



**ADAM A. HOUSE**  
Fire Chief

**D'Elman Clark**  
Board President  
Division 6

**Grant Goad**  
Board Vice President  
Division 2

**Ted Wood**  
Board Secretary  
Division 4

**Cynthia Saylors**  
Board Member  
Division 1

**Robert Webber**  
Board Member  
Division 3

**Jennifer Sheetz**  
Board Member  
Division 5

**Brian Rice**  
Board Member  
Division 7

**Gay Jones**  
Board Member  
Division 8

**John Costa**  
Board Member  
Division 9

# 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, September 14, 2023 – 6:00 PM**

**Sacramento Metropolitan Fire District**

**10545 Armstrong Avenue**

**Board Room – 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](mailto:rittburg.marni@metrofire.ca.gov)

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



# Sacramento Metropolitan Fire District

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

REGULAR BOARD MEETING

THURSDAY, SEPTEMBER 14, 2023

- **CALL TO ORDER**
- **ROLL CALL**
- **PLEDGE TO FLAG**

## **METRO CABLE ANNOUNCEMENT:**

This meeting of the Sacramento Metropolitan Fire District will be cablecast on Metro Cable 14, the local government affairs channel on Comcast, Consolidated Communications and AT&T U-Verse cable systems. This meeting is also webcast at [metro14live.saccounty.gov](http://metro14live.saccounty.gov). Today's meeting replays at 4:00 p.m. on Saturday, September 16, 2023 and 6:00 p.m. on Monday, September 18, 2023 on Channel 14. This meeting can also be viewed at [youtube.com/metrocable14](http://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.

- |  |           |
|--|-----------|
| <b>1. Action Summary Minutes</b>   | <b>6</b>  |
| <b>Recommendation:</b> Approve the Action Summary Minutes for the Regular Board Meetings of July 13, 2023 and July 27, 2023. |           |
| <b>2. Revision of Board Policy – Policy 01.010.03 – Purchasing and Contracting Policy</b>                                    | <b>23</b> |
| <b>Recommendation:</b> Approve the Purchasing and Contracting Policy revisions.  |           |
| <b>3. Disclosure of Material Expenditure – Facilities Service Truck</b>  | <b>46</b> |
| <b>Recommendation:</b> Receive and file.   |           |



# Sacramento Metropolitan Fire District

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

REGULAR BOARD MEETING

THURSDAY, SEPTEMBER 14, 2023

4. **Disclosure of Material Expenditure – Fleet Service Truck** **52**  
**Recommendation:** Receive and file.
5. **Adopt Resolution – Sale of Real Property – 4411 Niobe Circle, Rancho Cordova** **58**  
**Recommendation:** Adopt the Resolution authorizing the Fire Chief of his designee to affect the sale of the Property to the preferred offeror (\$589,000) or next preferred offeror in such instance that the first preferred offeror cancels the contract.
6. **Adopt Resolution Approving the Fiscal Year 2023/24 Gann Appropriations Limit** **60**  
**Recommendation:** Adopt the Resolution approving the Gann Appropriations Limit in Fiscal Year 2023/24 in the amount of \$438,075,319.

## PRESENTATION ITEMS:

1. **Service Delivery Update** **64**  
*(Deputy Chief Mitchell)*  
**Recommendation:** Receive presentation, no action required.
2. **Financial Planning and Budget Policy – Administrative Policy 02.021.01** **73**  
*(CFO Dave O’Toole)*  
**Recommendation:** Receive presentation, no action required.

## ACTION ITEMS:

1. **Adopt Resolution Approving the Fiscal Year 2023/24 – 2027/28 Capital Improvement Program (CIP) Plan** **86**  
**\*\* PDF Separate Attachment**  
*(Administrative Analyst Erin Castleberry)*  
**Recommendation:** Adopt the Resolution approving the revised FY 2023/2024 – 2027/2028 Capital Improvement Program Plan.
2. **Adopt Resolutions Adopting the Fiscal Year 2023/24 Final Budget** **103**  
*(CFO Dave O’Toole)* **\*\* PDF Separate Attachment**
  - A. Resolution – 2023/24 Final Budget for the General Operating Fund 212A
  - B. Resolution – 2023/24 Final Budget for the Capital Facilities Fund 212D
  - C. Resolution – 2023/24 Final Budget for the Pension Obligation Bond Fund 212E
  - D. Resolution – 2023/24 Final Budget for the Grants Fund 212G
  - E. Resolution – 2023/24 Final Budget for the Development Impact Fees Fund 212I
  - F. Resolution – 2023/24 Final Budget for the Leased Properties Fund 212L
  - G. Resolution – 2023/24 Final Budget for the IGT Fund 212M
  - H. Resolution – 2023/24 Final Budget for the Special Projects Fund 212S



# Sacramento Metropolitan Fire District

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

REGULAR BOARD MEETING

THURSDAY, SEPTEMBER 14, 2023

**Recommendation:** Receive presentation and Adopt the Fiscal Year 2023/24 Budget Resolutions.

**3. Bid Award – Power Loader/Gurney Replacement 134**

*(BC Scott Perryman & EMS Captain Jeremy Crawford)*

**Recommendation:** Adopt Resolution approving a bid award to Stryker for the purchase of (30) Power Pro 2 Cots and (38) Power Loaders, utilizing a master cooperative purchasing agreement (RFB #2019-05) administered by the Savvik Buying Group.

**4. Election of Special District Representative to Sacramento Local Agency Formation Commission (LAFCO) 143**

*(Board Clerk Marni Rittburg)*

**Recommendation:** Cast a vote for a candidate for the Special District Commission Seat No. 7 to LAFCo and Authorize the Board Clerk to submit the official ballot with the selected candidate and whether they should conduct future election proceedings electronically.

## REPORTS:

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

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

**OPERATIONS REPORT – *(Deputy Chief Mitchell)***

**ADMINISTRATIVE REPORT – *(Chief Development Officer Jeff Frye)***

**SUPPORT SERVICES REPORT – *(Deputy Chief Wagaman)***

**3. SMFD – FIREFIGHTERS LOCAL 522 REPORT – *(BC Matt Cole, 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 Clark)***

Next Meeting: TBD

**B. Communications Center JPA – *(AC Greene)***

Next Meeting: September 12, 2023 at 9:00 AM

**C. Finance and Audit Committee – *(Director Wood)***

Next Meeting: September 28, 2023 at 5:00 PM

**D. Policy Committee – *(Director Costa)***

9/14/23 Meeting Cancelled; Next Meeting: October 12, 2023



# Sacramento Metropolitan Fire District

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

REGULAR BOARD MEETING

THURSDAY, SEPTEMBER 14, 2023

## BOARD MEMBER QUESTIONS AND COMMENTS

### CLOSED SESSION:

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

**1. PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION § 54956.9 (A)  
– ONE (1) MATTER OF WORKERS COMPENSATION COMPROMISE AND  
RELEASE**

Roger Ferenc and the Sacramento Metropolitan Fire District  
Claim #4A1603K1X0M-0001 – Workers Compensation Settlement Authority –  
Breanna Owen with Lenahan, Slater, Pearse & Majernik, LLP

## ADJOURNMENT

### NEXT BOARD MEETING(S):

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


- Regular Board Meeting – September 28, 2023 at 6:00 PM
- Regular Board Meeting – October 12, 2023 at 6:00 PM

**Posted on September 11, 2023 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 to this meeting.