



ADAM A. HOUSE
Fire Chief

Grant Goold
Board President
Division 2

Ted Wood
Board Vice President
Division 4

Jennifer Sheetz
Board Secretary
Division 5

Cynthia Saylor
Board Member
Division 1

Robert Webber
Board Member
Division 3

D'Elman Clark
Board Member
Division 6

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, June 13, 2024 – 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

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



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REGULAR BOARD MEETING

THURSDAY, JUNE 13, 2024

- 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 and AT&T U-Verse cable systems. This meeting is also webcast at metro14live.saccounty.gov. **Today's meeting replays at 2:00 p.m. on Saturday, June 15, 2024 and again at 6:00 p.m. on Monday, June 17, 2024, on Channel 14.** This meeting can also be viewed 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** 6
Recommendation: Approve the Action Summary Minutes for the Regular Board Meeting of April 25, 2024.
2. **Disclosure of Material Expenditure – Insurance Broker Services – USI Insurance Services - \$50,000** 10
Recommendation: Authorize the payment of \$50,000 to USI Insurances Services for insurance brokerage services.



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3. **Disclosure of Material Expenditure – Excess Workers’ Compensation Insurance – Safety National Casualty Corporation - \$506,933.** 11
Recommendation: Authorize the payment of \$506,933.00 to Safety National Casualty Corporation for Excess Workers’ Compensation Insurance.
4. **Contract for Employee Assistance Program (EAP) with Concern** 13
Recommendation: Authorize the Fire Chief or designee to execute a one-year contract with Concern without a competitive RFP process, effective July 1, 2024.

PRESENTATION ITEMS:

1. **Service Delivery Update** 15
(AC Jon Rudnicki and AC Michael Johnson)
Recommendation: Receive update.
2. **Community Relations Update** ** No written report
(PIO Parker Wilbourn)
Recommendation: Receive update.

ACTION ITEMS:

1. **Adopt Resolution – Zinfandel Phase 3 Buildout – Project Authorization & Contract Award** 20
(Administrative Analyst Erin Castleberry)
Recommendation: Adopt Resolution approving a contract award for design-build services to Diede Construction, Inc for completion of the Zinfandel First Responder Training Facility Phase 3 Buildout; approving a contract amendment with Benham Design, LLC for owner advisor services; and delegation of authority to the Fire Chief or his designee for related acts to effectuate the completion of the project.
2. **Adopt Resolution – Janitorial Cleaning & Maintenance Services Contract Award** 36
(Logistics Division Manager Mark Jones)
Recommendation: Adopt Resolution approving a contract award to PRIDE Industries One Inc and authorize the Fire Chief or his designee to negotiate and execute a professional services agreement materially similar to the attached agreement.
3. **Adopt Resolution – Capital Improvement Plan FY 24/25 – 28/29** 65
(Administrative Analyst Erin Castleberry) ** PDF **Separate Attachment**
Recommendation: Receive presentation and Adopt Resolution adopting the Capital Improvement Plan FY 2024/2025 – FY 2028/2029.



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4. **Adopt Resolutions – FY 2024/25 Preliminary Budget** **81**
(CFO Dave O’Toole) **** PDF Separate Attachment**
- A. Resolution – 2024/25 Preliminary Budget for the General Operating Fund 212A
 - B. Resolution – 2024/25 Preliminary Budget for the Capital Facilities Fund 212D
 - C. Resolution – 2024/25 Preliminary Budget for the Grants Fund 212G
 - D. Resolution – 2024/25 Preliminary Budget for the Development Impact Fees Fund 212I
 - E. Resolution – 2024/25 Preliminary Budget for the Leased Properties Fund 212L
 - F. Resolution – 2024/25 Preliminary Budget for the IGT Fund 212M
 - G. Resolution – 2024/25 Preliminary Budget for the Special Projects Fund 212S
- Recommendation:** Receive presentation and Adopt Resolutions adopting the Preliminary Budget for the fiscal year ending June 30, 2025.

REPORTS:

1. **PRESIDENT’S REPORT** — (President Goold)
2. **FIRE CHIEF'S REPORT** — (Chief House)
 - OPERATIONS REPORT** – (Deputy Chief Mitchell)
 - ADMINISTRATIVE REPORT** – (Deputy Chief Bailey) – **No Report**
 - SUPPORT SERVICES REPORT** – (Deputy Chief Wagaman)
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 Goold)
Next Meeting: TBD
 - B. **Communications Center JPA** – (AC Greene) – **No Report**
Next Meeting: June 11, 2024 at 9:00 AM
 - C. **Finance and Audit Committee** – (Director Jones)
Met Today
Next Meeting: June 27, 2024 at 5:30 PM
 - D. **Policy Committee** – (Director Costa)
Met Today
Next Meeting: July 11, 2024 at 5:30 PM

BOARD MEMBER QUESTIONS AND COMMENTS



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REGULAR BOARD MEETING

THURSDAY, JUNE 13, 2024

CLOSED SESSION:

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

1. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION – Pursuant to California Government Code Section § 54956.9(d): One Case

1. Anthony Benelisha and the Sacramento Metropolitan Fire District
Claim No. 23-173286
Colin Connor of Lenahan, Slater, Pearse & Majernik, LLP

CLOSED SESSION REPORT OUT

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 – June 27, 2024 at 6:00 PM

Posted on June 10, 2024, 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.