



ADAM A. HOUSE
Fire Chief

Ted Wood
Board President
Division 4

John Costa
Board Vice President
Division 9

Robert Webber
Board Secretary
Division 3

Cynthia Saylor
Board Member
Division 1

Grant Goid
Board Member
Division 2

Shawn Stark
Board Member
Division 5

D'Elman Clark
Board Member
Division 6

Brian Rice
Board Member
Division 7

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, February 13, 2025, – 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, FEBRUARY 13, 2025

➤ **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, February 17, 2025** and again at **2:00 p.m. on Wednesday, February 19, 2025, on Metro Cable Channel 14**. Once posted, the recording of this meeting can be viewed on-demand at youtube.com/metrocable14.

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

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

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

CONSENT ITEMS:

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

CONSENT ITEMS

Page No.

- 1. Action Summary Minutes** **7**
Recommendation: Approve the Action Summary Minutes for the Regular Board Meeting of January 23, 2025.
- 2. Parking Lot Lease – 7629 Greenback Lane** **12**
Recommendation: Authorize the Fire Chief or his designee to negotiate and execute a lease agreement materially similar to the attached.



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REGULAR BOARD MEETING

THURSDAY, FEBRUARY 13, 2025

PRESENTATION ITEMS:

- 1. District Policies 2024 Year End Review** **17**
(Chief Human Resources Officer Melisa Maddux)
Recommendation: Receive presentation.
- 2. Measure O General Obligation Bond Management Plan** **26**
(Administrative Analyst Erin Castleberry)
Recommendation: Receive presentation.

ACTION ITEMS:

- 1. Formation of an Ad Hoc Committee to consider the qualifications and selection ** criteria for members of the Measure O Citizens' Oversight Committee.**
(President Wood)
Recommendation: Renominate three Board Members to an Ad Hoc Committee to consider the qualification and selection criteria for members of the Measure O Citizens' Oversight Committee and report back recommendations to the Board at the April 10, 2025 Board meeting or soon thereafter.
- 2. Adopt Resolution – Contract Award – Municipal Advisory Services** **41**
(CFO Dave O'Toole)
Recommendation: Adopt Resolution approving the award of RFP 24-04 Municipal Advisory Services to KNN Public Finance, LLC and authorize the Fire Chief or his designee to execute and administer a professional service agreement to provide municipal advisory services for a five-year period, with an option to renew for five additional one-year periods.
- 3. Memorandum of Understanding with County of Sacramento for Investment of Surplus Funds** **61**
(CFO Dave O'Toole)
Recommendation: Adopt the Memorandum of Understanding (MOU) authorizing the Chief Financial Officer to invest funds in the Special Project Fund outside of the County Treasury.
- 4. Adopt Resolution – Industrial Disability Retirement – Fire Investigator II Steven Johnson** ******
Recommendation: After discussion in Closed Session, consider adopting a Resolution finding Fire Investigator Johnson has suffered job related injuries incapacitating him for the performance of duties as a Fire Investigator II and direct staff to continue working with Fire Investigator Johnson through his Industrial Disability Retirement process with CalPERS.



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REGULAR BOARD MEETING

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

REPORTS:

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

OPERATIONS REPORT – *(Deputy Chief Mitchell)*

ADMINISTRATIVE REPORT – No Report

SUPPORT SERVICES REPORT – 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 Wood)*
Next Meeting: TBD
- B. **Communications Center JPA** – *(Deputy Chief Mitchell)*
Next Meeting: March 11, 2025 at 9:00 AM
- C. **Finance and Audit Committee** – *(Director Jones)*
Next Meeting: February 27, 2025 at 5:30 PM
- D. **Policy Committee** – *(Director Costa)*
Next Meeting: March 13, 2025 at 5:30 PM

BOARD MEMBER QUESTIONS AND COMMENTS



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REGULAR BOARD MEETING

THURSDAY, FEBRUARY 13, 2025

CLOSED SESSION:

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

1. PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54956.9 (A) –TWO (2) MATTERS OF WORKERS COMPENSATION SETTLEMENT AUTHORITY.

1. Jason Cahill and the Sacramento Metropolitan Fire District
Claim # 4A2305MHPDS0001 – Workers Compensation Settlement Authority
Melisa Maddux, Chief Human Resources Officer
2. Eric Haus and the Sacramento Metropolitan Fire District
Claim # 4A2306VDWW0-0001, – Workers Compensation Settlement Authority
Melisa Maddux, Chief Human Resources Officer

2. PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54956.9 (A) – TWO (2) MATTERS OF INDUSTRIAL DISABILITY RETIREMENT.

1. Steven Johnson and the Sacramento Metropolitan Fire District
Claim #SMDP - 549755 – Industrial Disability Retirement
Melisa Maddux, Chief Human Resources Officer
2. Andrew Whaley and the Sacramento Metropolitan Fire District
Claim # 4A2301JCRWJ0001 – Industrial Disability Retirement
Melisa Maddux, Chief Human Resources Officer

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 – February 27, 2025 at 6:00 PM

Posted on February 6, 2025, by 4:30 p.m.

Marni Rittburg, CMC, CPMC
Clerk of the Board

** No written report

*  Separate Attachment



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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.