owns, operates, and maintains the District headquarters building ("Property") located at 10545 Armstrong Avenue, Mather, CA 95655; and

WHEREAS, on February 8, 2026 a fire occurred on the second floor of the Property, causing damage to work areas occupied by the Finance, Information Technology, EMS, and Community Relations divisions, as well as work areas in tenant-occupied space on the first floor of the Property; and

WHEREAS, due to the emergency conditions created by the fire, the Board of Directors of the Sacramento Metropolitan Fire District previously adopted a resolution at its regularly scheduled Board Meeting on February 12, 2026, finding that an emergency existed at the Property and authorizing emergency contracting pursuant to Public Contract Code Sections 22035 and 22050; and

WHEREAS, emergency repairs, clean-up activities, and all directly related work necessary to restore the Property have now been completed; and

WHEREAS, the Board of Directors has determined that the conditions giving rise to the emergency no longer exist and that the Property has been restored to a condition safe for occupancy and use; and

WHEREAS, the Board of Directors finds that the emergency authorization for contracting without competitive solicitation is no longer necessary.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Sacramento Metropolitan Fire District hereby determines that the emergency declared on February 8, 2026, no longer exists and acknowledges completion of the emergency repair and clean-up work performed at 10545 Armstrong Avenue, Mather, California 95655.

BE IT FURTHER RESOLVED that the Board of Directors hereby terminates the emergency authorization for contracting without competitive solicitation previously authorized pursuant to Public Contract Code Sections 22035 and 22050.

RESOLUTION NO. 2026-XXX

Page 2

PASSED, APPROVED AND ADOPTED this 28th day of May, 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 Phone (916) 859-4300 Fax (916) 859-

DATE: May 28, 2026
TO: Board of Directors
SUBJECT: Annual Fee Adjustment for Operational Permits, Plan Review, New Construction Inspections, General Fire and Life Safety Inspections, and Other Miscellaneous Services

TOPIC

Ordinance #2023-02 (the Ordinance), which was adopted by the Board of Directors on July 27, 2023, provides for an annual increase in the fee collected for operational permits, plan review, new construction inspections, general fire and life safety inspections, and other miscellaneous services. The effective date of the next increase will be July 1, 2026.

BACKGROUND

In order to keep pace with annual cost inflation, the Ordinance specifies that the fees identified in Exhibit A of the Ordinance shall be adjusted annually, beginning July 1, 2024, and each July 1 thereafter. The amount of change shall be based on the percentage change in the Consumer Price Index (CPI) Consumer Price Index for all urban consumers, not seasonally adjusted, for the area of San Francisco-Oakland-Hayward, CA, as published by the U.S. Department of Labor, Bureau of Labor Statistics for the twelve (12) month period ending April 30 of the current calendar year.

The Ordinance states that approval by the Board of Directors shall be by resolution, adopted at a regularly scheduled meeting of the Board prior to the enactment of the increase.

DISCUSSION

Based on the percentage change in the annual CPI for twelve-month period ended April 30, 2026, the fee adjustment effective July 1, 2026 will be 3.8%. The current and recommended fees are shown in Exhibit A attached to the proposed resolution.

FISCAL IMPACT

It is estimated that the recommended fee adjustments will result in additional District cost recovery of approximately \$280,000 during FY 2026/27.

RECOMMENDATION

In accordance with the Ordinance, staff recommends adoption of the attached resolution amending the fee schedule.

Submitted by:


Approved by:



Dave O'Toole
Chief Financial Officer

Adam House
Adam House (May 20, 2026 12:19:59 EDT)

Adam A. House
Fire Chief


Amy Nygren (May 13, 2026 12:29:53 PDT)

Amy Nygren
Fire Marshal



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 AN ADJUSTMENT TO THE FEE SCHEDULE FOR OPERATIONAL PERMITS, PLAN REVIEW, NEW CONSTRUCTION INSPECTIONS, GENERAL FIRE AND LIFE SAFETY INSPECTIONS, AND OTHER MISCELLANEOUS SERVICES PROVIDED BY THE DISTRICT

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 July 27, 2023, the District adopted Ordinance 2023-02, an ordinance amending the fee schedule for operational permits, plan review, new construction inspections, general fire and life safety inspections and other miscellaneous services; and

WHEREAS, Ordinance 2023-02 provides for annual adjustment of fees, beginning July 1, 2024 and each July 1 thereafter, based on the change in the Consumer Price Index for all urban consumers, not seasonally adjusted, for the area of San Francisco-Oakland-Hayward, CA for the 12-month period ending April 30, subject to Board of Directors approval by resolution; and

WHEREAS, the change in the aforementioned CPI, as published by the U.S. Department of Labor, Bureau of Labor Statistics, for the 12-month period ending April 30, 2026 was 3.8%; and

WHEREAS, it remains the intent of the District to provide operational permits, plan review, new construction inspections, general fire and life safety inspections, and other miscellaneous services within the District; and

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors hereby approves the 3.8% increase effective July 1, 2026 in all operational permits, plan review, new construction inspections, general fire and life safety inspections, and other miscellaneous services, as set forth in the attached Exhibit "A" and directs that the fees shall be uniformly applied and collected.

PASSED, APPROVED AND ADOPTED this 28th day of May 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:
ABSTAIN:
ABSENT:**

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

ATTEST:

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

Attachment: Exhibit A, Ordinance 2023-02 Updated Fee Schedule

EXHIBIT A
Ordinance 2023-02 Updated Fee Schedule

FEE SCHEDULE
SECTION "A"
Fire and Life Safety Inspections for Facilities with Increased Hazards
(Permits to Operate)

PERMITS TO OPERATE ^{1 2}	CURRENT FEE JULY 1, 2025	NEW FEE JULY 1, 2026
1 Additive Manufacturing	\$638	\$662
2 Aerosol Products (per 500 lbs.)	\$638	\$662
3 Amusement Buildings	\$959	\$995
4 Aviation Facilities	\$1,278	\$1,327
5 Carnivals, Fairs, and Special Events	\$959	\$995
a. Each additional booth, exhibits, etc.	\$31	\$32
b. Outdoor assembly events (greater than 1,000 people)	\$1,917	\$1,990
6 Cellulose Nitrate Film	\$638	\$662
7 Combustible Dust Producing Operations	\$638	\$662
8 Combustible Fibers	\$638	\$662
9 Compressed Gases	\$638	\$662
a. Carbon Dioxide Systems	\$638	\$662
10 Covered and Open Mall Buildings	\$2,556	\$2,653
11 Cryogenic Fluids	\$638	\$662
12 Cutting and Welding	\$638	\$662
13 Dry Cleaning Plants	\$638	\$662
14 Energy Storage Systems	\$638	\$662
15 Exhibits and Trade Shows	\$638	\$662
16 Explosives	\$798	\$828
17 Fire Hydrants and Valves	\$638	\$662
18 Flammable and Combustible Liquids	\$638	\$662
a. Use/Operate/Repair Pipeline	\$798	\$828
19 Floor Finishing	\$638	\$662
20 Fruit and Crop Ripening	\$638	\$662
21 Fumigation & Insecticidal Fogging	\$638	\$662
22 Hazardous Materials	\$1,278	\$1,327
23 HPM Facilities	\$1,278	\$1,327
24 High Pile Storage	\$798	\$828
25 Hot Work Operations	\$638	\$662
26 Industrial Ovens	\$798	\$828
27 Lithium Batteries	\$638	\$662
28 Lumber Yards and Woodworking Plants	\$798	\$828
29 Liquid or Gas-Fueled Vehicles in Assembly	\$798	\$828
30 Magnesium	\$638	\$662
32 Miscellaneous Combustible Storage	\$638	\$662
33 Mobile Fueling of Hydrogen-Fueled Vehicles	\$638	\$662
34 Motor Fuel Dispensing Facility	\$638	\$662
35 Open Burning (Burn Permit)	\$79	\$82
36 Open Flames and Candles	\$479	\$497
38 Organic Coatings	\$798	\$828
39 Plant Extraction Systems	\$959	\$995

EXHIBIT A
Ordinance 2023-02 Updated Fee Schedule

PERMITS TO OPERATE ^{1 2}	NEW FEE JULY 1, 2025	NEW FEE JULY 1, 2026
40 Places of Assembly		
a. 50-99	\$479	\$497
b. 100-299	\$798	\$828
c. 300 or more	\$959	\$995
41 Private Hydrants	\$638	\$662
42 Pyrotechnic Special Effects Material		
a. Fireworks Aerial Display		
1. 60 or less shells	\$1,917	\$1,990
2. 61 to 120 shells	\$3,196	\$3,317
3. 121 to 180 shells	\$3,196	\$3,317
4. 181 to 240 shells	\$3,196	\$3,317
5. 241 or more shells	\$3,196	\$3,317
b. Fireworks Retail Stand	\$479 (minimum)	\$497 (minimum)
c. Fireworks Set Pieces		
1. With Aerial Display	\$319	\$331
2. Without Aerial Display	\$959	\$995
d. Fireworks – special effects Pyrotechnic effects used in motion picture, theatrical and group entertainment (charged for actual hours spent)	\$638 (minimum)	\$662 (minimum)
1. Each additional hour	\$319	\$331
43 Pyroxylin Plastics	\$638	\$662
44 Refrigeration Equipment	\$638	\$662
45 Repair Garages and Motor Fuel Dispensing	\$638	\$662
46 Rooftop Heliports	\$638	\$662
47 Spraying or Dipping	\$638	\$662
48 Storage of Scrap Tires and Tire Byproducts	\$798	\$828
49 Temporary Membrane Structures and Tents ³		
a. 400-1,499 sq. ft.	\$798	\$828
b. 1,500 – 2,999 sq. ft.	\$959	\$995
c. 3,000 – 5,999 sq. ft.	\$1,119	\$1,162
d. 6,000 sq. ft. and above	\$1,278	\$1,327
50 Tire-Rebuilding Plants	\$798	\$828
51 Waste Handling	\$798	\$828
52 Wood Products	\$798	\$828
53 Occupancies with 2 or more permits, Each Additional Permit ²	\$79	\$82

Notes

- (1) Permit Fees include an initial inspection and one re-inspection. Failure to comply with inspection program or second re-inspection will result in additional inspection fee per Section D, item 2 of this fee schedule.
- (2) Occupancies with more than two or more permits shown on this list above will result in a charge using the highest amount shown, followed by additional permits at ¼ of hourly rate.
- (3) Fee is assessed based on cumulative permittable tent square footage at a single site.
- (4) Fee is assessed based on cumulative square footage of all buildings under a single owner.

EXHIBIT A
Ordinance 2023-02 Updated Fee Schedule

FEE SCHEDULE
SECTION "B"
Occupancy Inspections

INSPECTIONS ¹	CURRENT FEE JULY 1, 2025	NEW FEE JULY 1, 2026
1 Commercial Day Care		
a. 7-49 persons	\$638	\$662
b. 50-149 persons	\$959	\$995
c. 150 or more	\$1,438	\$1,493
2 Educational (Public & Private)		
a. E - 1-99 students	\$959	\$995
b. E - 100-199 students	\$1,278	\$1,327
c. E - 200-499 students	\$1,598	\$1,659
d. E - 500+ students	\$1,917	\$1,990
3 Institutional		
a. Hospitals	\$4,154	\$4,312
4 Pre-Inspection (R-2.1, R-3.1 and R-4 Facilities – H&S 132535)		
a. Facilities with 25 or less persons	\$638	\$662
b. Facilities with 26 or more persons	\$959	\$995
5 High Rise Inspections		
a. B – 7 to 10 stories	\$2,077	\$2,156
b. B – 11 or more stories	\$2,556	\$2,653
6 Residential Apartments		
a. Up to 4 Units ¹	\$479	\$497
b. 5-25 Units	\$638	\$662
c. 26-100 Units	\$959	\$995
d. 101-300 Units	\$1,278	\$1,327
e. 301 + Units	\$1,598	\$1,659
7 Residential Care Facilities/Skilled Nursing Facilities Initial Fire Clearance/Annual Inspection		
a. 7-25 Units	\$959	\$995
b. 26-100 Units	\$1,278	\$1,327
c. 101-300 Units	\$1,598	\$1,659
d. 301 or More Units	\$1,917	\$1,990
8 Annual Inspection Hotel/Motel		
a. 7-25 Units	\$798	\$828
b. 26-100 Units	\$959	\$995
c. 101-300 Units	\$1,278	\$1,327
d. 301 or More Units	\$1,598	\$1,659
9 Commercial Business Inspections ⁴		
a. 0-2000 sq. ft.	\$479	\$497
b. 2,001-5,000 sq. ft.	\$718	\$745
c. 5,001- 10,000 sq. ft.	\$959	\$995
d. 10,001 - 20,000 sq. ft.	\$1,198	\$1,244
e. 20,001 - 40,000 sq. ft.	\$1,438	\$1,493
f. 40,001- 80,000 sq. ft.	\$1,678	\$1,742
g. 80,001 - 120,000 sq. ft.	\$1,917	\$1,990

EXHIBIT A
Ordinance 2023-02 Updated Fee Schedule

INSPECTIONS ¹	CURRENT FEE JULY 1, 2025	NEW FEE JULY 1, 2026
h. 120,001 – 150,001 sq. ft.	\$2,157	\$2,239
i. 150,001 – 200,000 sq. ft.	\$2,396	\$2,487
j. 200,001 – 500,000 sq. ft.	\$3,196	\$3,317
k. 500,001 sq. ft. or greater	\$4,154	\$4,312
10 Storage Facilities		
a. Without Interior Corridors	\$959	\$995
b. With Interior Corridors	\$1,278	\$1,327
11 2+ Permits, each additional permit after first permit ²	\$79	\$82

Notes

- (1) Permit Fees include an initial inspection and one re-inspection. Failure to comply with inspection program or second re-inspection will result in additional inspection fee per Section D, item 2 of this fee schedule.
- (2) Occupancies with more than two or more permits shown on this list above will result in a charge using the highest amount shown, followed by additional permits at ¼ of hourly rate.
- (3) Fee is assessed based on cumulative permittable tent square footage at a single site.
- (4) Fee is assessed based on cumulative square footage of all buildings under a single owner.

EXHIBIT A
Ordinance 2023-02 Updated Fee Schedule

FEE SCHEDULE
SECTION "C"
Plan Review / Construction Inspections

PLAN REVIEW	CURRENT FEE JULY 1, 2025	NEW FEE JULY 1, 2026
1 Above Ground Tank Installation, Flammable/Combustible Liquids, Compressed Gases (1st Tank)	\$959	\$995
a. Additional Tank (Each)	\$559	\$580
2 Administration Charge for Resubmittals, Upon 2nd or Subsequent Revision (1st Hour) ¹	\$479	\$497
a. Additional Hours (Per Hour)	\$319	\$331
3 After Hours		
a. Plan Review		
1. First 2 hours	\$701	\$728
2. Each additional hour	\$349	\$362
b. Inspection		
1. First 2 hours	\$701	\$728
2. Each additional hour (per hour)	\$349	\$362
4 Basic Building Review		
a. Minor Plan Review, Over the Counter ²	\$159	\$165
b. Basic Construction Fee ²	\$959	\$995
c. Commercial Uses (New Construction)		
1. 0,001 – 10,000 sq. ft. (per project)	\$1,278	\$1,327
2. 10,001 – 20,000 sq. ft. (per project)	\$1,598	\$1,659
3. 20,001 – 50,000 sq. ft. (per project)	\$2,237	\$2,322
4. > 50,001 sq. ft. (scaled per sq. ft.) ³	\$0.04	\$0.04
d. Commercial Residential and Multifamily Residential Uses (New Building)		
1. 0 – 10,000 sq. ft. (per project)	\$1,439	\$1,494
2. 10,001 – 20,000 sq. ft. (per project)	\$1,758	\$1,825
3. 20,001 – 50,000 sq. ft. (per project)	\$2,237	\$2,322
4. > 50,001 sq. ft. (scaled per sq. ft.) ³	\$0.04	\$0.04
e. Commercial Storage/Warehouse (New Building)		
1. 0 – 50,000 sq. ft. (per project)	\$1,439	\$1,494
2. 50,001 – 200,000 sq. ft. (per project)	\$2,237	\$2,322
3. >200,001 sq. ft. (scaled per sq. ft.) ³	\$0.01	\$0.01
f. Commercial Uses (Tenant Improvement)		
1. 0,001 – 10,000 sq. ft. (per project)	\$1,279	\$1,328
2. 10,001 – 20,000 sq. ft. (per project)	\$1,598	\$1,659
3. 20,001 – 50,000 sq. ft. (per project)	\$2,078	\$2,157
4. >50,001 sq. ft. (scaled per sq. ft.) ³	\$0.04	\$0.04
g. High Piled Storage Rack (Tenant Improvement)		
1. 0,001 – 10,000 sq. ft. (per project)	\$1,119	\$1,162
2. 10,001 – 20,000 sq. ft. (per project)	\$1,439	\$1,494
3. 20,001 – 50,000 sq. ft. (per project)	\$1,758	\$1,825
4. >50,001 sq. ft. (scaled per sq. ft.) ³	\$0.03	\$0.03
5 Cell Tower (Outside Roof, Pole, etc.)(per project)	\$799	\$829

EXHIBIT A
Ordinance 2023-02 Updated Fee Schedule

PLAN REVIEW	CURRENT FEE JULY 1, 2025	NEW FEE JULY 1, 2026
6 Certificate of Release (Each)	\$959	\$995
7 Clean Agent Suppression System or Equal (per project)	\$1,438	\$1,493
8 Compressed Gas System		
a. CO2 beverage dispensing	\$959	\$995
b. Medical Gas	\$1,438	\$1,493
9 Cryogenic Fluids (per project)	\$962	\$999
10 Design Review/Consultation		
a. In Office (per project first hour)	\$319	\$331
1. Additional hours (per hour)	\$319	\$331
b. Out of Office (first 2 hours)	\$638	\$662
1. Additional hours (per hour)	\$319	\$331
c. Plan design review (first hour)	\$319	\$331
1. Additional hours (per hour)	\$319	\$331
11 Emergency Responder Radio Coverage (ERCC)	\$638	\$662
12 Energy Storage System (ESS) (per project)		
a. Residential	\$959	\$995
1. ESS Master Plan Subdivision Homes	\$479	\$497
2. ESS – Production Homes	\$319	\$331
b. Commercial	\$2,396	\$2,487
13 Enhanced Vapor Recovery System (per project)	\$638	\$662
14 Evacuation Plan Review (per project)	\$1,278	\$1,327
15 Fire Alarm System (per project)		
a. 1 – 25 devices	\$1,278	\$1,327
b. 26 – 50 devices	\$1,758	\$1,825
c. 51 – 100 devices	\$2,556	\$2,653
d. > 100 devices	\$4,154	\$4,312
e. Sprinkler system supervision & Alarm	\$1,119	\$1,162
f. Communication Upgrade	\$1,119	\$1,162
16 Fire Flow/Hydrant Test	\$638	\$662
17 Fire Sprinkler System Commercial (New Installation) (per project)		
a. 1-99 Sprinklers	\$2,877	\$2,986
b. 100-199 Sprinklers	\$3,516	\$3,650
c. 200 or More Sprinklers	\$4,475	\$4,645
18 Fire Sprinkler System Commercial (T.I.) (per project)		
a. 1-99 Sprinklers	\$1,119	\$1,162
b. 100-199 Sprinklers	\$1,518	\$1,576
c. 200 or More Sprinklers	\$1,917	\$1,990
19 Flammable & Combustible Liquids (per project)	\$1,278	\$1,327
20 Fuel Cell Power Systems (per project)	\$2,396	\$2,487
21 Gas Detection Systems (per project)	\$959	\$995
22 Hazardous Materials		
a. Hazardous Materials Dispense/Use		
1. 1-5 chemicals (per project)	\$1,598	\$1,659
2. Each additional 5 chemicals	\$1,598	\$1,659
b. Hazardous Materials Storage		
1. 1-5 chemicals	\$1,598	\$1,659
2. Each additional 5 chemicals	\$1,598	\$1,659

EXHIBIT A
Ordinance 2023-02 Updated Fee Schedule

PLAN REVIEW	CURRENT FEE JULY 1, 2025	NEW FEE JULY 1, 2026
23 Haunted House	\$959	\$995
24 Hood & Duct Fire Suppression System (Per System)	\$1,278	\$1,327
25 Industrial Oven	\$959	\$995
26 Kiosk/Booth/Special Concessions in Mall (temporary)	\$479	\$497
27 LPG Tank Installation – Commercial	\$798	\$828
28 LPG Tank Installation – Residential	\$798	\$828
29 Mapping Fee (i.e. New Subdivision/Site Plans)		
a. Electronic Format		
1. 1-25 Lots (per project)	\$319	\$331
2. 26-100 (Lots)	\$638	\$662
3. 101 or More Lots (per project)	\$959	\$995
30 Master Plan Sprinkler Production Homes	\$798	\$828
31 Motor Vehicle Repair Rooms and Booths (per project)	\$959	\$995
32 Plant Extraction (per project)	\$1,438	\$1,493
33 Residential Sprinkler System (Non-Production)	\$1,598	\$1,659
34 Residential Sprinkler System (T.I)	\$1,119	\$1,162
35 Satellite Television Letter	\$319	\$331
36 Site Plan Review (per project)		
a. Perimeter Fencing/Gates	\$1,119	\$1,162
b. Civil Improvement	\$1,278	\$1,327
37 Smoke Control or Exhaust Systems (per project)	\$2,877	\$2,986
38 Solar Panel (per project)		
a. New Panels on Residential	\$798	\$828
b. Commercial	\$959	\$995
39 Special Event Structures	\$959	\$995
40 Spray Booths (per project)	\$959	\$995
41 Spraying & Dipping	\$1,278	\$1,327
42 Sprinkler System Subdivision Production	\$959	\$995
43 Standpipe Systems	\$1,598	\$1,659
44 Stationary Fire Pump	\$1,598	\$1,659
45 Temporary Building Use (per project)	\$959	\$995
46 Temporary Sales Trailer (per project)	\$959	\$995
47 Underground Fire Supply Line (1 st 3 Hydrants/Risers) (per project)	\$1,758	\$1,825
a. Each additional 3 hydrants	\$798	\$828
48 Will Serve Letter Processing	\$319	\$331

Notes:

- (1) Fee applies for additional or incomplete submittals beyond first submittal and one re-check included in initial plan review fee.
- (2) A minor plan is deemed appropriate on a case-by-case basis, for minor scopes of work as determined by the Fire Marshal.
- (3) Fee structure is set so that “scaled per sq. ft.” project fees should be implemented as follows: per project fee from previous threshold + (remaining sq. ft. x per sq. ft. cost multiplier).

EXHIBIT A
Ordinance 2023-02 Updated Fee Schedule

FEE SCHEDULE
Miscellaneous

MISCELLANEOUS ¹	CURRENT FEE JULY 1, 2025	NEW FEE JULY 1, 2026
1 Administration Charges (i.e. Weed Abatement)(Per ½ Hour)	\$118	\$122
2 Additional Inspection/Re-inspection (Per ½ Hour)	\$159	\$165
3 Appeals ²	\$1,278	\$1,327
4 Copies of Reports, Photographs, etc. (See Public Records Request Policy)		
5 District Apparatus Emergency Response/Standby ⁴	Actual Cost	Actual Cost
6 Commercial False Alarm Cost Recovery ³		
a. Processing and Inspection Required (Per Response)	\$479	\$497
b. Suppression Unit Response Cost (Per Hour) ⁴	Actual Cost	Actual Cost
c. Inspection Follow Up (after initial correction notice) (per ½ hour)	\$159	\$165
7 Investigation Fee – Fire Investigation Cost Recovery (First Hour)	\$367	\$381
a. Each Additional Hour	\$244	\$253
8 Investigation Fee - Complaints (First Hour)	\$515	\$535
a. Each Additional Hour	\$343	\$356
9 Monitoring Required Evacuation Drill ⁴	Actual Cost	Actual Cost
10 Negligently Caused Fire Emergency ⁴	Actual Cost	Actual Cost
11 Research of District Records (Per ½ Hour) (plus copy charge of \$1.00 for first page, plus \$0.10/page thereafter)	\$159	\$165
12 Responses Patient Assistance Request from "For Profit" Care Facilities ⁴	Actual Cost	Actual Cost
12 Standby Personnel or Safety Officer ⁴	Actual Cost	Actual Cost
13 Technical Report/Alternative Material or Method Processing (2 Hour Minimum)	\$638	\$662
15 Lost Fire Permit Card	\$319	\$331
16 Special Inspection Requests (Not Otherwise Specified in Fee Schedule)	\$638	\$662
17 Credit Card Processing Fee ⁴	Actual Cost	Actual Cost
18 Cost Recovery Based on Actual Time (per hour)		
a. Fire Investigation	\$244	\$253
b. Weed Abatement	\$237	\$246
c. Code Complaint	\$343	\$356
d. Inspection & Permit Services	\$319	\$331
e. Suppression ⁴	Actual Cost	Actual Cost

Notes:

- (1) All fees shown in the Miscellaneous Section of the fee schedule are "minimum" amounts. Service required in excess of the minimum will be charged at adopted hourly rate.
- (2) Whenever the Fire Chief disapproves an application, or refused to grant a permit applied for, or when it is claimed that the provisions of the Code do not apply, or that the true intent and

EXHIBIT A
Ordinance 2023-02 Updated Fee Schedule

meaning of the Code have been misconstrued or wrongly interpreted with regard to any part of Title 17.04 of the Sacramento County Code (California Fire Code), the applicant may appeal the decision to the District's Board of Directors within 20 calendar days. The decision of the District's Board of Directors is final. The fee is nonrefundable unless appeal is granted and shall accompany the appeal documentation.

- (3) Costs established through this study is a per response cost. Please refer to District's false alarm policy for interpretation of these amounts into penalties for false alarms.
- (4) Actual cost means the actual time and cost for service will be charged as deemed appropriate by the Fire Marshal or Finance Division.



ADAM A. HOUSE
Fire Chief

Sacramento Metropolitan Fire District

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

DATE: May 28, 2026
TO: Board of Directors
SUBJECT: Revision of Board Policy
Policy 01.024.02 – Fraud, Theft, and Corruption Policy

TOPIC

Review edited Board Policy 01.024.02 Fraud, Theft, and Corruption Policy.

DISCUSSION

Attached is the edited Fraud, Theft, and Corruption Policy 01.024.02. The District supports values that promote responsibility and respect for the property of others. The District expects all employees, service providers, and others working in and around District facilities and property to conduct themselves honestly and fairly in all dealings. The District is committed to the prevention, deterrence, detection, and investigation of all forms of fraud, theft, and corruption.

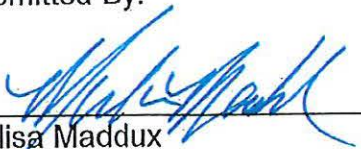
The Policy establishes employee responsibilities for safeguarding District property and reporting suspected fraud, theft, corruption, or other misconduct involving District property or operations. The policy is intended to: promote honesty and ethical conduct; protect District property and assets; deter fraud, theft, and corruption, promptly detect suspected misconduct; ensure allegations are investigated appropriately and efficiently; and ensure proper resolution of reported incidents, including referral to law enforcement agencies, when appropriate. Edits have been made to clarify policy and procedure statements and to include the Confidential Employee Complaint Phone Line.

This policy applies to all District employees and members of the Board of Directors.

RECOMMENDATION

Recommend the Board of Directors approve the revisions to the Fraud, Theft, and Corruption Policy.

Submitted By:



Melisa Maddux
Chief Human Resources Officer

Approved By:



Joseph Fiorica
Deputy Chief of Administration

Sacramento Metropolitan Fire District

BOARD POLICY

POLICY TITLE: Fraud, Theft, and Corruption

OVERSIGHT: Administration

POLICY NUMBER: 128-0101.024.02

EFFECTIVE DATE: 04/23/2009

REVIEW DATE: 05/28/2026

Background

The Sacramento Metropolitan Fire District ("District") supports ~~the values which that~~ promote ~~a sense of~~ responsibility and respect for the property of others. The District expects all ~~staff, employees, suppliers, service providers, and others who~~ working in and ~~about around~~ District facilities and property to conduct themselves honestly and fairly be honest and fair in their all dealings. The District is committed to the prevention, deterrence, detection, and investigation of all forms of ~~F~~fraud, ~~T~~theft, and ~~c~~Corruption ~~within the District~~.

Purpose

To Eestablish employee responsibilities for safeguarding y for securing and protecting District property from theft and for and reporting suspected fraud, theft, corruption, or other misconduct involving and reimbursement procedures for stolen District property or operations. This policy has also been implemented is intended to:

- a. Promote Encourage honesty and ethical conduct;
- b. Protect District property and assets; Promote detection of these offenses;
- c. ~~Ensure property protection~~;
- d.c. Deter fraud, theft, and corruption in the first instance;
- e.d. Promptly Ddetect -offenses suspected misconduct; quickly
- f.e. Ensure allegations are i investigated appropriately -them -efficiently and efficiently; and
- g.f. Ensure proper resolution of reported incidents, problems including referral to law enforcement agencies, whenwhere appropriate.

Scope

This policy applies to all District employees and members of the Board of Directors.

Definitions

1. **Fraud:** deception by persons internal or external to the District which is carried out for profit or to gain some unfair or dishonest advantage.
2. **Theft:** the dishonest taking of property belonging to another with the intention of depriving the owner permanently of its possession.
3. **Corruption:** under this policy is the offering, giving, soliciting or acceptance of an inducement or reward which may influence the action of any person.

Policy

1. Any ~~instance-act~~ of dishonesty, ~~whether-including fraud,~~ theft, ~~fraud-or~~ corruption, ~~involving the in the workplace or among~~ District ~~or its~~ employees, shall be considered ~~extremely-serious~~ misconduct and may and if proven, will result in disciplinary adverse action up to and ~~possibly-including~~ termination, and referral to the appropriate law enforcement agencyies for investigation and possible prosecution.
2. This policy is intended to ~~comply-establish reporting with the District~~ requirements and streamline the notification process for suspected fraud, theft, corruption, and related misconduct. for reporting thefts while simplifying the overall notification process (see Stolen District Property Policy 138.01)
3. ~~It is T~~the District may refer matters involving suspected policy to file a formal complaint for prosecution for anyone found to be engaged in fraud, theft, or corruption to the appropriate law enforcement agency for investigation and possible prosecution.

Procedures

1. The District has established policies and procedures for confidentially reporting of suspected misconduct to encourage employees to report concerns regarding fraud, theft, corruption, or other improper conduct. Employees are responsible for safeguarding District assets and are encourage to report suspected misconduct to management without fear of

~~retaliation. Confidential reporting is established to encourage the reporting of concerns, especially if they feel that their line management does not take their concerns seriously. While employees are responsible for ensuring that they follow the instructions of their immediate Supervisor, particularly in relation to the safekeeping of the District's assets, they should be aware of the possibility that dishonesty may exist in the workplace and be able to share their concerns with management.~~

2. ~~Employees play an important role in detecting identifying and reporting suspected fraud, theft, fraud and corruption, or other irregularities involving District personnel, operations, or property. Employees who become aware of or reasonably suspect misconduct should promptly notify their immediate supervisor. They may have suspicions about colleagues they work with, or those in different sections who they deal with, or outside persons or bodies with which they have dealings. All employees should be encouraged to discuss their concerns with their immediate supervisor if they suspect financial or other irregularities involving personal or District property.~~
3. ~~It is the eEmployee's responsibility to shall~~ immediately report any suspected irregularities suggesting fraud, theft, corruption, or other serious misconduct related to the District, through their immediate supervisor within their chain their chain of command. Reports should shall be made to the eEmployee's immediate supervisor, who shall advise promptly notify their chain of command up to and including their respective Deputy Chief. ~~That The~~ Deputy Chief shall notify the Fire Chief and General Counsel of the allegation.
4. Reports should be made through the employees' chain of command unless the supervisor is involved or the employee believes reporting to the supervisor is inappropriate. In such cases, the employee must report concern to the next level in the chain of command or directly to:
 - i. Chief Human Resources Officer
Phone: (916) 859-4533
Email: hr@metrofire.ca.gov
 - ii. Confidential Employee Complaint Phone Line at (916) 202-1835
(The confidential employee complaint phone line is managed solely

by the Human Resources Division. All calls are received and monitored directly by Human Resources)

3.

4.5. The District's General Counsel, at the direction of the Fire Chief, will serve as the central contact point for investigating any cases of potential wrongdoing on the part of District employees.

6. During the course of an investigation, it may be necessary for the investigators to speak to employees to obtain information. District employees are encouraged-expected to co-operate with the investigators as part of their obligations under ~~the Code of Ethics and~~ District policies. The investigators will ~~be trying to ascertain what has happened and what procedures have been followed~~ seek to determine the facts surrounding the allegation. They may also require access to property, documents, correspondence and data held on the District's computers. The District has rights of access to District premises and property in order to investigate suspected theft, fraud, or corruption. The District, by and through this process, shall abide by all applicable state and federal laws, statutes, and regulations.

5. Retaliation against any employee who reports suspected misconduct in good faith or participates in any investigation is prohibited.

6.7. The Fire Chief, in consultation with the General Counsel, will determine whether an incident ~~should~~ shall be reported. The following factors will be taken into account:

- a. Extent of the fraud, theft or corruption in financial terms;
- b. Sufficiency and adequacy of the evidence; and
- c. Public interest affected.

7.8. The final results of all internal inquiries and investigations of suspected theft will be reported to the Fire Chief, who shall keep ~~Senior Staff Executive Staff within the District,~~ Senior Staff informed of the final resolution of the incident (s).

9. Theft, fFraud and cCorruption are serious offenses against the District, as well as California state law. For offenses classified as gross misconduct, employees will face serious disciplinary action if there is evidence that they have been involved. Disciplinary action may be taken in addition to, or instead of, criminal proceedings, depending upon the circumstances of each case.

References

1. District Policy - Discipline Policy
2. District Policy - Disclosure of Misconduct Policy to Law Enforcement Agencies
3. Reporting Misconduct Policy
- 4.3. District Policy - Report of Occurrence Policy 374.01
- 5.4. District Policy – Rules and Regulations Policy Conflicts of Interest Policy
- 6.5. District Policy - Stolen District Property Policy 138.02
- 7.6. 522 MOUs, Article 39, Disciplinary Actions, Memorandum of Understanding by and between the Sacramento Metropolitan Fire District and the Sacramento Area Fire Fighters Local 522, IAFF (AFL-CIO), January 1, 2007 through December 31, 2011.



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: May 28, 2026

TO: Board of Directors

SUBJECT: Agreement for Services of an Executive Director at the Sacramento Regional Fire/EMS Communications Center (SRFECC)

TOPIC

The Sacramento Metropolitan Fire District agreed to provide an Assistant Chief to serve as Executive Director of the Sacramento Regional Fire/EMS Communications Center (SRFECC).

BACKGROUND

The Sacramento Regional Fire/EMS Communications Center (SRFECC) Board Policy 2.001 establishes the framework for the appointment, employment, and responsibilities of the Chief Executive Director. The policy provides for a rotational appointment process among member agencies, ensuring shared leadership and regional representation in the administration of the Center. The policy further outlines the employment terms, reimbursement structure, and transition procedures associated with the position.

In addition, the policy defines the duties and authority of the Chief Executive Director, including oversight of daily operations, implementation of Board policies, budget preparation and management, personnel administration, contract execution, and maintenance of effective relationships with member agencies, employees, and the community. The policy is intended to ensure consistent leadership, operational continuity, and effective governance of the SRFECC.

DISCUSSION

It is being recommended that the Governing Board of the SRFECC appoint Assistant Chief Parker Wilbourn as Executive Director at their meeting on May 26, 2026. If approved at that board meeting, Metro Fire and the SRFECC will enter into this Agreement to allow Assistant Chief Wilbourn to serve as Executive Director while remaining an employee of Metro Fire. The term of this agreement is July 1, 2026 through June 30, 2028.

FISCAL IMPACT

SRFECC will reimburse Metro Fire for the cost of the salary and benefits during the duration of this agreement. The reimbursement for the fiscal year will be accounted for in each of the Member Agencies' assessments.

RECOMMENDATION

Staff recommends that the Board of Directors authorize the Fire Chief to execute the Agreement for Services of an Executive Director with the SRFECC.

Submitted by:

Joseph A. Fiorica
Joseph A. Fiorica (May 20, 2026 12:07:07 PDT)

Joseph A. Fiorica
Deputy Chief of Administration

Approved by:

Adam A. House
Adam A. House (May 20, 2026 15:37:10 EDT)

Adam A. House
Fire Chief

ATTACHMENTS:

Attachment 1: SRFECC Executive Director Contract

**AGREEMENT FOR SERVICES OF A
CHIEF EXECUTIVE DIRECTOR
BETWEEN THE
SACRAMENTO REGIONAL FIRE/EMS COMMUNICATIONS CENTER
AND
SACRAMENTO METROPOLITAN FIRE DISTRICT**

This Agreement (hereinafter "Agreement") for the services of an Executive Director is by and between the Sacramento Regional Fire/EMS Communications Center (hereinafter "Center"), and the Sacramento Metropolitan Fire District ("Metro Fire"). The Center and Metro Fire shall be hereinafter referred to collectively as "parties."

**A.
RECITALS**

1. Parker Wilbourn ("Wilbourn") is employed by Metro Fire as an Assistant Chief.
2. Wilbourn has been appointed Chief Executive Director ("CED") by the Center Governing Board ("Center Board"), and Metro Fire has agreed to allow Wilbourn to accept this assignment.
3. The Center and Metro Fire enter into this Agreement in order to allow Wilbourn to serve as CED, while remaining an employee of Metro Fire, under assignment to the Center.
4. While serving as CED, Wilbourn shall serve at the direction of the Center Board and all communications regarding the Center shall be made through the Center Board.

**B.
TERMS AND CONDITIONS**

In consideration of the foregoing recitals, and the mutual promises and covenants contained in this Agreement, the Center and Metro Fire agree as follows:

1. Provision of Chief Executive Director

Metro Fire shall make Wilbourn available to serve as the full-time CED for the full term of this Agreement, and subsequent renewal periods, if any. If their employment as CED terminates at other than the end of the initial term of this Agreement or any subsequent renewal period, the Board shall promptly discuss options.

2. Duties of CED

As CED, Wilbourn shall perform the duties and responsibilities which are set forth in the Job Description attached to this Agreement as Exhibit A.

3. Initial Term of Agreement

The initial term of this Agreement shall commence on July 1, 2026 and shall end on June 30, 2028.

4. Renewals

With written mutual consent, this Agreement may be renewed for up to six (6) additional months.

The renewal period shall be governed by the same terms and conditions of this Agreement, unless the parties agree in writing otherwise.

5. Employee Status

While serving as CED, Wilbourn shall remain an employee of Metro Fire for the purpose of receiving compensation, retirement benefits, state mandated requirements and other employer provided benefits. As such, Metro Fire retains the right to approve requests for sick leave, vacation, or other absences. In addition, Wilbourn may have to be called to duty by the Metro Fire in response to a local, state or federal emergency. In the event of Wilbourn being called to duty by the Metro Fire for an emergency, the Metro Fire will use its best and reasonable efforts to mitigate the disruption in providing CED services to the Center.

Any workers' compensation claim that Wilbourn may have while performing services as CED shall be administered and paid, if at all, by Metro Fire.

6. Compensation

Center shall reimburse Metro Fire for the cost of the salary and benefits set forth in Exhibit B. Exhibit B shall be numbered sequentially (e.g. B-1, B-2, etc.), as the Parties mutually agree in writing to any increase in compensation.

Center's reimbursement to Metro Fire shall be monthly, for service provided to the Center by Wilbourn during the preceding month.

7. Direction and Control

In their capacity as CED, Wilbourn shall be solely under the direction and control of the Center Board.

8. Transportation

- a. The Center shall provide CED with a vehicle that shall be marked in accordance with Internal Revenue Service Regulations ("vehicle"). The Vehicle is a "take-home" vehicle and is assigned in recognition of the need to respond 24/7.

- b. There shall be no additional compensation for use of CED's personal automobile.
- c. Travel other than by automobile shall be reimbursed in accordance with adopted Center policies.
- d. The Vehicle is to be used for Center business (which includes to and from work and response to major emergencies in support of Sacramento County).
- e. The Center is responsible for all maintenance, insurance and fuel for the Vehicle.

9. Indemnity

The Center shall indemnify, defend, and hold harmless Metro Fire, its officers, directors, employees and agents from and against all claims, losses, actions, liabilities, suits, procedures, and damages, including attorney's fees and legal costs, arising out of or as a result of, the action or conduct, of the CED in the performance of their duties as CED for the Center under the terms and conditions of this Agreement. This Paragraph does not apply to any Worker's Compensation claim filed by CED.

Metro Fire shall indemnify, defend, and hold harmless the Center, its officers, directors, employees and agents from and against all claims, losses, actions, liabilities, suits, procedures, and damages, including attorneys' fees and legal costs, arising out of or as a result of, the action or conduct, of Wilbourn outside of the terms and conditions of this Agreement.

10. Complaints

The Center acknowledges that CED is subject to the rights and protections of the Firefighters Procedural Bill of Rights Act (California Government Code sections 3250, et seq.). Any punitive action against CED shall be handled by Metro Fire consistent with the Firefighters Procedural Bill of Rights Act.

Except as set forth below in Paragraph 9 of this Agreement, Wilbourn does not waive any right to confidentiality under any provision of State or Federal law.

a. Complaint Received by Metro Fire

Any and all complaints, whether formal or informal, made to Metro Fire against Wilbourn, shall be disclosed to the Center Board Chairperson within twenty-four (24) hours of receipt. By agreeing to serve as CED and agreeing to accept the terms and conditions of this Agreement, Wilbourn authorizes Metro Fire to disclose to the Center Board, those complaints.

b. Complaint Received by Center

Any and all complaints, whether formal or informal, made to the Center against Wilbourn, shall be disclosed to the Metro Fire Fire Chief within twenty-four (24) hours of receipt. By agreeing to serve as CED and agreeing to accept the terms and conditions of this Agreement, Wilbourn authorizes the Center Board to disclose to Metro Fire, those complaints.

c. Investigation

As deemed appropriate by either Party, any complaint may be investigated. In the event that an investigation is deemed appropriate:

- i. By the Center Board, the Center Board Chairperson shall keep the Metro Fire Fire Chief informed of the progress of the investigation and conclusion (e.g. sustained or not sustained).

Following an investigation by the Center of any such allegation or complaint, the Center Board may, in its sole discretion terminate this Agreement pursuant to Paragraph 10 below. Nothing set forth in this Paragraph shall prohibit Metro Fire from imposing discipline against CED as it deems appropriate or impact CED's employment with Metro Fire.

- ii. By Metro Fire, Metro Fire shall keep the Center Board Chairperson informed of the progress of the investigation and conclusion (e.g. sustained or not sustained).

11. Termination of Agreement

This Agreement may be terminated by the Center Board or Metro Fire at any time whatsoever and with or without cause. Reimbursement to Metro Fire by the Center shall be prorated to the date of termination of this Agreement.

12. Entire Agreement

This Agreement constitutes the entire agreement between the parties and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may only be amended or modified by an agreement in writing signed by all the parties.

13. Waiver

None of the provisions of this Agreement shall be considered waived by either party unless such waiver is specified in writing.

14. Severability

Should any provision of this Agreement be held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall continue in full force and effect.

15. Attorney's Fees

Should a party to this Agreement bring a legal or equitable action to either enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to recover their reasonable attorney's fees and costs incurred in such action.

16. Governing Law/Venue

This Agreement shall be governed by the laws of the State of California. Venue shall be in Sacramento County.

17. Execution

By executing this Agreement, Metro Fire and Center acknowledge that they have carefully read, and agree to be bound by, all terms and conditions contained in this Agreement.

18. Notices

Formal notices, communications or demands to a party shall be sufficiently given if either (a) personally delivered, (b) mailed by registered or certified mail, first class postage prepaid, return receipt requested, to the principal office of Center or Metro Fire, or (c) delivered by Federal Express or other reliable private express delivery service to the principal office of the Center or Metro Fire, as follows:

If to Center: Board Chairperson
 The Sacramento Regional Fire/EMS Communications Center
 10230 Systems Parkway
 Sacramento, CA 95827

If to Metro Fire: Fire Chief
 Sacramento Metropolitan Fire District
 10545 Armstrong Avenue, Suite 200
 Mather, CA 95655

19. Counterparts

This Agreement may be executed in identical counterparts, each of which shall constitute a duplicate original.

Dated: _____

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____

Attest: _____

Dated: _____

SACRAMENTO REGIONAL FIRE/EMS COMMUNICATIONS CENTER

By: _____
Governing Board Chairperson

APPROVED AS TO FORM AND CONTENT

APPROVED AS TO FORM AND CONSENT

By: _____
John Lavra
Longyear, Lavra & Cahill
Attorneys for Sacrament Metropolitan
Fire District

By: _____
Lindsay Moore
Kingsley Bogard, LLP
Attorneys for the Sacramento
Regional Fire/EMS Communications Center

I, Parker Wilbourn, agree to serve as the Chief Executive Director, and agree to the terms and conditions set forth in this Agreement.

Dated: _____

Parker Wilbourn

**EXHIBIT A
AGREEMENT FOR SERVICES
CHIEF EXECUTIVE DIRECTOR**

JOB DESCRIPTION AND MINIMUM QUALIFICATIONS

POSITION SUMMARY:

This is a contractual, at-will position that is exempt under the guidelines of the Fair Labor Standards Act (FLSA) and is not represented by an employee bargaining unit. The incumbent serves as the executive officer for the fire and emergency medical systems communications center that provides services for participating fire agencies primarily serving the County of Sacramento under the general direction of the Governing Board.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

The Executive Director should possess the following specific knowledge and abilities:

Knowledge of:

- The principles and practices of public administration, financial management, and personnel management.
- Regulatory agencies, laws, regulations, and policies that pertain to a public emergency communications agency.
- Complex computer, radio and telephone systems relating to public safety dispatching systems.

Ability to:

- Accomplish the essential functions specified in this job description.
- Recognize the need for the establishment of new or revised policies, procedures, and methods of operation to better maintain an effective public safety communications center.
- Work with the Governing Board, member agencies contracting agencies, other appropriate agencies and groups and the general public in a positive manner.

ESSENTIAL FUNCTIONS:

The statements contained herein reflect general details as necessary to describe the principle functions of this job, the level of knowledge and skills typically required and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements.

- Manage the communications center in an effective and efficient manner within the policy parameters established by the Governing Board.
- Develop and propose goals, objectives and strategies for consideration by the Governing Board.

- Implement administrative, operational and technical procedures that support the goals, objectives and strategies and policies approved by the Governing Board.
- Develop and propose preliminary and final budgets for consideration by the Governing Board.
- Implement financial procedures that support budgets approved by the Governing Board.
- Ensure compliance with laws, regulations and policies pertaining to the communications center.
- Participate in Governing Board meetings and provide comprehensive and timely reports to the Governing Board.
- Hire, counsel, discipline and terminate employees in accordance with accepted management practices, Board-adopted Position Authorization Document, and communications center policy.
- Provide general supervision of and review work completed by the Deputy Director, Technical Systems Manager and administrative staff for quality control and compliance with policies.
- Interpret policy parameters for and work with the communications center's legal counsel on labor, contractual and other legal issues.
- Advise and confer with members of the Governing Board and with the staff and governing bodies of member agencies.
- Coordinate the communications center's operational and technical procedures with appropriate agencies and groups, including the Member Agency Chiefs, the Sacramento County Fire Chiefs Association, the Communications Task Force Group, the Systems Management Group and the Geographic Information Systems Committee. This coordination excludes communications center policy and budget matters.
- Represent the communications center with other public agencies and the community at large.

MINIMUM QUALIFICATIONS:

Offers of employment are contingent upon successful completion of a background investigation and a physical examination to include a drug screen.

EDUCATION/EXPERIENCE:

Any combination of training and experience that could likely provide the required knowledge and abilities may be qualifying. A typical way to obtain this would be:

Education/Training:

A Bachelor's Degree from an accredited college or university in public or business administration, fire service management, criminal justice or closely related field is required. A masters or higher degree in the same fields is preferred but not mandatory.

Experience:

A minimum of five years' experience in a public emergency fire communications agency, including at least two years at the managerial level with budgeting and planning experience is required.

PERSONAL QUALITIES:

The incumbent needs to possess the highest qualities of leadership and integrity.

PHYSICAL REQUIREMENTS:

- Physical abilities must be commensurate with essential functions of the position.
- No person shall pose a direct threat to themselves or to the health and safety of other individuals in the work place, or to the public they serve.

LICENSE:

- Possession of, and ability to maintain, a current valid California Driver's License, Class C is a condition of employment.

SRFECC is an equal opportunity employer through Affirmative Action. The Immigration Reform and Control Act requires US Citizenship or authorization to work in the US. Documentation must be presented at the time of hire. Special testing arrangements may be made to accommodate disabilities.

SRFECC does not discriminate on the basis of race, religion, color, sex, age, national origin, disability or any other characteristic prohibited by federal, state or local law.

**EXHIBIT B-1
AGREEMENT FOR SERVICES
CHIEF EXECUTIVE DIRECTOR**

A. Compensation

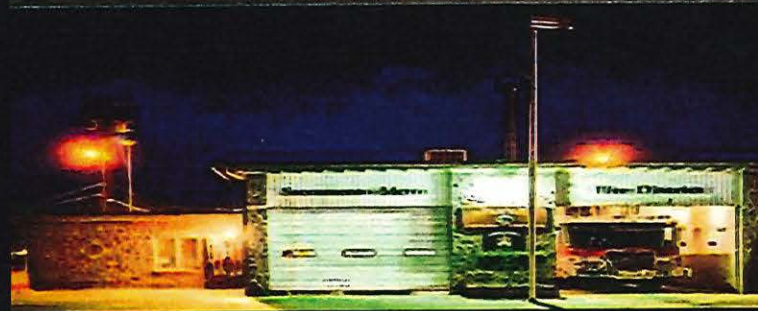
Center shall reimburse Metro Fire:

- Effective July 1, 2026, Thirty-One Thousand Seven Hundred Thirty Dollars and Ten Cents (\$31,730.10) per month.
- Effective July 11, 2026, Thirty-Two Thousand Two Hundred Ninety Three Dollars and Eighty-One Cents (\$32,293.81).

Such monthly payment shall be pro-rated, to the effective date set forth above.

B. Promotion and Cost of Living Increases

Should Wilbourn be promoted or receive a cost of living increase from Metro Fire, the Center Board shall have the right to refuse to reimburse Metro Fire for the increase in salary and benefits as a result of such cost of living increase or promotion. If the Center Board refuses to reimburse for any such increase, Metro Fire shall pay all salary and benefits in excess of the compensation set forth in this Agreement.



Measure O Fire Station Design Review

Station 23

Station 61

Station 42

Station 112

PRESENTED BY

Erin Castleberry – Project Manager

May 28, 2026

Project Profiles



STATION 23 REPLACEMENT
Citrus Heights

PROJECT TYPE

Demolition and rebuild on existing 0.99-acre site.

PROJECT SCOPE

5-bays, 15-beds to accommodate existing Engine Company and Truck Company, future Medic and Battalion Chief, and flex bay for additional unit/crew based on future risks and call volume.



STATION 61 REPLACEMENT
Rancho Cordova

PROJECT TYPE

Demolition and rebuild on reconfigured 1.10-acre site.

PROJECT SCOPE

5-bays, 12-beds to accommodate existing Engine Company, Medic, and Squad, flex bay for additional unit/crew based on future risks and call volume, and public viewing bay for antique apparatus.



STATION 112 REPLACEMENT
North Highlands

PROJECT TYPE

Demolition and rebuild on existing 3.37-acre site.

PROJECT SCOPE

5-bays, 15-beds to relocate existing Engine Company and Medic from Station 41, and accommodate future Truck Company, Battalion Chief, and flex bay for additional unit/crew based on future risks and call volume.

Project Profiles



STATION 42 RELOCATION North Highlands

PROJECT TYPE

New construction on vacant 5.62-acre parcel.

PROJECT SCOPE

3-bays, 10-beds to relocate existing Engine Company and accommodate future Medic and flex bay for additional unit/crew based on future risks and call volume.



Purpose-Built

A DESIGN PROGRAM
THAT MEETS PROJECT
GOALS

01 STAKEHOLDER ENGAGEMENT

In order to enhance end-user confidence and satisfaction with fire station design, we will implement a design engagement plan that provides a platform for end-users and other stakeholders to participate in the design process. Ensuring stakeholders are engaged throughout the process will result in a functional and effective design that meets both operational needs and the needs of our personnel.

02 OPERATIONAL EFFICIENCY & FUNCTIONALITY

Our stations must support the District's critical mission to deliver service to the community. Ensuring that facilities efficiently support operational functions is essential. Design approach should consider how space utilization and circulation optimizes response times, how spaces architecturally support operational flow, how public and private spaces are defined, and how training features might be integrated into design.

03 WELLNESS, HEALTH & SAFETY

Our stations must safeguard the physical and mental wellness, health, and safety of our personnel. It is essential that facilities are designed to limit exposure to potential hazards, consider impacts on rest and recovery, support physical fitness and injury prevention, and enhance the physical security of the station. Influence of light, temperature, air, noise, and stressors should be considerations for design of living/sleeping areas.

Purpose-Built

A DESIGN PROGRAM
THAT MEETS PROJECT
GOALS

04 DURABLE SYSTEMS, MATERIALS & FINISHES

Our stations should be built to be used and built to last. As 50-year facilities with 24/7 use by multiple users, durability, ease of use, maintenance, and longevity are key design considerations when selecting systems, materials, and finishes.

05 FLEXIBILITY FOR FUTURE NEEDS

When community needs change, we must be prepared to meet those needs. Design approach for site and building layouts should consider how the facilities might change over time to accommodate additional personnel and/or apparatus.

06 ON TIME & ON BUDGET

As good stewards of the public funds that our community has entrusted to us, we expect the project to be on-time and on-budget. Our stations should be designed to provide the best value to the District and to our community, while meeting project goals.

Purpose-Built

A DESIGN PROGRAM THAT MEETS FUNCTIONAL NEEDS

MEMBER INPUT

We prioritized **feedback from our members**, ensuring your insights shaped key functionalities and operational needs in the proposed design program.

COMMUNITY NEEDS

We evaluated **community needs**, building a proposed design program that would be responsive to our community both now and into the future.

LESSONS LEARNED

We applied **lessons learned** from previous projects, building upon what we already know to deliver a better, more functional design program.

BEST PRACTICES

We implemented **best practices** into the proposed design program, based on industry standards and innovations in fire station design.

Base Design Program

STANDARDIZED SPACES THAT SUPPORT FUNCTIONAL NEEDS

CONCEPTUAL SPACE NEEDS

Identifies the *spaces* required to meet functional needs

ROOM DATA SHEETS

Defines *characteristics and requirements* for each space identified in the program



Site Plan

FUNCTIONAL OPERATIONS FROM THE OUTSIDE IN

SITE-SPECIFIC

Depicts *site - specific configuration* of station and exterior site improvements to maximize operational efficiency

CONSTRAINTS & CONSIDERATIONS

Tailored design around *site constraints*, limitations, and other site-specific considerations

Lot Size & Shape

Location of Existing
Utilities

Traffic Patterns

Neighboring Uses

Setback
Requirements

Development
Standards

Code Requirements

Zoning Limitations

Floor Plan

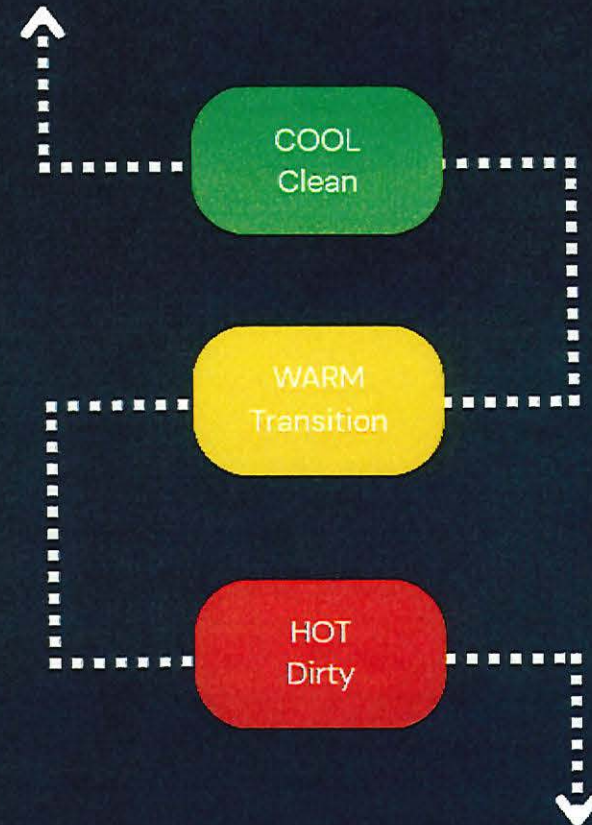
FUNCTIONAL LAYOUT THAT SUPPORTS DAILY OPERATIONS

RESPONSE OPTIMIZATION

Layout that *optimizes response* through efficient circulation to apparatus bay from all areas of the station

EXPOSURE REDUCTION

Promotes *exposure reduction* by separating "hot/dirty" spaces from "cool/clean" spaces through zoning of design program



Design Review Feedback

320 + comments

COMMON THEMES

RESPONSE TIME

Concerns around access and circulation to the app bay from different spaces and how response times may be impacted

HIGH-USE SPACES

Concerns around the size and location of high-use spaces like the gym, kitchen, and dayroom

SAFETY & SECURITY

Concerns around contaminant reduction measures and physical security of the station site

Programmatic Comments

ALL STATIONS

01 SITE PLAN

- Gate locations, trash locations, and other site access and security issues
- Length of apparatus bays and storage for additional apparatus
- Necessity of separate truck wash structures

02 FLOOR PLAN

- Undersized gyms, kitchens, and dayrooms
- Location of gyms, kitchens, and dayrooms
- Oversized turnout rooms
- Privacy in office space
- Circulation and space adjacencies in app bay support spaces (delivery/hose room, EMS storage, shop)

03 OTHER

- Furniture, fixtures and equipment (lighting, appliances, dorm furniture, etc.)
- Noise mitigation in dorms
- Purpose/scope of recharge rooms
- Contaminant reduction measures

Programmatic Revisions

ALL STATIONS

01 SITE PLAN

- Adjusted gate locations to ensure more secure station frontage
- Relocated trash enclosures into secured area to prevent unauthorized access
- Lengthened app bays to 75' (tiller length) for maximum flexibility
- Integrated fox drain into back apron for truck washing and eliminated separate truck wash structure

02 FLOOR PLAN

- Co-located kitchen and dayrooms, increased size, and ensured covered dining patio
- Increased size of gyms and ensured covered patio space with roll-up door access
- Added door to open office space to support privacy
- Reconfigured app bay support areas (delivery/hose room, EMS storage, shop) to improve operational flow
- Reduced size of turnout rooms (1 locker per person + gear storage)

03 OTHER

- Will be addressed as design progresses with additional engagement opportunities

Station 23

FEEDBACK

- Significant concern that a 3-story design will slow response times
- Requests to improve access paths between dorms, poles, stairs, and apparatus bay
- Strong preference to relocate gym to first floor
- Requests to relocate BC office and BC dorm closer together

REVISIONS

- Re-designed to a 2-story design and added second pole to improve response time to app bay
- Converted one pull-thru bay to a back-in bay to gain first floor square footage
- Relocated gym to first floor
- Relocated office space to first floor
- Co-located BC dorm and BC office and relocated to corner of living quarters

Station 42

FEEDBACK

- Questions about necessity and cost of additional driveway to Watt Ave.
- Questions around plan for unutilized space onsite

REVISIONS

- Eliminated additional driveway to Watt Ave.

Station 61

FEEDBACK

- Concerns that rear apron approach is too tight
- Questions on site configuration
- Concerns about path of travel from gym to app bay
- Requests to preserve materials and artwork from existing station

REVISIONS

- Adjusted convault location to improve circulation in rear apron approach
- Added additional door in gym to improve path of travel to app bay
- Corrected number of dorms to 12

Station 112

FEEDBACK

- Concerns about accommodating reserve program apparatus
- Concerns about accommodating B5 SCBA cache
- Requests for more separation between BC quarters and general crew quarters

REVISIONS

- Added reserve storage building to accommodate all reserve apparatus and B5 SCBA cache
- Relocated BC quarters to first floor

Building Elevations

FIRE STATION IDENTITY WITHIN COMMUNITY CONTEXT

COMMUNITY CONTEXT

Design that compliments *character* of the surrounding community

FIRE STATION IDENTITY

Design that builds fire station *identity* through intentional architectural elements











Look Ahead

JUNE 2026

Planning Application Submittals to AHJs

JULY 2026

Schematic Design Complete

Timeline

MILESTONE SCHEDULE

SCHEMATIC DESIGN
PHASE (30%)
MAR 2026 - JUL 2026

CONSTRUCTION
DOCUMENT PHASE (100%)
SEP 2026 - DEC 2026

CONSTRUCTION
BIDDING PHASE
MAR 2027 - MAY 2027



DESIGN DEVELOPMENT
PHASE (60%)
JUN 2026 - OCT 2026

PERMITTING
PHASE
DEC 2026 - MAR 2027

CONSTRUCTION
PHASE
JUN 2027 - DEC 2028

Contact Information

Please reach out with any
questions or concerns!

PROJECT MANAGER

Erin Castleberry - Planning & Development

PHONE NUMBER

(916) 859-4160

EMAIL ADDRESS

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

DATE: May 28th, 2026
TO: Board of Directors
SUBJECT: Fee Adjustment and Establishment of Ordinance for Medical Aid and Ambulance Transport User Fees

TOPIC

Continue The Public Hearing on the Establishment of the Ordinance for Medical Aid and Ambulance Transport User Fees.

BACKGROUND

The Fire Protection District Law (Health & Safety Code §13800, et seq.) is the source of statutory authority for fire protection districts. Section 13916(a) specifies that a district board of directors may charge a fee to cover the cost of any service which the district provides, but limits the amount of the fee to the costs reasonably borne by the district in providing the service.

The District has established user fees to defray the costs of ambulance, medical aid, and rescue responses and other related services provided. The fees were last reviewed in 2023 and have been adjusted annually by the change in the medical care consumer price index (CPI).

In consideration of cost variances in labor, medical supplies, and apparatus, as well as the expansion of the Mobile Integrated Health (MIH) units since 2023, District staff concluded that an independent review of EMS-related service costs was needed to ensure fees charged align with current costs.

If the Board of Directors (Board) determines that a fee change other than a CPI adjustment is needed to pay for service costs, a specific process must be followed to ensure proper notification and public comment time is afforded to District residents. The District must hold two separate public hearings considering the proposed fee changes and inviting public input. The first hearing must be preceded by two public notices, published at least a week apart in a newspaper of general circulation. (Regular notices will also be distributed through Board agendas.) If after the second hearing the Board determines that a fee change is merited, changes will be effective 31 days later.

DISCUSSION

Fee Study

The District commissioned the *Ambulance and First Responder Fee Study (November 26, 2025)* ("Study") by local agency fiscal consulting firm NBS. At the last Board meeting on May 14th, 2026, the Board adopted the resolution accepting the NBS Fee Study. The results of the Study support the current EMS fee levels and the establishment of two new fees.

CPI Adjustment

The recommended fees for FY 2026/27 incorporate the annual CPI adjustment authorized by Ordinance #2023-01 (Ordinance) adopted by the Board of Directors on June 22, 2023 and commencing on July 1, 2024 and each July 1 thereafter. The amount of change is based on the percentage change in the Consumer Price Index (CPI) Series Title Medical Care in the U.S. City

Average, All Urban Consumers, Not Seasonally Adjusted, as published by the U.S. Department of Labor, Bureau of Labor Statistics (the Medical CPI) for the twelve (12) month period ending December 31 of the preceding calendar year. The Ordinance also states that approval by the Board of Directors shall be by resolution, adopted at a regularly scheduled meeting of the Board prior to the enactment of the increase. The effective date of the increase would be July 1, 2026.

Based on the percentage change in the annual Medical CPI for calendar year 2025 compared to calendar year 2026, the percentage fee adjustment change effective July 1, 2026 will be 3.15%.

Recommended Fees

The current, NBS-calculated, and District-recommended fee rates are shown in the following table:

Current, Calculated, and FY 2026/27 Recommended EMS Fees

Fee	Brief Description	Current Rate (FY 25/26)*	NBS Study Calculated Rate	District Recommended Rate (with 7/1/26 CPI Increase)	CPI Increase Portion
First Responder/Transport	Charged when emergency medical services result in (1) the dispatch of a first response unit and (2) the transport of a patient by ambulance to any destination. The fee recovers the costs associated with first response and ambulance transport, including either Basic Life Support (BLS) or Advanced Life Support (ALS) services.	\$ 3,388	\$ 3,287	\$3,495	\$ 105
Treatment On Scene	Formerly known as "Treat/No Transport" or "Assessment on Scene," this fee is charged when fire or EMS personnel respond to a medical incident but do not transport the patient. Fee recovers costs for deployment, personnel, equipment, and any medical supplies used during the assessment.	\$ 516	\$ 2,338	\$532	\$ 16
MIH Service from 911	NEW FEE. Applies to calls where an MIH vehicle is dispatched to provide treatment on scene alongside a first responder.	N/A	\$ 3,285	\$3,388	\$ 102
MIH Follow-up Service	NEW FEE. Applies to in-home or on-site visits conducted after the initial 911 or MIH encounter, where the MIH team provides continued medical evaluation, education, or care coordination.	N/A	\$ 1,129	\$1,165	\$ 35
Mileage**	Surcharge for transport vehicle mileage.	\$ 51	\$ 91	\$53	\$ 2
Oxygen**	Surcharge for use of supplemental oxygen when provided to patient.	\$ 184	\$ 188	\$194	\$ 6
Night Charge**	Surcharge for transport in evening hours after 10pm.	\$ 164	\$ 128	\$0	\$ -
Cardiac Monitor**	Surcharge for use of cardiac monitoring equipment.	\$ 143	\$ 209	\$148	\$ 4

* District-Recommended Rate reflects annual CPI Increase over Study-recommended rates: a 3.2% Increase effective July 1, 2026.

** NBS proposed rates for mileage, oxygen, night charge, and cardiac are the average of the fee amounts charged by the comparison agencies surveyed, not actual costs.

The Study recommended changes to the existing First Responder/Transport Fee, Treatment on Scene Fee, and Night Charge Fee, as explained below.

First Responder/Transport Fee. The Study calculated a rate of \$3,287 per combined transport and first response, a rate 3.1 percent below the District's current \$3,308 charge for those services. This does not imply that the District is over collecting this fee (the District collects roughly 30 percent of costs), rather the District would overcharge for services if 100 percent of billed amounts were actually collected. With the annual CPI adjustment, the District-recommended fee is \$3,495.

Treatment on Scene Fee. The Study recommends a 453 percent increase to the treatment on scene fee (from \$516 to \$2,338) to recover actual costs, potentially creating a significantly elevated fiscal burden on some patients. While the proposed treatment on scene charge is below the average of the four other local agencies who charge a similar fee (\$726), the District has considered the elevated fiscal burden and concluded the current fee level is appropriate. With the annual CPI adjustment, the District-recommended treatment on scene fee is \$532.

Night Charge Fee. The Study results were calculated with a night charge fee and the District supports its removal from the fee schedule.

The Study also recommended the establishment of two new fees: supplemental transport, MIH Service-from 911, and MIH Follow-up Service. The total estimated income increase for the two MIH fees is approximately \$2.2 million, replacing and/or supplementing an annual average of approximately \$2.0 million in contract and grant income.

Fee Study Feedback

On September 11 and December 11, 2025, the District presented the Study to the Board and solicited feedback to guide a fee proposal. Those comments and the District response are described below.

Double billing first responder fee. District staff received feedback that when first responder units from more than one agency respond to a call the patient may receive bills from both agencies. The District looked into this matter with its biller and reviewed procedures.

To further clarify, staff has established a new fee that clearly delineates where the District provides transport and an outside agency provides the first responder. This fee is included in attachment C, and is called Automatic Aid with Transport. The fee is calculated by subtracting the Treatment on Scene fee from the Transport fee.

Insufficient and complicated pathways to fee forgiveness. The District has a compassionate billing policy to allow low-income patients unable to pay the assessed fees to have them waived in full or in part. The District is developing changes to this policy that would expand the fee forgiveness to a larger share of low-income patients. Additionally, the District will train suppression staff on the changes and make modifications to the electronic patient care reports (ePCRs) that would make fee forgiveness options easier for suppression staff to offer patients.

EMS fee assessment for individuals who did not call 911. District staff were advised of incidences where a third party called 911 on behalf of a person who ultimately received treatment or transport. District staff believe this can be addressed through training and modification of ePCRs. The District maintains that patients should be billed for services legitimately received.

Discrepancies in insurance company billing rates. District staff were advised the Kaiser has a higher reimbursement rate for some EMS-related services. District staff researched this question and learned that Kaiser does offer commercial insurance products that reimburse at rates higher than other insurance companies.

Additionally, the District received public comment by mail with specific recommendations on when to assess EMS fees. Those comments and the District's response, including estimated income loss (where calculable), are provided below.

Eliminate EMS fees for children and seniors. The District received a proposal recommending that the District not charge fees for patients under 18 years of age or over 70, or alternatively, withhold first responder/transport fees to patients under 18 and over 65. The stated goal of this change was to "protect vulnerable populations and ensure families never hesitate to call 911." While the District respects the intent to ensure patients and their families don't hesitate to seek medical help when needed, the District lacks the legal authority to exclude some patients from paying the cost of receiving the public service. Additionally, the exclusion of some may lead to a disparate cost burden on those not in the excluded age groups. The estimated annual income reduction from implementing the first responder portion of these proposals would be approximately \$1.5 million.

Eliminate EMS fees for incidents Involving Law Enforcement. Similar to above the District is legally prohibited from excluding some patients from a service assessment and potentially shifting that burden to others. The District does not track calls involving law enforcement and an estimated cost estimate is not available.

Eliminate EMS fees for vehicle accidents where no treatment was provided or equipment used. For the aforementioned reasons the District is legally prohibited from excluding some patients from a service assessment and potentially shifting that burden to other patients. The District does not track the number of calls for vehicle accidents where no treatment was provided or equipment used, and an estimated cost estimate is not available.

Suspend the first responder EMS fee up to two times per calendar year. The public comment suggested either the District waive the first responder fee once per year or waive both the first responder and transport fee twice per year, asserting that the fee waiver will encourage more residents to use EMS services. The District is legally prohibited from excluding some patients from a service assessment and potentially shifting that burden to others. The estimated annual income loss would be approximately \$2.9 million for twice waiving the first responder fee.

Increase ambulance transport fees and reduce first responder transport fees. The District cannot charge fees that are inconsistent with a fee study, which is how fire agencies are required to set fees. Additionally, the District may not charge more than actual costs or spread the costs of one service (first responder) to recipients of another cost (transport). As the Study explains, the District recovers costs not only for the individuals on scene, but the apparatus, stations, support personnel, and other overhead necessary to provide EMS services to the community.

Assess new EMS fees for care facilities that call for lift assists. This proposal can only be achieved with an agreement with the care facility and the District has not secured agreements. The District is unable to identify income loss associated with this proposal without an established agreement.

Suspend EMS fees on first responder and treatment on scene services until insurance companies make this a covered event. From a policy perspective the District must treat all EMS system users equally. Since some insurance companies do reimburse a percentage of our first responder and treatment on scene fees, District staff recommends keeping this billing practice in place. The estimated annual income loss from eliminating the first responder fee and assessment at scene fee is approximately \$6.1 million.

Medical Aid and Ambulance Transport User Fees Ordinance

The District recommends that the Board adopt an ordinance of the Sacramento Metropolitan Fire District specifying the administration and implementation of medical aid and ambulance transport user fees for the District. The proposed ordinance establishes the framework necessary to ensure that Board-approved policies and the associated schedule are administered accurately, consistently, and with full public transparency. Adoption of this ordinance will provide clear authority, procedural guidance, and accountability measures to support the effective management of the District's user-fee structure.

FISCAL IMPACT

The recommended fee adjustments to the MIH Fees are estimated to generate an additional \$200,000 in reimbursements once the new MIH charges are implemented.

Not approving the fee adjustments would result in increased use of property taxes and other general operating revenues to fund a portion of EMS system costs and reduce funding available for other services provided by the District.

RECOMMENDATION

Staff recommends that the Board:

- (1) Resume the Public Hearing on the Establishment of the Sacramento Metropolitan Fire District Medical Aid and Ambulance Transport User Fee Ordinance; and
- (2) Close the Public Hearing; and
- (3) Adopt the attached resolution repealing Ordinance 2023-01 Amending Medical Aid and Ambulance Transport User Fees; and
- (4) Adopt the attached Ordinance No. 2026-01, Specifying the Administration and Implementation of Medical Aid and Ambulance Transport User Fees for the Sacramento Metropolitan Fire District; and
- (5) Adopt the attached resolution establishing the new Medical Aid and Ambulance Transport User Fee Schedule.

Submitted by:

Approved by:

Adam Mitchell

Adam Mitchell (May 21, 2026 13:34:33 PDT)

Adam Mitchell, Deputy Chief
Support and Emergency Medical Services

Adam House

Adam House (May 21, 2026 16:35:36 EDT)

Adam House, Fire Chief

Dave OToole

Dave OToole (May 21, 2026 14:16:37 PDT)

Dave O'Toole, Chief Financial Officer

Attachments:

Attachment A: Resolution Rescinding Ordinance 2023-01 Amending Medical Aid and Ambulance Transport User Fees

Attachment B: Adopt Ordinance No. 2026-01, Specifying the Administration and Implementation of Medical Aid and Ambulance Transport User Fees for the Sacramento Metropolitan Fire District

Attachment C: Resolution Establishing the new Medical Aid and Ambulance Transport User Fee Schedule



Sacramento Metropolitan Fire District

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ADAM A. HOUSE
Fire Chief

RESOLUTION NO. 2026-XXX

A RESOLUTION OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT RESCINDING ORDINANCE 23-01 AMENDING MEDICAL AID AND AMBULANCE TRANSPORT USER FEES

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 June 22, 2023, the District's Board of Directors ("Board") adopted Ordinance 2023-01 to amend the District's Medical Aid and Ambulance Transport User Fees; and

WHEREAS, the District periodically reviews and updates its Medical Aid and Ambulance Transport User Fee Schedule to ensure fees reflect actual costs of service delivery; and

WHEREAS, on May 14, 2026, the Board adopted Resolution 2026-022, which accepted a new Ambulance and First Responder Fee Study and found it sufficiently authoritative to establish a new Medical Aid and Ambulance Transport User Fee Schedule; and

WHEREAS, it is necessary to rescind Ordinance 2023-01 to ensure consistency with an updated ordinance and adopted fee structure;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Sacramento Metropolitan Fire District does hereby rescind Ordinance 2023-01 Amending Medical Aid and Ambulance Transport User Fees, effective July 1, 2026.

PASSED, APPROVED AND ADOPTED this 28th day of May, 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

President, Board of Directors

ATTEST:

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



ADAM A. HOUSE
Fire Chief

Sacramento Metropolitan Fire District

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ORDINANCE NO. 2026-01

Adopted by the Board of Directors of the

SACRAMENTO METROPOLITAN FIRE DISTRICT

AN ORDINANCE OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT SPECIFYING THE ADMINISTRATION AND IMPLEMENTATION OF MEDICAL AID AND AMBULANCE TRANSPORT USER FEES FOR THE SACRAMENTO METROPOLITAN FIRE DISTRICT

The Board of Directors of the Sacramento Metropolitan Fire District ordains as follows:

SECTION 1. Purpose

- 1) The Sacramento Metropolitan Fire District is a political subdivision of the State of California (State) and is duly organized and existing pursuant to the State constitution and laws. The Sacramento Metropolitan Fire District is organized under the Fire Protection District Law (California Health and Safety Code 13800) to provide fire protection, emergency medical services, and related services within its jurisdiction.
- 2) The mission of the Sacramento Metropolitan Fire District is to provide professional and compassionate protection, education and service to our community. The Sacramento Metropolitan Fire District's service area includes designated portions of Sacramento County and Placer County, encompassing approximately 359 square miles and serving a population of over 729,000 residents.
- 3) The Sacramento Metropolitan Fire District is charged with the solemn duty of delivering prompt, skilled, and compassionate emergency medical services (EMS) to individuals experiencing emergencies within its jurisdiction. In the delivery of EMS, the Sacramento Metropolitan Fire District shall ensure the highest standards of pre-hospital assessment, stabilization, and treatment, utilizing advanced protocols and equipment operated by professionally trained personnel, pursuant to standards of the Local and State Emergency Medical Services Agencies. Furthermore, the Sacramento Metropolitan Fire District is responsible for the safe and efficient transport of patients to appropriate medical facilities, safeguarding the health and welfare of all residents and visitors while upholding the principles of integrity, accountability, and excellence in public service.
- 4) The purpose of this Ordinance is to establish how costs for EMS delivery are regulated and recovered, and to ensure consistent billing for emergency medical care.

SECTION 2: Definitions

For the purposes of this Ordinance, the following definitions shall apply:

- 1) "Ambulance" means a specially equipped vehicle designed to transport sick or injured people to medical facilities, often providing emergency care during transit.
- 2) "Ambulance and First Responder Fee Study" means the November 26, 2025, Final Report, conducted to understand the total costs of providing EMS services, ensure that fees do not exceed the costs of providing those services, and provide an opportunity for the District's Board to evaluate a revised policy and fee amounts.
- 3) "Ambulance Transport" means the conveyance of a patient by Ambulance from the scene of a medical emergency to a medical facility.
- 4) "Balance Billing" means billing a patient for the difference between billed charges and amounts paid by insurance when prohibited by law.
- 5) "Board of Directors" or "Board" means the Board of Directors of the Sacramento Metropolitan Fire District.
- 6) "District" means the Sacramento Metropolitan Fire District.
- 7) "Emergency Medical Services" or "EMS" means pre-hospital medical assessment, stabilization, treatment, transport, and related support services provided by District personnel or contracted providers.
- 8) "Fee Schedule" means the schedule of fees adopted by resolution of the Board of Directors.
- 9) "First Responder" or "First Responder Unit" means a dispatched engine, truck, or squad unit that provides initial medical care or scene stabilization upon arrival.
- 10) "Medical Aid" generally refers to EMS provided by District personnel or its contracted providers.
- 11) "Mobile Integrated Health" or "MIH" is a program of the District that is integrated in EMS delivery and designed to prevent unnecessary emergency room transports and reduce patient readmissions by providing specialized Medical Aid.
- 12) "Patient Care Report" or "PCR" means the documentation system used by EMS to record, manage, and share patient data during emergency encounters which streamlines care via instant data access, improving accuracy, billing and patient handover.
- 13) "PCR Release Form" means the HIPAA-compliant authorization form which allows the District to share specific patient treatment data with insurance companies, payers, legal entites, and billing agencies to process payments.
- 14) "Related Add-Ons" means itemized fees for related services or equipment including vehicle mileage, cardiac monitoring, oxygen, and medications.
- 15) "User" means any individual or responsible party receiving or benefiting from EMS.

SECTION 3: Adoption and Compliance

The District adopts this Ordinance pursuant to the authority granted to the District under applicable state and local laws.

- 1) All Users and entities within the jurisdiction of the District shall be subject to the provisions of this Ordinance.
- 2) The District may adopt administrative policies and may utilize contracted billing providers.

SECTION 4: Establishment of Medial Aid and Ambulance Transport User Fees

This Ordinance hereby establishes User fees for Medical Aid and Ambulance Transport services.

- 1) User fees shall be set forth in a Fee Schedule adopted by resolution of the District Board of Directors and may be amended from time to time.
- 2) User fees shall not exceed the reasonable cost of providing service, as calculated in the Ambulance and First Responder Fee Study.

SECTION 5: Administration of Fees

- 1) The Director of EMS shall oversee administration of User fees. Fees shall be applied when documented patient care occurs as described herein.
 - a. Transport: Transport fees shall apply when EMS result in both the dispatch of a First Responder Unit and the Ambulance Transport of a patient by District personnel or its contracted providers, including either Basic Life Support (BLS) or Advanced Life Support (ALS) services.
 - b. Automatic Aid with Transport: Automatic Aid with Transport shall apply when District personnel or its contractor(s) provide Ambulance Transport, but the First Responder Unit is provided by another agency, regardless of jurisdiction.
 - c. Treatment On Scene: Treatment on scene fees shall apply when a PCR is created and the PCR Release form is signed, but the patient is not transported by the District or its contracted providers. If the PCR Release form is not signed, the Treatment On Scene fee shall apply if vitals were taken or procedures were performed. Definitions for vitals and procedures shall be set forth in policy.
 - d. MIH Service – On Scene: MIH service on scene fees apply when an MIH unit provides treatment on scene alongside a First Responder Unit.
 - e. MIH Service – Supplemental: MIH service – supplemental fees apply when an MIH unit provides medical evaluation, education, or care coordination, whether by phone or in-person, after the initial 911 encounter.
 - f. Related Add-Ons: Related add-on fees apply when supplemental services and equipment are medically necessary. For example, mileage fees apply on all Ambulance Transports to account for the distance traveled during transport, and are supplemental to the Transport Fee.

- 2) Low-income assistance and billing dispute procedures shall be established through District policy.

SECTION 6: Imposition of Fees

- 1) User fees shall be imposed when emergency medical services are rendered and documented patient care occurs by District personnel or its contracted providers.
- 2) User fees shall be applied uniformly, as allowed by law.
- 3) The District shall comply with insurance contractual billing limitations. The District may choose to accept actual amount of payments from the insurance carrier for emergency response. The District shall not engage in Balance Billing where prohibited by law or payer contract.
- 4) For administrative efficiency the District may combine multiple User fees established under this Ordinance into a single billing statement or invoice when appropriate. This consolidation shall not affect the individual fee amounts or Users' obligation to pay for all services rendered.

SECTION 7: Payment Requirements

- 1) Payment shall be remitted in accordance with the terms specified in the billing statement issued by the District or its contracted billing provider.
- 2) Late payments may be subject to additional fees.

SECTION 8: Exemptions

This Ordinance hereby establishes exemptions and waivers to User fees as described below.

- 1) Low Income Assistance Program: The District provides a low-income assistance program intended to waive or reduce expenses for Medical Aid and Ambulance Transport User fees for qualifying individuals who meet current poverty income guidelines established by the U.S. Department of Health and Human Services.
 - a. To apply, patients or their designees must submit a completed Low-Income Assistance for Medical Billing application to the EMS Division along with required proof of income—such as a current IRS W2, recent tax return, or unemployment check stubs—and a government-issued identification.
 - b. Upon review of the completed application and documentation, the Director of EMS may approve the application, adjust the amount due, or deny the request.
- 2) Financial Hardship Waiver: The Fire Chief or designee may waive applicable fees or costs when he/she or their designated representative determines it is in the best interest of the District to do so.

SECTION 9: Fee Adjustments

Adjustments to the adopted Medical Aid and Ambulance Transport User Fee Schedule shall be as follows:

- 1) Annual Program Fee Adjustment: Beginning July 1, 2027, and subsequently each year on July 1, or as soon as possible thereafter; the Chief Financial Officer, with notice to the Fire Chief, shall authorize the adjustment of User fees as follows:
 - a. Fees shall be multiplied by the percentage increase, if any in the Consumer Price Index (CPI) Series Title Medical Care in the U.S. City Average, All Urban Consumers, Not Seasonally Adjusted, as published by the U.S. Department of Labor, Bureau of Labor Statistics for the twelve (12) month period ending December 31 of the preceding calendar year.
 - b. Any decrease in the CPI shall not result in any decrease in User fees.
- 2) By Resolution of the Board of Directors: The Board of Directors may adjust User fees by resolution following adoption of a fee study or as required by law.

SECTION 10: Repeal of Prior Ordinances

All former Medical Aid and Ambulance Transport User fee ordinances or parts thereof conflicting or inconsistent with the provisions of this Ordinance hereby adopted are hereby repealed.

SECTION 11: Validity

If any fee or provision of this Ordinance is held invalid or unenforceable by a court of competent jurisdiction, that holding shall not affect the validity or enforceability of the remaining fees or provisions and the Board declares that it would have adopted each part of this Ordinance irrespective of the validity of any other part.

SECTION 12: Effective Date

This Ordinance shall take effect and be in full force on and after thirty (30) days from the date of its passage, and before the expiration of fifteen (15) days from the date of its passage it shall be published once with the names of the members of the Board of Directors voting for and against the same, said publication to be made in a newspaper of general circulation published in the County of Sacramento.

The foregoing Ordinance was introduced and read at a regular meeting of the Board of Directors of the Sacramento Metropolitan Fire District, held on the **14th day of May, 2026**, by the following roll call vote:

- AYES:** President Costa, Directors Clark, Goold, Jones, Rice, Saylors, Stark, Webber, and Wood
- NOES:** None
- ABSENT:** None
- ABSTAIN:** None

The foregoing Ordinance was adopted at a regular meeting of the Board of Directors of the Sacramento Metropolitan Fire District, held on the **28th day of May, 2026**, 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 95655 · (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 MEDICAL AID AND AMBULANCE TRANSPORT USER FEE SCHEDULE

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 District charges medical aid and ambulance transport user fees to recover the costs of providing treatment and transport services to patients; and

WHEREAS, the District periodically reviews and updates its Medical Aid and Ambulance Transport User Fee Schedule to ensure fees reflect actual costs of service delivery; and

WHEREAS, on May 14, 2026, the District's Board of Directors ("Board") adopted Resolution 2026-022, which accepted the Ambulance and First Responder Fee Study and found it sufficiently authoritative to establish a new Medical Aid and Ambulance Transport User Fee Schedule; and

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Sacramento Metropolitan Fire District does hereby adopt the Medical Aid and Ambulance Transport User Fee Schedule, attached hereto as **Exhibit A**, which shall be effective July 1, 2026.

PASSED, APPROVED AND ADOPTED this 28th day of May, 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

President, Board of Directors

ATTEST:

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

Attachment:
Exhibit A: Medical Aid and Ambulance Transport User Fee Schedule

Medical Aid and Ambulance Transport User Fee Schedule

Fee	Amount
Transport	\$3,495
Automatic Aid with Transport	\$2,963
Treatment On Scene	\$532
MIH Service	\$3,388
MIH Service - Supplemental	\$1,165
Mileage	\$53
Oxygen	\$194
Cardiac Monitor	\$148

Annual Adjustment.

Beginning July 1, 2027, and annually thereafter on July 1, or as soon as practicable thereafter, the Chief Financial Officer, with notice to the Fire Chief, is authorized to adjust User Fees as follows:

1. Fees shall be adjusted by the percentage increase, if any, in the Consumer Price Index (CPI), Series Title: Medical Care in the U.S. City Average, All Urban Consumers, Not Seasonally Adjusted, as published by the U.S. Department of Labor, Bureau of Labor Statistics for the twelve (12) month period ending December 31 of the preceding calendar year.
2. In the event of a decrease in CPI, User Fees shall not be reduced.



Sacramento Metropolitan Fire District

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

DATE: May 28, 2026
TO: Board of Directors
SUBJECT: Contract Award Recommendation – General Counsel

TOPIC

Staff requests that the Sacramento Metropolitan Fire District (District) Board of Directors (Board) approve a contract award to Kronick Moskovitz Tiedemann & Girard to serve as the District's General Counsel as specified in Request for Proposals (RFP) 26-03: General Counsel and Other Legal Services.

BACKGROUND

On March 12, 2026, staff presented an informational update to the Board regarding the development of a legal services RFP. The purpose of the update was to provide transparency into the District's procurement approach and ensure Board awareness and alignment prior to issuance. No Board action was requested at that time.

The RFP was developed following the expiration of the District's prior legal services Multiple Award Schedule (MAS), providing an opportunity to modernize the scope of services, clarify service expectations, and establish a competitive and transparent procurement process. To inform the RFP, staff conducted an internal needs assessment, including input from executive leadership and key staff, to identify legal service priorities and operational needs.

Following the March 12 update, staff finalized and issued the RFP and are now returning to the Board with a recommendation.

DISCUSSION

On March 18, 2026, the District issued RFP 26-03 to solicit proposals from qualified attorneys and law firms licensed to practice in the State of California to provide general legal counsel and other legal services. The RFP was structured to support the District's need for comprehensive legal advisory services, with the ability to access specialized expertise as needed.

The procurement approach includes designating a single firm as General Counsel, with the option to utilize additional qualified firms either through a MAS or entering into other agreements for specialized or supplemental legal services. This structure is intended to provide continuity in legal advisory services while preserving flexibility to address specific legal needs as they arise.

On April 10, 2026, the RFP closed, and the District received fourteen (14) proposals, eight (8) of which included a General Counsel designation. Based on the District's

current needs and priorities, staff prioritized the evaluation and selection of General Counsel, which is before the Board at this time. Proposals for other legal services will be evaluated following completion of the General Counsel process, with future Board approval as appropriate.

General Counsel proposals were independently evaluated and scored by an evaluation panel based on experience and qualifications, service approach, past performance and references, and fee proposal.

Following the evaluation, the two highest-scoring firms, Kronick Moskowitz Tiedemann & Girard and HansonBridgett, were invited to in-person interviews with the evaluation panel. Based on the results of the written proposals and interviews, Kronick Moskowitz Tiedemann & Girard was identified as the highest-scored proposer.

FISCAL IMPACT

The fiscal impact associated with the proposed designation of General Counsel will be determined through subsequent negotiation of the professional services agreement.

Proposers submitted fee schedules as part of the RFP process, which were considered during evaluation; however, the final cost to the District will depend on negotiated rates, scope of services, and actual utilization of legal services over time.

Legal services expenditures will be incorporated within the District's adopted budget and managed within existing appropriations. No immediate fiscal impact is associated with approval at this time.

RECOMMENDATION

Staff recommends that the Board adopt a resolution to award RFP 26-03: General Counsel to Kronick Moskowitz 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.

Submitted by:



Jill Guzman
Administrative Services Officer

Approved by:


Adam A. House
Fire Chief

ATTACHMENT:
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 SACRAMENTO METROPOLITAN FIRE DISTRICT APPROVING A CONTRACT AWARD FOR GENERAL COUNSEL SERVICES

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 District requires comprehensive legal services to support governance, operations, and compliance with applicable laws and regulations; and

WHEREAS, the District issued Request for Proposals ("RFP") 26-03 to solicit proposals from qualified attorneys and law firms to provide General Counsel and other legal services; and

WHEREAS, the District received proposals in response to the RFP, which were evaluated in accordance with the criteria established in the RFP; and

WHEREAS, Kronick Moskovitz Tiedemann & Girard was determined to be the highest scoring proposer for General Counsel services.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Sacramento Metropolitan Fire District does hereby approve a contract award to Kronick Moskovitz Tiedemann & Girard for General Counsel services.

BE IT FURTHER RESOLVED that the Fire Chief, or designee, is authorized to negotiate the terms and conditions of a professional services agreement, which shall be brought back to the Board for approval prior to execution.

PASSED, APPROVED, AND ADOPTED this 28th day of May, 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