



Todd Harms
Fire Chief

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

Thursday, April 8, 2021 – 6:00 PM

Held Remotely Via Zoom

Phone: (669) 900-6833

Webinar ID: 811 6461 5724#

Passcode: 009 861 158 #

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

The Governor has declared a State of Emergency to exist in California as a result of the threat of COVID-19 (aka the "Coronavirus"). The Governor issued Executive Order N-25-20 and N-29-20, which directs Californians to follow public health directives including canceling large gatherings. The Executive Order also allows local legislative bodies to hold meetings via conference calls while still satisfying state transparency requirements.

The Governor has also issued Executive Order N-33-20, prohibiting people from leaving their homes or places of residence except to access necessary supplies and services or to engage in specified critical infrastructure employment.

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 facilitate this process, the meeting of the Board will be available via Zoom at the phone number listed above. **If you prefer viewing the meeting via the Zoom Application, please contact Board Clerk Penilla via email at the address listed below.**

Note: The meeting is being held solely by remote means and will be made accessible to members of the public seeking to attend and address the Board solely through the phone number set forth above, except that members of the public seeking to attend and to address the Board who require reasonable accommodations to access the meeting, based on disability or other reasons, should contact the following person at least forty-eight (48) hours in advance of a Regular meeting to make arrangements for such reasonable accommodations:

Melissa Penilla
Board Clerk
(916) 859-4305

Penilla.melissa@metrofire.ca.gov

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

Serving Sacramento and Placer Counties

Matt Kelly
Board President
Division 7

Cynthia Saylor
Board Vice President
Division 1

D'Elman Clark
Board Secretary
Division 6

Grant Goad
Board Member
Division 2

Randy Orzalli
Board Member
Division 3

Ted Wood
Board Member
Division 4

Jennifer Sheetz
Board Member
Division 5

Gay Jones
Board Member
Division 8

Walt White
Board Member
Division 9



Sacramento Metropolitan Fire District

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REGULAR BOARD MEETING AGENDA

THURSDAY, APRIL 8, 2021

CALL TO ORDER

PLEDGE TO FLAG

METRO CABLE ANNOUNCEMENT

The Open Session Meeting is videotaped for cablecast on Metro Cable 14. Replay on Monday, April 12th at 6:00 pm and Thursday, April 15th at 9:00 am on Channel 14; Webcast at www.sacmetroable.tv.

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

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

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

CONSENT ITEMS

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

Page No.

CONSENT ITEMS

- | | |
|--|-----------|
| 1. Action Summary Minutes
Recommendation: Approve the Action Summary Minutes for the Regular Board meeting of March 25, 2021. | 5 |
| 2. Carmichael Property and Business Improvement District Renewal
Recommendation: Adopt a Resolution authorizing the Fire Chief to sign the petition for renewal of the CPBID, and if the petition is successful authorize the Fire Chief to vote on the protest ballot. | 10 |

CLOSED SESSION

- | | |
|---|----------|
| 1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION –
Pursuant to California Government Code Section 54956.9(d)(1): One case
Case No. 34-2020-00286706-CU-BC-GDS
Medic Ambulance Service, Inc. v. Sacramento Metropolitan Fire District | * |
|---|----------|

REPORT OUT FROM CLOSED SESSION



Sacramento Metropolitan Fire District

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

REGULAR BOARD MEETING AGENDA

THURSDAY, APRIL 8, 2021

REPORTS

1. **PRESIDENT'S REPORT**—(*President Kelly*)
2. **FIRE CHIEF'S REPORT**—(*Chief Harms*)
OPERATIONS' REPORT – (*Deputy Chief Mitchell*)
3. **SMFD – FIREFIGHTERS LOCAL 522 REPORT**
4. **COMMITTEE AND DELEGATE REPORTS**
All Committee Meetings will be held at the Sacramento Metropolitan Fire District Board Room, 10545 Armstrong Avenue, Mather, California unless otherwise specified.
 - A. **Executive Committee** – (*President Kelly*)
Next Meeting: TBD
 - B. **Communications Center JPA** – (*DC Wagaman*)
Next Meeting: April 13, 2021 at 9:00 AM
 - C. **California Fire & Rescue Training JPA** – (*Chief Harms*)
Next Meeting: April 15, 2021 at 4:00 PM
Location: Virtually due to COVID restrictions
 - D. **Finance and Audit Committee** – (*Director Orzalli*)
Next Meeting: April 22, 2021 at 5:30 PM
 - E. **Policy Committee** – (*Director Goold*)
Report Out: April 8, 2021 at 5:30 PM
Next Meeting: TBD

BOARD MEMBER QUESTIONS AND COMMENTS

ADJOURNMENT

NEXT BOARD MEETING(S):

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

- Next Board Meeting – April 22, 2021 at 6:00 PM

The following action and presentation items are scheduled for the next board meeting agenda. Board members are requested to identify additional action or presentation items they desire to be scheduled on the agenda.

ANTICIPATED AGENDA ITEMS: TBD



Sacramento Metropolitan Fire District

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

REGULAR BOARD MEETING AGENDA


THURSDAY, APRIL 8, 2021

Posted on April 5, 2021

Melissa Penilla

Melissa Penilla, 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 to this meeting.



TODD HARMS
Fire Chief

Sacramento Metropolitan Fire District

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

ACTION SUMMARY MINUTES – REGULAR MEETING

BOARD OF DIRECTORS SACRAMENTO METROPOLITAN FIRE DISTRICT Thursday, March 25, 2021 Held Remotely Via Zoom

CALL TO ORDER

The meeting was called to order at 6:00 pm by President Kelly. Board members present: Clark, Goold, Jones, Kelly, Orzalli, Saylor, Sheetz, White and Wood. Board members absent: None. Staff present: Chief Harms, General Counsel Lavra, and Clerk Penilla.

PUBLIC COMMENT: None.

MOMENT OF SILENCE

The Board of Directors and meeting attendees observed a moment of silence honoring the Active Duty Death of Engineer Kyle Rutherford who passed away on March 20, 2021.

CONSENT ITEMS

Action: Moved by 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 meeting of March 11, 2021.
Action: Approved Action Summary Minutes.
- 2. Surplus Vehicle Designation**
Recommendation: Adopt a Resolution establishing a list of surplus vehicles, and sell or donate the vehicles as deemed appropriate by the Fire Chief.
Action: Adopted Resolution No. 2021-010.
- 3. Family and Medical Leave Policy**
Recommendation: Approve the revision to the Family and Medical Leave Policy.
Action: Approved the policy revision.
- 4. Purchasing and Contracting Policy**
Recommendation: Approve the revision to the Purchasing and Contracting Policy.
Action: Approved the policy revision.

ACTION ITEMS

- 1. Fiscal Year 2020 Community Power Resiliency Allocation to Special Districts Grant Award (Erin Castleberry, Administrative Specialist)**
Recommendation: Adopt the Grant Acceptance and Budget Amendment Resolutions.
Action: On a motion by Clark, seconded by Goold, and carried unanimously to adopt Resolution Nos. 2021-011 and 2021-012.

REPORTS

1. **PRESIDENT'S REPORT:** No report.

2. **FIRE CHIEF'S REPORT:**

Staff has been working to meet the Rutherford Family needs, especially with planning the services. Deputy Chief Mitchell will share more during the Operations report.

New Hire

Kendra Clark – Office Technician, Community Risk Reduction Division effective 3/17

Meetings

3/15, Phoenix Southwest Supermarket Fire Incident Review

3/17-18, PDP – Truck Savvy

3/17, Sacramento County 2x2, very productive meeting with Directors Jones, Wood and White in attendance.

3/18, FY2021/2022 Preliminary Budget Kick-Off

3/25, Sacramento County OA SHSGP20 Approval Authority

Miscellaneous

3/26, Station 68 Groundbreaking at 1230 hours. Limited attendance due to COVID-19 social distancing, President Kelly and Director Wood will be in attendance.

Chief Harms was happy to report he has the ALS Agreement signed by the County. It is important to note Metro Fire's 201 rights were recognized in the agreement. We will be sending this to the state for signature approval.

OPERATIONS REPORT

Deputy Chief Mitchell reports out for the Operations Division beginning with a training update. Tomorrow will complete the third presentation of our PDP series in the new "Ted Talk" format, and the feedback continues to be overwhelmingly positive.

He is happy to report there is only one member off work awaiting COVID-19 testing results, and there are no members off work with positive results. Total COVID-19 positives since beginning remains at 112 members. Our last COVID Emergency Operations Group regional call was this past Monday and has been suspended until a need is identified to reinstate it. We have hosted this call involving all of our cooperators successfully for the last year to increase communication and consistency across the region. Thanks to BC Fiorica who has been hosting it recently, and to AC Jenkins who hosted before him.

As for statistics sine the last Board meeting, there have been 3,753 total calls, this is a slight increase from the last report. The busiest engine was E53, and busiest Medic was M224.

Lastly, DC Mitchell provided an update on the Engineer Rutherford Memorial. The Incident Management Team (IMT) has been working in unified command with Local 522 and has established three objectives: family support, member support, and planning the memorial. Today's operation included transporting Engineer Rutherford from the Coroner's Office in Placer to the Mortuary his family selected. We are in close contact with the Rutherford family and have members with them daily, and the support has been very much appreciated. Thank you to all of the members at Metro Fire who have stepped up to help in many different ways, and to those other agencies who have reached out and offered condolences and assistance. We will continue with the honor watch 24 hours a day until he is laid to rest.

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT:

Captain McGoldrick thanks the all hands team for their work on the Rutherford project. He also appreciates the support from fellow agencies, Roseville Fire Department, American Medical Response, California Highway Patrol, Placer County Sheriff, and Placer County Coroner's Office.

4. COMMITTEE AND DELEGATE REPORTS

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

A. Executive Committee – (President Kelly)

Report Out: TBD

B. Communications Center JPA – (DC Wagaman)

Next Meeting: April 13, 2021 at 9:00 AM

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

Next Meeting: April 15, 2021 at 4:00 PM

Location: Virtually due to COVID restrictions

D. Finance and Audit Committee – (Director Orzalli)

Report Out: March 25, 2021 at 5:30 PM

The committee reviewed the Reserve policy and will forward it to the full Board.

Next Meeting: April 22, 2021 at TBD

E. Policy Committee – (Director Goold)

Next Meeting: April 8, 2021 at 5:30 PM

BOARD MEMBER QUESTIONS AND COMMENTS

Director Goold is saddened by the loss of Engineer Rutherford. He appreciates questions being answered in a timely manner. He hopes everyone has a chance to reflect and take care of themselves during this difficult time.

Director Orzalli is impressed and grateful for the demonstration of leadership during this sad event.

Director Wood echoes comments from Directors Goold and Orzalli, and sends condolences to the Rutherford Family.

Director Sheetz sends condolences, thoughts and prayers to the family.

Director Jones' heart goes out to the Rutherford Family during this time. In the midst of this tragedy she recognizes and thanks to all the surrounding agencies. She also shares a thank you to Fire Marshal Barsdale for her work on the 2021 fireworks season, congratulates Chief Harms for the approved County ALS Agreement, and appreciated participating in the Sacramento County 2X2 Meeting.

Director White sends sincere condolences to the Rutherford Family, and a thank you to everyone who stepped up during this time.

Director Clark appreciates the display of brotherhood and sisterhood during this time.

Director Saylor sends condolences to the Rutherford Family. She appreciates the care and professionalism during this time of tragedy.

The Board recessed to Closed Session at 6:35 pm.

CLOSED SESSION

1. **CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION – Pursuant to California Government Code Section 54956.9 (a): Seven (7) cases**
 - A. Wolf v. Sacramento Metropolitan Fire District, et al.
Case No. 34-2020-00288449
 - B. Walton v. Sacramento Metropolitan Fire District, et al.
Case No. 34-2019-00260157
 - C. Duran v. Sacramento Metropolitan Fire District, et al.
Case No. 34-2020-00283391
 - D. Olsen v. Sacramento Metropolitan Fire District, et al.
Case No. 34-2019-00252175
 - E. DeFelice v. Sacramento Metropolitan Fire District, et al.
Case No. 34-2019-00248043
 - F. Kochamp v. Sacramento Metropolitan Fire District, et al.
Case No. 34-2019-00268835
 - G. Cormier v. Sacramento Metropolitan Fire District, et al.
Case No. 34-2019-00247803

Action: The Board took no action.

The Board reconvened to Open Session at 6:57 pm.

ADJOURNMENT

The meeting was adjourned at 6:59 pm.

Matt Kelly, President

D'Elman Clark, Secretary

Melissa Penilla, Board Clerk



Sacramento Metropolitan Fire District

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TODD HARMS
Fire Chief

DATE: April 8, 2021
TO: Board of Directors
SUBJECT: Carmichael Property and Business Improvement District Renewal

BACKGROUND

At the request of the property owners, the Carmichael Property and Business Improvement District (CPBID) was formed in 2016. The purpose of the CPBID was to provide activities and improvements which provide a special benefit to the assessed parcels. The CPBID will provide public safety enhancements, streetscape and image enhancements, economic enhancement and marketing, advocacy, and administration directly and only to assessed parcels within its boundaries. The initial term of the CPBID was five years beginning August 1, 2016 ending July 31, 2021.

DISCUSSION

The CPBID is seeking a 10-year renewal after the expiration of the current term. Metro Fire's station #109 is within the CPBID's boundaries. As a property owner within the area, Metro Fire has a vote in the petition and ballot process as to whether the term for the CPBID should be renewed. The amount of assessment is determined based on parcel size, parcel use and frontage. The term for the proposed renewal is August 1, 2021 through December 31, 2031.

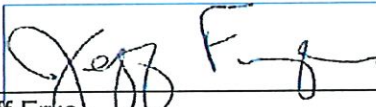
FISCAL IMPACT

The total proposed annual assessment for the station is \$1,060.87. The cost may be subject to an annual increase of no more than 4% per year.

RECOMMENDATION

Staff recommends the Board adopt the attached resolution authorizing the Fire Chief or his designee to sign the attached petition for the renewal of the CPBID on behalf of Metro Fire. Additionally, if the petition is successful and the Sacramento County Board of Supervisors adopts a resolution of intention to renew the CPBID, the attached resolution also authorizes the Fire Chief or his designee to vote on the protest ballot.

Submitted by:



Jeff Frye
Chief Development Officer



Erin Castleberry
Administrative Specialist



Sacramento Metropolitan Fire District

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TODD HARMS
Fire Chief

RESOLUTION NO. 2021-___

AUTHORIZING THE FIRE CHIEF OR HIS DESIGNEE TO SIGN THE PETITION TO RENEW THE CARMICHAEL PROPERTY AND BUSINESS IMPROVEMENT DISTRICT (CPBID)

WHEREAS, the Sacramento Metropolitan Fire District (District) provides fire protection, emergency medical services and hazardous material response to a population of over 745,000 throughout a 359 square mile area; and

WHEREAS, the District is currently a member of the Carmichael Property and Business Improvement District (CPBID) which provides an ongoing revenue stream and organizational framework for the revitalization efforts of the Carmichael area; and

WHEREAS, the property owners in the CPBID are petitioning the County of Sacramento to renew the CPBID for a 10-year term following the expiration of the current term on July 31, 2021; and

WHEREAS, the District owns property within the project area.

THEREFORE, BE IT RESOLVED, that the Sacramento Metropolitan Fire District, a public entity established under the laws of the State of California, does hereby:

1. Authorize the Fire Chief or his designee to sign the attached Petition to Renew the Carmichael Property and Business Improvement District (WAPBID); and
2. Authorize the Fire Chief or his designee to vote on the protest ballot in support of the renewal of the CPBID.

PASSED AND APPROVED this 8th day of April, 2021, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Sacramento Metropolitan Fire District

President, Board of Directors

Attested by:

Clerk of the Board

Exhibit A
Management District Plan Summary

Location: The Carmichael Property and Business Improvement District (CPBID) generally includes parcels along Fair Oaks Boulevard between Twin Gardens Drive and Miles Lane; parcels along Manzanita Avenue between Fair Oaks Boulevard and Verde Cruz Way; parcels along Marconi Avenue between Garfield Avenue and Panama Avenue; and parcels along Cypress Avenue and Locust Avenue, as detailed on the map below and depicted in the detailed map book included in the Management District Plan (Plan) as Appendix 3.

Expanded CPBID boundaries are in areas from 5605 Marconi Avenue to 5530 Marconi Avenue; 5634 Robertson Avenue to 5660 Robertson Avenue; 4451 Manzanita Avenue to 4875 Manzanita Avenue; 8015 Fair Oaks Boulevard to 8029 Fair Oaks Boulevard; 5739 El Camino Avenue to 5755 El Camino Avenue; 5841 Fair Oaks Boulevard to 5949 Fair Oaks Boulevard; 5800 Fair Oaks Boulevard to 5934 Fair Oaks Boulevard; 5934 Fair Oaks Boulevard to 6001 Van Alstine Avenue, as detailed on the map below and depicted in the detailed map book in Appendix 3 of the Plan.

Purpose: The purpose of the CPBID is to provide activities and improvements which constitute and convey a special benefit to assessed parcels. The CPBID will provide public safety enhancements, streetscape and image enhancements, economic enhancement and marketing, advocacy, and administration directly and only to assessed parcels within its boundaries.

Budget: The CPBID annual assessment budget for the initial year of its ten (10) year renewed operation is anticipated to be \$520,236.90. The annual budget may be subject to an annual increase in assessment rates, as described below. The assessment funds will be supplemented by variable non-assessment funds (such as grants and event income), so that the total budget for the initial year is estimated at \$548,188.40.

Cost: The assessment rate (cost to the parcel owner) is based on parcel use, size and frontage on Marconi Avenue, Manzanita Avenue, Fair Oaks Boulevard, and Winding Way, as depicted in the map below, the map book in Appendix 3 of the Plan, and indicated in the table below. For this CPBID renewal, in addition to the assessment rate based on square footage, an assessment based on frontage will be incorporated. Furthermore, the square footage assessment rate will be lower than what was previously imposed in the CPBID. The renewed CPBID assessment categories have been updated to include a "Retail Trade" assessment category, and the categories of Private Tax-Exempt and Utility have been modified for this renewal.

The result of these modifications in square footage rates, addition of a frontage rate, and changes in use categories is that the assessment on parcels could be reduced if not fronting any streets or could see a significant increase if a parcel fronts on one or more of the streets with the new frontage rate. The assessment rate may be subject to annual increases, in compliance with the limitations described in this section. Increases will be determined by the Carmichael Improvement District's (CID's) Board and may vary each year. The rate of annual increase shall not exceed four percent (4%) per year over the renewal term. A description of the maximum annual increases is shown in the Plan. The initial annual rate to each parcel is shown in the table below and the maximum rates for each year of the ten (10) year term are shown in Appendix 1 of the Plan.

**Exhibit A
Management District Plan Summary**

Initial Assessment Rates:

Parcel type	Square Footage Assessment rate (sq. ft.)
Retail Trade	\$0.023531
Commercial/Public/Vacant	\$0.017648
Multi-Family/Private Tax-Exempt	\$0.011765
Utility	\$0.005883

Frontage	Linear Front Footage Assessment rate (ln. ft.)
Marconi Avenue	\$3.00
Manzanita Avenue	\$3.00
Fair Oaks Boulevard	\$3.00
Winding Way	\$3.00

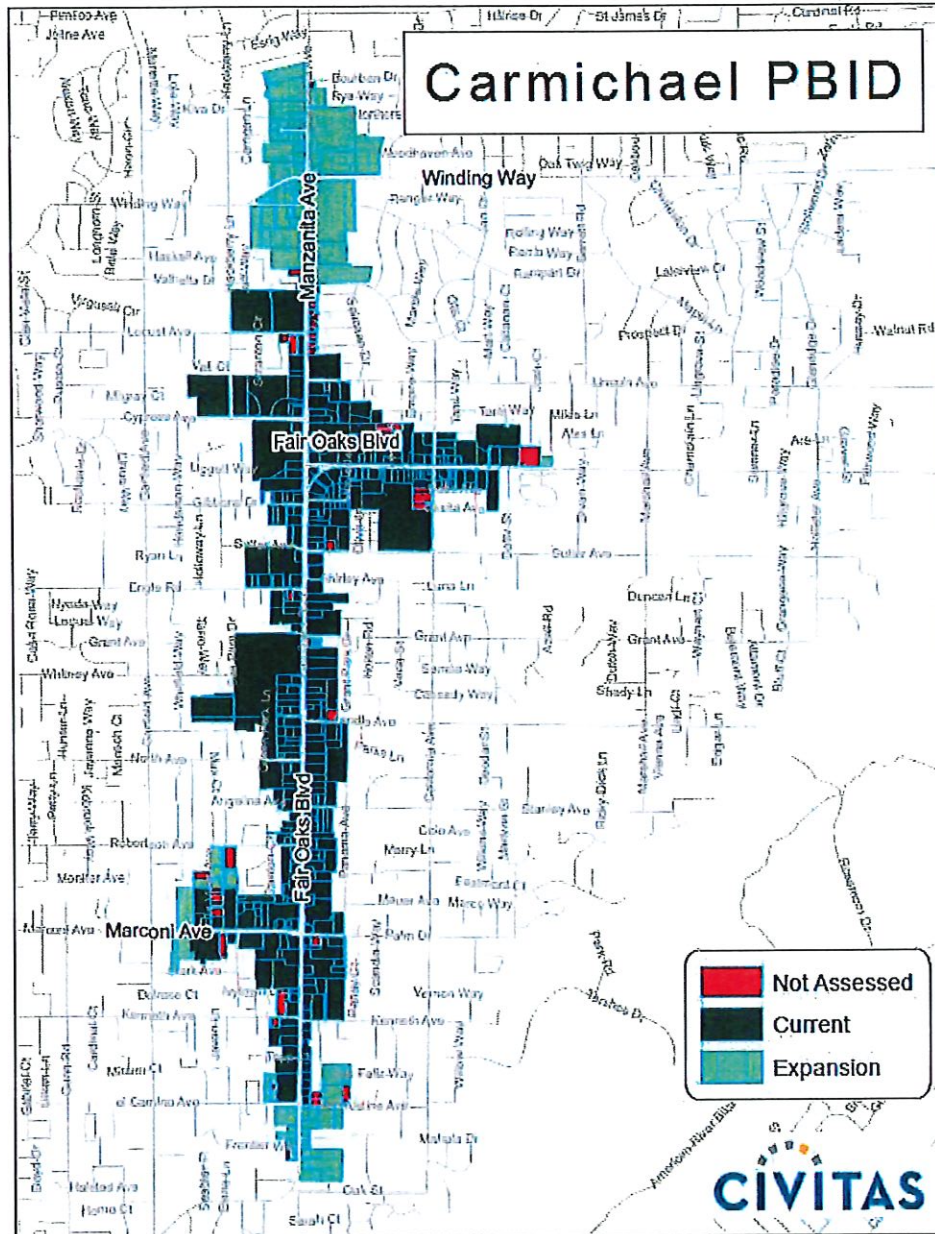
Renewal: CPBID renewal requires submittal of petitions from property owners representing more than 50% of the total assessment. The "Right to Vote on Taxes Act" (also known as Proposition 218) requires a ballot vote in which more than 50% of the ballots received, weighted by assessment, be in support of the CPBID.

Duration: The renewed CPBID will have a ten (10) year life beginning August 1, 2021 through July 31, 2031. Services may be provided through December 31, 2031. Near the end of the term, the petition, ballot, and Board of Supervisors hearing process must be repeated for the CPBID to be renewed.

Management: The Carmichael Improvement District (CID) will continue to serve as the Owners' Association to provide improvements and activities as outlined in this Plan for those paying the assessment within the CPBID. The County of Sacramento shall continue the contracts with the CID regarding the provision of improvements and services for the CPBID. The CID must provide an annual report on activities and expenditures to the County, which is also available to property owners.

Exhibit A
Management District Plan Summary

Boundary Map



A complete copy of the Management District Plan will be furnished upon request. Requests for a complete copy of the Management District Plan should be submitted to:

Rachael Taylor
Executive Director
Carmichael Improvement District
6825 Fair Oaks Blvd, Suite 100
Carmichael, CA 95608
(916) 481-3015
rtaylor@discovercarmichael.com

**PETITION TO SACRAMENTO COUNTY
TO RENEW THE CARMICHAEL PROPERTY AND
BUSINESS IMPROVEMENT DISTRICT**

We petition you to initiate special assessment proceedings to renew a Property and Business Improvement District in accordance with the Property and Business Improvement District Law of 1994, Streets and Highways Code section 36600 et seq., for the purpose of providing improvements and services described in the Management District Plan summary attached as Exhibit A.

Assessor Parcel Number(s)	Owner of Record	Site Address	Assessment
27201100330000	SACRAMENTO METROPOLITAN FIRE DISTRICT	5634 ROBERTSON AVE	\$1,060.87
		Total Assessment:	\$1,060.87

The undersigned is the property owner or the authorized representative of the property owner and is the person legally authorized and entitled to sign this petition.

OWNER OR REPRESENTATIVE NAME (PRINTED) TITLE

OWNER OR REPRESENTATIVE SIGNATURE DATE