



DAN HAVERTY
Interim Fire Chief

Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 • Mather, California 95655 • Phone (916) 859-4305 • Fax (916) 859-3715

FINANCE AND AUDIT COMMITTEE – REGULAR MEETING

THURSDAY, May 25, 2023 – 5:00 PM

Sacramento Metropolitan Fire District
10545 Armstrong Avenue, Boardroom, 2nd Floor
Mather, California

&

Remotely Via Zoom

Phone: (669) 900-6833

Webinar ID: 830 1458 6328#

Passcode: 268 500 458#

COMMITTEE MEMBERS

Director Ted Wood – Chair

Director Robert Webber – Vice Chair

Director Gay Jones

Director D’Elman Clark - Alternate

CALL TO ORDER

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN COMMITTEE'S SCOPE INCLUDING ITEMS ON OR NOT ON AGENDA

CONSENT ITEMS

The Consent Agenda is acted upon with one motion unless a committee member requests separate discussion and/or action.

- | | |
|--|-----------------|
| | Page No. |
| 1. Action Summary Minutes | 2 |
| Recommendation: Approve the Action Summary Minutes for meeting of April 27, 2023. | |

ACTION ITEM

- | | |
|--|----------|
| 1. Award Recommendation – RFP 23-06 Professional Financial Auditing Services | 3 |
| <i>(Ron Empedrad, Controller)</i> | |
| Recommendation: Award RFP 23-06 and authorize the Chief Financial Officer to enter into a contract for audit services with Badawi and Associates. | |

PRESENTATION ITEMS

- | | |
|---|------------|
| 1. Fiscal Year 23/24 Capital Improvement Program Plan | 5 |
| <i>(CDO Jeff Frye and Erin Castleberry, Administrative Analyst)</i> | |
| Recommendation: Receive presentation. No action required. | |
| 2. Preliminary Budget FY 2023/24 | 149 |
| <i>(CFO Dave O’Toole)</i> | |
| Recommendation: Receive presentation. No action required. | |

NEXT MEETING DATE: July 27, 2023

ANTICIPATED ACTION AND PRESENTATION ITEMS: TBD

ADJOURNMENT

Posted on May 22, 2023


Marni Rittburg, Clerk of the Board

* No written report **  Separate Attachment



Dan Haverty
Interim Fire Chief

Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 • Mather, California 95655 • Phone (916) 859-4305 • Fax (916) 859-3715

ACTION SUMMARY MINUTES FINANCE AND AUDIT COMMITTEE – REGULAR MEETING

THURSDAY, APRIL 27, 2023 – 5:30 PM

Sacramento Metropolitan Fire District
10545 Armstrong Avenue
Board Room – Second Floor
Mather, California
&
Remotely Via Zoom

COMMITTEE MEMBERS

Director Ted Wood - Chair
Director Robert Webber – Vice Chair
Director Gay Jones
Director D’Elman Clark – Alternate

CALL TO ORDER

The meeting was called to order at 5:30 pm by Director Wood. Committee members present: Clark, Webber and Wood. Committee members absent: Jones. Staff present: Interim Fire Chief Haverty and Interim Board Clerk Martucci.

PUBLIC COMMENT: None

CONSENT AGENDA

Action: Moved by Clark, seconded by Webber, and carried unanimously by members present to adopt the Consent Calendar as follows:

- 1. Action Summary Minutes**
Recommendation: Approve the Action Summary Minutes for meeting of February 23, 2023.
Action: Approved the Action Summary Minutes.
- 2. Quarterly Investment Report from March 2023**
Recommendation: Receive and file the investment report for the 3rd quarter of Fiscal Year 2022-23.
Action: Received and filed the report.

PRESENTATION ITEMS

- 1. Financial Report through February 28, 2023 (CFO Dave O’Toole)**
Recommendation: Receive and file financial report. No action required.
Action: No action taken.

ADJOURNMENT

The meeting adjourned at 5:44 pm.

Director Wood, Chair

Sherri Martucci, Interim Board Clerk



DAN HAVERTY
Interim Fire Chief

Sacramento Metropolitan Fire District

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

DATE: May 25, 2023

TO: Finance and Audit Committee

SUBJECT: Award Recommendation – RFP 23-06 Professional Financial Auditing Services

SUMMARY

In accordance with the Audit Committee Charter, the Finance Division, with the assistance of the Purchasing Division, conducted a Request for Proposal (RFP) process to select a Certified Public Accountant (CPA) firm for a new multiyear audit contract. Badawi and Associates is recommended based on its staffing and technical expertise in fire district audits, highest overall score through both the application review and interview processes, and lowest cost proposal.

BACKGROUND

The District's multiyear contract with our current auditor, Richardson and Company, ended with the audit of the fiscal year 2021-22 financial statements. The Government Finance Officers Association (GFOA) has recommended that governmental entities should undertake a full-scale competitive process for the selection of independent auditors at the end of an audit engagement. In keeping with best practices, the District issued Audit RFP 23-06.

DISCUSSION

On March 24, 2023, staff issued an RFP to seek qualified CPA firms to audit the District's financial statements for the fiscal years 2022-23 through 2026-27. To transition from a paper-based bid solicitation process, the District utilized OpenGov, a fully automated web-based e-procurement system for public agencies. This e-procurement system provides prospective vendors with automatic solicitation notifications.

The District received qualified proposals from the following CPA firms:

- Badawi and Associates
- MUN CPAs
- Eide Bailly LLP

An evaluation panel comprised of the Chief Financial Officer, Controller, and Financial Analyst reviewed and evaluated the three proposals. The panel evaluated the submitted bids based on technical criteria that included team knowledge and experience, approach to audit quality, and unique qualifications which accounted for 70% of the total score. The Purchasing Division calculated the remaining 30% of the score based on the cost proposal. References were checked for the top two scored firms and no issues were

identified. Based on the preliminary scores, the top two proposers were invited for an oral interview to further discuss elements of their proposal. After concluding interviews, the panel unanimously agreed to recommend Badawi and Associates as the selected proposer.

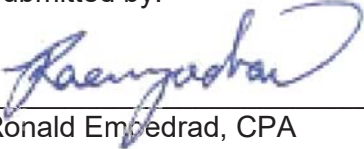
FISCAL IMPACT

The audit engagement will be for three years starting with fiscal year 2022-23 with an option to extend up to an additional two one-year periods. The total cost of the 5-year contract is \$255,375. The fee for the first year is \$48,115 which will be included in the 2023-24 Preliminary Budget.


RECOMMENDATION

In accordance with the Audit Committee charter, staff recommends that the Finance and Audit Committee authorize the Chief Financial Officer to enter into a contract for audit services with Badawi and Associates.

Submitted by:



Ronald Empedrad, CPA
Controller



Dave O'Toole
Chief Financial Officer

CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR
2023/24
BUDGET



Sacramento
Metropolitan
Fire District



www.metrofire.ca.gov



Sacramento Metropolitan Fire District Capital Improvement Program

**For Budget Year 2023/24
With Projections for Years 2024/25 through 2027/28**

**Presented to the Board of Directors by
Dan Haverty, Interim Fire Chief
Dave O'Toole Chief Financial Officer
June 8, 2023**



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Sacramento Metropolitan Fire District

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DAN HAVERTY
Interim Fire Chief

June 8, 2023

TO: Board of Directors, Sacramento Metropolitan Fire District

FROM: Dan Haverty, Interim Fire Chief

RE: Five-Year Capital Improvement Program Plan, Fiscal Years 2023/24 through FY 2027/28

I am pleased to submit the Sacramento Metropolitan Fire District (District) Capital Improvement Program (CIP) Plan for fiscal year (FY) 2023/2024, with projections through FY 2027/28, to the District Board of Directors. This version reflects requests submitted for the 2023/24 fiscal year (FY) and ties planned expenditures to the Preliminary Budget for FY 2023/24.

The purpose of the CIP is to facilitate capital planning and coordinate financing and scheduling of major capital projects. All capital projects presented in this CIP Plan have been carefully developed and evaluated in accordance with the District's CIP Policy. The CIP Plan was prepared in accordance with standards established by the California Society of Municipal Finance Officers and follows generally accepted accounting principles. The 5 new CIP projects and 9 carryover projects for FY 2023/24 total \$38.6 million, with \$20.3 million to be spent in FY 2023/24, \$16.4 million in FY 2024/25, and \$1.9 million in 2025/26.

The focus of the 2023/24 CIP Plan, the District's second CIP Plan to the Board, is to further address the most critical capital needs, with special emphasis on those projects that contribute to the District's ability to deliver emergency services within the timeframes specified in the standard of coverage metric. Critical projects include the construction of a fire station at Vineyard Springs, planning for a new station at Grant Line Road, replacing critical engines and ambulances, and developing a state-of-the-art training facility on Zinfandel Road. Approximately 36 percent of the FY 2023/24 spending will come from the Special Projects Fund for the Zinfandel Training Facility, 35 percent from the Capital Facilities Fund, 16 percent provided by the General Fund, and 13 percent from the Development Impact Fee Fund.

The District's major revenue sources for CIP Plan projects are property taxes (approximately 65 percent of the annual budget), followed by charges for services primarily emergency medical transport service fees (31 percent), with the balance comprised of other fees (4 percent). Revenues forecasted in this plan after FY 2023/24 are estimates only and subject to unexpected changes in the local economy and property tax revenues.

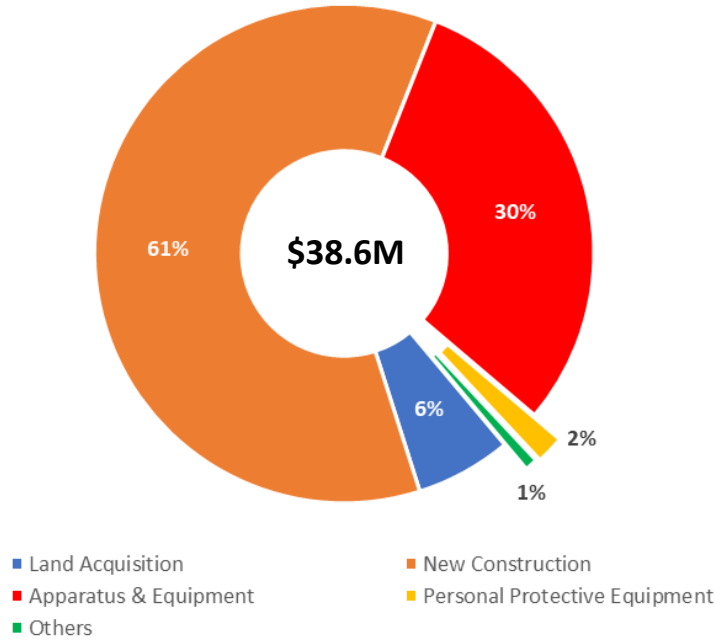
The District continues to face a significant backlog of deferred maintenance and capital projects, totaling more than \$200 million. Several of these capital and maintenance projects are planned over the next five years, with \$38.1 million funded in fiscal year 2023/24. The District also anticipates securing long-term financing and examining new revenue sources to fund fire station construction.

CAPITAL IMPROVEMENT PROGRAM PLAN TRANSMITTAL LETTER

CAPITAL PROJECT SUMMARY

The chart and table below summarize major capital projects recommended for approval.

Capital Improvement Plan



Project Type	Project Title	Status	Project Cost
Land Acquisition	Grantline 220 Land Acquisition	Carryover	\$ 2,400,000
New Construction	Vineyard Springs Station	Carryover	10,690,000
New Construction	Zinfandel Training Facility - Phase 3	Carryover	12,800,000
Apparatus & Equipment	Type I Engine Replacement 2023	Carryover	4,265,963
Apparatus & Equipment	Ambulance Replacement 2023	Carryover	1,833,268
Apparatus & Equipment	Support Vehicle Replacement 2023	Carryover	370,260
Apparatus & Equipment	Boardroom Equipment Replacement	Carryover	66,500
Apparatus & Equipment	Apparatus/Vehicle Replacement 2022	Carryover	1,349,239
Apparatus & Equipment	Squad Vehicle Acquisition	Carryover	663,520
Apparatus & Equipment	Ambulance Replacement	New	3,117,120
Personal Protective Equipment	Annual Turnout Replacement	New	425,000
Personal Protective Equipment	Recruit Academy PPE	New	282,000
Facilities Repair/Replacement	Station 41 Frontage Improvements R&R	New	125,000
Miscellaneous	Station Access Control - Phase 3	New	199,990
Total		14 projects	\$ 38,587,860

CAPITAL IMPROVEMENT PROGRAM PLAN TRANSMITTAL LETTER

DESCRIPTION OF REPORT SECTIONS

The Introduction section of this CIP provides the District's organizational profile including:

- Directory of Officials
- Districtwide Organizational Chart
- District Profile
- District Values and Mission Statement

The CIP Overview and Summary section provides the purpose and background of the CIP, explains the CIP planning and development process, summarizes the five-year capital needs, and describes first year capital projects.

The Financing Plan section provides the capital budget overview and revenue assumptions, displays summaries by project type and revenue source, debt service schedule, and operating and maintenance costs by spending category.

The Capital Project Details by Priority and Type section provides the high priority project details, and shows projects by type (Land Acquisitions, New Construction, Station Remodels/Expansions, Facilities Replacement/Repair, Apparatus and Equipment Replacement/Repair, Personal Protective Equipment (PPE) Replacement/Repair, and Special Projects).

Finally, the Appendices include information on the District's budgeting methodology, a budget calendar, guide to funds, glossary, board resolutions, and sources and uses of funds. It also contains additional details regarding the District's budgeting process and basis of accounting for its capital projects, a guide to funds, glossary of terms and acronyms, resolutions to enact the CIP, and a project reference list.

CONCLUSION

With property tax growth expected to slow during the next five years, coupled with increasing labor, services, and supplies expenses, the District faces ongoing challenges to long-term capital project development and finance. Deferred maintenance and unfunded capital projects will accrue rapidly over the next two decades, including an anticipated 14 stations in new development areas and approximately 13 stations in infill areas. If population growth and service call trends continue, the District will not be able to meet service needs in those communities without additional stations and support.

The capital projects contained in this plan meet the strategic plan goal set by the Board in 2020 to develop a comprehensive five-year capital improvement plan for the acquisition and maintenance of real property, apparatus, and professional equipment. The CIP proposed for fiscal years 2023/24 through 2027/28 is the result of a team effort of both District staff and the Board of Directors.

CAPITAL IMPROVEMENT PROGRAM PLAN TRANSMITTAL LETTER

Finally, I am pleased to share that the District's 2022/23 CIP Plan was awarded the California Society of Municipal Finance Officers' Capital Budgeting Award, a prestigious award for the overall quality and completeness of the District's capital plan. The District was one of just 17 special districts and cities in California to receive this award. The certificate of award can be found in the Appendices on page 33. I would like to thank the Board for their leadership and direction in building this CIP Plan, as well as my team, in particular Erin Castleberry, Jeff Frye, Ron Empedrad, RMarie Jones, Tara Maeller, and Dave O'Toole for their persistence and dedication in bringing this CIP Plan together.

Respectfully submitted,

Dan Haverty
Interim Fire Chief

Directory of Officials

Board of Directors

VICE-PRESIDENT



Cynthia Saylor
Division 1



Grant B. Goold
Division 2



Robert Weber
Division 3



Ted Wood
Division 4



Jennifer Sheetz
Division 5

SECRETARY

PRESIDENT



D'Elman Clark
Division 6



Brian Rice
Division 7



Gay Jones
Division 8



John Costa
Division 9

Executive Staff

INTERIM FIRE CHIEF



Dan Haverty

**DEPUTY CHIEF
ADMINISTRATION**
Ty Bailey

**DEPUTY CHIEF
OPERATIONS**
Adam Mitchell

**DEPUTY CHIEF
SUPPORT SERVICES**
Tyler Wagaman

**CHIEF FINANCIAL
OFFICER**
Dave O'Toole

**CHIEF DEVELOPMENT
OFFICER**
Jeff Frye

Assistant Chiefs

A SHIFT
Joseph Fiorica

B SHIFT
Carl Simmons

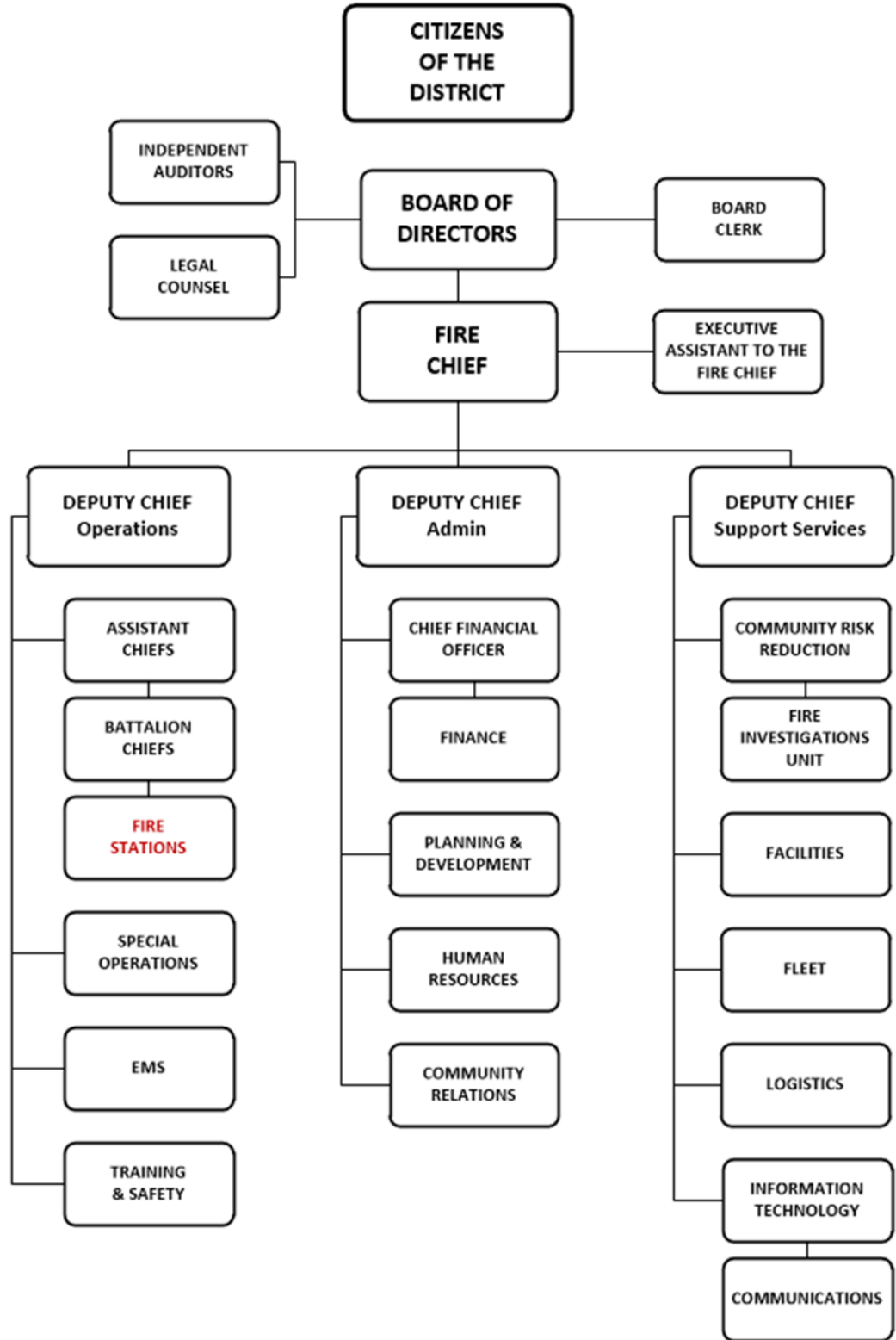
C SHIFT
Charles Jenkins

EMS
Jon Rudnicki

FIRE MARSHAL
Barbara Law

TRAINING
Michael Lozano

Organizational Chart



CAPITAL IMPROVEMENT PROGRAM PLAN

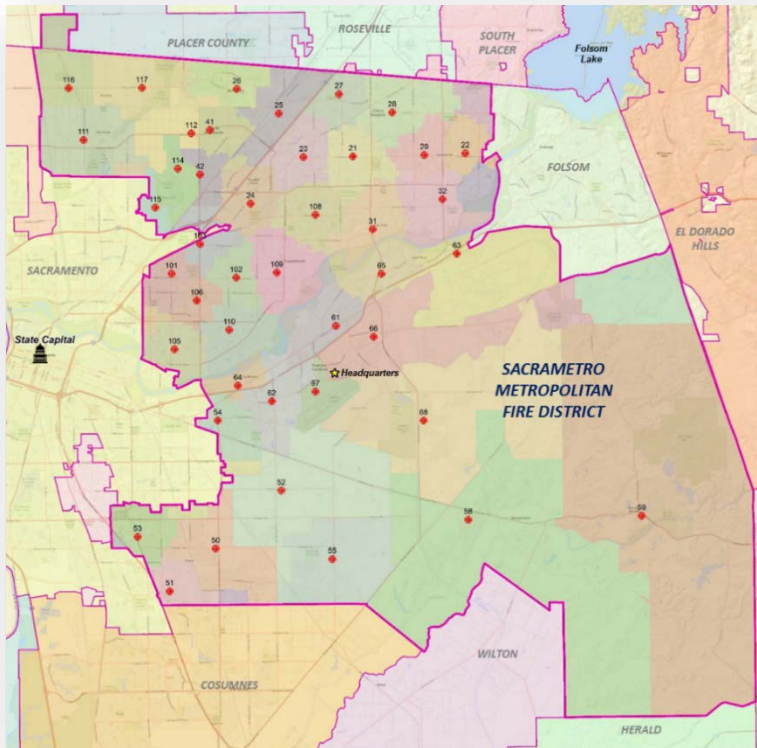
DISTRICT PROFILE

The District was established on December 1, 2000 through the merger of the American River and Sacramento County Fire Protection Districts, which brought together 16 predecessor fire agencies. Metro Fire is governed by a nine-member Board of Directors duly-elected by citizens from the nine geographical divisions in Metro Fire's area of responsibility.



Today, the District is the largest fire agency in the County of Sacramento and one of the largest in the State. The combined District provides fire suppression and emergency medical services along with various other public safety and hazard mitigation community services to its residents in approximately 359 square miles. The District's service area includes two cities, most of the unincorporated area of Sacramento County, and a portion of Placer County. Within the boundaries of Metro Fire are wildland areas, single and multi-family residential units, commercial and light industrial occupancies, hotels, regional hospitals, institutional buildings, local airfields, numerous convalescent and assisted living facilities, equestrian

areas, and open space areas including several major hiking trails. Numerous main interstate highways also traverse Metro Fire's jurisdiction, along with the American River, a major recreation resource for residents and visitors alike.



The District provides all-hazard emergency services to the cities of Citrus Heights and Rancho Cordova, most of the unincorporated areas of Sacramento County, and a portion of Placer County. A total of 719,641 residents within its jurisdiction of which 55% is white, 19% is Hispanic, 13% is Asian, 8% is black, and 5% is other/mixed.

Forty-one stations are strategically located across the District's service area in order to effectively respond to any emergency within its goal of 4-minute travel time.

CAPITAL IMPROVEMENT PROGRAM PLAN DISTRICT VALUES AND MISSION STATEMENT

Metro Fire Mission Statement: *To provide professional and compassionate protection, education and service to our community.*

The Metro Fire mission statement is intended to sharpen the department's focus on members, service delivery, infrastructure or asset management, budget sustainability, forecasting for the future, partnerships and optics management, community engagement, and communication.

Metro Fire Core Values: *Integrity · Professionalism · Teamwork · Devotion to Duty*

The District's four values define expectations for the attitude and behaviors of every member of Metro Fire. They apply without exception, and all members are asked to embrace them in the District's collective pursuit of excellence.

- **Integrity.** With honesty as the foundation, the District will always do what is right.
- **Professionalism.** A personal commitment to exceed professional expectations in attitude, ability and appearance.
- **Teamwork.** A partnership of coordinated effort based on trust, empowerment, support and communication.
- **Devotion to Duty.** Recognizing and placing the needs of others before the District.



CAPITAL IMPROVEMENT PROGRAM PLAN OVERVIEW AND SUMMARY

PURPOSE OF THE CIP

The purpose of the District's Capital Improvement Program (CIP) is to organize, facilitate, and memorialize capital needs and goals in order to efficiently and transparently develop and support the physical infrastructure of the District. The CIP incorporates and is consistent with District master plans, Board of Directors' goals, and other long-range plans of the District, and serves as a planning tool that coordinates the financing and scheduling of capital projects. It is the policy of the District to prepare a CIP Plan that outlines the capital needs of the District that:

- Are responsive to the changing needs of the District
- Demonstrate excellence in quality and value
- Enable members to carry out their duties in an efficient and customer-focused manner
- Provide a healthy, safe, secure, productive, and equitable work environment in order to promote efficient service delivery

The District accomplishes this purpose through the development of an annual CIP Plan (Plan), which identifies and plans for the funding of capital projects in order to ensure timely acquisition and replacement of needed facilities, improvements, apparatus, and equipment. Since many capital projects take more than one fiscal year to complete, developing a five-year plan allows the District and Board to improve fiscal forecasting and anticipate upcoming infrastructure needs and improvements. The Plan is updated annually and includes the adoption of the five-year CIP Plan, as well as the annual CIP Budget, which is adopted as part of the District's annual Preliminary Budget and Final Budget.

For purposes of this CIP, and in accordance with the District's Capital Improvement Program Policy, a capital project is defined as:

Any expenditure for facilities, improvements, apparatus, or equipment with a cost greater than \$50,000 and an expected useful life of at least one year. These projects include apparatus and equipment acquisition and replacement; improvements to District facilities; and the construction or rehabilitation of District properties and facilities including feasibility studies, land acquisition, architecture and engineering, and other associated planning costs.

The five-year CIP Plan and the annual CIP Budget are distinct documents that are prepared in concert and updated annually to reflect fiscal and policy changes. The two documents are distinguished by the characteristics outlined below.

FIVE-YEAR CIP PLAN

- Describes the long-term financial need for capital projects, including funding sources
- Establishes project priorities and serves as a planning document or blueprint for the District's investment in capital infrastructure and equipment
- Provides a breakdown of anticipated project costs and phasing
- Does not appropriate money – the annual budget process will include the actual funding authority for capital projects via the CIP Budget

ANNUAL CIP BUDGET

- Identifies funds to be appropriated in the upcoming fiscal year to implement the first year of the five-year CIP Plan

CAPITAL IMPROVEMENT PROGRAM PLAN OVERVIEW AND SUMMARY

- Identifies which capital projects have been recommended for funding in the upcoming fiscal year
- Funding may be appropriated for a phase or phases of a major, multi-year project
- May include a recommendation to incur new indebtedness
- Is adopted as part of the District's Preliminary Budget and Final Budget

PLAN DEVELOPMENT

The CIP Plan is used as a tool to help ensure the District's long and short-term capital investments are made in the context of careful consideration of the District's needs, as well as the resources available to fund projects. The CIP Plan is a compilation of projects intended to implement various long-range plans as outlined below.

STANDARDS OF COVER

The Standards of Cover is a planning document which establishes a written procedure to determine the distribution and concentration of fixed and mobile resources. The process includes establishing service level objectives, risk assessments, distribution, and concentration measures. The data is collected for deployment analyses and performance is measured. The results of deployment analyses are used to assist Metro Fire in its mid to long term planning efforts to provide levels of service that meet the all-risk defense standards it deems necessary to reduce the risks to human life and property damage. As a result, the Standards of Cover is used to anticipate the expansion or relocation of fire stations to accommodate the apparatus and crew needed to deliver service.

GROWTH PLAN

The Growth Plan summarizes the expected population growth within Metro Fire's service area over a 40-year horizon. The Growth Plan is similar to the Standards of Cover in process except service plans are developed from planning information, proposed traffic circulation data, and population models. The information is used to create deployment models that, along with the Standards of Cover, determine the need and location for new fire stations to accommodate service delivery needs into the future.

FACILITY CONDITION ASSESSMENT

In 2018, Metro Fire retained a third-party consultant to conduct a District-wide Facility Conditions Assessment (FCA) that evaluated existing conditions at 38 fire stations and 4 support facilities. FCAs are used to locate and evaluate materials and building system defects that might significantly affect the value of the property, and to identify any significant deferred maintenance issues and existing deficiencies which affect the ongoing operations of the facilities.

In every FCA the recommended replacement, repair, or other corrective action is assigned a Plan Type. The Plan Type is used to categorize and prioritize projects which have the greatest significance. The Plan Types are listed in order of importance:

- **Safety** – An observed or reported unsafe condition that, if left unaddressed, could result in injury; a system or component that presents a potential liability risk.
- **Performance/Integrity** – Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses a risk to overall system stability.
- **Accessibility** – Does not meet ADA, UFAS, and/or other accessibility requirements.
- **Environmental** – Improvements to air or water quality, including removal of hazardous materials from the building or site.

CAPITAL IMPROVEMENT PROGRAM PLAN OVERVIEW AND SUMMARY

- **Modernization/Adaptation** – Conditions, systems, or spaces that need to be upgraded in appearance or function to meet current standards, facility usage, or Metro Fire’s current or future operational needs.
- **Lifecycle/Renewal** – Any component or system in which future repair or replacement is anticipated beyond the next several years and/or is of minimal substantial early-term consequence.

APPARATUS AND EQUIPMENT REPLACEMENT SCHEDULE

The Apparatus and Equipment Replacement Schedule is a mid-term planning document which uses NFPA replacement standards, industry guidelines, and years of experience in operating and maintaining vehicles and equipment. The goal of the Replacement Schedule is to use data such as estimated age, useful life, remaining useful life, replacement cost, downtime, availability of replacement parts, and annual maintenance cost to anticipate the most economically beneficial time to replace apparatus and equipment.



Not all of Metro Fire’s equipment meets the criteria of a capital purchase. However, when these items are purchased in bulk or are not routine in nature, the acquisition of the equipment or supplies may require a significant capital outlay. As such, these capital expenditures should be planned, and are therefore considered capital projects for the purpose of inclusion in the CIP Plan.

PRIORITIZATION

The prioritization of capital projects is absolutely necessary given the limited availability of financial and human resources. Criteria for prioritizing and ranking projects are established to help provide structure and objectivity to the evaluation of projects. In determining the priority of a proposed project, key management team members evaluate projects for urgency, funding availability, feasibility, alignment with the strategic plan, statutory and regulatory considerations, and impact on service delivery. Other considerations include impact on operating costs, secondary financial impacts, management and oversight implications, and impact on constituents and stakeholders.

Projects are evaluated both by their priority score and their ranking. Priority score is the result of a scoring rubric that determines whether a project is High Priority (Priority 1), Medium Priority (Priority 2), or Low Priority (Priority 3). Project rank describes a project’s priority in relation to all other project requests submitted for the year. The methodology for both priority and rank are described below.

CIP PRIORITY METHODOLOGY

Priority is assigned based on the following factors: to what degree the project is tied to the District’s strategic planning documents, to what degree the project addresses mandates and/or reduces operating expenses, and to what degree the project impacts service delivery.

CAPITAL IMPROVEMENT PROGRAM PLAN OVERVIEW AND SUMMARY

The exact scoring methodology is as follows:

- Strategic Alignment – Is the project aligned with one of Metro Fire’s strategic plans (Standards of Cover, FCA, Growth Plan, A/E Replacement Schedule)?
 - 5 points – Project is aligned with multiple strategic plans.
 - 3 points – Project is aligned with one strategic plan.
 - 1 point – Project is not aligned with a strategic plan.

- Priority Type – Is the project required to meet legal, compliance, or regulatory mandates? Will the project reduce operating expenses?
 - 5 points – Project will address mandates and reduce operating expenses.
 - 3 points – Project will address mandates or reduce operating expenses.
 - 1 point – Project will not address mandates or reduce operating expenses.

- Service Delivery – Will the project directly improve service delivery?
 - 5 points – Project directly improves service delivery.
 - 3 points – Project indirectly improves service delivery.
 - 1 point – Project does not directly or indirectly improve service delivery.

Projects are given a High Priority “1” status with a score of 13 or more. Projects are given a Medium Priority “2” status with a score between 9 and 13. Projects are given a Low Priority “3” status with a score of less than 9.

CIP RANK METHODOLOGY

A project’s rank as it relates to other project requests is determined by evaluating a variety of factors including designated priority, project readiness, whether or not the District has the capacity to complete all or a portion of the project within the upcoming fiscal year, and impact to operations. Other considerations may include impact on operating costs, secondary financial impacts, management and oversight implications, and impact to constituents and stakeholders.

PROCESS

PROJECT SUBMISSION

A capital project may be submitted for consideration by any member of Metro Fire through the completion of the Capital Project Initiation Form (CPIF). CPIFs document the project description, timeline, procurement type, funding amount, funding source, operational impact, project justification, relevant ties to other projects, and other supporting information. A complete CPIF includes:

- Supporting documentation demonstrating alignment with one or more of Metro Fire’s strategic plans.
- Supporting fiscal documentation including but not limited to feasibility studies, cost estimates, and or vendor quotes consistent with Metro Fire’s procurement procedures.
- Signature of the applicable division manager and the CIP Administrator.

FILLING OUT THE CPIF

The CPIF is designed to provide basic project information to decision makers throughout the process. In this section, guidance is provided in how to complete the form. This guidance is not exhaustive, but intended to provide clarity where the applicant may have questions:

CAPITAL IMPROVEMENT PROGRAM PLAN OVERVIEW AND SUMMARY

- Project # - The project number will be assigned by the CIP Administrator once the project submittal is deemed complete. The CIP Administrator will add the project to the inventory and use the Project # for tracking purposes.
- Priority – To determine the priority of the project, the project proponent should consider the three criteria (Strategic Alignment, Plan Type, and Service Delivery) discussed in the Prioritization section of this document and score the project accordingly. Priority “1” projects are those with a score of 13 points or more; Priority “2” projects are those with a score between 9 and 13 points; and Priority “3” projects are those with a score less than 9 points.
- Project Description – A brief narrative about the project.
- Strategic Alignment – This is the nexus between the project and the District’s strategic master planning documents. Select all that apply.
- Capital Plan – A project may use funding from multiple sources. Input the anticipated required dollars from each fund (in thousands).
- Procurement Process and Timeline – A brief description of the anticipated procurement procedures and timeline for the project.
- Project Budget – Outline of requested project budget by fiscal year(s) and any previously approved allocations for the project.
- Additional Project Information – Generally describes operational impact and any relationships to other capital projects.

PROJECT VERIFICATION

Completed CPIFs are routed to the division manager who will review the submittal to make sure the proposed project is consistent with divisional priorities and goals. If approved, the division manager will submit the project to the CIP Administrator for review. The CIP Administrator will review the PIF for completeness and may request additional information as necessary for evaluation of the project.

PROJECT EVALUATION AND RANKING

Capital project requests are evaluated on an annual basis in accordance with the District’s CIP Policy. Projects are first reviewed by the CIP Committee, made up of representatives from the Finance, Planning and Development, and Purchasing divisions. The committee reviews each request and ranks it using the ranking methodology previously described.

EXECUTIVE REVIEW AND FUNDING RECOMMENDATION

The ranked CIP Summary is then reviewed by the Fire Chief, Deputy Chiefs, and Chief Financial Officer in conjunction with the preliminary budget review process. The Fire Chief may recommend to fund, partially fund, or not fund any given project based on the established criteria and considerations.

PLAN ADOPTION

Based on the recommendations of the Fire Chief, the CIP, including both the five-year CIP Plan and the one-year CIP Budget, is presented to the Board for adoption on or before June 30 and in concurrence with the preliminary budget adoption process. Once the CIP Budget is approved, budgeted funds are restricted for their intended use.

CAPITAL IMPROVEMENT PROGRAM PLAN OVERVIEW AND SUMMARY

5-YEAR CIP PLAN SUMMARY

There are 58 capital projects identified in the five-year CIP Plan totaling \$200,574,197, including 34 Priority 1 projects, 8 Priority 2 projects, and 16 Priority 3 projects. The five-year Summary is shown below and represents the anticipated needs through fiscal year 2027/2028.

Project Title	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	TOTAL
3121 Gold Canal Flooring Replacement	\$ 78,000	\$ -	\$ -	\$ -	\$ -	\$ 78,000
800 MHz Portable Radio Replacement	2,475,000	-	-	-	-	2,475,000
Admin/Command Vehicle Replacement	593,800	635,365	266,854	700,490	735,515	2,932,024
Ambulance Replacement	3,117,120	2,223,544	2,334,724	2,451,456	2,574,032	12,700,876
Ambulance Replacement 2023 - Carryover	1,833,268	-	-	-	-	1,833,268
Annual Turnout Replacement	425,000	454,750	477,488	501,362	526,430	2,385,029
Apparatus Covered Parking	500,000	-	-	-	-	500,000
Apparatus/Vehicle Replacement 2022 - Carryover	1,349,239	-	-	-	-	1,349,239
Automatic Chest Compression Device Replacement	738,500	-	-	-	-	738,500
Boardroom Equipment Replacement	66,500	-	-	-	-	66,500
Copter 1 Hoist Rebuild	-	120,000	-	-	-	120,000
Copter 2 Hoist Upgrade	400,000	-	-	-	-	400,000
Copter 3 Infrared Camera System	295,000	-	-	-	-	295,000
Deferred Facilities Lifecycle Replacements	9,332,700	-	-	-	-	9,332,700
Deferred Facilities Maintenance/Repairs	1,824,200	-	-	-	-	1,824,200
Draft Commander Carport	75,000	-	-	-	-	75,000
Facilities Lifecycle Replacements	1,137,046	2,274,274	2,990,479	102,211	8,943,034	15,447,044
Fleet Parts Shop Covered Parking	75,000	-	-	-	-	75,000
Fleet Vehicle Lifts Acquisition	110,000	-	-	-	-	110,000
Fleet/Facilities Generator Installation	230,000	-	-	-	-	230,000
Grantline 220 Land Acquisition	2,400,000	-	-	-	-	2,400,000
Hazardous Materials Equipment Acquisition	120,000	-	-	-	-	120,000
Hazardous Materials Equipment Replacement	80,000	-	-	-	-	80,000
Hurley Access Compliance Improvements	690,765	-	-	-	-	690,765
Inflatable Rescue Boat Acquisition	58,000	-	-	-	-	58,000
iPad Replacement	120,000	125,550	131,828	138,419	145,340	661,136
Ladder Truck Replacement	1,530,237	-	1,382,197	-	1,892,992	4,805,426
Logistics Generator Installation	200,000	-	-	-	-	200,000
Mobile Data Computer Replacement	726,000	-	-	-	-	726,000
Mobile Drafts Unit	98,958	-	-	-	-	98,958
Power Loader/Gurney Replacement	2,776,000	-	-	-	-	2,776,000
Recruit Academy PPE	282,000	301,740	316,827	332,668	349,302	1,582,537
Server Replacement	125,550	107,000	118,000	-	-	350,550
Special Operations Apparatus/Vehicle Replacement	1,584,767	1,495,282	93,925	235,936	-	3,409,910
Squad Vehicle Acquisition	663,520	-	-	-	-	663,520
Station 103 Roof Replacement	58,000	-	-	-	-	58,000
Station 108 Frontage Improvements R&R	135,000	-	-	-	-	135,000
Station 23 Expansion	-	14,100,000	-	-	-	14,100,000
Station 41 Frontage Improvements R&R	125,000	-	-	-	-	125,000
Station 42 Relocation	12,000,000	-	-	-	-	12,000,000
Station 61 Expansion	-	17,000,000	-	-	-	17,000,000
Station 62 Relocation - Land Acquisition	-	2,400,000	-	-	-	2,400,000
Station Access Control - Phase 3	199,990	-	-	-	-	199,990
Storage Area Network	-	482,000	-	-	-	482,000
Support Vehicle Replacement	65,000	659,398	816,246	-	-	1,540,644
Support Vehicle Replacement 2023 - Carryover	370,260	-	-	-	-	370,260
Thermal Imaging Camera Replacement	751,436	-	-	-	-	751,436
Thin Client Replacement	275,000	-	-	-	-	275,000
Training Technology Upgrades	2,000,000	-	-	-	-	2,000,000
Type I Engine Replacement	4,520,835	4,827,090	5,068,445	5,321,865	5,587,960	25,326,195
Type I Engine Replacement 2023 - Carryover	4,265,963	-	-	-	-	4,265,963
Type III Engine Replacement	1,587,500	2,256,672	-	-	2,612,376	6,456,548

CAPITAL IMPROVEMENT PROGRAM PLAN OVERVIEW AND SUMMARY

5-YEAR CIP PLAN SUMMARY (CONTINUED)

Project Title	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	TOTAL
Type V Engine Replacement	854,664	-	-	668,310	-	1,522,974
VHF Portable Radio Replacement	650,000	-	-	-	-	650,000
Vineyard Springs Station	10,690,000	-	-	-	-	10,690,000
Water Tender Replacement	1,252,520	670,098	703,603	738,783	-	3,365,004
Wildland Pants Replacement	270,000	-	-	-	-	270,000
Zinfandel Training Facility - Phase 3	25,000,000	-	-	-	-	25,000,000
Total	\$ 101,182,338	\$ 50,132,763	\$ 14,700,615	\$ 11,191,500	\$ 23,366,981	\$ 200,574,197

FISCAL YEAR 2023/2024 PLAN SUMMARY

Forty-four new capital projects were proposed for FY 2023/24, totaling \$54,543,588, including 22 Priority 1 projects, 6 Priority 2 projects, and 16 Priority 3 projects. The FY 2023/24 Summary, including funding recommendations as well as projects previously approved in FY2022/23 that are continuing into the new fiscal year, is shown below.

RECOMMENDED FOR FUNDING IN FY 2023/24

Project #	Project Title	Project Cost	FY23/24 Cost
24-04	Ambulance Replacement	\$ 3,117,120	\$ 3,117,120
24-05	Annual Turnout Replacement	425,000	425,000
24-25	Recruit Academy PPE	282,000	282,000
24-30	Station 41 Frontage Improvements R&R	125,000	125,000
24-32	Station Access Control - Phase 3	199,990	199,990
Total		\$ 4,149,110	\$ 4,149,110

The project cost is the amount that is recommended for approval to the Board. Although these projects will be started in FY 2023/24, some projects may span multiple fiscal years due to supply chain issues and may be carried forward into future fiscal years. The FY 2023/24 cost column reflects the expected project cost that will be encumbered in FY 2023/24 only. It's important to note that while funds may be encumbered in FY23/24, some expenses may be offset by financing, which will be covered later in the financing plan discussion.

CARRY FORWARD PROJECTS IN FY 2023/24

Project #	Project Title	Approved Project Cost	FY23/24 Cost
23-30	Ambulance Replacement 2023	\$ 2,169,862	\$ 1,833,268
23-52	Apparatus/Vehicle Replacement 2022	6,769,487	1,349,239
23-39	Boardroom Equipment Replacement	79,494	66,500
23-01	Grantline 220 Land Acquisition	2,440,000	2,400,000
23-54	Squad Vehicle Acquisition	663,520	663,520
23-32	Support Vehicle Replacement 2023	370,260	370,260
23-26	Type I Engine Replacement 2023	4,310,000	4,265,963
23-04	Vineyard Springs Station	11,000,000	10,190,000
23-06	Zinfandel Training Facility - Phase 3	13,000,000	12,800,000
Total		\$ 40,802,623	\$ 33,938,750

CAPITAL IMPROVEMENT PROGRAM PLAN OVERVIEW AND SUMMARY

The table in the preceding page table reflects the projects that were previously approved by the Board for funding in FY 2022/23, but that are continuing into FY 2023/24 due to their multi-year nature or because of supply chain issues. The funding breakdown for these projects is included in the financing plan.

NOT RECOMMENDED FOR FUNDING IN FY 2023/24

Project #	Project Title	Project Cost	FY23/24 Cost
24-01	3121 Gold Canal Flooring Replacement	\$ 78,000	\$ 78,000
24-02	800 MHz Portable Radio Replacement	2,475,000	2,475,000
24-03	Admin/Command Vehicle Replacement	593,800	593,800
24-06	Apparatus Covered Parking	500,000	500,000
24-07	Automatic Chest Compression Device Replacement	738,500	738,500
24-08	Copter 2 Hoist Upgrade	400,000	370,000
24-09	Copter 3 Infrared Camera System	295,000	270,000
24-10	Deferred Facilities Lifecycle Replacements	9,332,700	9,332,700
24-11	Deferred Facilities Maintenance/Repairs	1,824,200	1,824,200
24-12	Draft Commander Carport	75,000	75,000
24-13	Facilities Lifecycle Replacements	1,137,046	1,137,046
24-14	Fleet Parts Shop Covered Parking	75,000	75,000
24-44	Fleet Vehicle Lifts Acquisition	110,000	110,000
24-15	Fleet/Facilities Generator Installation	230,000	230,000
24-16	Hazardous Materials Equipment Acquisition	120,000	120,000
24-17	Hazardous Materials Equipment Replacement	80,000	80,000
24-18	Hurley Access Compliance Improvements	690,765	690,765
24-19	Inflatable Rescue Boat Acquisition	58,000	58,000
24-20	iPad Replacement	120,000	120,000
24-21	Ladder Truck Replacement	1,530,237	1,500,000
24-43	Logistics Generator Installation	200,000	200,000
24-22	Mobile Data Computer Replacement	726,000	726,000
24-23	Mobile Drafts Unit	98,958	98,958
24-24	Power Loader/Gurney Replacement	2,776,000	2,776,000
24-26	Server Replacement	125,550	125,550
24-27	Special Operations Apparatus/Vehicle Replacer	1,584,767	1,555,600
24-28	Station 103 Roof Replacement	58,000	58,000
24-29	Station 108 Frontage Improvements R&R	135,000	135,000
24-31	Station 42 Relocation	11,500,000	11,500,000
24-33	Support Vehicle Replacement	65,000	65,000
24-34	Thermal Imaging Camera Replacement	751,436	751,436
24-35	Thin Client Replacement	275,000	275,000
24-36	Training Technology Upgrades	2,000,000	2,000,000
24-37	Type I Engine Replacement	4,520,835	4,375,000
24-38	Type III Engine Replacement	1,587,500	1,500,000
24-39	Type V Engine Replacement	854,664	780,000
24-40	VHF Portable Radio Replacement	650,000	650,000
24-41	Water Tender Replacement	1,252,520	1,252,520
24-42	Wildland Pants Replacement	270,000	270,000
Total		\$ 49,894,478	\$ 49,472,075

CAPITAL IMPROVEMENT PROGRAM PLAN FINANCING PLAN

CAPITAL BUDGET OVERVIEW

This CIP represents the District's first comprehensive, public infrastructure plan and will be used to identify capital needs and plan financing and timing that assures the most responsible and efficient use of District resources.

Capital projects typically involve planned, systematic acquisition of physical assets over an extended period of time and scheduled replacement or maintenance schedules. As previously stated, the District defines capital projects as those acquisitions that have a useful life of one year or more and cost at least \$50,000. Importantly, a capital project is not the same as a capital asset, which the District defines as an asset with a useful life of one year or more and cost at least \$5,000.

The capital budget in the CIP consists of the planned expenditures for fiscal years 2023/24 through 2027/28, and will be reviewed annually to enable the Board of Directors to reassess program projects. Expenditures are budgeted in the year the District obligates the funding, which does not necessarily coincide in the year the project is completed or delivered.

The proposed CIP budget for FY 2023/24 is approximately \$38.1 million, including \$4.15 million for new recommended capital projects and \$33.94 million for carryover projects. The table below reflects the distribution of the budget to each of these projects by project type, fund source, cost, and percent of total. The budget for FY 2023/24 is coming from four funding sources: Special Projects Fund, General Fund, Capital Facilities Financing Fund, and Development Impact Fee Fund.

Project Type	Project Title	Project Description	Fund Source	Amount	% of 38.09 Million
Apparatus and Equipment	Ambulance Replacement	Replacement of (12) ambulances at end of life with (6) new ambulances and (6) remount ambulances and associated communications.	A	\$ 267,120	0.70%
			D	2,850,000	7.48%
Apparatus and Equipment	Type I Engine	Carryover of (5) Type I Engines with associated communications budgeted in FY22/23, but delayed due to supply chain issues.	A	136,300	0.36%
			D	4,129,663	10.84%
Apparatus and Equipment	Ambulance Replacement 2023	Carryover of (3) ambulances and (6) remount ambulances budgeted in FY22/23, but delayed due to supply chain issues.	D	1,833,268	4.81%
Apparatus and Equipment	Support Vehicle	Carryover of (1) Service Truck with	A	20,260	0.05%
			D	350,000	0.92%
Apparatus and Equipment	Boardroom Equipment Replacement	Carryover of project to replace obsolete videoconferencing equipment in Boardroom budgeted in FY22/23, but delayed due to supply chain issues.	A	54,000	0.14%
			D	12,500	0.03%
Apparatus and Equipment	Apparatus/Vehicle Replacement 2022	Carryover of (4) Type V Engines, (1) Service Truck, and (1) Water Tender budgeted in prior fiscal years, but delayed due to supply chain issues.	D	1,349,239	3.54%

CAPITAL IMPROVEMENT PROGRAM PLAN FINANCING PLAN

Project Type	Project Title	Project Description	Fund Source	Amount	% of 38.09 Million
Apparatus and Equipment	Squad Vehicle Acquisition	Carryover of (2) Squad Vehicles and associated communications budgeted in FY22/23, but delayed due to supply chain issues.	A	63,520	0.17%
			D	600,000	1.58%
Facilities Repair Replacement	Station 41 Frontage Improvements R&R	Repair/replacement of 169 linear ft. of failing sidewalk, curb, and gutter at Station 41 per 60-day repair notice issued by County of Sacramento.	A	125,000	0.33%
Land Acquisition	Grantline 220 Land Acquisition	Land acquisition for planned future fire station off of Grant Line Road in Rancho Cordova.	I	2,400,000	6.30%
Miscellaneous	Station Access Control - Phase 3	Installation of controlled access systems at (15) fire stations.	G	199,990	0.53%
New Construction	Vineyard Springs Station	Carryover of design and construction of new fire station currently in progress at 8101 Bradshaw Road in Sacramento.	I	10,190,000	26.75%
New Construction	Zinfandel Training Facility - Phase 3	Carryover of design and construction of Phase 3 buildout at Zinfandel Training Facility.	S	12,800,000	33.61%
Personal Protective Equipment	Annual Turnout Replacement	Annual replacement of timed out turnouts (100 sets) for NFPA 1851 compliance.	A	425,000	1.12%
Personal Protective Equipment	Recruit Academy PPE	Structural and wildland turnouts for planned firefighter academy (30 recruits).	A	282,000	0.74%
Total				\$ 38,087,860	

A: General Fund D: Capital Facilities Fund I: Development Impact Fee Fund
L: Leased Properties Fund S: Special Projects Fund

All projects identified for future fiscal years beyond FY 2023/24 are approved on a planning basis and do not receive expenditure authority until they are part of the capital budget for that fiscal year. A review of the CIP is performed annually by District Board of Directors, executive staff, and public to ensure effective implementation of the program and alignment with strategic goals and objectives.

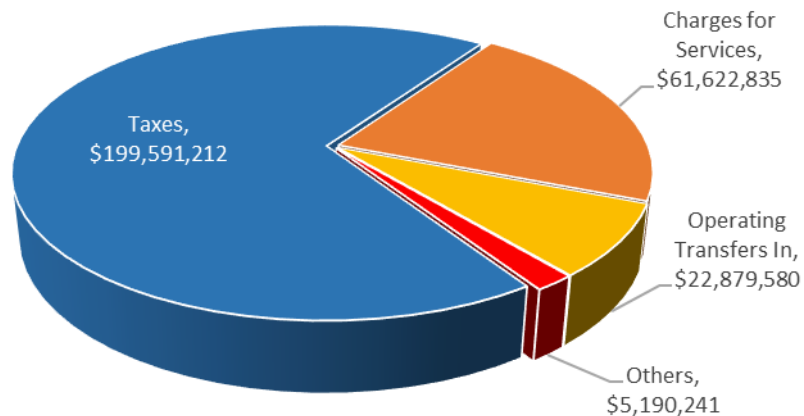
CAPITAL PROJECT REVENUE ASSUMPTIONS

Property taxes generated approximately \$189.0 million, or 65.3 percent of total revenue in 2022/23, and in FY 2023/24 property tax revenues are projected to be \$10.6 million higher. The property tax base is expected to grow by more than 7% relative to 2022/23 and new home and business construction will add approximately \$1 million in new development impact fee revenue. The housing market activity and revenues are projected to ease slightly over the five-year period of this CIP plan, with property tax growth averaging four percent in subsequent years. Medic revenues, related to the provision of medical services and transport, are expected to increase at a slower rate, approximately two percent per year.

CAPITAL IMPROVEMENT PROGRAM PLAN FINANCING PLAN

The District's top two General Fund revenue sources, which account for 89% of the FY 2023/24 General Fund budgeted revenues are property tax and emergency medical service transport revenue, as shown on the following chart.

FY 2023/24 General Fund Revenue Sources



Revenue risks are greater for the secondary revenue sources, which are mainly based on subventions from the State and Federal government for ambulance transport of Medi-Cal and uninsured patients. These programs could be revised or eliminated by the either government—a relatively small revenue loss of approximately seven percent, but with a substantial impact on operations and capital projects.

Regional economic factors, such as a downturn in the local economy, interest rate hikes beyond those currently anticipated, wage depression, and unemployment will affect the housing and commercial real estate market and could have the most significant impact on District operations and capital projects.

While employment in the Sacramento region is expected to stay strong in 2022 (the regional unemployment rate slipped from 5.0% to 3.7% between January and March 2022, and was projected to slide further by year-end), home sales are expected to slow. According to data reported by the California Association of Realtors, 34% of Sacramento and Placer County families could afford a median-priced home during the first quarter of 2022. That share of homebuyers may shrink further as prices continue climbing and interest rates are elevated to reverse inflation.

The FY 2023/24 Final Budget is fiscally balanced and continues to support services, maintenance, infrastructure, and facilities in line with the priorities of the Board of Directors.

CAPITAL IMPROVEMENT PROGRAM PLAN FINANCING PLAN

EXPENSE SUMMARY BY PROJECT TYPE/FUND

The following table displays the cost of the recommended CIP projects over the plan's five-year period, reflecting the actual anticipated expense by year.

Project Type	Project Title	Fund Source	Fund					Total Cost
			FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	
Apparatus and Equipment	Ambulance Replacement	A D	\$ 267,120 2,850,000	\$ - -	\$ - -	\$ - -	\$ - -	267,120.00 2,850,000.00
Apparatus and Equipment	Type I Engine Replacement 2023	A D	136,300 4,129,663	- -	- -	- -	- -	136,300 4,129,663
Apparatus and Equipment	Ambulance Replacement 2023	D	1,833,268	-	-	-	-	1,833,268
Apparatus and Equipment	Support Vehicle Replacement 2023	A D	20,260 350,000	- -	- -	- -	- -	20,260 350,000
Apparatus and Equipment	Boardroom Equipment	A D	54,000 12,500	- -	- -	- -	- -	54,000 12,500
Apparatus and Equipment	Apparatus/Vehicle Replacement 2022	D	1,349,239	-	-	-	-	1,349,239
Apparatus and Equipment	Squad Vehicle Acquisition	A D	63,520 600,000	- -	- -	- -	- -	63,520 600,000
Facilities Repair Replacement	Station 41 Frontage	A	125,000	-	-	-	-	125,000
Land Acquisition	Grantline 220 Land Acquisition	I	2,400,000	-	-	-	-	2,400,000
Miscellaneous	Station Access Control - Phase 3	G	199,990	-	-	-	-	199,990
New	Vineyard Springs	I	2,038,000	8,652,000	-	-	-	10,690,000
New Construction	Zinfandel Training Facility - Phase 3	S	3,250,000	7,800,000	1,750,000	-	-	12,800,000
Personal Protective Equipment	Annual Turnout Replacement	A	425,000	-	-	-	-	425,000
Personal Protective Equipment	Recruit Academy PPE	A	282,000	-	-	-	-	282,000
Total			\$ 20,385,860	\$ 16,452,000	\$ 1,750,000	\$ -	\$ -	\$ 38,587,860

PROJECT EXPENSE SUMMARY BY FUND /REVENUE SOURCE

Each of the District's funds generate revenue has specific revenue source. The General Fund's main revenue sources are property taxes and fees collected for ground emergency medical transports. The Capital Facilities Fund's main revenue source is proceeds from capital financing. The Development Impact Fee Fund's main revenue source is the collection of fire facilities fees at the time building permits are issued to developers.

When funding is insufficient to fund all project proposals, the Finance Division and the Planning and Development Division collaborate with division managers to reprioritize individual projects to future fiscal years, reevaluate funding needs, and identify any alternative funding sources. This includes reviewing various state or federal grant programs normally available to special districts and fire districts and identifying eligible projects. On large-scale projects that can be used by other local agencies, the District considers funding partnerships.

CAPITAL IMPROVEMENT PROGRAM PLAN FINANCING PLAN

The following table displays costs of the CIP plan by fund type and year of anticipated expenditure.

Revenue Source by Fund	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Total
General Fund	\$ 1,373,200	-	-	-	-	\$ 1,373,200
Capital Facilities Fund	11,124,670	-	-	-	-	11,124,670
Development Impact Fee Fund	4,438,000	8,652,000	-	-	-	13,090,000
Grants Fund	199,990	-	-	-	-	199,990
Special Projects Fund	3,250,000	7,800,000	1,750,000	-	-	12,800,000
Total	\$ 20,385,860	\$ 16,452,000	\$ 1,750,000	\$ -	\$ -	\$ 38,587,860

DEBT SERVICE SCHEDULE

Financing will usually be obtained in FY 2023/24 with the first debt service payment to occur in the following year. Apparatus and equipment will be financed for a term of 5 years while future stations will be financed with a 30-year bond issuance. The following table identifies the debt service payment schedule for the next five years for capital projects.

Project Title	Debt Service Costs				
	2023/24	2024/25	2025/26	2026/27	2027/208
Ambulance Replacement 2024	\$ -	\$ 712,317	\$ 712,317	\$ 712,317	\$ 712,317
Ambulance Replacement 2023	-	418,934	418,934	418,934	418,934
Squad Vehicle Acquisition 2023	-	151,626	151,626	151,626	151,626
Support Vehicle Replacement 2023	-	84,611	84,611	84,611	84,611
Type I Engine Replacement 2023	-	974,847	974,847	974,847	974,847
Future Stations (Vineyard and Grantline)	-	433,536	433,536	433,536	433,536
Total	\$ -	\$ 2,775,870	\$ 2,775,870	\$ 2,775,870	\$ 2,775,870



*Metro Fire Station 68 inaugurated on May 27, 2022 located at
12065 Cobble Brook Drive in the City of Rancho Cordova*

CAPITAL IMPROVEMENT PROGRAM PLAN

CAPITAL PROJECT DETAILS BY PRIORITY AND TYPE

PRIORITY 1 PROJECTS

There are 34 Priority 1 capital projects have been identified in the CIP Plan, totaling \$168,199,434 over five years. A summary of these projects is shown below.

Project Title	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	TOTAL
800 MHz Portable Radio Replacement	\$ 2,475,000	\$ -	\$ -	\$ -	\$ -	2,475,000
Admin/Command Vehicle Replacement	593,800	635,365	266,854	700,490	735,515	2,932,024
Ambulance Replacement	3,117,120	2,223,544	2,334,724	2,451,456	2,574,032	12,700,876
Ambulance Replacement 2023 - Carryover	1,833,268	-	-	-	-	1,833,268
Annual Turnout Replacement	425,000	454,750	477,488	501,362	526,430	2,385,029
Apparatus/Vehicle Replacement 2022 - Carryover	1,349,239	-	-	-	-	1,349,239
Boardroom Equipment Replacement	66,500	-	-	-	-	66,500
Copter 1 Hoist Rebuild	-	120,000	-	-	-	120,000
Deferred Facilities Lifecycle Replacements	9,332,700	-	-	-	-	9,332,700
Deferred Facilities Maintenance/Repairs	1,824,200	-	-	-	-	1,824,200
Facilities Lifecycle Replacements	1,137,046	2,274,274	2,990,479	102,211	8,943,034	15,447,044
Grantline 220 Land Acquisition	2,400,000	-	-	-	-	2,400,000
iPad Replacement	120,000	125,550	131,828	138,419	145,340	661,136
Ladder Truck Replacement	1,530,237	-	1,382,197	-	1,892,992	4,805,426
Mobile Data Computer Replacement	726,000	-	-	-	-	726,000
Power Loader/Gurney Replacement	2,776,000	-	-	-	-	2,776,000
Recruit Academy PPE	282,000	301,740	316,827	332,668	349,302	1,582,537
Special Operations Apparatus/Vehicle Replacement	1,584,767	1,495,282	93,925	235,936	-	3,409,910
Squad Vehicle Acquisition	663,520	-	-	-	-	663,520
Station 23 Expansion	-	14,100,000	-	-	-	14,100,000
Station 42 Relocation	12,000,000	-	-	-	-	12,000,000
Station 61 Expansion	-	17,000,000	-	-	-	17,000,000
Station 62 Relocation - Land Acquisition	-	2,400,000	-	-	-	2,400,000
Support Vehicle Replacement	65,000	659,398	816,246	-	-	1,540,644
Support Vehicle Replacement 2023 - Carryover	370,260	-	-	-	-	370,260
Thermal Imaging Camera Replacement	751,436	-	-	-	-	751,436
Type I Engine Replacement	4,520,835	4,827,090	5,068,445	5,321,865	5,587,960	25,326,195
Type I Engine Replacement 2023 - Carryover	4,265,963	-	-	-	-	4,265,963
Type III Engine Replacement	1,587,500	2,256,672	-	-	2,612,376	6,456,548
Type V Engine Replacement	854,664	-	-	668,310	-	1,522,974
VHF Portable Radio Replacement	650,000	-	-	-	-	650,000
Vineyard Springs Station	10,690,000	-	-	-	-	10,690,000
Water Tender Replacement	1,252,520	670,098	703,603	738,783	-	3,365,004
Wildland Pants Replacement	270,000	-	-	-	-	270,000
Total	\$49,543,763	\$14,582,615	\$11,191,500	\$23,366,981	\$ 168,199,434	

CAPITAL IMPROVEMENT PROGRAM PLAN

CAPITAL PROJECT DETAILS BY PRIORITY AND TYPE

PROJECT TYPES

Capital projects are generally categorized into the following types:

- Land Acquisitions – acquisitions or planning activities related to future District facilities.
- New Construction – Construction of new facilities and/or new improvements at existing facilities, including planning efforts for such projects.
- Station Remodels/Expansions – Major remodel or expansion projects at existing facilities, including planning efforts for such projects.
- Facilities Replacement/Repair – Maintenance, repair, and lifecycle replacement projects at existing facilities.
- Apparatus and Equipment Replacement/Repair – Replacement and repair projects for apparatus, equipment, or bulk supplies.
- Personal Protective Equipment (PPE) Replacement/Repair – Replacement and repair projects for personal protective ensembles and equipment.
- Miscellaneous Projects – Other projects that fall outside of the project types listed above, but meeting the qualifications for capital project as defined in the District’s CIP Policy.

The following tables describe each project type from all priority levels.

Land Acquisitions

There are a total of 2 land acquisition projects identified in the five-year CIP Plan, totaling \$4,800,000. A summary of identified land acquisition projects is shown below.

Project Title	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	TOTAL
Grantline 220 Land Acquisition	\$ 2,400,000	\$ -	\$ -	\$ -	\$ -	\$ 2,400,000
Station 62 Relocation - Land Acquisition	-	2,400,000	-	-	-	2,400,000
Total	\$ 2,400,000	\$ 2,400,000	\$ -	\$ -	\$ -	\$ 4,800,000

Station Remodels/Expansions

There are a total of 2 station remodel/expansion projects identified in the five-year CIP Plan, totaling \$31,100,000. A summary of identified station remodel/expansion projects is shown below.

Project Title	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	TOTAL
Station 23 Expansion	\$ -	\$14,100,000	\$ -	\$ -	\$ -	\$14,100,000
Station 61 Expansion	-	17,000,000	-	-	-	17,000,000
Total	\$ -	\$31,100,000	\$ -	\$ -	\$ -	\$31,100,000

Facilities Replacement/Repair

There are a total of 7 facilities replacement/repair projects identified in the five-year CIP Plan, totaling \$26,999,944. A summary of identified facilities replacement/repair projects is shown below.

Project Title	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	TOTAL
3121 Gold Canal Flooring Replacement	\$ 78,000	\$ -	\$ -	\$ -	\$ -	\$ 78,000
Deferred Facilities Lifecycle Replacements	9,332,700	-	-	-	-	9,332,700
Deferred Facilities Maintenance/Repairs	1,824,200	-	-	-	-	1,824,200
Facilities Lifecycle Replacements	1,137,046	\$ 2,274,274	\$ 2,990,479	\$ 102,211	\$ 8,943,034	15,447,044
Station 103 Roof Replacement	58,000	-	-	-	-	58,000
Station 108 Frontage Improvements R&R	135,000	-	-	-	-	135,000
Station 41 Frontage Improvements R&R	125,000	-	-	-	-	125,000
Total	\$12,689,946	\$ 2,274,274	\$ 2,990,479	\$ 102,211	\$ 8,943,034	\$26,999,944

CAPITAL IMPROVEMENT PROGRAM PLAN CAPITAL PROJECT DETAILS BY PRIORITY AND TYPE

New Construction

There are a total of 3 new construction projects identified in the five-year CIP Plan, totaling \$47,690,000. A summary of identified new construction projects is shown below.

Project Title	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	TOTAL
Station 42 Relocation	\$12,000,000	-	-	-	-	\$12,000,000
Vineyard Springs Station	10,690,000	-	-	-	-	10,690,000
Zinfandel Training Facility - Phase 3	25,000,000	-	-	-	-	25,000,000
Total	\$47,690,000	\$ -	\$ -	\$ -	\$ -	\$47,690,000

Apparatus and Equipment Replacement/Repair

There are a total of 33 apparatus and equipment replacement/repair projects identified in the five-year CIP Plan, totaling \$81,775,931. A summary of identified apparatus and equipment replacement/repair projects is shown below.

Project Title	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	TOTAL
800 MHz Portable Radio Replacement	\$ 2,475,000					\$ 2,475,000
Admin/Command Vehicle Replacement	593,800	635,365	266,854	700,490	735,515	2,932,024
Ambulance Replacement	3,117,120	2,223,544	2,334,724	2,451,456	2,574,032	12,700,876
Ambulance Replacement 2023 - Carryover	1,833,268	-	-	-	-	1,833,268
Apparatus/Vehicle Replacement 2022 - Carryover	1,349,239	-	-	-	-	1,349,239
Automatic Chest Compression Device Replacement	738,500	-	-	-	-	738,500
Boardroom Equipment Replacement	66,500	-	-	-	-	66,500
Copter 1 Hoist Rebuild	-	120,000				120,000
Copter 2 Hoist Upgrade	400,000	-	-	-	-	400,000
Copter 3 Infrared Camera System	295,000	-	-	-	-	295,000
Fleet Vehicle Lifts Acquisition	110,000	-	-	-	-	110,000
Hazardous Materials Equipment Acquisition	120,000	-	-	-	-	120,000
Hazardous Materials Equipment Replacement	80,000	-	-	-	-	80,000
Inflatable Rescue Boat Acquisition	58,000	-	-	-	-	58,000
iPad Replacement	120,000	125,550	131,828	138,419	145,340	661,136
Ladder Truck Replacement	1,530,237	-	1,382,197	-	1,892,992	4,805,426
Mobile Data Computer Replacement	726,000	-	-	-	-	726,000
Mobile Drafts Unit	98,958	-	-	-	-	98,958
Power Loader/Gurney Replacement	2,776,000	-	-	-	-	2,776,000
Server Replacement	125,550	107,000	118,000	-	-	350,550
Special Operations Apparatus/Vehicle Replacement	1,584,767	1,495,282	93,925	235,936	-	3,409,910
Squad Vehicle Acquisition	663,520	-	-	-	-	663,520
Storage Area Network	-	482,000	-	-	-	482,000
Support Vehicle Replacement	65,000	659,398	816,246	-	-	1,540,644
Support Vehicle Replacement 2023 - Carryover	370,260	-	-	-	-	370,260
Thermal Imaging Camera Replacement	751,436	-	-	-	-	751,436
Thin Client Replacement	275,000	-	-	-	-	275,000
Type I Engine Replacement	4,520,835	4,827,090	5,068,445	5,321,865	5,587,960	25,326,195
Type I Engine Replacement 2023 - Carryover	4,265,963	-	-	-	-	4,265,963
Type III Engine Replacement	1,587,500	2,256,672	-	-	2,612,376	6,456,548
Type V Engine Replacement	854,664	-	-	668,310	-	1,522,974
VHF Portable Radio Replacement	650,000	-	-	-	-	650,000
Water Tender Replacement	1,252,520	670,098	703,603	738,783	-	3,365,004
Total	\$33,454,637	\$13,601,999	\$10,915,822	\$10,255,259	\$13,548,215	\$81,775,931

CAPITAL IMPROVEMENT PROGRAM PLAN CAPITAL PROJECT DETAILS BY PRIORITY AND TYPE

Personal Protective Equipment (PPE) Replacement/Repair

There are a total of 3 PPE replacement/repair projects identified in the five-year CIP Plan, totaling \$4,237,566. A summary of identified PPE replacement/repair projects is shown below.

Project Title	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	TOTAL
Annual Turnout Replacement	\$ 425,000	\$ 454,750	\$ 477,488	\$ 501,362	\$ 526,430	\$ 2,385,029
Recruit Academy PPE	282,000	301,740	316,827	332,668	349,302	1,582,537
Wildland Pants Replacement	270,000	-	-	-	-	270,000
Total	\$ 977,000	\$ 756,490	\$ 794,315	\$ 834,030	\$ 875,732	\$ 4,237,566

Miscellaneous Projects

There is a total of 8 Miscellaneous Projects identified in the five-year CIP Plan, totaling \$3,970,755. A summary of identified Miscellaneous Projects is shown below.

Project Title	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	TOTAL
Apparatus Covered Parking	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Draft Commander Carport	75,000	-	-	-	-	75,000
Fleet Parts Shop Covered Parking	75,000	-	-	-	-	75,000
Fleet/Facilities Generator Installation	230,000	-	-	-	-	230,000
Logistics Generator Installation	200,000	-	-	-	-	200,000
Hurley Access Compliance Improvements	690,765	-	-	-	-	690,765
Station Access Control - Phase 3	199,990	-	-	-	-	199,990
Training Technology Upgrades	2,000,000	-	-	-	-	2,000,000
Total	\$ 3,970,755	\$ -	\$ -	\$ -	\$ -	\$ 3,970,755

CAPITAL IMPROVEMENT PROGRAM APPENDIX – BUDGETARY BASIS OF ACCOUNTING

The District operates on a fiscal year basis that begins on July 1 of each year, and ends the following year on June 30. The development of the CIP Budget is a cooperative and coordinated effort across all divisions. The process began with the development of the Budget Calendar included as part of this document. This document contained key deadlines related to both the Operating and CIP Budgets. Divisions submitted capital improvement project requests and requests were prioritized based on District priorities, goals, project scheduling, and availability of funding.

Amounts proposed for FY 2023/24 were based on current year dollars using best estimates from a variety of sources including quotes and previous expenditures for similar projects, among others. Future year's appropriations were based on inflationary factors such as the Consumer Price and Construction Cost Indexes. Divisions then forwarded the prioritized projects to the Finance Division. The Finance Division and the executive team reviewed ranked projects and determined the effect on Fund Balances/Net Assets to ensure availability of funds to complete each project. Available fund balance and capital revenue sources (General Fund, Development Impact Fee Fund, and Capital Facilities Fund) were calculated by Finance Division, with input from the respective divisions.

Public hearings are conducted on the capital improvement plan to review all appropriations and sources of financing. Budgeted expenditures are then adopted through the passage of a resolution. The budget represents the maximum authorized expenditures for the year and cannot legally be exceeded except by subsequent amendments of the budget by the Board of Directors. Any amendments to the total level of net appropriations for a fund or transfers between funds must be approved by the Board of Directors. Capital project appropriations shall remain in effect until the project is completed or until modified in a subsequently adopted budget.

Budget and Accounting Basis/Level of Budgetary Control

Expenditures are controlled at the fund level for all budgeted divisions within the District, the level at which expenditures may not legally exceed appropriations. The budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP) in accordance with standards established by the Governmental Accounting Standards Board (GASB), California Society of Municipal Finance Officers (CSMFO) and Government Finance Officers Association (GFOA).

The accounting policies of the District conform to generally accepted accounting principles. The accounts of the District are organized on the basis of funds, each of which is considered a separate accounting entity. Fund accounting segregates funds according to their purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. All governmental funds (i.e., General Fund, Capital Financing, and IGT Funds) are accounted for on the modified accrual basis of accounting. Under this method, revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current period. Revenues are recorded when received in cash, except that revenues subject to accrual (generally 60 days after year-end) are recognized when due. Expenditures are recorded in the accounting period when the liability is incurred. Under the accrual basis of accounting, revenues are recognized when earned, while expenses are recognized when they are incurred.

CAPITAL IMPROVEMENT PROGRAM APPENDIX – BUDGET CALENDAR

The 2023/24 CIP and preliminary budget development process began in December 2022 with instructions, training, and a fiscal condition update to help budget officers prepare their capital project requests and budgets. This CIP Plan is coordinated by the Planning and Development Division, while the budget elements are overseen by the Finance Division. The CIP Plan is presented to the Board of Directors in June and final updated version adopted in September.

The District follows a predictable annual budgeting process, with a preliminary budget adopted by July 1, a final budget adopted by October 1, and a Midyear Budget, which updates all revenues and expenditures adopted in the final Budget, by March 15 of the following calendar year. A full annual budget calendar is provided below.

Annual Budget Calendar

Preliminary Budget Development

March(early in month)	Budget Kickoff Meeting
March (mid)	Position Requests Due
March (late)	Preliminary Budget Requests & Manager Approvals Due
April (early)	Division Budget Review Meetings
April (mid)	Revised Budget Requests Due
April (mid)	Executive Staff Budget Review Meeting
May (late)	Preliminary Budget Presented to Finance & Audit Committee
June (early)	Preliminary Budget Presented to Full Board
June(late)	Second Presentation of Preliminary Budget to Full board (if needed)

Final Budget Enactment

July (late)	Final Budget Requests due to Finance Division
August (early)	All Budget Officers Budget Proposal Review Meeting
August (early)	Executive Staff Budget Review Meeting
August (late)	Final Budget Presented to Finance & Audit Committee
September (early)	Final Budget Presented to Full Board
September (late)	Second Presentation of Final Budget to Full board (if needed)

Final Budget: First Quarter Review

November (early)	First Quarter Estimates Due to Finance Division
November (early)	First Quarter Budget Review Meeting

Midyear Budget Review

January (mid)	Midyear Budget Requests due to Finance Division
January (late)	All Budget Officers Budget Proposal Review Meeting
February (early)	Executive Staff Budget Review Meeting
February (mid)	Midyear Budget Presented to Finance & Audit Committee
March (early)	Midyear Budget Presented to Full Board
March (mid)	Second Presentation of Midyear Budget to Full board (if needed)

**CAPITAL IMPROVEMENT PROGRAM
APPENDIX – GUIDE TO FUNDS**

<i>Fund Letter</i>	<i>Fund Name</i>	<i>Description</i>
"A" Fund	General Fund	The General Fund is the District's main operating fund and, in addition to paying for ongoing costs associated with capital projects, is typically used for equipment or supply acquisition and facility improvements.
"D" Fund	Capital Facilities Fund	The Capital Facilities Fund is used to account for general operating transfers to fund capital purchases. The majority of CIP projects will be budgeted from the Capital Facilities Fund, and monies from other funds will be transferred to the Capital Facilities Fund for expenditure during the fiscal year.
"G" Fund	Grants Fund	The Grant Fund is used to account for various types of grants awarded to the District. For the purposes of the CIP, if a proposed project is not selected for funding due to cost or availability, Metro Fire may pursue grant funding opportunities. If an award is made, the funds are accounted for and administered in the Grant Fund. When possible, the District identifies and pursues grants to minimize the use of District funds.
"I" Fund	Development Impact Fees Fund	The Development Impact Fees Fund accounts for payments made by developers to fund construction of fire and ambulance facilities, equipment, and services to support the planned community. These funds are restricted for use on capital outlay relating to acquisition of land, construction of future fire stations, and acquisition of apparatus.
"L" Fund	Leased Properties Fund	The Leased Facilities Fund contains revenues from Metro Fire's leased facilities, most often a rental payment. A portion of these revenues are retained for capital maintenance and replacement projects of leased facilities.
"M" Fund	Intergovernmental Transfers Fund ("IGT Fund")	The Intergovernmental Transfers Fund, or IGT Fund, is generated by the payments made to the District for the care and ambulance transport of the uninsured and certain persons covered by MediCal.
"S" Fund	Special Project Fund	The Special Project Fund was established to sequester funds allocated by the State of California in 2022 for the construction of the Zinfandel Training Facility.

CAPITAL IMPROVEMENT PROGRAM APPENDIX – GLOSSARY AND ACRONYMS

1. **Budget.** The official financial spending and resource plan submitted by the Fire Chief and adopted by the Board of Directors.
2. **Buildings.** Buildings are permanent structures and other related improvements placed onto District owned or leased land. Building alterations are considered Capital Assets when they increase the value or life of the building.
3. **Capital Asset.** A capital asset is an asset with an individual cost of \$5,000 or more and a useful life of at least one year. Capital Assets include Land, Buildings, Equipment, and other related improvements.
4. **Capital Improvement Program (CIP).** A multi-year program and plan that identifies capital projects necessary for the implementation of the District's various long-range plans including the Standards of Cover, Growth Plan, Facility Condition Assessment, and Apparatus and Equipment Replacement Schedule. The CIP includes a five-year projection, including a one-year funding recommendation, and financing options.
5. **Capital Project.** Any expenditure for facilities, improvements, apparatus, or equipment with a cost greater than \$50,000 and an expected useful life of at least one year. These projects include apparatus and equipment acquisition and replacement; improvements to District facilities; and the construction or rehabilitation of District properties and facilities including feasibility studies, land acquisition, architecture and engineering, and other associated planning costs.
6. **Capitalizable Cost.** The cost or, if acquired by donation, the appraised value or estimated fair market value on the date received. It also includes all ancillary charges to place the asset into its intended location and condition for use.
7. **Committed Fund Balance.** A classification of Fund Balance. Committed Fund Balance amounts can only be used for specific purposes as determined by a formal action of the Metro Fire Board of Directors.
8. **California Society of Municipal Finance Officers (CSMFO).** A statewide organization of municipal finance professionals. CSMFO annually sponsors a Budget Awards Program that recognizes municipal budgets in four categories: operating budgets, capital budgets, public communications documents, and innovations in budgeting.
9. **Debt.** An obligation resulting from the borrowing of money or from the purchase of goods and services. Debts of governments include bonds, time warrants, and notes.
10. **Debt Service.** Payment of interest and repayment of principal to holders of the District's debt according to a predetermined schedule.
11. **Development Impact Fee** (a.k.a. fire facilities fee). A fee charged by Metro Fire to mitigate the costs associated with property acquisitions, site preparation, design, construction, and equipping of fire stations that will serve new or expanding development within Metro Fire's service areas. This fee serves to protect the health and safety of the general public and preserve lives and property, and is authorized by California Government Code Section 66000 et seq.

CAPITAL IMPROVEMENT PROGRAM APPENDIX – GLOSSARY AND ACRONYMS

12. **Expenditures.** Decreases in net financial resources. Expenditures include current operating expenses requiring the present or future use of net current assets, debt service and capital outlays.
13. **Emergency Medical Services (EMS).** Emergency medical first responder and ambulance transport services.
14. **Equipment.** Equipment is moveable personal property of a relatively permanent nature and of significant value. Relatively permanent nature should be interpreted as having an expected useful life of at least one year, and significant value should be interpreted as a unit cost of at least \$5,000.
15. **Fiscal Year.** The 12-month accounting period used by the District, from July 1 through June 30 of the following calendar year.
16. **Fund.** A separate set of accounts used to record receipt and use of money restricted for specific purposes. Types of funds include:
 - The General Fund receives unrestricted monies to be used for District services.
 - Special Revenue funds are revenues earmarked for specific purposes.
 - Debt Service funds are used to repay the principal and interest on indebtedness.
 - Capital Project funds are used to account for construction of major public facilities.
 - Internal Service funds are activities that provide services to other District entities.
17. **Fund Balance.** Governmental Fund balance sheet assets less liabilities, equals fund balance. Accountants distinguish up to five separate categories of fund balance, based on the extent to which the government is bound to honor specific purposes spending constraints. These five categories are: Non-spendable Fund Balance, Restricted Fund Balance, Committed Fund Balance, Assigned Fund Balance, and Unassigned Fund Balance (all separately defined herein).
18. **Generally Accepted Accounting Principles (GAAP).** The standard body of accounting rules in general use by public agencies and businesses.
19. **Governmental Accounting Standards Board (GASB).** The body created by Congress to define the rules of accounting for the public sector. (The FASB, or Financial Accounting Standards Board, performs the same function for the private sector.
20. **General Fund Operating Reserves.** These are Unassigned Reserves accounted for in the General Fund that are used for unexpected costs, revenue shortfalls, and smoothing cash flow prior to the receipt of expected revenue. In particular, cash flow is needed prior to the receipt of property taxes in January, May and June.
21. **Operating Budget.** Day-to-day costs of delivering District services.
22. **Operations.** Departmental costs for employees, contract services, repairs and maintenance, internal services, supplies and other expenses. A majority of operations costs are personnel-related. These expenses are generally predictable and consistent with the on-going service demands of the District, and impacts of inflation and bargaining group agreements.

CAPITAL IMPROVEMENT PROGRAM APPENDIX – GLOSSARY AND ACRONYMS

23. **Reserve.** An account used to indicate that a portion of fund equity is legally restricted for a specific purpose
24. **Restricted Fund Balance.** A classification of fund balance. Restricted fund balance amounts can only be spent for specific purposes, which are stipulated outside the control of Metro Fire’s Board of Directors by State law, granting entities, legal agreements, or enabling legislation, etc. Restricted Fund Balance examples are grant funds, debt proceeds, and Development Impact Fees.
25. **Unassigned Fund Balance.** A classification of Fund Balance. Any Fund Balance amounts not classified as Restricted Fund Balance, Committed Fund Balance, and Assigned Fund Balance.

CAPITAL IMPROVEMENT PROGRAM
APPENDIX – RESOLUTIONS



DAN HAVERTY
Interim Fire Chief

Sacramento Metropolitan Fire District

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

RESOLUTION NO. 2023-_____
BEFORE THE GOVERNING BOARD OF
THE SACRAMENTO METROPOLITAN FIRE DISTRICT
County of Sacramento, State of California

RESOLUTION ADOPTING THE CAPITAL IMPROVEMENT PROGRAM PLAN
FISCAL YEAR 2023/2024 – 2027/2028

WHEREAS, on June 8, 2023 the District adopted a Capital Improvement Plan (CIP), and

WHEREAS, the Fire Chief has reviewed and recommended necessary updates to the Plan which now reflect a total of 53 submitted projects with 14 prioritized for funding in conformance with the District's long-term capital needs, and

WHEREAS, the FY 2023/24 preliminary budget includes funding for the FY 2023/24 CIP projects.

THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of the District that the FY 2023/24 CIP projects as outlined in the updated CIP plan are hereby approved and the Fire Chief is authorized to proceed with the implementation of these CIP projects as planned, and

BE IT FURTHER RESOLVED that any further additions or deletions by project title for the adopted FY 2023/24 – FY 2027/28 CIP will be authorized only upon recommendation of the Fire Chief and approved by the Board of Directors.

PASSED AND APPROVED this 8th day of June 2023, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

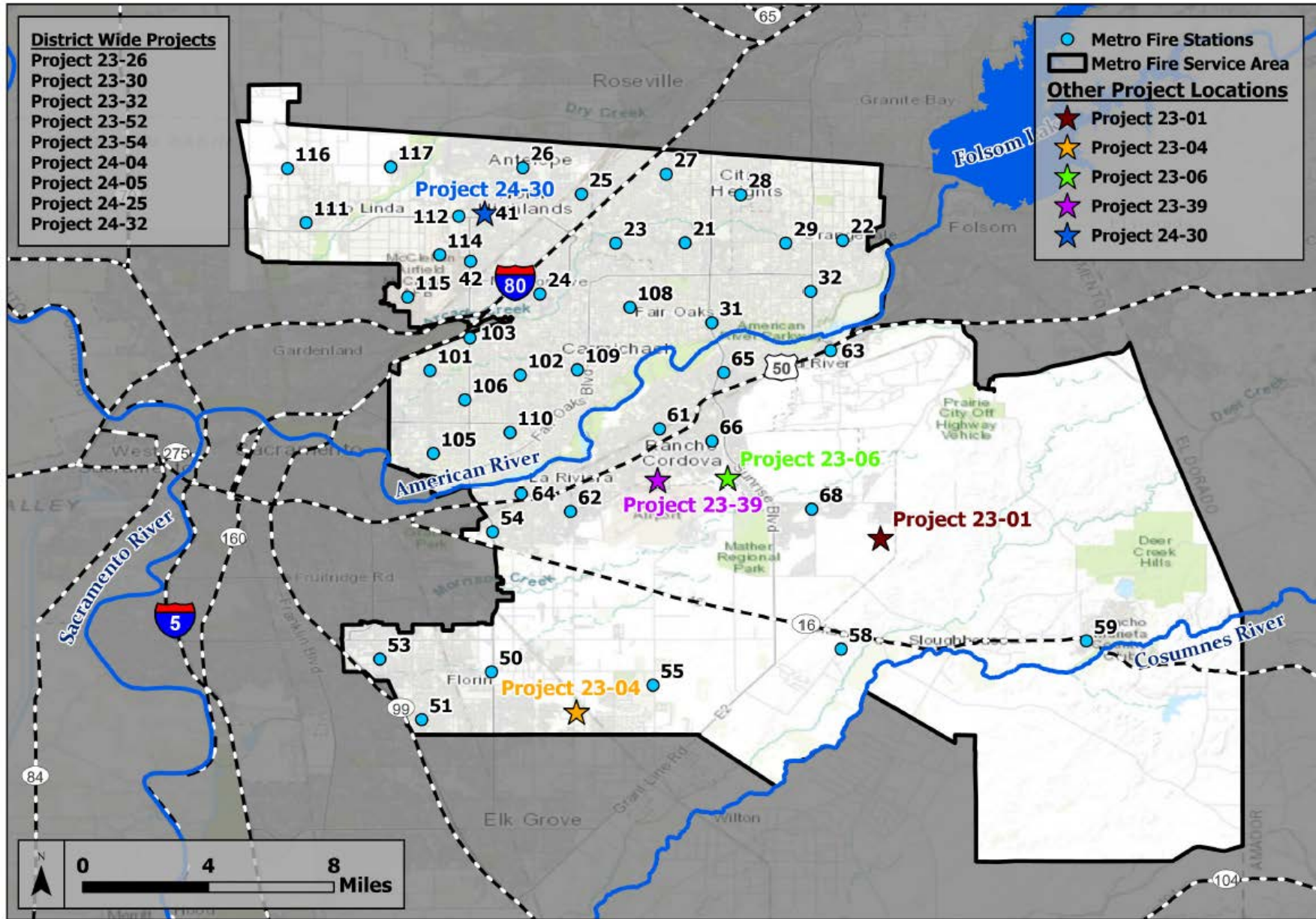
Attested By:

Clerk of the Board

Serving Sacramento and Placer Counties



CAPITAL IMPROVEMENT PROGRAM APPENDIX – LOCATION OF FUNDED PROJECTS



CAPITAL IMPROVEMENT PROGRAM APPENDIX – CIP INDEX

Below is a listing of all CIP project requests (funded and unfunded) submitted for FY 2023/24, including the projects proposed to be carried forward from the prior fiscal year.

Project #	Project Title	FY23/24 Status	Page
23-01	Grantline 220 Land Acquisition	Funded	36
23-04	Vineyard Springs Station	Funded	38
23-06	Zinfandel Training Facility - Phase 3	Partially Funded	40
23-26	Type I Engine Replacement 2023	Funded	42
23-30	Ambulance Replacement 2023	Funded	44
23-32	Support Vehicle Replacement 2023	Funded	46
23-39	Boardroom Equipment Replacement	Funded	48
23-52	Apparatus/Vehicle Replacement 2022	Funded	50
23-54	Squad Vehicle Acquisition	Funded	52
24-01	3121 Gold Canal Flooring Replacement	Not Funded	54
24-02	800 MHz Portable Radio Replacement	Not Funded	56
24-03	Admin/Command Vehicle Replacement	Not Funded	58
24-04	Ambulance Replacement	Funded	60
24-05	Annual Turnout Replacement	Funded	62
24-06	Apparatus Covered Parking	Not Funded	64
24-07	Automatic Chest Compression Device Replacement	Not Funded	66
24-08	Copter 2 Hoist Upgrade	Not Funded	68
24-09	Copter 3 Infrared Camera System	Not Funded	70
24-10	Deferred Facilities Lifecycle Replacements	Not Funded	72
24-11	Deferred Facilities Maintenance/Repairs	Not Funded	74
24-12	Draft Commander Carport	Not Funded	76
24-13	Facilities Lifecycle Replacements	Not Funded	78
24-14	Fleet Parts Shop Covered Parking	Not Funded	80
24-15	Fleet/Facilities Generator Installation	Not Funded	82
24-16	Hazardous Materials Equipment Acquisition	Not Funded	84
24-17	Hazardous Materials Equipment Replacement	Not Funded	86
24-18	Hurley Access Compliance Improvements	Not Funded	88
24-19	Inflatable Rescue Boat Acquisition	Not Funded	90
24-20	iPad Replacement	Not Funded	92
24-21	Ladder Truck Replacement	Not Funded	94
24-22	Mobile Data Computer Replacement	Not Funded	96
24-23	Mobile Drafts Unit	Not Funded	98
24-24	Power Loader/Gurney Replacement	Not Funded	100
24-25	Recruit Academy PPE	Funded	102
24-26	Server Replacement	Not Funded	104
24-27	Special Operations Apparatus/Vehicle Replacement	Not Funded	106
24-28	Station 103 Roof Replacement	Not Funded	108
24-29	Station 108 Frontage Improvements R&R	Not Funded	110
24-30	Station 41 Frontage Improvements R&R	Funded	112
24-31	Station 42 Relocation	Not Funded	114
24-32	Station Access Control - Phase 3	Funded	116
24-33	Support Vehicle Replacement	Not Funded	118
24-34	Thermal Imaging Camera Replacement	Not Funded	120
24-35	Thin Client Replacement	Not Funded	122
24-36	Training Technology Upgrades	Not Funded	124
24-37	Type I Engine Replacement	Not Funded	126
24-38	Type III Engine Replacement	Not Funded	128
24-39	Type V Engine Replacement	Not Funded	130
24-40	VHF Portable Radio Replacement	Not Funded	132
24-41	Water Tender Replacement	Not Funded	134
24-42	Wildland Pants Replacement	Not Funded	136
24-43	Logistics Generator Installation	Not Funded	138
24-44	Fleet Vehicle Lifts Acquisition	Not Funded	140

METRO FIRE CAPITAL PROJECT INITIATION FORM

Project #:	23-01	Project Title:	Grantline 220 Land Acquisition	Project Year(s):	2023-2024	Priority:	1
Project Type:	Land Acquisition	Project Location:	Grantline 220 Area	Division:	Planning/Dev		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Grantline 220 is a planned project in Rancho Cordova. The project will require one new station on approximately 3 acres. Grantline 220 broke ground in 2021. Development has progressed in such a way that acquisition of the intended station site (land only) is now necessary.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$
	Standard of Cover	<input checked="" type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input checked="" type="checkbox"/>	I – Impact Fee Fund	\$2,400
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Staff will negotiate the purchase with the developer. Staff may utilize the existing Real Estate Broker multiple award schedule to enlist assistance with the purchase. Acquisition is expected during FY23/24.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input checked="" type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Land acquisition	I.DEV.410100	\$2,400,000	\$2,400,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$2,400,000	\$2,400,000	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A future station construction project will result from this land acquisition as development in the area progresses.		
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Site assessment will be required prior to purchase.		
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Land acquisition may result in weed abatement costs until the station is built out.		

Project Submittal		
Division Manager:	Jeff Frye	
Project Review		Funding Recommended
CIP Committee Rank	Not ranked - carryover	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input checked="" type="checkbox"/> Partial <input type="checkbox"/> None <input type="checkbox"/>	\$2,400,000

Admin Use Only		
Prior FY Carryover	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM

Project #:	23-04	Project Title:	Vineyard Springs Station	Project Year(s):	2023-2025	Priority:	1
Project Type:	New Construction	Project Location:	8101 Bradshaw Road	Division:	Planning/Dev		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
A new fire station on Bradshaw Road south of Vintage Park Drive. The proposed station is planned as a 1 story, 3 bay-8 bed facility. This is a continuation of an already approved project.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$
	Standard of Cover	<input checked="" type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input checked="" type="checkbox"/>	I – Impact Fee Fund	\$10,690
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Design is already underway. Staff will utilize a formal bidding process in FY23/24 for both construction management services as well as construction. Sole source procurement may be used for District-standardized scope items. Estimated project completion in FY24/25.	Informal Bid	<input checked="" type="checkbox"/>	Contractor/Consultant	<input checked="" type="checkbox"/>
	Formal Bid	<input checked="" type="checkbox"/>	Architectural/Engineering	<input checked="" type="checkbox"/>
	Sole Source	<input checked="" type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Preconstruction costs	I.DEV.259100	\$90,000	\$90,000	\$	\$	\$	\$
Architecture and engineering	I.DEV.420100	\$600,000	\$600,000	\$	\$	\$	\$
Construction	I.DEV.420100	\$9,500,000	\$9,500,000	\$	\$	\$	\$
FFE	I.DEV.430300	\$500,000	\$	\$500,000	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$10,690,000	\$10,190,000	\$500,000	\$	\$	\$
Previous Project Expenditures:		\$1,610,000					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
This project was already approved in the FY22/23 CIP and anticipated to continue through FY24/25.		
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
The opening of a new fire station will increase operational capacity and better meet the community's needs. Anticipated ongoing operational costs include maintenance, utilities, and staffing.		

Project Submittal			
Division Manager:	Jeff Frye		
Project Review		Funding Recommended	
CIP Committee Rank	Not ranked - carryover	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input checked="" type="checkbox"/>	Partial <input type="checkbox"/>	None <input type="checkbox"/>
	\$10,690,000		

Admin Use Only		
Prior FY Carryover	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM

Project #:	23-06	Project Title:	Zinfandel Training Facility – Phase 3	Project Year(s):	2023-2026	Priority:	3
Project Type:	New Construction	Project Location:	Zinfandel	Division:	Planning/Dev		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
In 2007, the District purchased a 53-acre site located at 3801 Zinfandel Drive in Rancho Cordova for the purpose of constructing a public safety training facility. Due to funding limitations, only a small portion of the project has been completed to date. This request is for the Phase 3 buildout, which includes the construction of a 20,000SF multi-purpose training building, burn tower, and outdoor classroom.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$25,000
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input checked="" type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
The District anticipates utilizing a Design-Build project delivery method, with an anticipated timeline of 3 years. A formal bidding process will be used to select the Design-Build team.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input checked="" type="checkbox"/>
	Formal Bid	<input checked="" type="checkbox"/>	Architectural/Engineering	<input checked="" type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Project scoping	S.ZIF.259100	\$100,000	\$100,000	\$	\$	\$	\$
Design-build contract	S.ZIF.420100	\$24,700,000	\$6,250,000	\$14,970,000	\$3,480,000	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$24,800,000	\$6,350,000	\$14,970,000	\$3,480,000	\$	\$
Previous Project Expenditures:		\$2,235,000					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
This project builds on previous investments totaling over \$2 million already installed at the Zinfandel Training Facility.		
Will this project impact operations during completion (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Site access for training purposes may be impacted during construction.		
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
The estimated maintenance, utility, and janitorial costs are \$450,000 per year.		

Project Submittal		
Division Manager:	Jeff Frye	
Project Review	Funding Recommended	
CIP Committee Rank	Not ranked - carryover	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input type="checkbox"/> Partial <input checked="" type="checkbox"/> None <input type="checkbox"/>	\$12,800,000

Admin Use Only		
Prior FY Carryover	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	23-26	Project Title:	Type I Engine Replacement 2023	Project Year(s):	2023-2024	Priority:	1
Project Type:	Apparatus & Equipment		Project Location:	District-Wide		Division:	Fleet

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Carryover of funding for Type I Engine replacement approved in FY22/23, but not yet delivered: (5) Type I Engines	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$136
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$4,130
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Procurement process is already complete or in progress utilizing competitively bid cooperative purchasing contracts. Delivery is anticipated for FY23/24, but may be delayed due to ongoing supply chain issues.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
(5) Type I Engines	D.FLE.430100	\$4,129,663	\$4,129,663	\$	\$	\$	\$
Vehicle Comms Package	A.COM.227200	\$110,000	\$110,000	\$	\$	\$	\$
MDC	A.TEC.226500	\$23,350	\$23,350	\$	\$	\$	\$
MDC Warranty	A.TEC.281100	\$2,950	\$2,950	\$	\$	\$	\$
			\$	\$	\$	\$	\$
			\$	\$	\$	\$	\$
			\$	\$	\$	\$	\$
			\$	\$	\$	\$	\$
Total:		\$4,265,963	\$4,265,963	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
This project was already approved in the FY22/23 CIP.		
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Replacing apparatus at the end of its expected lifecycle should ensure continuity of operations, create operational efficiencies, and reduce operating costs (maintenance and repairs).		

Project Submittal		
Division Manager:	Shea Pursell	
Project Review		Funding Recommended
CIP Committee Rank	Not ranked - carryover	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input checked="" type="checkbox"/> Partial <input type="checkbox"/> None <input type="checkbox"/>	\$4,265,963

Admin Use Only		
Prior FY Carryover	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Already Financed	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	23-30	Project Title:	Ambulance Replacement 2023	Project Year(s):	2023-2024	Priority:	1
Project Type:	Apparatus & Equipment	Project Location:	District-Wide	Division:	Fleet		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Carryover of funding for ambulance replacement approved in FY22/23, but not yet delivered: (3) New Ambulances (6) Remount Ambulances	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$1,833
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Procurement process is already complete or in progress utilizing competitively bid cooperative purchasing contracts. Delivery is anticipated for FY23/24, but may be delayed due to ongoing supply chain issues.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
(3) New Ambulances	D.FLE.430100	\$823,879	\$823,879	\$	\$	\$	\$
(6) Remount Ambulances	D.FLE.430100	\$1,009,389	\$1,009,389	\$	\$	\$	\$
			\$	\$	\$	\$	\$
			\$	\$	\$	\$	\$
			\$	\$	\$	\$	\$
			\$	\$	\$	\$	\$
			\$	\$	\$	\$	\$
			\$	\$	\$	\$	\$
Total:		\$1,833,268	\$1,833,268	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
This project was already approved in the FY22/23 CIP.		
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Replacing apparatus at the end of its expected lifecycle should ensure continuity of operations, create operational efficiencies, and reduce operating costs (maintenance and repairs).		

Project Submittal		
Division Manager:	Shea Pursell	
Project Review	Funding Recommended	
CIP Committee Rank	Not ranked - carryover	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input checked="" type="checkbox"/> Partial <input type="checkbox"/> None <input type="checkbox"/>	\$1,833,268

Admin Use Only		
Prior FY Carryover	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	23-32	Project Title:	Support Vehicle Replacement 2023	Project Year(s):	2023-2024	Priority:	1
Project Type:	Apparatus & Equipment	Project Location:	District-Wide	Division:	Fleet		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Carryover of funding for support vehicles approved in FY22/23, but not yet delivered: (1) Service Truck (2) Delivery Vans	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$20
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$350
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Procurement process is already complete or in progress utilizing competitively bid cooperative purchasing contracts. Delivery is anticipated for FY23/24, but may be delayed due to ongoing supply chain issues.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
(1) Service Truck	D.FLE.430100	\$200,000	\$200,000	\$	\$	\$	\$
(2) Delivery Vans	D.FLE.430100	\$150,000	\$150,000	\$	\$	\$	\$
Vehicle Comms Package	A.COM.227200	\$15,000	\$15,000	\$	\$	\$	\$
MDC	A.TEC.226500	\$4,670	\$4,670	\$	\$	\$	\$
MDC Warranty	A.TEC.281100	\$590	\$590	\$	\$	\$	\$
				\$	\$	\$	\$
				\$	\$	\$	\$
				\$	\$	\$	\$
Total:		\$370,260	\$370,260	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
This project was already approved in the FY22/23 CIP.		
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Replacing apparatus at the end of its expected lifecycle should ensure continuity of operations, create operational efficiencies, and reduce operating costs (maintenance and repairs).		

Project Submittal		
Division Manager:	Shea Pursell	
Project Review		Funding Recommended
CIP Committee Rank	Not ranked - carryover	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input checked="" type="checkbox"/> Partial <input type="checkbox"/> None <input type="checkbox"/>	\$370,260

Admin Use Only		
Prior FY Carryover	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	23-39	Project Title:	Boardroom Equipment Replacement	Project Year(s):	2022-2024	Priority:	2
Project Type:	Apparatus & Equipment	Project Location:	Headquarters	Division:	IT		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Replacing old unsupported equipment in boardroom and installing zoom capabilities. This project was already approved in the FY22/23 CIP and is being carried forward to FY23/24 due to supply chain issues.	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$54
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$13
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Procurement is complete and funds are encumbered. Project will be completed in FY23/24.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input checked="" type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Boardroom IT Supplies	A.TEC.211100	\$54,000	\$54,000	\$	\$	\$	\$
Boardroom Equipment	D.TEC.430300	\$12,500	\$12,500	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$66,500	\$66,500	\$	\$	\$	\$
Previous Project Expenditures:		\$68,740					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
This project was already approved in the FY22/23 CIP.		
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
In order to continue to record our board meetings with Metro Cable we need to replace the outdated and unsupported boardroom equipment. Currently we are setting up a temporary solution to broadcast via zoom.		

Project Submittal	
Division Manager:	Mat Roseberry
Project Review	Funding Recommended
CIP Committee Rank	Not ranked - carryover
	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
CIP Administrator:	
Project Funding	
Funding Recommended:	Full <input checked="" type="checkbox"/> Partial <input type="checkbox"/> None <input type="checkbox"/> \$66,500

Admin Use Only		
Prior FY Carryover	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	23-52	Project Title:	Apparatus/Vehicle Replacement 2022	Project Year(s):	2022-2024	Priority:	1
Project Type:	Apparatus & Equipment	Project Location:	District-Wide	Division:	Fleet		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Carryover of funding for apparatus/vehicles ordered in FY21/22, but not yet delivered: (4) Type V Engines (1) Service Pick-Up Truck (1) Water Tender	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$1,349
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Procurement process is already complete or in progress utilizing competitively bid cooperative purchasing contracts. Delivery is anticipated for FY23/24, but may be delayed due to ongoing supply chain issues.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
(4) Type V Engines	D.FLE.430100	\$829,462	\$829,462	\$	\$	\$	\$
(1) Service Pick-Up Truck	D.FLE.430100	\$90,000	\$90,000	\$	\$	\$	\$
(1) Water Tender	D.FLE.430100	\$429,777	\$429,777	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$1,349,239	\$1,349,239	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
This project was already approved in the FY22/23 CIP.		
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Replacing apparatus at the end of its expected lifecycle should ensure continuity of operations, create operational efficiencies, and reduce operating costs (maintenance and repairs).		

Project Submittal			
Division Manager:	Shea Pursell		
Project Review		Funding Recommended	
CIP Committee Rank	Not ranked - carryover	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input checked="" type="checkbox"/>	Partial <input type="checkbox"/>	None <input type="checkbox"/>
	\$1,349,239		

Admin Use Only		
Prior FY Carryover	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Already Financed	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	23-54	Project Title:	Squad Vehicle Acquisition	Project Year(s):	2023-2024	Priority:	1
Project Type:	Apparatus & Equipment	Project Location:	District-Wide	Division:	Fleet		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Carryover of funding for Squad vehicles approved in FY22/23, but not yet delivered. Additional funding requested for required communications equipment.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$63
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$600
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input checked="" type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Procurement process is already complete or in progress utilizing competitively bid cooperative purchasing contracts. Delivery is anticipated for FY23/24, but may be delayed due to ongoing supply chain issues.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
(2) Squad vehicles	D.FLE.430100	\$600,000	\$600,000	\$	\$	\$	\$
Vehicle Communications Package	A.COM.227200	\$53,000	\$53,000	\$	\$	\$	\$
MDC	A.TEC.226500	\$9,340	\$9,340	\$	\$	\$	\$
MDC Warranty	A.TEC.281100	\$1,180	\$1,180	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$663,520	\$663,520	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
This project was already approved in the FY22/23 CIP.		
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Squad vehicle acquisition will support operational deployment of squads.		

Project Submittal			
Division Manager:	Shea Pursell		
Project Review		Funding Recommended	
CIP Committee Rank	Not ranked - carryover	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input checked="" type="checkbox"/>	Partial <input type="checkbox"/>	None <input type="checkbox"/>
	\$663,520		

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-01	Project Title:	3121 Gold Canal Flooring Replacement	Project Year(s):	2024	Priority:	3
Project Type:	Facilities Repair/Replacement		Project Location:	3121 Gold Canal		Division:	Facilities

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Replace old carpet with LVT flooring in alignment with 3121 Gold Canal refurbishment project approved and completed in FY22/23.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$78
	Facility Condition Assessment	<input checked="" type="checkbox"/>	D – Capital Facilities Fund	\$
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
This work will be outsourced to a vendor. An Informal Bid process would be required, per the CUPCCAA bidding procedures in accordance with the District’s Purchasing Policy for construction projects. Project is anticipated for completion within 12 months.	Informal Bid	<input checked="" type="checkbox"/>	Contractor/Consultant	<input checked="" type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Flooring replacement – 3121 Gold Canal	A.FAC.211100	\$78,000	\$78,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
	Total:	\$78,000	\$78,000	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The flooring replacements would support previously approved and completed 3121 Gold Canal Refurbishment.		
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Possible displacement during the installation.		
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Replacement of old carpet to LVT flooring will reduce maintenance costs and exposure to contaminants.		

Project Submittal			
Division Manager:	John Raeside		
Project Review		Funding Recommended	
CIP Committee Rank	27 of 44	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input type="checkbox"/>	Partial <input type="checkbox"/>	None <input checked="" type="checkbox"/>
	\$0		

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM

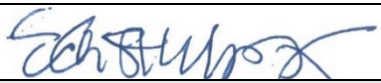
Project #:	24-02	Project Title:	800 MHz Portable Radio Replacements	Project Year(s):	2024	Priority:	1
Project Type:	Apparatus & Equipment		Project Location:	District-Wide		Division:	Communications

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Replacement of all District 800 MHz Portable Radios and Accessories (352). Current portable 800 MHz Radios (APX6000 AN Model) will be end of life FY25. New Radios will be newer models that will have more advanced features, including programming over WiFi. Replacement radios will ensure 800 MHz communications remain intact on incidents and while in IDLH situations. A limited portion of replaced radios will cycle down to become cache radios.	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$2,475
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
As soon as this project is funded, PO would be issued July/August 2023. Motorola has the contract with Sacramento County. Equipment should be delivered within four-six months of ordering. After equipment delivery, Communications Division would coordinate training and replacement with operations to take place before the end of 24/25 fiscal year.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input checked="" type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
800 MHz Portable Radio Replacement	A.COM.227200	\$2,475,000	\$2,475,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$2,475,000	\$2,475,000	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Communications Division Staff will go to stations to swap out radios. Minimal impact to operations for any training that may occur		
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
This will be a regional project with surrounding agencies. Project year may change to FY26		
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
With new equipment, there will be less hardware related failures resulting in less maintenance and repair costs. New radios will have Over The Air Programming which will reduce the time needed to perform annual programming and will be less impactful on operations.		

Project Submittal		
Division Manager:	Steve Jordan	
Project Review		Funding Recommended
CIP Committee Rank	21 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM

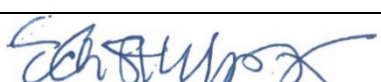
Project #:	24-03	Project Title:	Admin/Command Vehicle Replacement	Project Year(s):	2024	Priority:	1
Project Type:	Apparatus & Equipment	Project Location:	District-Wide	Division:	Fleet		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Per the Apparatus Replacement Schedule, Metro Fire should replace frontline Admin/Command vehicles every ten years. (5) SUVs need to be replaced in FY23/24 in order to ensure continuity of operations.	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$269
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$325
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Fleet utilizes the District’s current vehicle specifications and existing cooperative purchasing contracts to procure apparatus at competitive pricing. Expected timeline is 6-12 months. All funds will be encumbered in FY23/24.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
(5) SUVs	D.FLE.430100	\$325,000	\$325,000	\$	\$	\$	\$
Vehicle Communications Package	A.COM.227200	\$242,500	\$242,500	\$	\$	\$	\$
MDC	A.TEC.226500	\$23,350	\$23,350	\$	\$	\$	\$
MDC Warranty	A.TEC.281100	\$2,950	\$2,950	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$593,800	\$593,800	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Replacing vehicles at the end of their expected lifecycle should ensure continuity of operations, create operational efficiencies, and reduce operating costs (maintenance and repairs).		

Project Submittal		
Division Manager:	Shea Pursell	
Project Review		Funding Recommended
CIP Committee Rank	13 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-04	Project Title:	Ambulance Replacement	Project Year(s):	2024	Priority:	1
Project Type:	Apparatus & Equipment	Project Location:	District-Wide	Division:	Fleet		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Per the Apparatus Replacement Schedule, Metro Fire should replace frontline ambulances every four years or 150,000 miles whichever comes first. (12) Ambulances need to be replaced in FY23/24 in order to ensure continuity of operations. 6 of these will be new ambulances and 6 will be remount ambulances.	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$267
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$2,850
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Fleet utilizes the District’s current apparatus specifications and existing cooperative purchasing contracts to procure apparatus at competitive pricing. Expected timeline is 12-18 months for the new ambulances and within 12 months for the remounts. All funds will be encumbered in FY23/24.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
(6) New Ambulances	D.FLE.430100	\$1,620,000	\$1,620,000	\$	\$	\$	\$
(6) Remount Ambulances	D.FLE.430100	\$1,230,000	\$1,230,000	\$	\$	\$	\$
Vehicle Communications Package	A.COM.227200	\$204,000	\$204,000	\$	\$	\$	\$
MDC	A.TEC.226500	\$56,040	\$56,040	\$	\$	\$	\$
MDC Warranty	A.TEC.281100	\$7,080	\$7,080	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$3,117,120	\$3,117,120	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Replacing apparatus at the end of its expected lifecycle should ensure continuity of operations, create operational efficiencies, and reduce operating costs (maintenance and repairs).		

Project Submittal		
Division Manager:	Shea Pursell	
Project Review	Funding Recommended	
CIP Committee Rank	2 of 44	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input checked="" type="checkbox"/> Partial <input type="checkbox"/> None <input type="checkbox"/>	\$3,117,120

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-05	Project Title:	Annual Turnout Replacement	Project Year(s):	2024	Priority:	1
Project Type:	Personal Protective Equipment	Project Location:	District-Wide	Division:	Safety		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Yearly replacement of 100 Turnouts as designated in NFPA 1851 and Cal Labor Law.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$425
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input checked="" type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
These are purchased on a cooperative bid. There is a 3 to 4 month lead time for manufacturing with price increases and taxes. A set of turnouts comes out to \$4200.00 for 2023 plus freight. This price is a prediction based off last year’s price plus an increase of 10 percent. We will not know solid pricing till we ask for a quote.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Turnouts	A.SAF.231403	\$425,000	\$425,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$425,000	\$425,000	\$	\$	\$	\$
Previous Project Expenditures:							

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
PPE replacement ensures compliance with applicable NFPA and labor regulations.		

Project Submittal			
Division Manager:	AC Mike Lozano		
Project Review		Funding Recommended	
CIP Committee Rank	7 of 44	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input checked="" type="checkbox"/>	Partial <input type="checkbox"/>	None <input type="checkbox"/>
	\$425,000		

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-06	Project Title:	Apparatus Covered Parking	Project Year(s):	2024	Priority:	3
Project Type:	Miscellaneous	Project Location:	Fleet	Division:	Facilities		

Project Description:	Strategic Alignment		Capital Plan (in thousands)	
	Installation of covered parking stalls in the Fleet yard to protect reserve apparatus from the elements with the intent to reduce maintenance costs over time.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund
Facility Condition Assessment		<input type="checkbox"/>	D – Capital Facilities Fund	\$500
Standard of Cover		<input type="checkbox"/>	G – Grant Fund	\$
Growth Plan		<input type="checkbox"/>	I – Impact Fee Fund	\$
Special Project		<input checked="" type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
This project would be outsourced to a vendor. A formal bid process would be required per CUPCCAA bidding procedures in accordance with the District’s Purchasing Policy for construction projects. Project duration is expected to be within 12 months, but may be longer due to supply chain or permitting delays.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input checked="" type="checkbox"/>
	Formal Bid	<input checked="" type="checkbox"/>	Architectural/Engineering	<input checked="" type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Fleet covered parking improvement	D.FAC.420100	\$500,000	\$500,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$500,000	\$500,000	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Relocation of Fleet Reserve Apparatus during project.		
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Design and Structural Engineering would be required.		
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Ensuring reserve apparatus are protected from the elements will reduce maintenance costs.		

Project Submittal			
Division Manager:	John Raeside		
Project Review		Funding Recommended	
CIP Committee Rank	39 of 44	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input type="checkbox"/>	Partial <input type="checkbox"/>	None <input checked="" type="checkbox"/>
	\$0		

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM

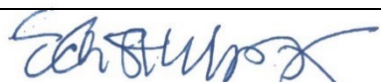
Project #:	24-07	Project Title:	Automatic Chest Compression Device Replacement	Project Year(s):	2024	Priority:	3
Project Type:	Apparatus & Equipment		Project Location:	District-Wide		Division:	EMS

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Existing automatic chest compression devices were purchased in 2016 with an expected life of 5-6 years. This equipment is now at the end of its life and in need of replacement due to equipment failures and loss of repair support from the manufacturer. This equipment is a critical resource of ALS response. 12 of the 33 devices were replaced, but 21 devices still need replacement.	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$221
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$518
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
The EMS Division has identified the equipment specification and intends to utilize a cooperative purchasing program to procure the equipment at competitive pricing. Once funding is authorized, the EMS Division is prepared to immediately move forward with a bid award for the equipment purchase. Note: There is a Flex Lease option available that can spread out the payments for 5-7 years.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Automatic Chest Compression Devices	D.EMS.430300	\$518,000	\$518,000	\$	\$	\$	\$
Maintenance/service agreement	A.EMS.225100	\$220,500	\$220,500	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$738,500	\$738,500	\$	\$	\$	\$
Previous Project Expenditures:		\$177,131					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12 of the 33 devices have been replaced from AFG20 grant award. 21 devices still require replacing.		
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Replacement of the District's automatic chest compression devices will ensure that existing ALS response capabilities are maintained. A 7-year service and maintenance agreement is included in the proposed cost and that term can be decreased.		

Project Submittal	
Division Manager:	AC Jon Rudnicki
Project Review	Funding Recommended
CIP Committee Rank	8 of 44
CIP Administrator:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	
Project Funding	
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/> \$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM

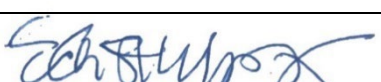
Project #:	24-08	Project Title:	Copter 2 External Hoist Upgrade	Project Year(s):	2024-2025	Priority:	3
Project Type:	Apparatus & Equipment		Project Location:	Station 115		Division:	Air Operations

Project Description: Upgrade of the Rescue Hoist on Copter 2 to match Copters 1 and 3. The current hoist is an early model that lacks safety features and has different operational features that change crew actions and coordination during high risk missions. Fleet standardization is a long term goal as laid out in the Metro Fire Air Operations vision statement signed by the former Fire Chief.	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$140
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$260
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input checked="" type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
The manufacturer of the Hoist we use is the only source to obtain the item. Installation costs are well below the need for an RFB. Therefore the part would be sole sourced and the installation would go to the lowest quote that meets our needs. From the time of PO approval to completed install would span 2 fiscal years or roughly 20 months.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input checked="" type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Goodrich External Rescue Hoist	D.CPT.430100	\$260,000	\$260,000	\$	\$	\$	\$
Installation provisions Kit	A.CPT.220600	\$110,000	\$110,000	\$	\$	\$	\$
Installation cost	A.CPT.220500	\$30,000	\$	\$30,000	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$400,000	\$370,000	\$30,000	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
This will result in increased safety during high risk aviation operations through newer safety feature of the hoist. It will also add to fleet standardization. This has direct ties to operational safety as well as reduces the cost associated with spare part inventory.		

Project Submittal		
Division Manager:	Captain Bryce Mitchell	
Project Review	Funding Recommended	
CIP Committee Rank	37 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM

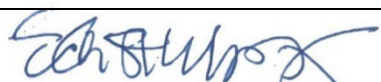
Project #:	24-09	Project Title:	Copter 3 Infrared Camera System	Project Year(s):	2024-2025	Priority:	3
Project Type:	Apparatus & Equipment	Project Location:	Station 115	Division:	Air Operations		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
The Air Operations mission and the public could be greatly benefited by the addition of an Infrared camera system for victim locating and tracking during day and night operations. This would also assist in detecting hot spots and trouble areas on the fire ground. This equipment has been proposed and cut from each Copter build up due to cost. As our missions become more frequent and specialized the operational benefits have been highlighted during recent rescue operations.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$45
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$250
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input checked="" type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
The Wescam purchase and installation can go out to bid in FY23/24 and the lead time is significant. The install would be completed in FY24/25.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input checked="" type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input checked="" type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Wescam MX-10 Infrared Camera system	D.CPT.430100	\$250,000	\$250,000	\$	\$	\$	\$
MX-10 mount	A.CPT.220600	\$20,000	\$20,000	\$	\$	\$	\$
Installation	A.CPT.220500	\$25,000	\$	\$25,000	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$295,000	\$270,000	\$25,000	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Yes, Grant writing/submittal and a formal quote on the unit is required to proceed		
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
This will increase mission capabilities, there are no ongoing cost with the system outside of general maintenance.		

Project Submittal		
Division Manager:	Captain Bryce Mitchell	
Project Review		Funding Recommended
CIP Committee Rank	26 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM

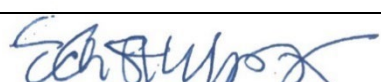
Project #:	24-10	Project Title:	Deferred Facilities Lifecycle Replacements	Project Year(s):	2024	Priority:	1
Project Type:	Facilities Repair/Replacement	Project Location:	District-Wide	Division:	Facilities		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
In 2018, the District completed a Facilities Condition Assessment and received a complete report for each property that included a list of building components, fixtures, and equipment recommended for immediate replacement based on their age and expected lifecycle. While some items have been addressed in the years since the FCA was completed, the total scope of the deferred lifecycle replacements exceeded available funding. This project represents the total scope of outstanding items recommended for immediate lifecycle replacement.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$8,213
	Facility Condition Assessment	<input checked="" type="checkbox"/>	D – Capital Facilities Fund	\$
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$1,120
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Staff intends to parcel the scope by trade (HVAC, plumbing, electrical, etc) and utilize the formal bidding process to complete each scope. All deferred maintenance items should be complete within 12 months.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input checked="" type="checkbox"/>
	Formal Bid	<input checked="" type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Facilities lifecycle replacements	A.FAC.211100	\$8,212,850	\$8,212,850	\$	\$	\$	\$
Leased facilities lifecycle replacements	L.FAC.211100	\$1,119,850	\$1,119,850	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$9,332,700	\$9,332,700	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Repairs may have minimal operational impact and will be coordinated with each affected station.		
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Completion of deferred lifecycle replacement items should create operational efficiencies and reduce operating costs. The extent of these impacts is unknown.		

Project Submittal			
Division Manager:	John Raeside		
Project Review		Funding Recommended	
CIP Committee Rank	9 of 44	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input type="checkbox"/>	Partial <input type="checkbox"/>	None <input checked="" type="checkbox"/>
	\$0		

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM

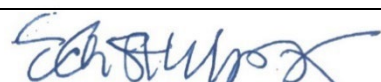
Project #:	24-11	Project Title:	Deferred Facilities Maintenance/Repairs	Project Year(s):	2024	Priority:	1
Project Type:	Facilities Repair/Replacement	Project Location:	District-Wide	Division:	Facilities		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
In 2018, the District completed a Facilities Condition Assessment and received a complete report for each property that included a list of observed deficiencies (items in poor or failed working condition) in need of immediate repair or replacement. While some items have been addressed in the years since the FCA was completed, the total scope of the deferred maintenance exceeded available funding. This project represents the total scope of outstanding deferred maintenance items in failed or poor working condition.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$1,816
	Facility Condition Assessment	<input checked="" type="checkbox"/>	D – Capital Facilities Fund	\$
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$8
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Staff intends to parcel the scope by trade (HVAC, plumbing, electrical, etc) and utilize the formal bidding process to complete each scope. All deferred maintenance items should be complete within 12 months.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input checked="" type="checkbox"/>
	Formal Bid	<input checked="" type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Facilities deferred maintenance/repairs	A.FAC.211100	\$1,816,450	\$1,816,450	\$	\$	\$	\$
Leased facilities deferred maint/repairs	L.FAC.211100	\$7,750	\$7,750	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$1,824,200	\$1,824,200	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Repairs may have minimal operational impact and will be coordinated with each affected station.		
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Completion of deferred maintenance items should create operational efficiencies and reduce operating costs. The extent of these impacts is unknown.		

Project Submittal			
Division Manager:	John Raeside		
Project Review			Funding Recommended
CIP Committee Rank	10 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0	

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-12	Project Title:	Draft Commander Carport	Project Year(s):	2024	Priority:	3
Project Type:	Miscellaneous	Project Location:	Fleet	Division:	Facilities		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Installation of a carport to protect the Draft Commander from the elements with the intent to reduce maintenance costs over time.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$75
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input checked="" type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
This work will be outsourced to a vendor. An informal bid process would be required, per the CUPCCAA bidding procedures in accordance with the District’s Purchasing Policy for construction projects. Project is anticipated for completion within 12 months but may be longer due to supply chain or permitting delays.	Informal Bid	<input checked="" type="checkbox"/>	Contractor/Consultant	<input checked="" type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input checked="" type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Draft Commander carport	D.FAC.420100	\$75,000	\$75,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
	Total:	\$75,000	\$75,000	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will need Structural Engineer/Contractor to determine the Structural requirements for a free standing cover.		
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Ensuring the draft commander is protected from the elements will reduce maintenance costs.		

Project Submittal	
Division Manager:	John Raeside
Project Review	Funding Recommended
CIP Committee Rank	41 of 44
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:	
Project Funding	
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/> \$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-13	Project Title:	Facilities Lifecycle Replacements	Project Year(s):	2024	Priority:	1
Project Type:	Facilities Repair/Replacement	Project Location:	District-Wide	Division:	Facilities		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
In 2018, the District completed a Facilities Condition Assessment and received a complete report for each property that included a recommended replacement schedule for building components, fixtures, and equipment based on their age and expected lifecycle. This project represents the recommended replacement plan for FY23/24.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$732
	Facility Condition Assessment	<input checked="" type="checkbox"/>	D – Capital Facilities Fund	\$
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$405
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Staff intends to parcel the scope by trade (HVAC, plumbing, electrical, etc) and utilize the formal bidding process to complete each scope. All deferred maintenance items should be complete within 12 months.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input checked="" type="checkbox"/>
	Formal Bid	<input checked="" type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Facilities lifecycle replacements	A.FAC.211100	\$731,943	\$731,943	\$	\$	\$	\$
Leased facilities lifecycle replacements	L.FAC.211100	\$405,103	\$405,103	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$1,137,046	\$1,137,046	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Repairs may have minimal operational impact and will be coordinated with each affected station.		
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Replacing building components, fixtures, and equipment at the end of its expected lifecycle should create operational efficiencies and reduce operating costs. The extent of these impacts is unknown.		

Project Submittal		
Division Manager:	John Raeside	
Project Review	Funding Recommended	
CIP Committee Rank	29 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-14	Project Title:	Fleet Parts Shop Covered Parking	Project Year(s):	2024	Priority:	3
Project Type:	Miscellaneous	Project Location:	Fleet	Division:	Facilities		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Installation of covered parking at the Parts Shop to provide protection from weather exposures.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$75
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input checked="" type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
This work will be outsourced to a vendor. An informal bid process would be required, per the CUPCCAA bidding procedures in accordance with the District’s Purchasing Policy for construction projects. Project is anticipated for completion within 12 months but may be longer due to supply chain or permitting delays.	Informal Bid	<input checked="" type="checkbox"/>	Contractor/Consultant	<input checked="" type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input checked="" type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Fleet Parts Shop covered parking	D.FAC.420100	\$75,000	\$75,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$75,000	\$75,000	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will need Structural Engineer/Contractor to determine the requirements for a free standing cover.		
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Ensuring the draft commander is protected from the elements will reduce maintenance costs.		

Project Submittal			
Division Manager:	John Raeside		
Project Review		Funding Recommended	
CIP Committee Rank	40 of 44	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input type="checkbox"/>	Partial <input type="checkbox"/>	None <input checked="" type="checkbox"/>
	\$0		

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-15	Project Title:	Fleet/Facilities Generator Installation	Project Year(s):	2024	Priority:	2
Project Type:	Miscellaneous	Project Location:	Fleet/Facilities	Division:	Facilities		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Installation of a new backup Generator at the Fleet/Facilities shop to secure reliable power. The generator will ensure continued operations during PSPS or other small events.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$230
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input checked="" type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
This project would be outsourced to a vendor. A formal bid process would be required per CUPCCAA bidding procedures in accordance with the District’s Purchasing Policy for construction projects. Project duration is expected to be within 12 months, but may be longer due to supply chain or permitting delays.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input checked="" type="checkbox"/>
	Formal Bid	<input checked="" type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Fleet/Facilities generator installation	D.FAC.430300	\$230,000	\$230,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$230,000	\$230,000	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will need an Electrical/Generator Contractor with Electrical Engineering capabilities to determine location & size of generator.		
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Ensuring the Fleet/Facilities building can remain powered during a power outage or other emergency will ensure continuity of District operations. Annual maintenance costs would be approximately \$2,500.		

Project Submittal				
Division Manager:	John Raeside			
Project Review			Funding Recommended	
CIP Committee Rank	28 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
CIP Administrator:				
Project Funding				
Funding Recommended:	Full <input type="checkbox"/>	Partial <input type="checkbox"/>	None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM

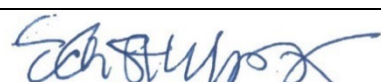
Project #:	24-16	Project Title:	Hazardous Materials Equipment Acquisition	Project Year(s):	2024	Priority:	3
Project Type:	Apparatus & Equipment	Project Location:	District-Wide	Division:	HazMat		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
The procurement of a flame spectrometer (AP4C) and gas/vapor phase FTIR handheld chemical identifier (XplorIR), technology not previously available in a handheld field-deployable configuration, will greatly enhance hazardous materials emergency response. These handheld chemical identifiers are used to identify a broad range of unknown chemicals and explosives in the field quickly, safely, and confidently.	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$120
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
The HazMat Team has already identified the desired replacement and or new detection/identification equipment and will utilize an informal bid process or cooperative purchasing contract. The purchase will be complete within 12 months following approval of funding.	Informal Bid	<input checked="" type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Proengin AP4C	D.HZM.430300	\$ 50,000	\$50,000	\$	\$	\$	\$
Red Wave XplorIR	D.HZM.430300	\$ 70,000	\$70,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
	Total:	\$120,000	\$120,000	\$	\$	\$	\$
	Previous Project Expenditures:	\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Anticipated operational impact includes increased ability to detect and identify a wide array of substances including hazardous vapors and chemical warfare agents. No projected ongoing costs are anticipated to maintain product libraries and reachback/support services at this time.		

Project Submittal			
Division Manager:	Captain Dan Hoy		
Project Review		Funding Recommended	
CIP Committee Rank	38 of 44	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input type="checkbox"/>	Partial <input type="checkbox"/>	None <input checked="" type="checkbox"/>
	\$0		

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM

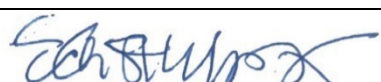
Project #:	24-17	Project Title:	Hazardous Materials Equipment Replacement	Project Year(s):	2024	Priority:	2
Project Type:	Apparatus & Equipment		Project Location:	District-Wide		Division:	HazMat

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
The existing Raman spectroscopy handheld chemical identifier (First Defender RM) is in need of replacement as it is beyond its serviceable life. This handheld chemical identifiers are used to identify a broad range of unknown chemicals and explosives in the field quickly, safely, and confidently. Without replacement or acquisition, the HazMat Team’s capabilities will be reduced, resulting in a negative impact to service delivery.	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$80
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
The HazMat Team has already identified the desired replacement and or new detection/identification equipment and will utilize an informal bid process or cooperative purchasing contract. The purchase will be complete within 12 months following approval of funding.	Informal Bid	<input checked="" type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
ThermoScientific 1064Defender	D.HZM.430300	\$80,000	\$80,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
	Total:	\$80,000	\$80,000	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Anticipated operational impact includes increased ability to detect and identify a wide array of substances including narcotics, explosives, chemical warfare agents, and hazardous materials. No projected ongoing costs are anticipated to maintain product libraries and reachback/support services at this time.		

Project Submittal			
Division Manager:	Captain Dan Hoy		
Project Review			Funding Recommended
CIP Committee Rank	25 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0	

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-18	Project Title:	Hurley Access Compliance Improvements	Project Year(s):	2024	Priority:	3
Project Type:	Miscellaneous	Project Location:	Hurley	Division:	Planning/Dev		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
An Access Compliance Survey Report for 2101 Hurley Avenue completed by the County of Sacramento (tenant) has identified a number of improvements and alterations necessary to bring the building into compliance with current accessibility and building codes.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$
	Facility Condition Assessment	<input checked="" type="checkbox"/>	D – Capital Facilities Fund	\$
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$691
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Due to the anticipated cost of the improvements, a formal bidding process will be required. Project delivery timeline is unknown.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input checked="" type="checkbox"/>
	Formal Bid	<input checked="" type="checkbox"/>	Architectural/Engineering	<input checked="" type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Hurley access compliance improvements	L.HUR.211100	\$690,765	\$690,765	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$690,765	\$690,765	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Project completion will impact tenant's operations; extent unknown.		
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Operational impact of compliance improvements is unknown.		

Project Submittal		
Division Manager:	Jeff Frye	
Project Review		Funding Recommended
CIP Committee Rank	11 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-19	Project Title:	Inflatable Rescue Boat (IRB) Acquisition	Project Year(s):	2024	Priority:	2
Project Type:	Apparatus & Equipment		Project Location:	Stations 62/65		Division:	Water Rescue

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Purchase (2) inflatable rescue boats to be placed at Fire Station 62 and 65, to provide added water rescue capability during flood responses in the community and low flow capabilities on the American River during the summer. This capability was previously provided by boats belonging to Cal OES. The acquisition of IRBs for Metro Fire is also essential to being able to provide in house boat operator training based on the State Fire Training curriculum. Metro Fire currently is not in possession of any IRBs.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$58
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input checked="" type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Procurement would be through the informal bid process. Timeline would be as soon as project is approved and funded. Delivery time would be limited by vendor supply and availability due to supply chain issues but is expected within 12 months.	Informal Bid	<input checked="" type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
(2) Zodiac MilPro IRBs	D.FLE.430100	\$38,000	\$38,000	\$	\$	\$	\$
(2) long shaft outboard motors	D.FLE.430100	\$20,000	\$20,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$58,000	\$58,000	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The Metro Fire Water Rescue Team would write the bid specifications for the IRBs. The attached budget request is on the high side, actual specifications may have a lower final cost. There are no additional requirements for the installation of radios for the IRBs or hardware that would not be included in the initial purchase.		
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Operational impact will be increased response capabilities on the American River during low flow periods, as well as increased flood response within the community and provide options for responders based on the rescue scenario. The Jon Boats are meant for non-flowing flood waters, while IRBs can be used in flowing water situations. The addition of IRBs would increase Metro Fire's water rescue responses capabilities region wide.		

Project Submittal			
Division Manager:	BC Grant Russell		
Project Review		Funding Recommended	
CIP Committee Rank	44 of 44	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input type="checkbox"/>	Partial <input type="checkbox"/>	None <input checked="" type="checkbox"/>
	\$0		

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-20	Project Title:	iPad Replacement	Project Year(s):	2024	Priority:	1
Project Type:	Apparatus & Equipment	Project Location:	District-Wide	Division:	IT		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
District iPads are on a replacement schedule of 4-5 years. There are currently 159 iPads that are due for replacement in order to keep continuity of operations.	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$120
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Purchase from vendor during first quarter. We will use a cooperative purchasing agreement if available or go out to bid using an RFB.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input checked="" type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input checked="" type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
IPAD REPLACEMENTS	A.TEC.226500	\$109,492	\$109,492	\$	\$	\$	\$
IPAD REPLACEMENT APPLECARE	A.TEC.281100	\$10,578	\$10,578	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$120,000	\$120,000	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
By replacing the 159 iPads we can keep continuity of operations out in the field. This includes running applications such as ePCR and inspections, which are required.		

Project Submittal	
Division Manager:	Mat Roseberry
Project Review	Funding Recommended
CIP Committee Rank	14 of 44
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:	
Project Funding	
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/> \$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-21	Project Title:	Ladder Truck Replacement	Project Year(s):	2024-2025	Priority:	1
Project Type:	Apparatus & Equipment	Project Location:	District-Wide	Division:	Fleet		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Per the Apparatus Replacement Schedule, Metro Fire should replace frontline Ladder Trucks every fifteen years or 150,000 miles whichever comes first. (1) Ladder Truck is overdue for replacement and needs to be replaced in FY23/24 in order to ensure continuity of operations.	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$30
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$1,500
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Fleet utilizes the District’s current apparatus specifications and existing cooperative purchasing contracts to procure apparatus at competitive pricing. Expected timeline is 2 years due to supply chain issues. All funds will be encumbered in FY23/24 and engines will be prepaid.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
(1) Ladder Truck	D.FLE.430100	\$1,500,000	\$1,500,000	\$	\$	\$	\$
Vehicle Communications Package	A.COM.227200	\$24,610	\$	\$24,610	\$	\$	\$
MDC	A.TEC.226500	\$4,997	\$	\$4,997	\$	\$	\$
MDC Warranty	A.TEC.281100	\$630	\$	\$630	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$1,530,237	\$1,500,000	\$30,237	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Replacing apparatus at the end of its expected lifecycle should ensure continuity of operations, create operational efficiencies, and reduce operating costs (maintenance and repairs).		

Project Submittal		
Division Manager:	Shea Pursell	
Project Review	Funding Recommended	
CIP Committee Rank	12 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-22	Project Title:	Mobile Data Computer Replacement	Project Year(s):	2024	Priority:	1
Project Type:	Apparatus & Equipment	Project Location:	District-Wide	Division:	IT		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
L3 and Data911 MDCs have reached end of life. In order to ensure continuity of operations, 100 MDCs need to be replaced in FY23/24. Costs include toughbooks, hardware kits (docking station, power supply and keyboard), and warranty. <i>**We may be able to reduce this quantity if we can create a process to move a Toughbook from a first in apparatus into a reserve apparatus. We will know more after we redesign the network and perform testing. If they testing proves successful we can reduce the costs to the following: A.TEC.281100 - \$39,530 and A.TEC.226500 - \$312,890 for a total of 67 toughbooks.</i>	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$726
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Purchase from vendor during first quarter We will use a cooperative purchasing contract if it meets our purchasing guidelines or we will go out to BID using an RFB. We will look into a 5 year lease to reduce annual budget.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input checked="" type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input checked="" type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
MDC TOUGHBOOKS	A.TEC.226500	\$467,000	\$467,000	\$	\$	\$	\$
MDC TOUGHBOOK WARRANTY	A.TEC.281100	\$59,000	\$59,000	\$	\$	\$	\$
MDC HARDWARE KITS	A.COM.227200	\$200,000	\$200,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$726,000	\$726,000	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Replacing aging units will result in less equipment failures and reduced maintenance costs, thereby reducing apparatus down time.		

Project Submittal			
Division Manager:	Mat Roseberry		
Project Review		Funding Recommended	
CIP Committee Rank	16 of 44	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input type="checkbox"/>	Partial <input type="checkbox"/>	None <input checked="" type="checkbox"/>
	\$0		

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM

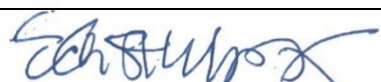
Project #:	24-23	Project Title:	Mobile Drafts Unit	Project Year(s):	2024	Priority:	3
Project Type:	Apparatus & Equipment		Project Location:	Training		Division:	Training

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
The PumpPodUSA - Direct Recirculating Apparatus Firefighting Training & Sustainability (DRAFTS) Unit apparatus is specifically designed to be the ultimate training tool to develop, maintain and test Engineers and Firefighters. This DRAFTS Unit was originally designed to only enhance the safety, training, and practice for candidates specifically while providing needed additional training opportunities to ensure that Metro has the most prepared and qualified workforce.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$99
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input checked="" type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
There is currently a quote from Pump-Pod USA. Pump-Pod USA is the company that Metro purchased the last Drafts unit from. If there are other companies that make a similar product, quotes will be requested. If no other companies are available, purchase would be made as soon as budget is approved.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input checked="" type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Mobile Draft Unit	D.TRA.430300	\$98,958	\$98,958	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$98,958	\$98,958	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Once purchased the Drafts Unit will go into rotation with the current one that Metro has. This will allow for multiple battalions to utilize it for training at one time. During pump testing it will allow for engines to go to a location closer to them or even have the Draft Unit at their station which will decrease out of service time for every engine.		

Project Submittal			
Division Manager:	AC Mike Lozano		
Project Review			Funding Recommended
CIP Committee Rank	42 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0	

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-24	Project Title:	Power Loader/Gurney Replacement	Project Year(s):	2024	Priority:	1
Project Type:	Apparatus & Equipment	Project Location:	District-Wide	Division:	EMS		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
The lease agreement for the existing power loaders and gurneys expired in June 2022. We are currently on a month-to-month lease costing the district approximately \$18K a month and we are responsible for all repairs. Due to the age and condition of the existing equipment, the EMS Division is recommending purchase of new equipment to replace the leased equipment. A total of 32 gurneys and 39 power loaders are required. Costs include equipment and maintenance/service agreement.	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$626
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$2,150
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
The EMS Division has identified the equipment specification and intends to utilize a cooperative purchasing program to procure the equipment at competitive pricing. A 5-7 year lease option may be available which would spread the cost over multiple fiscal years. Once funding is authorized, the EMS Division is prepared to immediately move forward with a bid award for the equipment purchase.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Power Loaders	D.EMS.430300	\$1,130,000	\$1,130,000	\$	\$	\$	\$
Gurneys	D.EMS.430300	\$1,020,000	\$1,020,000	\$	\$	\$	\$
Maintenance/service agreement	A.EMS.225100	\$626,000	\$626,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$2,776,000	\$2,776,000	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Replacement of the District's power loaders and power gurneys will ensure that existing ALS response capabilities are maintained. A 6-year maintenance agreement for the loaders and a 5-year service and maintenance agreement for the gurneys is included in the proposed cost.		

Project Submittal		
Division Manager:	AC Jon Rudnicki	
Project Review		Funding Recommended
CIP Committee Rank	3 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM

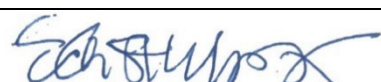
Project #:	24-25	Project Title:	Recruit Academy PPE	Project Year(s):	2024	Priority:	1
Project Type:	Personal Protective Equipment	Project Location:	District-Wide	Division:	Safety		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Outfitting new firefighter recruits with (2) sets structural and wildland turnouts. Costs are based on an estimated 30 recruits for FY23/24.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$282
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$
	Standard of Cover	<input checked="" type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input checked="" type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
These are purchased on a cooperative bid. There is a 3 to 4 month lead time for manufacturing with price increases and taxes.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Structural turnouts (8400/ff)	A.SAF.231440	\$252,000	\$252,000	\$	\$	\$	\$
Wildland turnouts (1000/ff)	A.SAF.231450	\$30,000	\$30,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$282,000	\$282,000	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Final cost will be determined by number of recruits anticipated for FY23/24.		
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Providing PPE for new recruits will ensure compliance with safety requirements.		

Project Submittal			
Division Manager:	AC Mike Lozano		
Project Review		Funding Recommended	
CIP Committee Rank	1 of 44	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input checked="" type="checkbox"/>	Partial <input type="checkbox"/>	None <input type="checkbox"/>
			\$282,000

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-26	Project Title:	Server Replacement	Project Year(s):	2024	Priority:	2
Project Type:	Apparatus & Equipment	Project Location:	Headquarters	Division:	IT		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
(5) Network servers will become unsupported with the next update of software in July 2023 and need to be replaced in order to ensure continuity of operations.	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$18
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$108
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Purchase from vendor during first quarter. We will use a cooperative purchasing agreement if one meets our purchasing guidelines or we will go out to bid using an RFB. We will look into a 5 year lease to reduce annual budget.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input checked="" type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input checked="" type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
SERVERS	D.TEC.430300	\$108,050	\$108,050	\$	\$	\$	\$
SERVERS WARRANTY	A.TEC.281100	\$17,500	\$17,500	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$125,550	\$125,550	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
In order to keep continuity of operations we need to replace these servers as we cannot keep our software current and poses a security risk.		

Project Submittal				
Division Manager:	Mat Roseberry			
Project Review			Funding Recommended	
CIP Committee Rank	15 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
CIP Administrator:				
Project Funding				
Funding Recommended:	Full <input type="checkbox"/>	Partial <input type="checkbox"/>	None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-27	Project Title:	Special Operations Apparatus/Vehicle Replacement	Project Year(s):	2024-2025	Priority:	1
Project Type:	Apparatus & Equipment	Project Location:	District-Wide	Division:	Fleet		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Per the Apparatus Replacement Schedule, the following Special Operations apparatus/vehicles should be replaced in FY23/24 in order to ensure continuity of operations: (1) Ramp Engine (1) Helicopter Tender (1) Dozer (1) Dozer Tender (1) Boat Tow Vehicle	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$127
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$1,458
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Fleet utilizes the District’s current vehicle specifications and existing cooperative purchasing contracts to procure apparatus at competitive pricing. Expected timeline is 6-18 months, depending on vehicle type. All funds will be encumbered in FY23/24.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
(1) Ramp Engine	D.FLE.430100	\$500,000	\$500,000	\$	\$	\$	\$
(1) Helicopter Tender	D.FLE.430100	\$150,000	\$150,000	\$	\$	\$	\$
(1) Dozer	D.FLE.430100	\$600,000	\$600,000	\$	\$	\$	\$
(1) Dozer Tender	D.FLE.430100	\$150,000	\$150,000	\$	\$	\$	\$
(1) Boat Tow Vehicle	D.FLE.430100	\$58,000	\$58,000	\$	\$	\$	\$
Vehicle Communications Package	A.COM.227200	\$121,140	\$97,600	\$23,540	\$	\$	\$
MDC	A.TEC.226500	\$4,997	\$	\$4997	\$	\$	\$
MDC Warranty	A.TEC.281100	\$630	\$	\$630	\$	\$	\$
Total:		\$1,584,767	\$1,555,600	\$29,167	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Replacing vehicles at the end of their expected lifecycle should ensure continuity of operations, create operational efficiencies, and reduce operating costs (maintenance and repairs).		

Project Submittal		
Division Manager:	Shea Pursell	
Project Review	Funding Recommended	
CIP Committee Rank	17 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-28	Project Title:	Station 103 Roof Replacement	Project Year(s):	2024	Priority:	3
Project Type:	Facilities Repair/Replacement	Project Location:	Station 103	Division:	Facilities		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Replace old tar and gravel roof with new TPO membrane roof. Multiple leaks last winter. Flat roof does not drain properly and roof decking is spongy. Way past due for replacement.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$58
	Facility Condition Assessment	<input checked="" type="checkbox"/>	D – Capital Facilities Fund	\$
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
This project would be outsourced to a vendor. Per CUPCCAA bidding procedures and in accordance with the District’s Purchasing Policy for construction projects, The District may negotiate a contract less than \$60,000. Anticipate a 3-4 day tear off and reroof timeline.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input checked="" type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Station 103 roof replacement	A.FAC.211100	\$58,000	\$58,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
	Total:	\$58,000	\$58,000	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Replacement of roof that is past its expected life will reduce maintenance costs.		

Project Submittal		
Division Manager:	John Raeside	
Project Review		Funding Recommended
CIP Committee Rank	6 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM

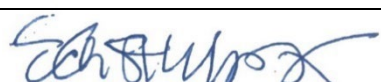
Project #:	24-29	Project Title:	Station 108 Frontage Improvements R&R	Project Year(s):	2024	Priority:	3
Project Type:	Facilities Repair/Replacement	Project Location:	Station 108	Division:	Facilities		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Remove and replace approx. 200 linear ft. of sidewalk, curb and gutter at Station 108. Areas of lifted and cracked concrete in public right of way. Potential trip hazard.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$135
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input checked="" type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
This project would be outsourced to a vendor. An informal Bid process would be required per CUPCCAA bidding procedures in accordance with the District’s Purchasing Policy for construction projects. Project duration will be 2-3 weeks.	Informal Bid	<input checked="" type="checkbox"/>	Contractor/Consultant	<input checked="" type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Station 108 frontage R&R	A.FAC.211100	\$135,000	\$135,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$135,000	\$135,000	\$	\$	\$	\$
Previous Project Expenditures:							

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
It will impact Apparatus moving in and out of the Station during saw cutting of asphalt, demo of existing concrete, forming and placing of new concrete: Projected – 1 week to demo w/ 7-10 day concrete cure time to drive on **2 + week project. **It can be done in 2 phases to keep Apparatus moving in and out by demoing ½ of the ramp at a time but will add time and cost to the job with 2 move ins.		
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will need a job walk with County Inspector and Concrete Contractor to determine full scope of work.		
Once completed, what is the anticipated operational impact and ongoing operating cost of the project? Repair of failing frontage improvements will enhance safety and reduce risk for personnel and the public.		

Project Submittal		
Division Manager:	John Raeside	
Project Review		Funding Recommended
CIP Committee Rank	32 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-30	Project Title:	Station 41 Frontage Improvements R&R	Project Year(s):	2024	Priority:	3
Project Type:	Facilities Repair/Replacement		Project Location:	Station 41		Division:	Facilities

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Per 60 day repair notice from County of Sacramento DOT Dated: 11/8/23 Remove and replace 169 linear ft. of sidewalk, curb and gutter at Station 41. A time extension from the County has already been granted until September 8, 2023.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$125
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input checked="" type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
This project would be outsourced to a vendor. An informal Bid process would be required per CUPCCAA bidding procedures in accordance with the District’s Purchasing Policy for construction projects. Project to be complete by September 8, 2023 and duration will be 2-3 weeks.	Informal Bid	<input checked="" type="checkbox"/>	Contractor/Consultant	<input checked="" type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Station 41 frontage R&R	A.FAC.211100	\$125,000	\$125,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$125,000	\$125,000	\$	\$	\$	\$
Previous Project Expenditures:							

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
It will impact Apparatus moving in and out of the Station during saw cutting of asphalt, demo of existing concrete, forming and placing of new concrete: Projected -- 1 week to demo w/ 7-10 day concrete cure time to drive on **2 + week project. ** It can be done in 2 phases to keep Apparatus moving in and out by demoing ½ of the ramp at a time but will add time and cost to the job with 2 move ins.		
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A job walk with the County inspector is scheduled for February to determine full scope of work.		
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Repair of failing frontage improvements will enhance safety and reduce risk for personnel and the public.		

Project Submittal			
Division Manager:	John Raeside		
Project Review		Funding Recommended	
CIP Committee Rank	4 of 44	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input checked="" type="checkbox"/>	Partial <input type="checkbox"/>	None <input type="checkbox"/>
\$125,000			

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM

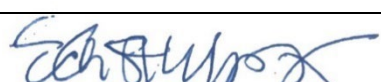
Project #:	24-31	Project Title:	Station 42 Relocation	Project Year(s):	2024-2026	Priority:	1
Project Type:	New Construction	Project Location:	Watt/Myrtle	Division:	Planning/Dev		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Station 42 was built in 1962. Call volume and operational needs dictate that this station needs to add capacity and be relocated to a more operationally efficient location. Metro Fire conducted a deployment study in the early 2000's that indicated the station should be relocated to the south to improve response times. In 2003, Metro Fire purchased a 5-acre site in North Highlands at Watt and Myrtle intended for the relocation of Station 42.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$
	Facility Condition Assessment	<input checked="" type="checkbox"/>	D – Capital Facilities Fund	\$
	Standard of Cover	<input checked="" type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input checked="" type="checkbox"/>	I – Impact Fee Fund	\$12,000
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Total project timeline is estimated at 3 years, including 1 year design time and 2 years construction. All procurement types are anticipated for project completion including formal bidding for design and construction, sole source for some design and construction elements, and a combination of informal and formal bidding for furniture, fixtures, and equipment.	Informal Bid	<input checked="" type="checkbox"/>	Contractor/Consultant	<input checked="" type="checkbox"/>
	Formal Bid	<input checked="" type="checkbox"/>	Architectural/Engineering	<input checked="" type="checkbox"/>
	Sole Source	<input checked="" type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Pre-construction costs	1.042.259100	\$50,000	\$50,000	\$	\$	\$	\$
Architecture and engineering services	1.042.420100	\$1,000,000	\$750,000	\$250,000	\$	\$	\$
Construction	1.042.420100	\$10,700,000	\$	\$3,500,000	\$7,200,000	\$	\$
FFE	1.042.430300	\$250,000	\$	\$	\$250,000	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$12,000,000	\$800,000	\$3,750,000	\$7,450,000	\$	\$
Previous Project Expenditures:		\$2,035,000					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completion (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Completion of this project will result in increased operational capacity. Project costs may be offset by the disposition of existing Station 42. Staff will most likely be moved to the new station location. Additional staffing may be added in the future at the discretion of Operations.		

Project Submittal		
Division Manager:	Jeff Frye	
Project Review		Funding Recommended
CIP Committee Rank	36 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-32	Project Title:	Station Access Control – Phase 3	Project Year(s):	2024	Priority:	3
Project Type:	Miscellaneous	Project Location:	Multiple Stations	Division:	IT		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Installation of controlled access systems at (15) stations to complete standardization of District-wide station security. This is Phase 3 of a project that has been previously funded through SHSGP funding. The final (15) stations will include Stations 22, 26, 28, 50, 55, 58, 59, 65, 102, 106, 109, 112, 114, 116, and 117.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$200
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input checked="" type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
This project will require a sole source procurement with the District’s access control vendor. Anticipated project timeline is within 12 months.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input checked="" type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input checked="" type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Access Control Installation	G.TEC.211100	\$199,990	\$199,990	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$199,990	\$199,990	\$	\$	\$	\$
Previous Project Expenditures:		\$207,996					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
This is Phase 3 of a project that has previously been funded through SHSGP grants. There are (15) remaining stations to complete.		
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
This project will enhance station security and reduce costs associated with break-ins and theft.		

Project Submittal			
Division Manager:	Mat Roseberry		
Project Review			Funding Recommended
CIP Committee Rank	23 of 44	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input checked="" type="checkbox"/> Partial <input type="checkbox"/> None <input type="checkbox"/>	\$199,990	

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-33	Project Title:	Support Vehicle Replacement	Project Year(s):	2024	Priority:	1
Project Type:	Apparatus & Equipment	Project Location:	District-Wide	Division:	Fleet		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Per the Apparatus Replacement Schedule, Metro Fire should replace frontline support vehicles (vans/pick-ups) every 10 years or 125,000 miles, whichever occurs first. (1) Training Van is overdue for replacement and needs to be replaced in FY23/24 in order to ensure continuity of operations.	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$65
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Fleet utilizes the District’s current vehicle specifications and existing cooperative purchasing contracts to procure apparatus at competitive pricing. Expected timeline is 6-12 months. All funds will be encumbered in FY23/24.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
(1) Training Van	D.FLE.430100	\$65,000	\$65,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
	Total:	\$65,000	\$65,000	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Replacing vehicles at the end of their expected lifecycle should ensure continuity of operations, create operational efficiencies, and reduce operating costs (maintenance and repairs).		

Project Submittal			
Division Manager:	Shea Pursell		
Project Review		Funding Recommended	
CIP Committee Rank	35 of 44	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input type="checkbox"/>	Partial <input type="checkbox"/>	None <input checked="" type="checkbox"/>
	\$0		

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-34	Project Title:	Thermal Imaging Camera Replacement	Project Year(s):	2024	Priority:	1
Project Type:	Apparatus & Equipment	Project Location:	District-Wide	Division:	Safety		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Replacement of (75) failing/unrepairable thermal imaging cameras (TIC) that are beyond their serviceable life. Expected life of a TIC is 5-7 years; current TICs are 10 years old and failing. Currently the district operational, decision making thermal imager are aging out the manufacture no longer makes parts for these units because of this we are losing units if there parts aren't available. At the rate we are losing units we will have front line vehicles without imagers by the end of the year.	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$31
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$721
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
A full formal bid process is underway with a spec being ready by July 2023. Anticipated delivery is within 12 months.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input checked="" type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Thermal imaging cameras	D.SAF.430300	\$720,605	\$720,605	\$	\$	\$	\$
Thermal imaging camera station chargers	A.SAF.289800	\$30,831	\$30,831	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$751,435	\$751,435	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Replacement of existing TICs will reduce maintenance costs and enhance safety of personnel.		

Project Submittal		
Division Manager:	AC Mike Lozano	
Project Review		Funding Recommended
CIP Committee Rank	24 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-35	Project Title:	Thin Clients Replacement	Project Year(s):	2024	Priority:	2
Project Type:	Apparatus & Equipment	Project Location:	District-Wide	Division:	IT		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Our zero clients (PCs) are approximately 12 years old and are failing. We need to replace 275 units in order to ensure continuity of operations.	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$275
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Purchase from vendor during first quarter. We will use a cooperative purchasing contract if it meets our purchasing guidelines or we will go out to bid using an RFB. We will look into a 5 year lease to reduce annual budget.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input checked="" type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input checked="" type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
ZERO CLIENTS	A.TEC.226500	\$275,000	\$275,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$275,000	\$275,000	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
All of the zero clients at the same time as technology changes so fast and models keep changing. If you use different models / manufactures then the management consoles are different so the capex and opex costs to maintain multiple consoles is greater than just maintaining one console.		

Project Submittal		
Division Manager:	Mat Roseberry	
Project Review		Funding Recommended
CIP Committee Rank	30 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-36	Project Title:	Training Technology Upgrades	Project Year(s):	2024	Priority:	3
Project Type:	Miscellaneous	Project Location:	District-Wide	Division:	IT		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
The project will add capabilities for remote training at various locations (MTC video wall, training room, 10 conference rooms) as well as upgrade the technology in several training spaces to incorporate smart technology, simulation, and virtual reality tools.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$2,000
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input checked="" type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
This project will require a variety of procurement processes and is anticipated to take 12 months.	Informal Bid	<input checked="" type="checkbox"/>	Contractor/Consultant	<input checked="" type="checkbox"/>
	Formal Bid	<input checked="" type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input checked="" type="checkbox"/>	Other/Special	<input checked="" type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Training Technology Equipment	D.TEC.430300	\$2,000,000	\$2,000,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$2,000,000	\$	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Scope of work must be confirmed.		
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Upgrading training technology throughout the District will enhance training capabilities for personnel. The ongoing operational costs for the upgrades will be budgeted in IT's budget and are not anticipated to have an impact on overall operational costs.		

Project Submittal			
Division Manager:	Mat Roseberry		
Project Review			Funding Recommended
CIP Committee Rank	43 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0	

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-37	Project Title:	Type I Engine Replacement	Project Year(s):	2024-2025	Priority:	1
Project Type:	Apparatus & Equipment	Project Location:	District-Wide	Division:	Fleet		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Per the Apparatus Replacement Schedule, Metro Fire should replace frontline Type I Engines every fifteen years or 150,000 miles whichever comes first. (5) Type I Engines need to be replaced in FY23/24 in order to ensure continuity of operations.	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$146
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$4,375
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Fleet utilizes the District’s current apparatus specifications and existing cooperative purchasing contracts to procure apparatus at competitive pricing. Expected timeline is 2-2.5 years due to supply chain issues. All funds will be encumbered in FY23/24 and engines will be prepaid.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
(5) Type I Engines	D.FLE.430100	\$4,375,000	\$4,375,000	\$	\$	\$	\$
Vehicle Communications Package	A.COM.227200	\$117,700	\$	\$117,700	\$	\$	\$
MDC	A.TEC.226500	\$24,985	\$	\$24,985	\$	\$	\$
MDC Warranty	A.TEC.281100	\$3,150	\$	\$3,150	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$4,520,835	\$4,375,000	\$145,835	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Replacing apparatus at the end of its expected lifecycle should ensure continuity of operations, create operational efficiencies, and reduce operating costs (maintenance and repairs).		

Project Submittal			
Division Manager:	Shea Pursell		
Project Review		Funding Recommended	
CIP Committee Rank	5 of 44	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input type="checkbox"/>	Partial <input type="checkbox"/>	None <input checked="" type="checkbox"/>
	\$0		

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM

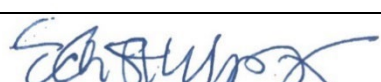
Project #:	24-38	Project Title:	Type III Engine Replacement	Project Year(s):	2024-2025	Priority:	1
Project Type:	Apparatus & Equipment	Project Location:	District-Wide	Division:	Fleet		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Per the Apparatus Replacement Schedule, Metro Fire should replace frontline Type III Engines every twenty years. (3) Type III Engines are overdue for replacement and need to be replaced in FY23/24 in order to ensure continuity of operations.	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$88
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$1,500
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Fleet utilizes the District’s current apparatus specifications and existing cooperative purchasing contracts to procure apparatus at competitive pricing. Expected timeline is 18 months due to supply chain issues. All funds will be encumbered in FY23/24.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
(3) Type III Engines	D.FLE.430100	\$1,500,000	\$1,500,000	\$	\$	\$	\$
Vehicle Communications Package	A.COM.227200	\$70,620	\$	\$70,620	\$	\$	\$
MDC	A.TEC.226500	\$14,990	\$	\$14,990	\$	\$	\$
MDC Warranty	A.TEC.281100	\$1,890	\$	\$1,890	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$1,587,500	\$1,500,000	\$87,500	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Replacing apparatus at the end of its expected lifecycle should ensure continuity of operations, create operational efficiencies, and reduce operating costs (maintenance and repairs).		

Project Submittal		
Division Manager:	Shea Pursell	
Project Review	Funding Recommended	
CIP Committee Rank	18 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM

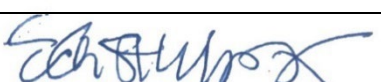
Project #:	24-39	Project Title:	Type V Engine Replacement	Project Year(s):	2024-2025	Priority:	1
Project Type:	Apparatus & Equipment	Project Location:	District-Wide	Division:	Fleet		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Per the Apparatus Replacement Schedule, Metro Fire should replace frontline Type V Engines every twenty years. (3) Type V Engines need to be replaced in FY23/24 in order to ensure continuity of operations.	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$75
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$780
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Fleet utilizes the District’s current apparatus specifications and existing cooperative purchasing contracts to procure apparatus at competitive pricing. Expected timeline is 18 months due to supply chain issues. All funds will be encumbered in FY23/24.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
(3) Type V Engines	D.FLE.430100	\$780,000	\$780,000	\$	\$	\$	\$
Vehicle Communications Package	A.COM.227200	\$57,780	\$	\$57,780	\$	\$	\$
MDC	A.TEC.226500	\$14,990	\$	\$14,990	\$	\$	\$
MDC Warranty	A.TEC.281100	\$1,894	\$	\$1,894	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$854,664	\$780,000	\$74,664	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM


Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Replacing apparatus at the end of its expected lifecycle should ensure continuity of operations, create operational efficiencies, and reduce operating costs (maintenance and repairs).		

Project Submittal			
Division Manager:	Shea Pursell		
Project Review		Funding Recommended	
CIP Committee Rank	33 of 44	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
CIP Administrator:			
Project Funding			
Funding Recommended:	Full <input type="checkbox"/>	Partial <input type="checkbox"/>	None <input checked="" type="checkbox"/>
	\$0		

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Communications Division Staff will go to stations to swap out radios. Training sessions will need to take place either in person or through Vector Solutions.		
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
With new equipment, there will be less hardware related failures resulting in less maintenance and repair costs. New radios will have Over The Air Programming which will reduce the time needed to perform annual programming and will be less impactful on operations.		

Project Submittal	
Division Manager:	Steve Jordan
Project Review	Funding Recommended
CIP Committee Rank	31 of 44
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:	
Project Funding	
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/> \$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-41	Project Title:	Water Tender Replacement	Project Year(s):	2024	Priority:	1
Project Type:	Apparatus & Equipment	Project Location:	District-Wide	Division:	Fleet		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Per the Apparatus Replacement Schedule, Metro Fire should replace frontline Water Tenders every 20 years or 150,000 miles, whichever occurs first. (2) Water Tenders are overdue for replacement and need to be replaced in FY23/24 in order to ensure continuity of operations.	A/E Replacement Schedule	<input checked="" type="checkbox"/>	A – General Fund	\$53
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$1,200
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Fleet utilizes the District’s current vehicle specifications and existing cooperative purchasing contracts to procure apparatus at competitive pricing. Expected timeline is 12 months. All funds will be encumbered in FY23/24.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
(2) Water Tenders	D.FLE.430100	\$1,200,000	\$1,200,000	\$	\$	\$	\$
Vehicle Communications Package	A.COM.227200	\$42,000	\$42,000	\$	\$	\$	\$
MDC	A.TEC.226500	\$9,340	\$9,340	\$	\$	\$	\$
MDC Warranty	A.TEC.281100	\$1,180	\$1,180	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$1,252,520	\$1,252,520	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Replacing vehicles at the end of their expected lifecycle should ensure continuity of operations, create operational efficiencies, and reduce operating costs (maintenance and repairs).		

Project Submittal		
Division Manager:	Shea Pursell	
Project Review		Funding Recommended
CIP Committee Rank	34 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-42	Project Title:	Wildland Pants Replacement	Project Year(s):	2024	Priority:	1
Project Type:	Personal Protective Equipment	Project Location:	District Wide	Division:	Safety		

Project Description:	Strategic Alignment		Capital Plan (in thousands)	
Outfitting line personnel with two sets of single layer wildland pant in order to bring all members up to the current single layer Wildland Spec pant. Currently Members from the 22-1 class forward all have single layer pants. Members hired before that date have two different specification pants one of those specs is over 10 years old. Project costs for FY23/24 are for the purchase of 1200 pairs.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input checked="" type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
Wildland pants are purchased using a cooperative purchasing contract through CalFIRE. Anticipated delivery timeline is 3-4 months.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Wildland Pant	A.SAF.231450	\$270,000	\$270,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$270,000	\$270,000	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
All units will be in similar PPE hence for avoiding any injury due to personnel being in different levels of protection.		

Project Submittal		
Division Manager:	AC Mike Lozano	
Project Review	Funding Recommended	
CIP Committee Rank	19 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-43	Project Title:	Logistics Generator Installation	Project Year(s):	2024	Priority:	3
Project Type:	Miscellaneous	Project Location:	Logistics	Division:	Facilities		

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Installation of a new backup generator at the Logistics building to secure reliable power. The generator will ensure continued operations during PSPS or other small events and support potential EV vehicles.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$200
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input checked="" type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
This project would be outsourced to a vendor. A formal bid process would be required per CUPCCAA bidding procedures in accordance with the District’s Purchasing Policy for construction projects. Project duration is expected to be within 12 months, but may be longer due to supply chain or permitting delays.	Informal Bid	<input type="checkbox"/>	Contractor/Consultant	<input checked="" type="checkbox"/>
	Formal Bid	<input checked="" type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Logistics generator installation	D.FAC.430300	\$200,000	\$200,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$200,000	\$200,000	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will need an Electrical/Generator Contractor with Electrical Engineering capabilities to determine location & size of generator.		
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
Ensuring the Logistics building can remain powered during a power outage or other emergency will ensure continuity of District operations. Addition of electric vehicles in the Logistics fleet will require an onsite generator. Annual maintenance costs would be approximately \$2,500.		

Project Submittal				
Division Manager:	John Raeside			
Project Review			Funding Recommended	
CIP Committee Rank	22 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
CIP Administrator:				
Project Funding				
Funding Recommended:	Full <input type="checkbox"/>	Partial <input type="checkbox"/>	None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

METRO FIRE CAPITAL PROJECT INITIATION FORM


Project #:	24-44	Project Title:	Fleet Vehicle Lifts Acquisition	Project Year(s):	2024	Priority:	2
Project Type:	Apparatus & Equipment		Project Location:	Fleet		Division:	Fleet

Project Description:	Strategic Alignment		Capital Plan <small>(in thousands)</small>	
Acquisition of vehicle lifts (set of 8) for the Fleet Shop to be used for the “Quick Lube” bay planned for implementation in FY23/24.	A/E Replacement Schedule	<input type="checkbox"/>	A – General Fund	\$
	Facility Condition Assessment	<input type="checkbox"/>	D – Capital Facilities Fund	\$110
	Standard of Cover	<input type="checkbox"/>	G – Grant Fund	\$
	Growth Plan	<input type="checkbox"/>	I – Impact Fee Fund	\$
	Special Project	<input checked="" type="checkbox"/>	L – Leased Facilities Fund	\$
Procurement Process/Timeline Description:	Procurement Type		Services Needed	
A formal/informal bidding process with be used to procure the vehicle lifts. Estimated delivery timeline is within 12 months.	Informal Bid	<input checked="" type="checkbox"/>	Contractor/Consultant	<input type="checkbox"/>
	Formal Bid	<input checked="" type="checkbox"/>	Architectural/Engineering	<input type="checkbox"/>
	Sole Source	<input type="checkbox"/>	Other/Special	<input type="checkbox"/>
	Other	<input type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Project Budget							
Detail Description	GL Account	CIP Funding Request	2024	2025	2026	2027	2028
Vehicle lifts	D.FLE.430300	\$110,000	\$110,000	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Total:		\$110,000	\$110,000	\$	\$	\$	\$
Previous Project Expenditures:		\$					

METRO FIRE CAPITAL PROJECT INITIATION FORM

Additional Project Information	Yes	No
Is this project a repeat request of a previously unfunded project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this project contribute to the completion of another capital project, either underway or planned? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project impact operations during completed (ie. displacement, service interruption, etc.)? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is additional information required to confirm scope and/or specifications before the project can be implemented? If yes, please explain below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Once completed, what is the anticipated operational impact and ongoing operating cost of the project?		
The vehicle lifts are an integral component to creating a "Quick Lube" bay. This bay would allow staff to perform services on apparatus quickly and without the crew needing to swap into a reserve vehicle.		

Project Submittal		
Division Manager:	Shea Pursell	
Project Review	Funding Recommended	
CIP Committee Rank	20 of 44	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CIP Administrator:		
Project Funding		
Funding Recommended:	Full <input type="checkbox"/> Partial <input type="checkbox"/> None <input checked="" type="checkbox"/>	\$0

Admin Use Only		
Prior FY Carryover	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Already Financed	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Financing Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Grant Eligible	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>



Preliminary Budget

Fiscal Year 2023/24

July 1, 2023 – June 30, 2024



Presented to the Board of Directors by:
Dan Haverty, Interim Fire Chief & Dave O'Toole, Chief Financial Officer

June 8, 2023



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INTRODUCTION





DAN HAVERTY
Interim Fire Chief

Sacramento Metropolitan Fire District

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

June 8, 2023

TO: Board of Directors, Sacramento Metropolitan Fire District

FROM: Dan Haverty, Interim Fire Chief

RE: Preliminary Budget for the Fiscal Year Ending June 30, 2024

BUDGET OVERVIEW

On behalf of the men and women of the Sacramento Metropolitan Fire District, I am pleased to present this Fiscal Year 2023/24 Preliminary Budget report. In this report I will define the District's budget today, describe the expected fiscal condition through June 30, 2024, and illuminate external and structural threats to the District's long-term fiscal sustainability.

The District's fiscal condition will remain stable in FY 2023/24. The District's main revenue source, property tax, is expected to continue to grow, and a new revenue source has emerged since the last budget report: the Public Provider Ground Emergency Medical Transport (PPGEMT). At the same time, expenses will increase substantially, with labor and services and supplies costs rising 8.0 percent and 11.2 percent, respectively, since the 2022/23 Midyear Budget. Labor costs continue to rise as a share of revenues, from 87.5 percent in FY 2022/23 to 90.3 percent in FY 2023/24, higher than the 88.2 percent peak reached in 2012/13.

In the context of regional and statewide economic trends, the District has more challenging fiscal years ahead. Property tax revenue growth is expected to slow due to higher interest rates and declining home sale volumes. Those impacts will begin to be felt in 2023/24 with property tax revenue growth approximately one percent lower at 5.5 percent, and two percent lower in 2024/25, staying near 3.5 percent through 2027/28. The cost of goods is a continuing challenge for the District, with lingering slowdowns in vehicle supply chains and inflationary pressures on equipment types ranging from fuel to electronics.

Despite fiscal pressures the District continues to plan and invest in long-term capital improvements. The FY 2023/24 Preliminary Budget includes a \$38.6 million investment on a \$200 million, five-year Capital Improvement Program (CIP) plan, the District's second annual CIP Plan. The District's CIP was created to bring focus to long-term infrastructure needs and includes equipment, apparatus, facilities, and new construction needs. The plan was developed in accordance with the CIP Policy approved by the Board of Directors in February 2022 and followed a detailed process of evaluation and comparison to reach a final selection of 14 projects.

With the Board of Directors' approval of this FY 2023/24 Preliminary Budget plan, the District's focus will be optimizing services using all available sources of funding; ensuring ongoing all-risk fire, rescue and emergency medical needs of the District are met; and providing necessary reserves for contingencies.

BUDGET DISCUSSION

The Preliminary Budget includes expenditures from all funds of \$347.2 million and revenues of \$309.9 million, with the difference made up of fund transfers and use of reserve funds.

Property taxes comprise about two-thirds of all District revenues and are expected to yield revenues of \$199.6 million. Based on estimated property values as of July 1, 2022, assessed property value growth within the District is estimated to yield a \$10.6 million increase in property tax revenues from FY 2023/24 and FY 2023/24, extending a now 11-year trend of increasing property tax revenues following the Great Recession.

The FY 2023/24 Preliminary Budget reflects increased ongoing labor costs, from \$222.8 million in FY 2022/23 to \$240.5 million in FY 2023/24. The principal reasons for this increase were a negotiated increase in wages and incentives, which added approximately \$12.6 million to labor costs, as well as increases in employee medical costs (\$2.0 million), payment to CalPERS for retirement cost (\$3.8 million), and contributions to the Sacramento County Employee Retirement System (\$1.8 million).

The FY 2023/24 Preliminary Budget is summarized below by fund, followed by a district comparison, and risks and issues.

GENERAL FUND

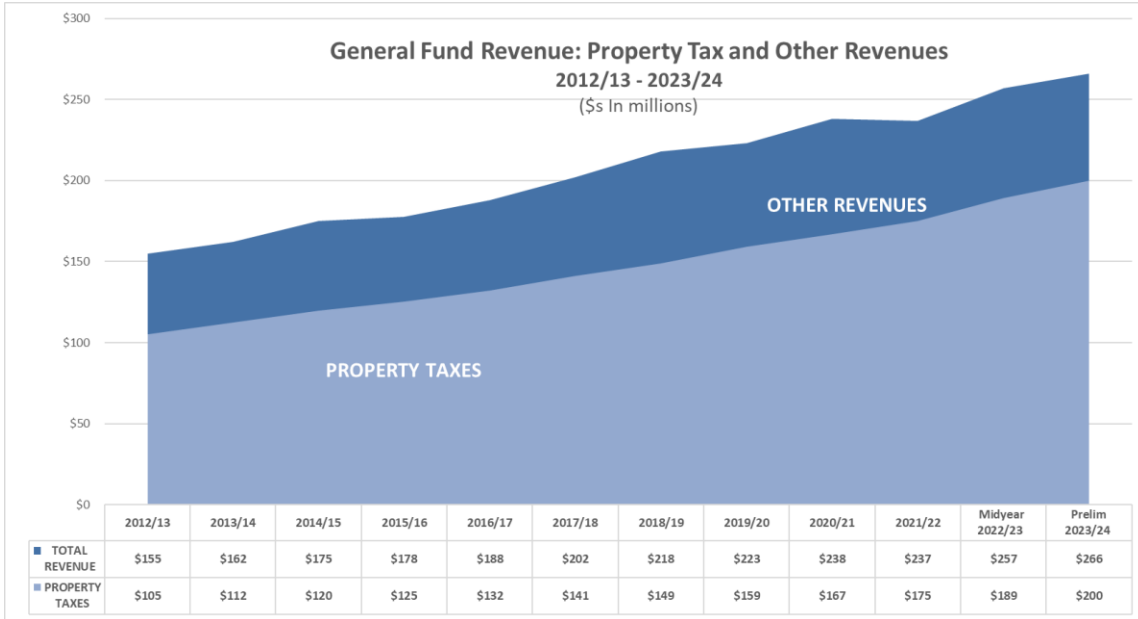
The FY 2023/24 Preliminary Budget includes \$266.4 million in General Fund revenues, a \$11.9 million (4.7 percent) increase relative to FY 2022/23, and \$286.0 million in expenditures, a \$21.2 million (8.0 percent) increase in expenditures. Incorporating transfers in from other funds, the reduction to General Fund balance, relative to FY 2022/23, is -\$3.6 million.

After accounting for a transfer in from the Intergovernmental Transfer (IGT) Fund of \$22.9 million and transfers out to the Capital Facilities Fund of \$5.6 million, the FY 2023/24 General Fund budget results in revenues and financing sources approximately \$2.2 million less than expenditures.

General Fund Revenue

Major General Fund revenue sources and trends are described below. Including the \$22.9 million transfer in from the IGT Fund, total General Fund financing sources are projected to be \$289.3 million.

The chart below shows historical General Fund revenues and other financing sources since FY 2012/13. Fiscal Year 2023/24 is expected to yield the eleventh consecutive year of property tax revenue growth and thirteenth consecutive year of total revenue growth.



Projected FY 2023/24 General Fund revenues of \$266.4 million represent an increase of \$11.8 million compared to the Midyear FY 2022/23 revenues of \$254.5 million. The primary factors contributing to this change are:

Property Taxes

Estimated FY 2023/24 Property tax revenues of \$199.6 million account for approximately 75 percent of total General Fund revenue sources. Property tax revenues are expected to grow 5.5 percent over FY 2022/23 and 12.2 percent over the FY 2021/22 revenues of \$177.9 million.

Medic Cost Recovery

Medic cost recovery revenues of \$46.9 million represent an increase of approximately 5.4 percent over the FY 2022/23 Midyear Budget estimate of \$44.5 million. The expected increase is a result of a scheduled inflation-related cost adjustment, an increase in base fees for basic and advanced life support response and related services, and modest growth in ambulance transport activity. Medic cost recovery revenues are anticipated to be 4.6 percent over the FY 2021/22 revenues of \$44.8 million.

General Fund Expenditures

General Fund expenditures of \$286.0 million represent a \$21.2 million (8.0 percent) increase over FY 2022/23 expenditures, and a \$38.6 million (15.6 percent) increase compared to FY 2021/22 expenditures. Including the \$5.6 million transfer to the Capital Facilities Fund to fund debt service and capital purchases, overall General Fund expenditures reach \$291.5 million.

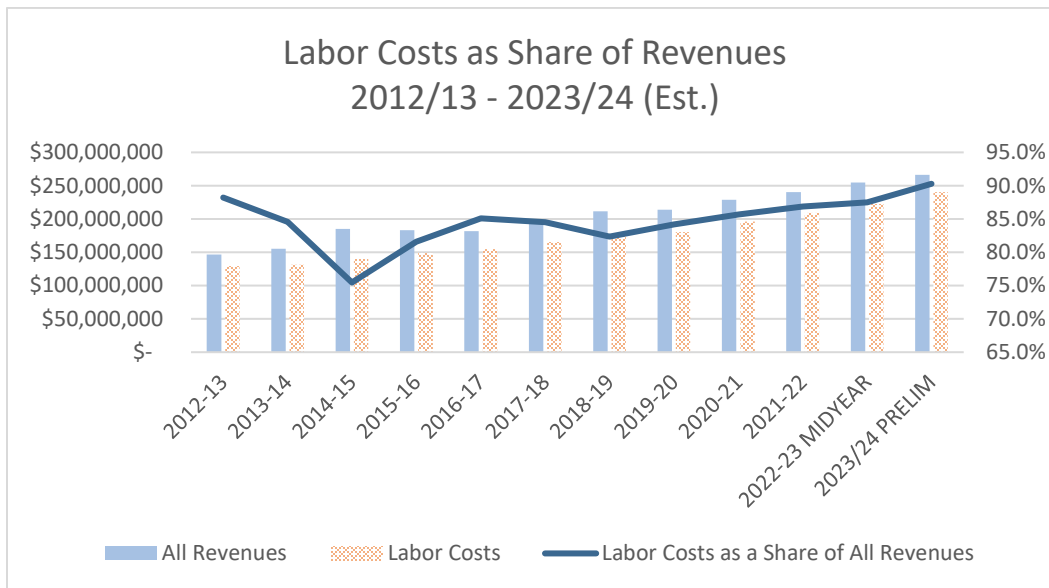
The primary factors contributing to the increase in expenditures relative to FY 2022/23 include labor and services and supplies.

Labor

COMPENSATION

The District’s labor costs constitute 84.1 percent of FY 2023/24 General Fund expenditures, totaling \$240.5 million; a \$17.8 million (8.0 percent) increase compared to the FY 2022/23 Midyear Budget. Labor costs in FY 2023/24 are expected to be \$31.6 million (15.1 percent) above actual labor costs in FY 2021/22.

The following table displays the growth of labor costs as a share of revenues, since 2012/13, when the District was beginning to ease away from the Great Recession.



The largest factor contributing to the increase in General Fund labor expenses is wages, which are expected to grow by \$9.4 million (13.2 percent) above FY 2022/23 wages, mainly due to a negotiated compensation agreement that included a 5 percent wage increase on January 1, 2023, an anticipated wage increase of 5 percent on January 1, 2024, elimination of wage steps, and incentive augmentations.

A notable reduction in labor expense is constant staffing, which is projected to decline by \$3.1 million (11.7 percent) to \$23.4 million, due to an anticipated reduction in leave requests relative to 2022/23.

The following table summarizes staffing levels for 2023/24, including authorized positions, filled positions, funded positions and proposed changes. The six additions to the PAD include a business applications analyst and data analyst in Operations, an administrative specialist and fire mechanic

in Support Services, and a legislative analyst and procurement specialist (to be funded at midyear) in the Administration Branch.

Full-time Positions				
	Authorized Positions	Actual Filled Positions	Funded Positions	Proposed Changes
Office of the Fire Chief	5	4	4	0
Operations	626	596	601	2
Support Services	76	72	75	2
Administration	30	27	28	2
Total	737	699	708	6

A detailed presentation by division, unit, and position can be found in the “Personnel” section of this report.

Total compensation will grow by \$12.7 million relative to FY 2022/23, reaching \$134.7 million, a 10.4 percent increase.

BENEFITS

In FY 2022/23 retirement benefits, including CalPERS retirement costs, pension bond payments, and residual payments to the Sacramento County Employees’ Retirement System will increase by \$6.1 million (10.2 percent) to \$66.2 million.

Payments for the CalPERS Safety Plan will increase by \$3.8 million (7.9 percent) relative to 2022-23, to approximately \$52.4 million. This increase is mainly attributable to changes in the required unfunded liability contribution. This estimate reflects the substantial market gains reported by PERS in July 2021.

Medical benefit expenses, including employee and retiree medical care, vision, and dental, are collectively expected to increase 6.7 percent, from \$31.9 million to \$34.1 million.

Workers’ compensation claim costs are anticipated to decline back to the level last seen in FY 2021/22, and are budgeted at \$3.6 million, a 50.0 percent decline from FY 2022/23. Unanticipated settlement costs of the size comparable to those encountered in 2022/23 may be paid for the Workers’ Compensation Reserve Fund or redirection of other resources.

Services and Supplies

The General Fund services and supplies budget totals \$42.7 million, an increase of approximately \$4.3 million from the prior year. Changes from FY 2022/23 include:

- An increase of \$2.4 million related to expanded private ambulance services
- An increase of \$334,000 for the District’s liability and property insurance premium
- An increase of \$472,000 for emergency dispatch services.

Taxes, Licenses, Assessments, Debt Service & Contributions

This expenditure category includes the assessment paid to the County for property tax administration, the assessment paid to the State for the Ground Emergency Medical Transport Quality Assurance Fee (GEMT QAF), General Fund debt service payments and other assessments and fees. FY 2023/24 expenditures for this category are budgeted at \$2.8 million, a \$900,000 decrease relative to FY 2022/23, mainly attributable to the expiration of GEM-QAF payments to the State of California Department of Healthcare Services (DHCS), a program replaced by the Public Provider Ground Emergency Medical Transport (PPGEMT) Program, described below.

General Fund Operating Reserves

The amount of General Fund Operating Reserves is expected to reach \$33.9 million on June 30, 2024. This amount represents an 11.6 percent reserve, net of budgeted expenditures. The reserve calculation will be updated in the FY 2023/24 Final Budget and Midyear Budget, and any new revenues or cost savings recognized from FY 2022/23 and achieved during FY 2023/24 will improve the District’s reserve level.

As specified in the District’s reserve policy, any unassigned fund balance remaining at fiscal year-end will initially be classified as General Fund Operating Reserves and included in the reserve amount.

General Fund Forecast

The following table provides a five-year forecast (FY 2023/24 + four fiscal years) of General Fund revenues, expenditures, and transfers. Over this period the District’s revenues are expected to grow more modestly than in prior years, averaging approximately 3.5 percent, with most other revenue sources growing at their observed rate. Expenditures are expected to increase at a similar rate and, using an assumption of two percent annual wage growth beginning in 2025/26, reserves are expected to hover around nine percent.

GENERAL FUND FORECAST, FY 2023/24 - FY 2027/28						
	2023-24	2024-25	2025-26	2026-27	2027-28	
BEGINNING GENERAL FUND RESERVE BALANCE	\$ 36,106,304	\$ 33,861,569	\$ 27,424,985	\$ 26,535,048	\$ 26,017,774	
REVENUES						
Taxes	\$ 199,591,212	\$ 206,050,703	\$ 212,740,796	\$ 219,665,041	\$ 227,855,434	
Other Governmental Agencies	4,198,866	4,326,000	4,459,000	4,600,000	4,747,000	
Charges for Services	61,622,835	62,545,000	63,739,000	65,106,001	66,503,001	
Other	991,375	1,053,000	1,108,000	1,156,000	1,194,000	
TOTAL REVENUE	\$ 266,404,288	\$ 273,974,703	\$ 282,046,796	\$ 290,527,042	\$ 300,299,435	
EXPENSES						
Labor						
Compensation	\$ 134,656,579	\$ 145,429,105	\$ 148,337,687	\$ 151,304,441	\$ 154,330,530	
Benefits	105,864,135	104,987,648	102,650,358	105,861,624	109,318,231	
TOTAL	\$ 240,520,714	\$ 250,416,753	\$ 250,988,046	\$ 257,166,065	\$ 263,648,761	
Services and Supplies	42,675,770	45,364,000	47,768,000	49,822,000	51,466,000	
Debt Service, Assessments, and Contributions	2,756,088	2,915,649	3,033,138	3,143,061	3,232,616	
TOTAL EXPENSES	\$ 285,952,572	\$ 298,696,402	\$ 301,789,184	\$ 310,131,126	\$ 318,347,377	
REVENUES LESS EXPENSES	\$ (19,548,284)	\$ (24,721,699)	\$ (19,742,388)	\$ (19,604,084)	\$ (18,047,941)	
TRANSFERS						
Transfer In (Net IGT)	\$ 22,879,580	\$ 23,337,172	\$ 23,803,915	\$ 24,279,993	\$ 24,765,593	
Transfer Out (Capital)	(5,576,031)	(5,052,057)	(4,951,464)	(5,193,184)	(5,065,568)	
NET TRANSFERS	\$ 17,303,549	\$ 18,285,115	\$ 18,852,451	\$ 19,086,810	\$ 19,700,025	
REVENUES LESS EXPENSES PLUS TRANSFERS	\$ (2,244,735)	\$ (6,436,584)	\$ (889,937)	\$ (517,274)	\$ 1,652,084	
ENDING GENERAL FUND RESERVE BALANCE	\$ 33,861,569	\$ 27,424,985	\$ 26,535,048	\$ 26,017,774	\$ 27,669,858	
GENERAL FUND RESERVE RATIO	11.6%	9.4%	9.0%	8.5%	8.9%	

INTERGOVERNMENTAL TRANSFER (IGT) FUND

The District receives Intergovernmental Transfers (IGTs) through the State of California to recover costs associated with the District's transport of the uninsured and Medi-Cal managed care program beneficiaries. There are now two IGT programs where the State uses medical transport provider funds to secure matching federal funds targeted for recovering these types of patient transports. The two IGT programs are the Voluntary Rate Range Program (VRRP), which funds services for Medi-Cal patients and the uninsured, and the Public Provider Ground Emergency Medical Transport Program (PPGEMT), which provides for partial reimbursement for the transport of mainly State MediCal program beneficiaries.

The expenditures and revenues associated with these programs are tracked in a separate fund in order to provide greater transparency, and the net revenue generated is transferred to the General Fund to fund District cost to provide healthcare-related operations.

It is anticipated that VRRP payments covering activity between January 2022 and December 2022 will be paid during FY 2023/24. A total of \$6.7 million is expected to be transferred to the State in order to receive approximately \$17.1 million, for net IGT revenues of \$10.4 million.

The PPGEMT program was established by AB 1705 (Bonta, 2019) and became effective on January 1, 2023. Revenues from the new PPGEMT program in its first fiscal year are expected to reach \$19.9 million, which are offset by a \$7.4 million IGT payment to the State, for a net revenue gain of \$12.5 million.

CAPITAL FACILITIES FUND

The Capital Facilities Fund accounts for the costs of acquiring and financing capital assets, defined as assets with an individual cost of \$5,000 or more and a useful life of at least one year. Capital Assets include Land, Buildings, Equipment, and other related improvements. Capital assets are typically funded by transfers from the General Fund, issuance of capital leases, and occasional sale of District assets.

Budgeted expenditures for FY 2023/24 total \$16.8 million, which includes \$11.4 million for capital outlay. Approximately \$5.6 million of capital outlay expenditures are expected to be financed through capital leases. The remaining capital expenditures and debt service payments are funded with a \$5.6 million transfer from the General Fund and \$630,000 in assumed revenues from the sale of a former fire station property.

Major capital outlay purchases planned for FY 2023/24 include:

- Five Type 1 engines \$4.1 million
- Six ambulances (new) - \$1.6 million
- Six ambulance remounts - \$1.2 million
- Three ambulance replacements - \$824,000
- Type V engine - \$207,000
- Two squad vehicles - \$600,000

GRANTS FUND

The FY 2023/24 Preliminary Budget anticipates Grants Fund revenues of \$4.0 million and expenditures of \$4.3 million, with the gap closed by existing fund balances. As additional grants are awarded and accepted, grant revenues and expenditures will be reflected through budget revisions.

DEVELOPMENT IMPACT FEES FUND

Annual development impact fee revenue of \$1.3 million is budgeted for FY 2023/24. Use of this revenue source is restricted to costs related to new fire stations and equipment needed to mitigate the impacts of new development. During FY 2023/24, the District expects to combine this revenue with existing fund balance and \$8.4 million in capital lease revenue to expend \$12.7 million for the preliminary phases of construction for a new Vineyard Springs fire station and land acquisition for a new Grant Line 220 fire station.

LEASED PROPERTIES FUND

The District leases property not required for current operations and accounts for the revenues and expenditures associated with leased property in the Leased Properties Fund. Total lease revenue for FY 2023/24 is expected to be \$1.2 million and expenses associated with the leased property are anticipated to be \$640,000. The Leased Properties Fund is expected to gain \$552,000 and end the fiscal year with a balance of \$1.3 million.

DISTRICT COMPARISON

The District is the seventh-largest local fire agency in California and, as a special district commissioned mainly to provide fire suppression and emergency transport for 16 communities and 2 counties, has few comparable fire service agencies. One such comparative model is the Orange County Fire Authority (OCFA), which serves 24 communities and 1.89 million persons across 587 square miles, compared to the District's 720,000 persons across 359 square miles.

The most recent adopted OCFA budget for FY 2022/23 shows the total OCFA General Operating Fund budget to be \$466.2 million, compared to District's \$264.8 million General Fund budget over the same period. On a per capita basis, the OCFA general operating budget equates to a \$244, compared to \$347 for the District, a difference of \$103.

Revenue sources are similar to OCFA as well. Property taxes made up 74 percent of District revenues in FY 2022/23, compared to 64 percent for the OCFA. Charges for services made up 23.5 percent of total District revenues in FY 2022/23, compared to 23.7 percent for the OCFA.

RISKS AND ISSUES

Through proactive financial planning and forecasting, the District has identified risks and issues that must be addressed to ensure the District's long-term fiscal health. The Preliminary Budget for FY 2023/24 reflects continued focus on addressing the risks and issues described below.

Unfunded Liabilities for Pensions and Other Post-Employment Benefits (OPEB)

The FY 2023/24 budget reflects an increase of almost \$4.0 million (7.9 percent) to CalPERS to fund the District's Safety and Miscellaneous pension plans. CalPERS' strong market performance in the 2020/21 plan year resulted in this relatively modest increase. However, the 2020/21 plan year was followed by poor market performance by the retirement system, suggesting steep contribution increases to come in FY 2024/25.

The FY 2023/24 budget also reflects a \$4.6 million payment to the Sacramento County Employees' Retirement System in accordance with a funding agreement to address the unfunded pension liability associated with a predecessor fire agency. Under this agreement, the District will make annual payments through approximately FY 2036/37, depending on actuarial adjustments.

The District has been pre-funding its OPEB retiree medical obligations since 2013 and the FY 2023/24 budget reflects contributions of \$4.1 million, slightly higher than the \$4.0 million contribution in FY 2022/23. This contribution will fund the explicit subsidy liability, budgeted as

a combination of retiree medical premium payments and contributions to the California Employers' Retiree Benefit Trust (CERBT) Fund. After ten years the unfunded liability is approximately 26 percent funded, suggesting additional contributions should be considered.

Unfunded Capital Projects, Replacement, and Maintenance

The FY 2023/24 budget includes \$36.6 million in capital outlay spending. Of that amount, approximately \$11 million is budgeted for the replacement of apparatus and other vehicles. The District expects escalating costs and significant vehicle replacement needs.

FY 2023/24 capital outlay spending also includes \$12.5 million associated with the construction of a new Vineyard Springs Station and land acquisition for a Grant Line 220 station. Additionally, the 2023/24 budget includes nearly \$12 million in expenditures for a new training facility, currently referred to as the Zinfandel Training Center. As new development occurs within the District boundaries, costs associated with constructing, equipping, and supporting new fire stations will grow.

Capital project needs exceed revenues the District currently generates and can reasonably be expected to generate through its primary revenue sources: property taxes and emergency medical transport revenues. The District's latest CIP Plan identifies more nearly \$100 million in capital projects. Additionally, the District's most recent Facility Condition Assessment identified the need for over \$80 million of repairs to existing fire stations and facilities over the next 20 years, as well as approximately \$50 million of modernization costs for these facilities. With information gleaned from the CIP Plan, the District will prioritize project and consider financing tools such as long-term financing and new revenue options.

Federal Program Changes Affecting Emergency Medical Transport Revenues

Through the two IGT programs, VRRP and PPGEMT Program, the District will receive additional federal funding netting more than \$20 million for transporting Medi-Cal managed care beneficiaries and the uninsured. The replacement of the former Ground Emergency Transport Program (GEMT) program with the statutorily-directed PPGEMT ensured more funding and improved funding certainty. However, the VRRP continues to operate without statutory direction and either the State of California or participating managed care providers could opt to end participation, reducing and potentially eliminating a \$10 million annual revenue source. The District will seek ways to allocate VRRP revenues to one-time costs, as it once did, rather than ongoing expenses.

RECOMMENDATION

Staff's recommendation to the Board of Directors is to approve the FY 2023/24 Preliminary Budget and the resolutions facilitating its implementation.

California Society of Municipal Finance Officers

Certificate of Award

Operating Budget Excellence Award Fiscal Year 2022-2023

Presented to the

Sacramento Metropolitan Fire District

For meeting the criteria established to achieve the CSMFO Excellence Award in Budgeting.

February 10, 2023



A handwritten signature in black ink, appearing to read "Scott Catlett".

*Scott Catlett
2022 CSMFO President*

A handwritten signature in black ink, appearing to read "James Russell-Field".

*James Russell-Field, Chair
Recognition Committee*

Dedicated Excellence in Municipal Financial Reporting



BOARD OF DIRECTORS

Cinthia Saylor



DIVISION 1

**VICE-PRESIDENT
Grant B. Goold**



DIVISION 2

Robert Webber



DIVISION 3

**SECRETARY
Ted Wood**



DIVISION 4

Jennifer Sheetz



DIVISION 5

**PRESIDENT
D'Elman Clark**



DIVISION 6

Brian Rice



DIVISION 7

Gay Jones



DIVISION 8

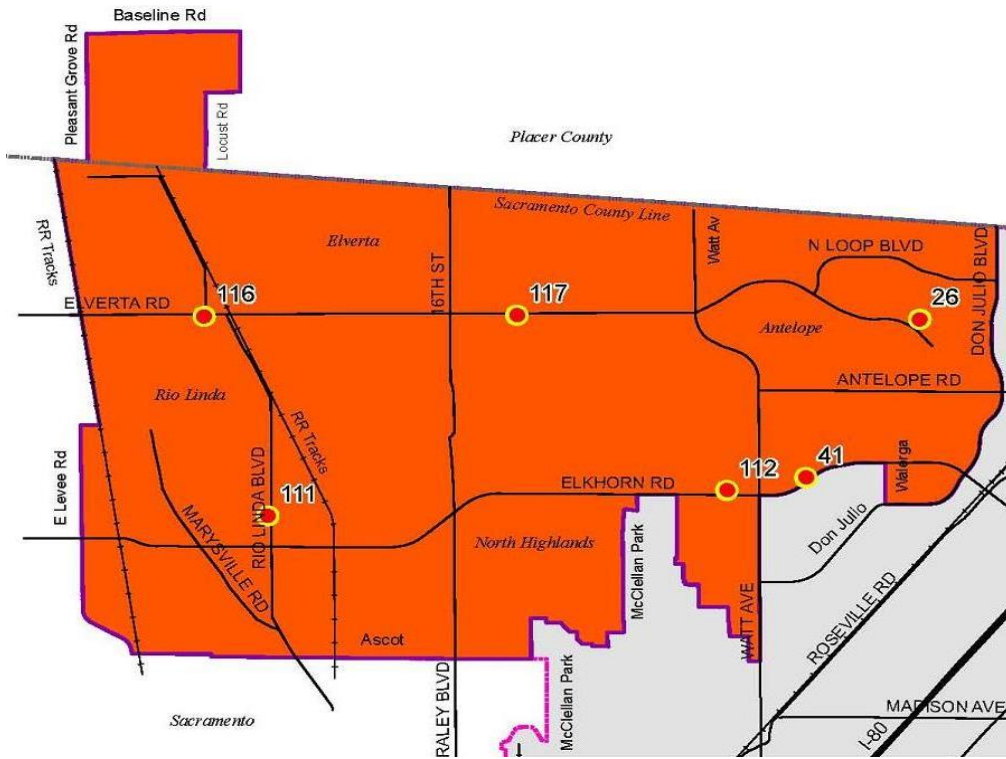
John Costa



DIVISION 9



DIVISION 1



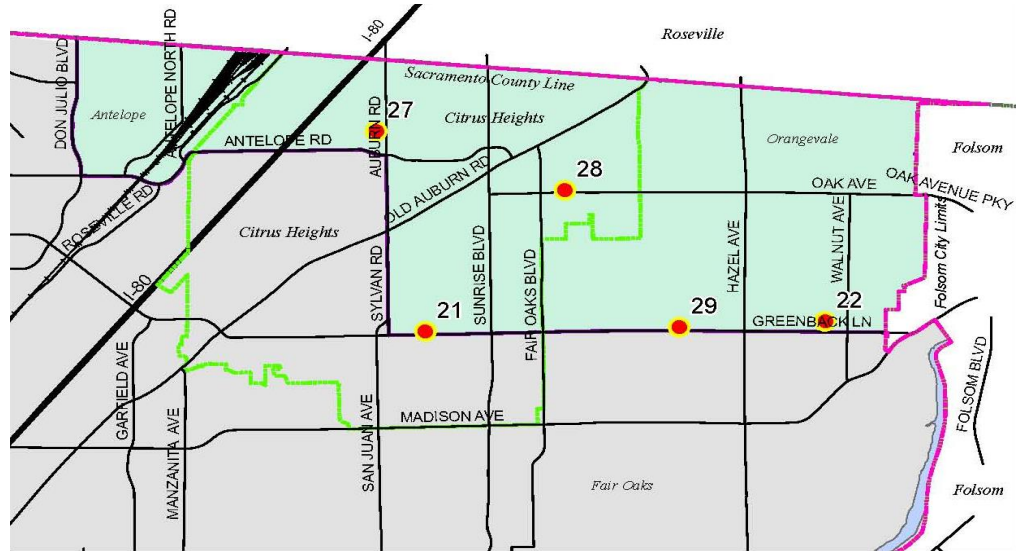
DIVISION 2



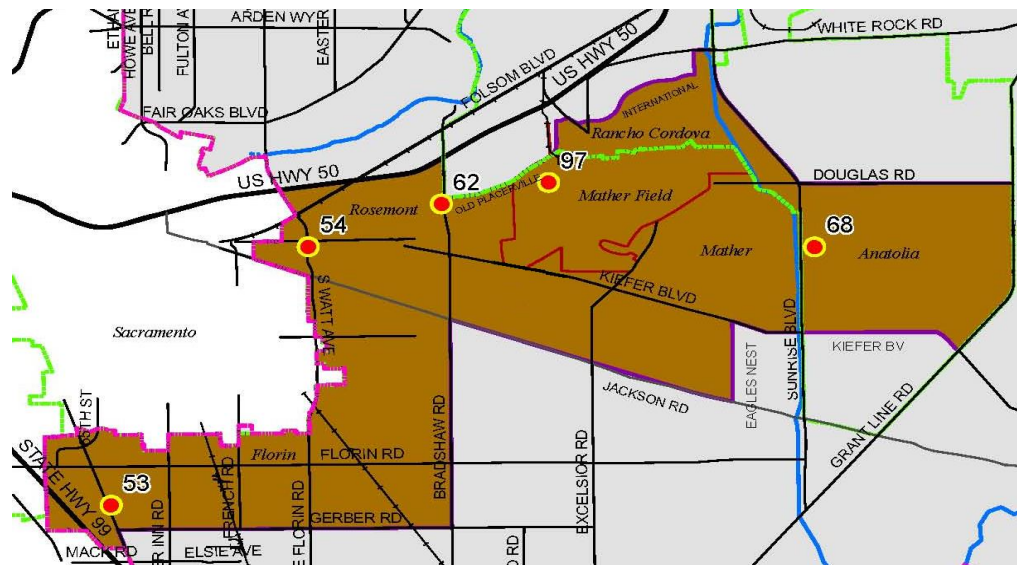
- Fire Station
- Metro Fire

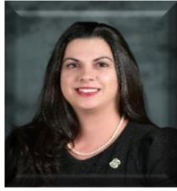


DIVISION 3

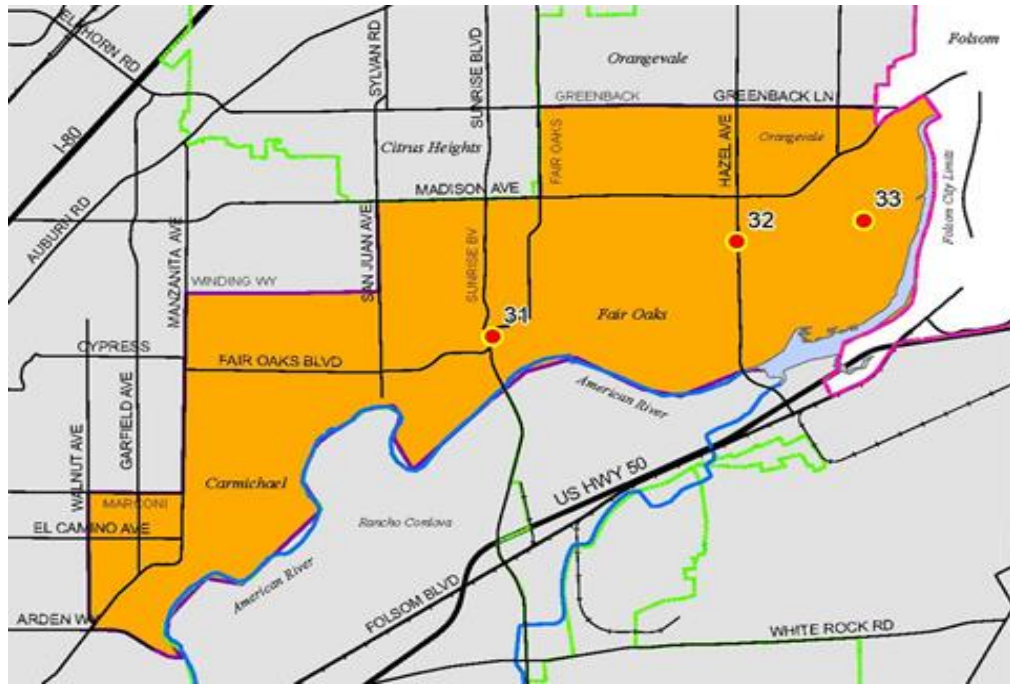


DIVISION 4

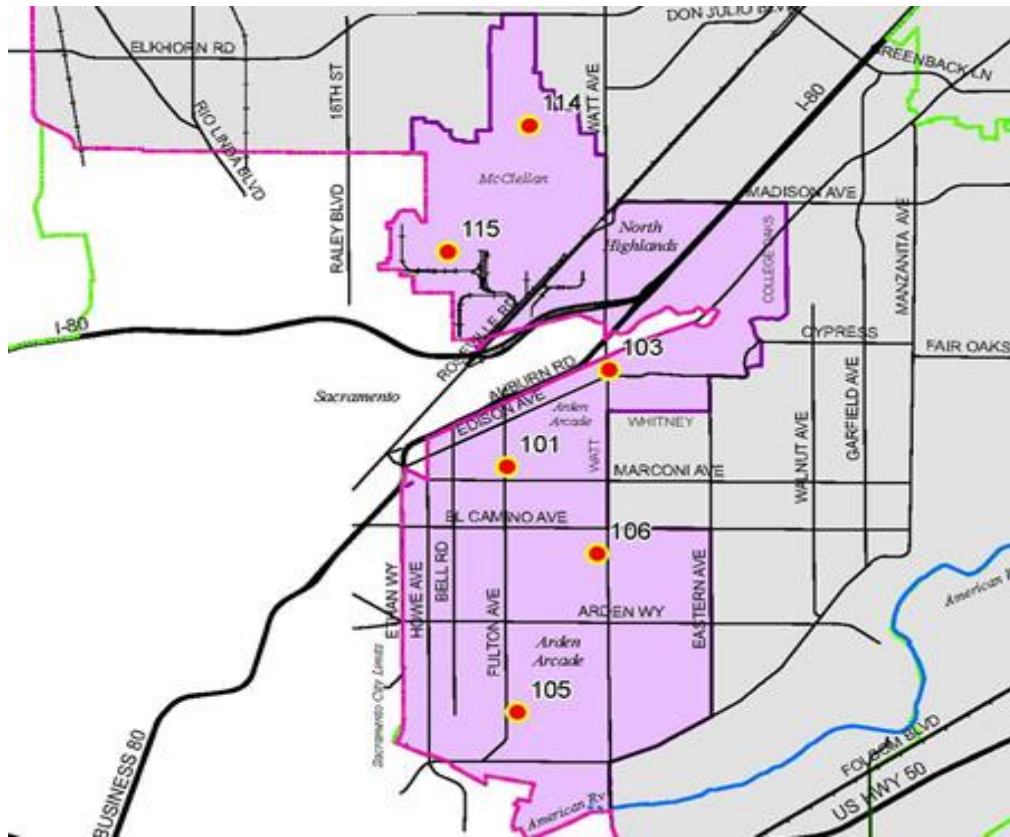




DIVISION 5



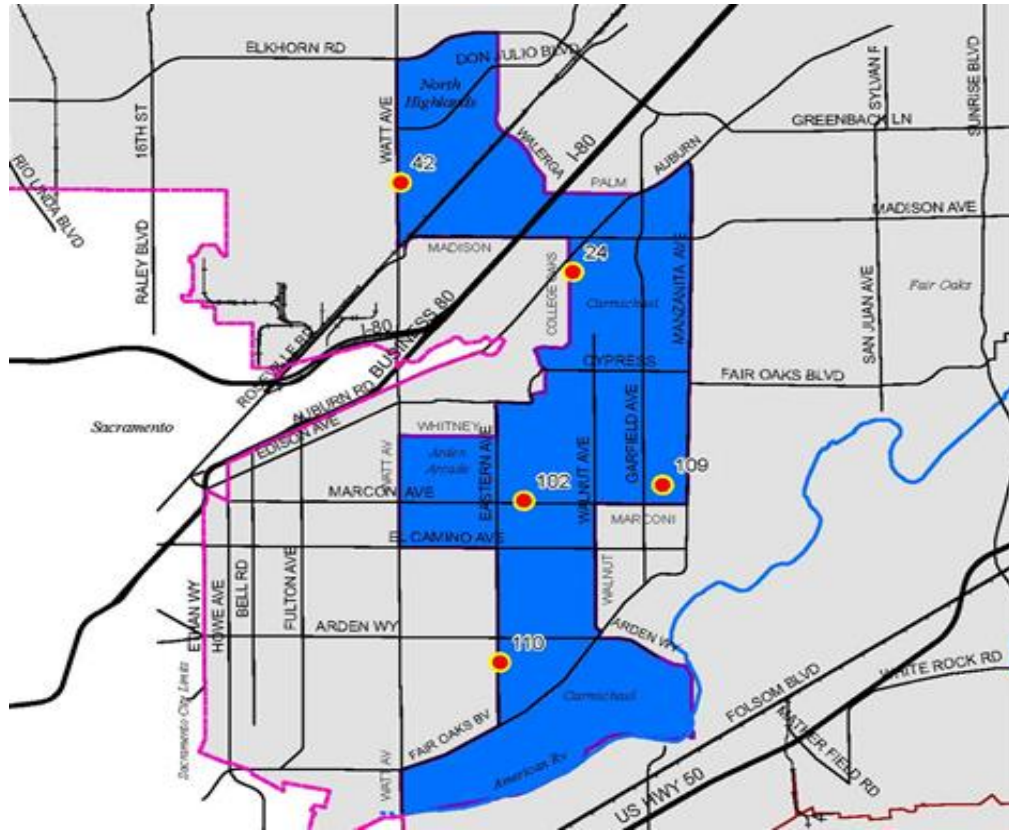
DIVISION 6



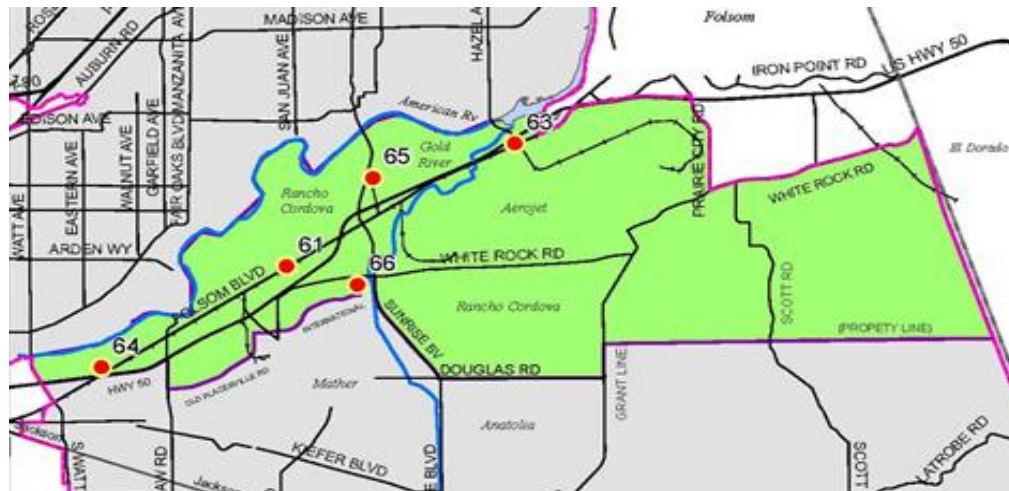
- Fire Station
- Metro Fire



DIVISION 7



DIVISION 8



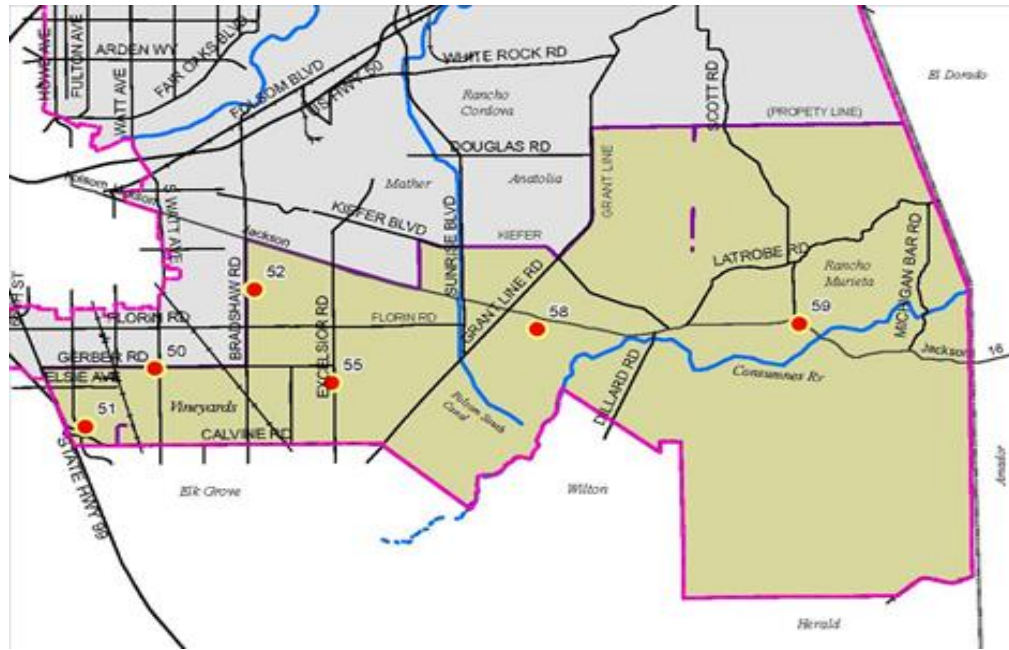
- Fire Station
- Metro Fire



DIVISION BOUNDARY MAPS



DIVISION 9



- Fire Station
- Metro Fire

Dan Haverty



Dan Haverty, a fourth generation Sacramentan, was selected by Metro Fire's Board of Directors to serve as the Interim Fire Chief effective January 4, 2023.

Dan has served 30 years in the fire service, with 20 of those years at Metro Fire. During his fire service tenure, he promoted through the ranks at Metro Fire reaching the position of assistant chief, as well as served as the Chief Assistant Deputy Director for the Training and Exercise Division at the California Governor's Office of Homeland Security. In 2007, he retired from Metro Fire to become the Fire Chief for the City of Folsom, a position he held until 2010. Dan has also served as the Interim Fire Chief in the cities of Lodi, Sacramento and a second tenure in Folsom.

He has served on boards representing the Sacramento Regional Fire/EMS Communications Center, Sierra Donor Services, Safety Center, Inc. and Sacramento Chapter of the American Society for Public Administration. He was a past president of the Sacramento County Fire Chiefs Association and Rotary Club of Folsom Lake and chairman of the Board of Directors for the Folsom Chamber of Commerce.

Dan holds a Bachelor's Degree in Fire Service Management, a Master's Degree in Public Agency Communication from California State University, Sacramento, and a MPA and Doctorate in Public Administration from the University of Southern California. He was an Associate Professor at USC Sol Price School of Public Policy from 2003-2016.

Following a call of Faith, Dan serves on the Christ the King Retreat Center Board and the Diocese of Sacramento, Catholic Foundation Board, and is a Deacon at Holy Trinity Parish in El Dorado Hills.



COMMAND STAFF

Interim Fire Chief Dan Haverty

Deputy Chiefs

Administration Ty Bailey
Operations Adam Mitchell
Support Services Tyler Wagaman

Chief Financial Officer Dave O'Toole

Assistant Chiefs

A Shift Joe Fiorica
B Shift Carl Simmons
C Shift Charles Jenkins
EMS Jon Rudnicki
Training Michael Lozano
Fire Marshal Barbara Law



DISTRICT HISTORY & BACKGROUND

On September 25, 1999 by unanimous vote, the Board of Directors of the American River Fire Protection District adopted an application for reorganization resolution with the Sacramento County Fire Protection District. On September 23, 1999, the Board of Directors of Sacramento County Fire Protection District adopted the application for reorganization with the American River Fire Protection District. The adoptions of these resolutions officially called for the reorganization of both districts, which occurred on December 1, 2000.

The administration and membership of the Sacramento Metropolitan Fire District (District) recognize the contribution and rich history of its predecessor districts. There are 16 prior fire districts represented in the Metro Fire organization. The predecessor fire districts include:

<u>Arcade</u>	01/26/42 to 06/30/86	<u>McClellan Field</u>	1937 to 04/01/01
<u>Arden</u>	01/04/43 to 07/31/83	<u>Michigan Bar</u>	01/01/43 to 11/09/47
<u>Carmichael</u>	01/30/42 to 07/31/83	<u>Mills</u>	06/08/22 to 11/01/59
<u>Citrus Heights</u>	12/31/33 to 06/30/89	<u>North Highlands</u>	09/24/51 to 06/02/84
<u>Elverta</u>	10/22/25 to 12/31/86	<u>Orangevale</u>	03/02/36 to 12/01/45
<u>Fair Oaks</u>	03/27/28 to 11/02/93	<u>Rancho Cordova</u>	11/02/59 to 06/30/89
<u>Florin</u>	01/26/42 to 06/30/97	<u>Rio Linda</u>	06/23/23 to 12/31/86
<u>Mather Field</u>	1918 to 09/03/93	<u>Sloughhouse</u>	11/10/47 to 06/30/90

Sacramento Metropolitan Fire District is the largest district in the County of Sacramento and the seventh largest local fire agency in the State of California. The combined District now consists of about 700 employees with an area encompassing 359 square miles that include Sacramento and Placer counties.

Demographic Information

District Size	359 square miles
Population	719,782
Population Growth in 2019-2020	1.06%
Housing Units	271,536
Average Household Size	2.72
Diversity Index*	76.3
Median Household Income	\$63,494
Average Household Income	\$84,362
% of Pop. with High School Diploma	21.9
% of Pop. with BA/BS or Higher	27.2
Elevation	30'
Fire Protection ISO Rating	2/2Y-3/3Y**

* Diversity Index is a U.S. Census measurement of the probability that two people chosen at random in a given area will be from different race and ethnic groups.

** Rating depends on location in District. The ISO rating measures the preparedness level a fire district to handle a fire incident and includes factors like availability of water sources.

Source: U.S. Census Bureau 2020 Census Redistricting Data; and ESRI ACS Key Population and Household Facts, 2015-19



DISTRICT HISTORY & BACKGROUND

Major Employers (Sacramento County)

EMPLOYER	EMPLOYEES
1. State of California	82,076
2. UC Davis Health	16,618
3. Sacramento County	12,585
4. Kaiser Permanente	12,078
5. U.S. Government	11,752
6. Dignity Health	10,888
7. Sutter Health	10,187
8. Intel	5992
9. California State University Sacramento	5283
10. San Juan Unified School District	4962

Source: Sacramento Business Journal *Book of Lists* (December 24, 2021)

Core Values

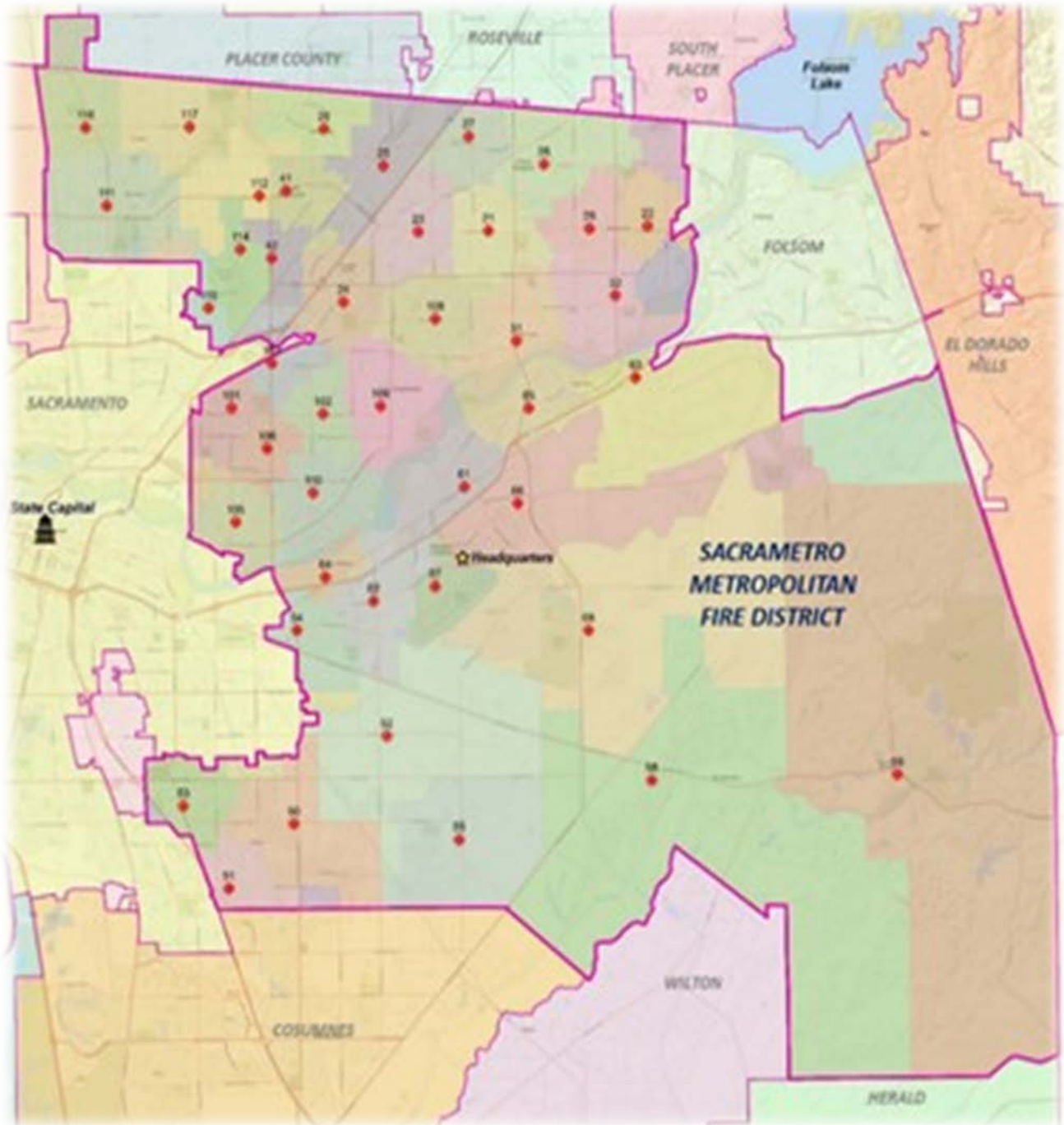
Integrity • Professionalism • Teamwork • Service Before Self

Mission Statement

“To provide professional and compassionate protection, education and service to our community.”



METRO FIRE LOCATIONS





METRO FIRE LOCATIONS

Station/HQ	Address	BATTALION
HQ	10545 Armstrong Ave., Suite 200, Mather, CA 95655	
111	6609 Rio Linda Blvd., Rio Linda 95673	B5
112	6801 34th St., North Highlands 95660	B5
114	5824 Kelly Way, McClellan 95652	B5
115	4727 Kilzer Ave., McClellan 95652 (Air Ops)	B5
116	7995 Elwyn Ave., Elverta 95626	B5
117	7961 Cherry Brook Dr., Elverta 95626	B5
24	4942 College Oak Dr., Sacramento 95841	B5
25	7352 Roseville Rd., Sacramento 95842	B5
26	8000 Palmerson Dr., Antelope 95843	B5
41	6900 Thomas Dr., North Highlands 95660	B5
42	5608 North Haven, North Highlands 95660	B5
101	3000 Fulton Ave., Sacramento 95821	B7
102	4501 Marconi Ave., Sacramento 95821 <i>*medics only*</i>	B7
103	3824 Watt Ave., Sacramento 95821	B7
105	2691 Northrop Ave., Sacramento 95864	B7
106	2200 Park Towne Cir., Sacramento 95825	B7
108	6701 Winding Way, Fair Oaks 95628	B7
109	5634 Robertson Ave., Carmichael 95608 (HazMat)	B7
110	1432 Eastern Ave., Sacramento 95864	B7
50	8880 Gerber Rd., Sacramento 95828	B9
51	8210 Meadowhaven Dr., Sacramento 95828	B9
53	6722 Fleming Ave., Sacramento 95828	B9
54	8900 Fredric Ave., Sacramento 95826	B9
55	7776 Excelsior Rd., Sacramento 95829	B9
62	3646 Bradshaw Rd., Sacramento 95827	B9
64	9116 Vancouver Dr., Sacramento 95826	B9
21	7641 Greenback Ln., Citrus Heights 95610	B13
22	6248 Chestnut Ave., Orangevale 95662	B13
23	6421 Greenback Ln., Citrus Heights 95621	B13
27	7474 Grand Oaks Bl., Citrus Heights 95621	B13
28	8189 Oak Ave., Citrus Heights 95610	B13
29	8681 Greenback Ln., Orangevale 95662	B13
31	7950 California Ave., Fair Oaks 95628	B13
32	8890 Roediger Lane, Fair Oaks 95628	B13
58	7250 Sloughhouse Rd., Elk Grove 95624	B14
59	7210 Murieta Drive, Rancho Murieta 95683	B14
61	10595 Folsom Bl., Rancho Cordova 95670	B14
63	12395 Folsom Bl., Rancho Cordova 95742	B14
65	11201 Coloma Rd., Rancho Cordova 95670	B14
66	3180 Kilgore Rd., Rancho Cordova 95670	B14
68	12065 Cobble Brook Dr., Rancho Cordova 95742 <i>*NEW*</i>	B14



ALL FUNDS SUMMARIES



BUDGET SUMMARY - ALL FUNDS

Preliminary Budget FY 2023-24

	GENERAL FUND	CAPITAL FACILITIES FUND	LEASED PROPERTIES FUND	GRANTS FUND	DEVELOPMENT IMPACT FEES FUND	IGT FUND	SPECIAL PROJECTS FUND-ZINF TRNG SITE	TOTALS
REVENUES								
PROPERTY TAXES	\$ 199,591,212	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 199,591,212
USE OF MONEY AND PROPERTY	15,000	-	1,190,694	-	-	-	-	1,205,694
INTERGOVERNMENTAL	4,198,866	-	-	4,077,780	-	-	-	8,276,646
CHARGES FOR SERVICES	61,622,835	-	-	-	1,300,000	36,930,169	-	99,853,004
MISCELLANEOUS	976,375	-	-	-	-	-	-	976,375
Total Revenues	266,404,288	-	1,190,694	4,077,780	1,300,000	36,930,169	-	309,902,931
EXPENDITURES:								
LABOR COSTS	240,520,714	-	-	3,741,774	-	-	-	244,262,488
SERVICES & SUPPLIES	42,675,770	125,000	392,890	474,348	180,000	14,050,589	100,000	57,998,597
TAXES, LICENSES, DEBT SERVICE & OTHERS	2,756,088	5,270,231	245,383	-	-	-	-	8,271,702
CAPITAL OUTLAY	-	11,430,470	-	29,350	12,500,000	-	12,700,000	36,659,820
Total Expenditures	285,952,572	16,825,701	638,273	4,245,472	12,680,000	14,050,589	12,800,000	347,192,607
REVENUE LESS EXPENDITURES	(19,548,284)	(16,825,701)	552,421	(167,692)	(11,380,000)	22,879,580	(12,800,000)	(37,289,676)
OTHER FINANCING SOURCES(USES)								
ISSUANCE OF CAPITAL LEASES	-	5,840,634	-	-	8,310,000	-	-	14,150,634
SALE OF ASSETS	-	630,000	-	-	-	-	-	630,000
TRANSFERS IN(OUT) FUND A-General	-	5,576,031	-	-	-	(22,879,580)	-	(17,303,549)
TRANSFERS IN(OUT) FUND D-Cap Fac	(5,576,031)	-	-	-	-	-	-	(5,576,031)
TRANSFERS IN(OUT) FUND G-Grants	-	-	-	-	-	-	-	-
TRANSFERS IN(OUT) FUND L-Leases	-	-	-	-	-	-	-	-
TRANSFERS IN(OUT) FUND M-IGT	22,879,580	-	-	-	-	-	-	22,879,580
Total Transfers	17,303,549	12,046,665	-	-	8,310,000	(22,879,580)	-	14,780,634
CHANGE IN FUND BALANCE	(2,244,735)	(4,779,036)	552,421	(167,692)	(3,070,000)	-	(12,800,000)	(22,509,042)
ESTIMATED BEGINNING RESERVE	36,106,304	6,384,036	713,381	201,786	4,190,315	-	12,800,000	60,630,305
ESTIMATED ENDING RESERVE	\$ 33,861,569	\$ 1,605,000	\$ 1,265,802	\$ 34,094	\$ 1,120,315	\$ -	\$ -	\$ 38,121,263



FUND BALANCE SUMMARY

Preliminary Budget FY 2023-24

	GENERAL FUND	CAPITAL FACILITIES FUND	LEASED PROPERTIES FUND	GRANTS FUND	DEVELOPMENT IMPACT FEES FUND	IGT FUND	SPECIAL PROJECTS FUND-ZINF TRNG SITE	TOTALS
Estimated Fund Balance Available June 30, 2023	\$ 36,106,304	\$ 6,384,036	\$ 713,381	\$ 201,786	\$ 4,190,315	\$ -	\$ 12,800,000	\$ 60,630,305
Revenues	266,404,288	-	1,190,694	4,077,780	1,300,000	36,930,169	-	309,902,931
Other Financing Sources	22,879,580	12,046,665	-	-	8,310,000	-	-	43,236,245
Estimated Funds Available	325,390,172	18,430,701	1,904,075	4,279,566	13,800,315	36,930,169	12,800,000	413,769,481
Expenditures	(285,952,572)	(16,825,701)	(638,273)	(4,245,472)	(12,680,000)	(14,050,589)	(12,800,000)	(347,192,607)
Other Financing Uses	(5,576,031)	-	-	-	-	(22,879,580)	-	(28,455,611)
Special Item	-	-	-	-	-	-	-	-
Estimated Fund Balance at June 30, 2024	\$ 33,861,569 **	\$ 1,605,000	\$ 1,265,802	\$ 34,094	\$ 1,120,315	\$ -	\$ -	\$ 38,121,263



SUMMARY OF REVENUES AND OTHER FINANCING SOURCES

Preliminary Budget FY 2023-24

SOURCE	ACTUALS FY 2020-21	ACTUALS FY 2021-22	MID-YEAR FY 2022-23	PRELIMINARY FY 2023-24
REVENUES				
Taxes	\$ 167,882,453	\$ 177,925,403	\$ 189,039,933	\$ 199,591,212
Charges for Services	75,056,870	67,573,809	88,077,546	99,853,004
Intergovernmental	4,604,542	9,623,516	9,083,186	8,276,646
Other Private Grants	-	456,075	660,406	-
Miscellaneous	158,842	1,584,114	1,491,406	976,375
Use of Money or Property	781,601	189,124	1,122,817	1,205,694
Total Revenues	248,484,308	257,352,041	289,475,294	309,902,931
OTHER FINANCING SOURCES	21,019,004	35,875,650	28,941,403	43,236,245
TOTALS	\$ 269,503,312	\$ 293,227,691	\$ 318,416,697	\$ 353,139,176
FUNDS				
General Fund	\$ 238,350,026	\$ 255,997,650	\$ 270,376,773	\$ 289,283,868
Pension Obligation Bond Fund	(27,979)	4,649	-	-
Capital Facilities Fund	11,538,575	19,934,047	13,064,752	12,046,665
Leased Properties Fund	1,146,009	1,236,776	1,101,817	1,190,694
Grants Fund	312,319	5,486,584	5,394,809	4,077,780
Development Impact Fees Fund	2,840,432	2,595,529	1,300,000	9,610,000
IGT Fund	15,343,930	7,972,456	26,978,546	36,930,169
Special Projects Fund-Zinf Trng Site	-	-	200,000	-
TOTALS	\$ 269,503,312	\$ 293,227,691	\$ 318,416,697	\$ 353,139,176



SUMMARY OF EXPENDITURES AND OTHER FINANCING USES

Preliminary Budget FY 2023-24

<u>OBJECT</u>	ACTUALS FY 2020-21	ACTUALS FY 2021-22	MID-YEAR FY 2022-23	PRELIMINARY FY 2023-24
EXPENDITURES				
Labor Costs	\$ 196,155,868	\$ 210,315,096	\$ 227,501,192	\$ 244,262,488
Services & Supplies	34,936,668	37,875,090	51,506,439	57,998,597
Taxes, Licenses, Debt Service & Others	11,013,680	9,979,765	8,870,186	8,271,702
Capital Outlay	7,597,617	8,824,652	17,434,271	36,659,820
Total Expenditures	249,703,833	266,994,603	305,312,088	347,192,607
OTHER FINANCING USES	16,828,474	20,916,174	20,100,306	28,455,611
TOTALS	\$ 266,532,307	\$ 287,910,777	\$ 325,412,394	\$ 375,648,218
FUNDS				
General Fund	\$ 235,710,814	\$ 252,639,815	\$ 268,998,490	\$ 291,528,603
Pension Obligation Bond Fund	-	-	-	-
Capital Facilities Fund	10,403,003	6,120,066	21,136,763	16,825,701
Leased Properties Fund	607,600	1,820,655	1,138,040	638,273
Grants Fund	938,096	5,068,295	5,604,342	4,245,472
Development Impact Fees Fund	3,321,166	4,962,774	1,280,000	12,680,000
IGT Fund	15,551,628	17,299,172	27,054,759	36,930,169
Special Projects Fund-Zinf Trng Site	-	-	200,000	12,800,000
TOTALS	\$ 266,532,307	\$ 287,910,777	\$ 325,412,394	\$ 375,648,218



DEBT SERVICE SCHEDULE

Preliminary Budget FY 2023-24

	Regular Debt Payments		Sinking Fund	Total
	Principal	Interest		
FUNDS				
General Fund				
Pension Obligation Bonds	\$ 2,520,000	\$ 1,364,306	\$ 2,581,586	\$ 6,465,892
Lease Revenue Bonds	88,725	169,970	-	258,695
Subtotal	2,608,725	1,534,276	2,581,586	6,724,587
Pension Obligation Bond Fund				
Apparatus and Equipment Leases	4,800,540	416,716	-	5,217,256
Lease Revenue Bonds	34,806	18,169	-	52,975
Subtotal	4,835,346	434,885	-	5,270,231
Leased Properties Fund				
Lease Revenue Bonds	161,224	84,159	-	245,383
TOTALS	\$ 7,605,295	\$ 2,053,320	\$ 2,581,586	\$ 12,240,201



Expenditures by Division - All Funds

Preliminary Budget FY 2023-24

		ACTUALS FY 2020-21	ACTUALS FY 2021-22	MID-YEAR FY 2022-23	PRELIMINARY FY 2023-24	VARIANCE W/ MID-YEAR
OFFICE OF THE FIRE CHIEF						
FCH	FIRE CHIEF	2,991,890	2,918,437	3,046,147	2,517,669	-17.3%
DEV	DEVELOPMENT TEAM	369,907	375,566	1,414,543	13,520,905	855.8%
BRD	BOARD OF DIRECTORS	243,947	298,620	343,282	258,102	-24.8%
COR	COMMUNITY RELATIONS	339,564	257,624	154,575	792,570	412.7%
ADMINISTRATION						
DCO	DEFERRED COMP	42,727	37,800	55,200	55,200	0.0%
FIN	FINANCE	5,386,170	5,687,409	4,939,111	4,252,845	-13.9%
HRE	HUMAN RESOURCES	1,521,515	1,830,350	2,210,599	2,268,713	2.6%
NDI	NON-DIVISIONAL	43,385,119	42,293,604	86,188,611	94,220,477	9.3%
TEC	INFORMATION TECHNOLOGY	4,146,740	4,159,792	4,819,127	5,258,885	9.1%
WCO	WORKERS COMP	4,048,304	4,601,484	8,277,408	5,081,948	-38.6%
OPERATIONS						
APE	APPARATUS & EQUIP	200,645	261,199	287,836	369,560	28.4%
CER	COMM EMER RESPONSE TM	2,798	827	3,500	3,500	0.0%
CIS	CRITICAL INCIDENT STR MNGT	16,636	26,092	49,350	58,897	19.3%
CPT	AIR OPS	1,560,722	1,311,394	2,091,727	1,746,869	-16.5%
DIS	DISPATCH	4,124,849	4,837,887	4,839,600	5,311,899	9.8%
DZR	DOZER PROGRAM	6,117	4,471	29,750	16,000	-46.2%
EMS	EMER MEDICAL SERVICES	10,126,444	12,845,830	10,203,094	13,067,115	28.1%
EPS	EMER PLANNING SPEC	832	13,741	300	300	0.0%
HFI	HEALTH & FITNESS	309,410	297,278	492,629	583,137	18.4%
HZM	HAZMAT	16,170	122,108	182,519	125,405	-31.3%
MIH	MOBILE INTEGRATED HEALTH	362	436,043	639,224	-	-100.0%
OPE	OPERATIONS ADMIN	1,942,217	1,758,664	1,688,271	2,340,635	38.6%
RCA	RECRUIT ACADEMY	99,378	3,832,378	5,716,965	2,699,966	-52.8%
RES	RESCUE	11,771	20,704	67,800	91,013	34.2%
RFP	RESERVE FF PROGRAM	32,483	40,461	44,005	95,005	115.9%
RTL	RENTAL PROPERTIES	131,761	135,311	155,696	152,903	-1.8%
SAF	SAFETY	1,482,103	1,528,082	1,427,611	1,916,714	34.3%
SRP	SINGLE ROLE PARA PRG	2,795,616	2,196,198	3,637,936	4,281,319	17.7%
SUP	SUPPRESSION	139,994,640	149,722,705	123,684,928	138,341,974	11.9%
TEM	TACTICAL EMS	346	2,592	58,473	8,000	-86.3%
TRA	TRAINING	1,727,938	1,880,300	2,151,061	2,312,271	7.5%
UAV	UNMANNED AERIAL VEHICLE	11,614	14,362	27,800	24,250	-12.8%
USR	URBAN SEARCH & RESCUE	-	-	500	500	0.0%
UTL	FIRE STATIONS UTILITIES AND CAPITAL OUTLAY	4,027,486	5,674,952	1,044,249	932,154	-10.7%
WTR	WATER RESCUE	96,338	126,684	31,900	71,900	125.4%
SUPPORT SERVICES						
ARS	ARSON/FIRE INVESTIGATIONS	525,821	585,916	788,501	755,885	-4.1%
COM	COMMUNICATION	1,510,657	1,267,499	1,510,050	1,479,714	-2.0%
CRR	COMMUNITY RISK REDUCTION	3,506,175	3,815,981	4,081,401	4,418,736	8.3%
CSE	COMMUNITY SERVICES	1,812	(80,103)	43,330	-	-100.0%
FAC	FACILITIES	1,854,095	2,192,293	3,350,252	2,868,525	-14.4%
FLE	FLEET	8,507,527	5,127,410	20,386,612	16,972,292	-16.7%
LOG	LOGISTICS	2,559,696	4,484,153	4,864,199	5,032,215	3.5%
WIL	WILDLAND	38,943	43,809	78,990	82,490	4.4%
ZIF	ZINFANDEL TRAINING SITE	4,548	6,696	203,426	12,804,150	6194.3%
TOTALS:		\$ 249,703,833	\$ 266,994,603	\$ 305,312,088	\$ 347,192,607	13.7%



Fund	Division	Description	Units	Price	Amount	Annual		
						Principal	Interest	Financing Cost
Capital Facilities	TEC:Information Technology	NDR SECURITY APPLICANCE	1	16,300	16,300			
Capital Facilities	TEC:Information Technology	BOARD EQUIPMENT-FY22 CARRYOVER	1	12,500	12,500			
Capital Facilities	CPT:Helicopter	ANXIS MP-50 TRANSCIVERS	2	8,000	16,000			
Capital Facilities	CPT:Helicopter	TECHNISONIC 136B RADIO	2	18,000	36,000			
Capital Facilities	CPT:Helicopter	EMERGENCY MANUAL CABLE CUTTER	1	8,000	8,000			
Capital Facilities	HZM:Hazmat	INDIAN SPRINGS RAILCAR KIT (ERK)	1	12,000	12,000			
Capital Facilities	HZM:Hazmat	JEROME J405 MERCURY VAPOR DETECT	1	13,500	13,500			
Capital Facilities	SAF:Safety	PPE BOOT DRYER	1	7,000	7,000			
Capital Facilities	SAF:Safety	SCBA WASHER BATTALION BUILDOUT						
Capital Facilities	TRA:Training	REPLACEMENT OF FIRST FIRE BEHAVIOR BURN PROP AT STATION 52	1	45,000	45,000			
Capital Facilities	TRA:Training	REPLACEMENT OF SECOND FIRE BEHAVIOR BURN PROP AT STATION 52	1	45,000	45,000			
Capital Facilities	UAV:Unmanned Aerial Vehicles	REPLACEMENT AIRCRAFT	2	6,000	12,000			
Capital Facilities	WTR:Water Rescue	INFLATABLE RESCUE BOAT, MOTOR & SUPPLIES	2	20,000	40,000			
Capital Facilities	APE:Apparatus And Equipment	BATTERY OPERATED COMBI TOOL						
Capital Facilities	COM:Communications	DUAL BAND RADIO - AIR OPS						
Capital Facilities	FLE:Fleet Maintenance	FORKLIFT - LOGISTICS	1	45,000	45,000			
Capital Facilities	FLE:Fleet Maintenance	FLOOR SCRUBBER	1	10,000	10,000			
Capital Facilities	FLE:Fleet Maintenance	TYPE I ENGINES-FY23 CARRYOVER	5	825,933	4,129,663			
Capital Facilities	FLE:Fleet Maintenance	AMBULANCE REPLACEMENT-FY23 C/O-NF	3	274,626	823,879	73,538	20,597	94,135
Capital Facilities	FLE:Fleet Maintenance	SERVICE TRUCK-FY23 C/O-NF	1	200,000	200,000	17,852	5,000	22,852
Capital Facilities	FLE:Fleet Maintenance	DELIVERY VANS-FY23 C/O-NF	2	75,000	150,000	13,389	3,750	17,139
Capital Facilities	FLE:Fleet Maintenance	TYPE V ENGINES-FY22 CARRYOVER	3	207,366	622,097			
Capital Facilities	FLE:Fleet Maintenance	TYPE V ENGINES-FY23 C/O-NF	1	207,366	207,366	18,509	5,184	23,693
Capital Facilities	FLE:Fleet Maintenance	SERVICE PICK-UP TRUCK-FY22 CARRYOVER	1	90,000	90,000			
Capital Facilities	FLE:Fleet Maintenance	SQUAD VEHICLES-FY23 C/O-NF	2	300,000	600,000	53,555	15,000	68,555
Capital Facilities	FLE:Fleet Maintenance	REMOUNT AMBULANCES-FY23 C/O-NF	6	168,232	1,009,389	90,097	25,235	115,332
Capital Facilities	FLE:Fleet Maintenance	WATER TENDER-FY22 CARRYOVER	1	429,776	429,776			
Capital Facilities	FLE:Fleet Maintenance	AMBULANCES-NEW	6	270,000	1,620,000	144,599	40,500	185,099
Capital Facilities	FLE:Fleet Maintenance	REMOUNT AMBULANCES	6	205,000	1,230,000	109,788	30,750	140,538
Subtotal: Capital Facilities					11,430,470	521,328	146,016	667,344
Federal Grants	HZM:Hazmat	SHSGP21 HAZMAT RESPONSE EQUIPMENT		29,350	29,350			
Development Impact Fees	DEV:Development	GRANT LINE 220 LAND ACQUISITION		2,400,000	2,400,000			
Development Impact Fees	DEV:Development	VINEYARD SPRINGS STATION BUILD		10,100,000	10,100,000			
Special Projects Fund	ZIF:Zinfandel	ZINFANDEL PHASE 3 BUILD		12,700,000	12,700,000			
Grand Totals					36,659,820	521,328	146,016	667,344

REVENUE & EXPENDITURES GENERAL OPERATING FUND





BUDGET SUMMARY - GENERAL FUND

Preliminary Budget FY 2023-24

	ACTUALS FY 2020-21	ACTUALS FY 2021-22	MID-YEAR FY 2022-23	PRELIMINARY FY 2023-24	VARIANCE W/ MID-YEAR BUDGET
REVENUES					
Property Taxes	\$ 167,882,453	\$ 177,925,403	\$ 189,039,933	\$ 199,591,212	\$ 10,551,279
Use of Money/Property	(276,092)	(1,030,245)	15,000	15,000	-
Intergovernmental	4,347,558	4,951,115	4,198,856	4,198,866	10
Charges for Services	56,815,770	57,004,925	59,799,000	61,622,835	1,823,835
Miscellaneous Revenue	158,842	1,584,114	1,491,406	976,375	(515,031)
Total Revenues	228,928,531	240,435,312	254,544,195	266,404,288	11,860,093
EXPENDITURES:					
LABOR COSTS	196,149,116	208,910,850	222,761,005	240,520,714	17,759,709
OTHER EXPENDITURES:					
Services & Supplies	28,281,716	33,771,920	38,374,385	42,675,770	4,301,385
Taxes, Licenses, Debt Service & Others	4,614,438	4,603,209	3,636,797	2,756,088	(880,709)
Total Expenditures	229,045,270	247,285,979	264,772,187	285,952,572	21,180,385
REV LESS EXP	(116,739)	(6,850,667)	(10,227,992)	(19,548,284)	(9,320,292)
OTHER FINANCING SOURCES(USES)					
Issuance of Capital Leases	-	-	-	-	-
Sale of Assets	-	-	-	-	-
Transfers In(Out) Fund D-Cap Fac	(6,611,468)	(4,996,137)	(4,182,230)	(5,576,031)	(1,393,801)
Transfers In(Out) Fund D-Cap Fac	-	216,295	-	-	-
Transfers In(Out) Fund G-Grants	(54,075)	(357,699)	(44,073)	-	44,073
Transfers In(Out) Fund G-Grants	21,495	20,043	48,842	-	(48,842)
Transfers In(Out) Fund L-Lease Properties	-	1,200,000	-	-	-
Transfers In(Out) Fund M-IGT	9,400,000	14,126,000	15,783,736	22,879,580	7,095,844
Total Other Financing Sources(Uses)	2,755,951	10,208,501	11,606,276	17,303,549	5,697,274
REV LESS EXP PLUS TRANSFERS	2,639,212	3,357,834	1,378,284	(2,244,735)	(3,623,018)
Less: Increase/Transfer to Committed Fund Balance	(2,989,245)	(3,453,397)	-	-	-
CHANGE IN FUND BALANCE	(350,033)	(95,563)	1,378,284	(2,244,735)	(3,623,018)



REVENUES & OTHER FINANCING SOURCES - GENERAL FUND

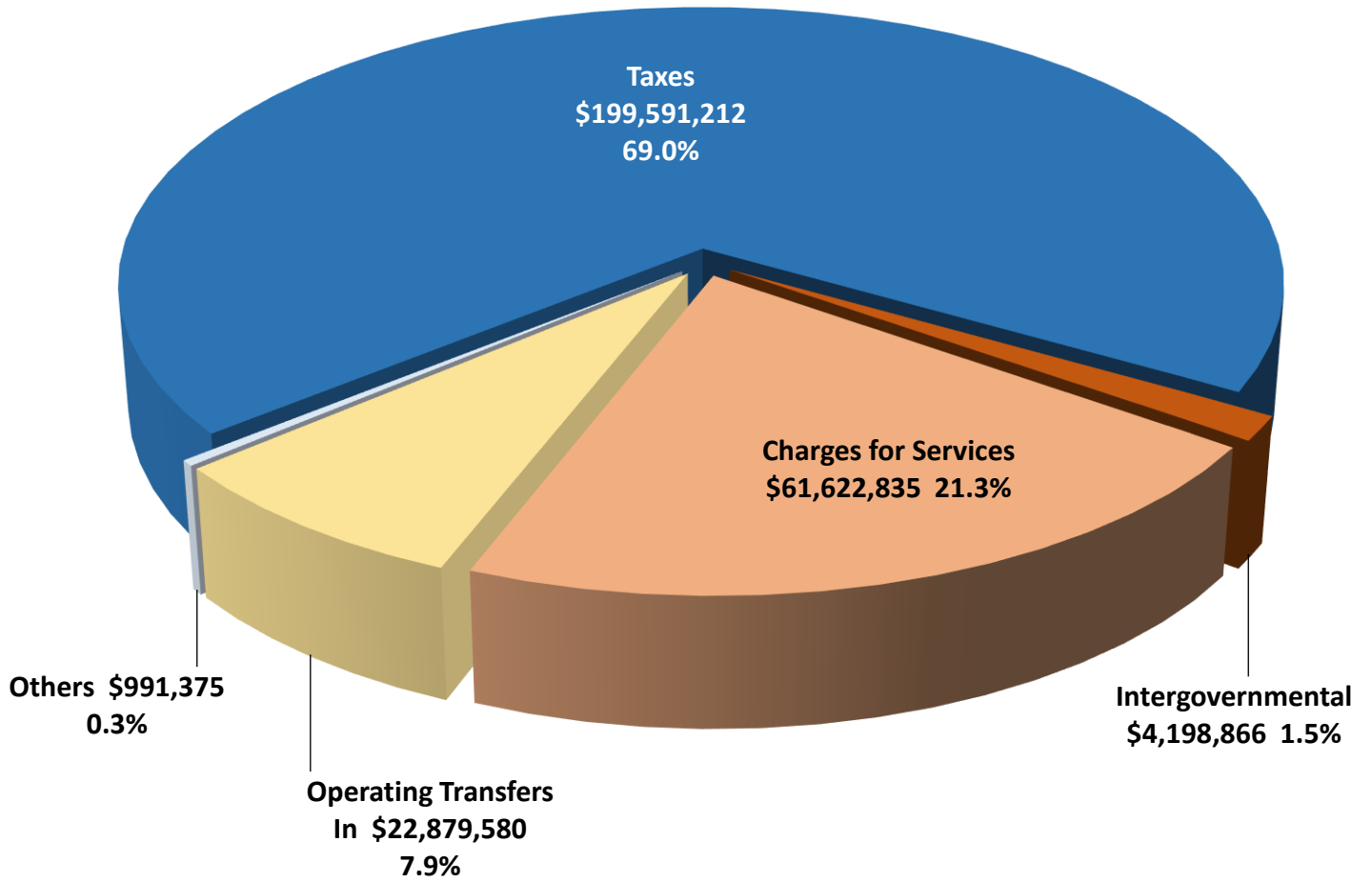
Preliminary Budget FY 2023-24

		ACTUALS FY 2020-21	ACTUALS FY 2021-22	MID-YEAR FY 2022-23	PRELIMINARY FY 2023-24	VARIANCE W/ MID-YEAR BUDGET
910100	CURRENT SECURED PROPERTY TAXES	\$ 154,515,810	\$ 162,716,826	\$ 175,968,028	\$ 184,681,637	\$ 8,713,609
910200	CURRENT UNSECURED PROPERTY TAXES	5,653,973	5,612,661	5,008,041	6,648,869	1,640,828
910300	SUPPLEMENTAL PROPERTY TAXES	4,039,701	5,953,849	4,488,622	4,647,209	158,587
910400	TAXES-SECURED "TEETER" FUNDS	1,305,513	1,162,382	1,200,000	1,040,595	(159,405)
910500	TAXES-SUPPLEMENTAL "TEETER" FUNDS	201,393	208,176	200,000	397,660	197,660
910600	UNITARY CURRENT SECURED TAXES	1,653,063	1,730,275	1,689,103	1,689,103	-
912000	SECURED REDEMPTION TAXES	11,199	14,967	9,186	9,186	-
913000	PRIOR UNSECURED PROPERTY TAXES	119,606	118,657	99,998	99,998	-
914000	PROPERTY TAX PENALTIES	44,084	71,117	38,355	38,355	-
976200	SPECIAL TAX ASSESSMENTS	338,111	336,493	338,600	338,600	-
PROPERTY TAXES		167,882,453	177,925,403	189,039,933	199,591,212	10,551,279
941000	INTEREST INCOME	(276,092)	(1,030,245)	15,000	15,000	-
942000	FAIR VALUE ADJUSTMENT	-	-	-	-	-
USE OF MONEY/PROPERTY		(276,092)	(1,030,245)	15,000	15,000	-
919600	RDA RESIDUAL DISTRIBUTION	1,940,107	1,545,966	1,743,016	1,743,037	21
952200	HOMEOWNERS PROPERTY TAX REVENUE	1,378,680	1,373,116	1,400,000	1,400,000	-
953100	AID/OTHER LOCAL GOV'T AGENCY	-	944,479	-	-	-
953300	REDEVELOPMENT AGENCY-PASSTHRU	1,026,002	1,085,655	1,055,840	1,055,829	(11)
956900	STATE AID AND OTHER MISC REVENUES	2,769	1,899	-	-	-
957000	CAPITAL CONTRIBUTIONS	-	-	-	-	-
INTERGOVERNMENTAL		4,347,558	4,951,115	4,198,856	4,198,866	10
963900	DEPLOYMENTS/OTHER FIRE SERVICE REIMBURSEMENTS	3,556,719	2,250,477	3,120,000	3,380,000	260,000
964300	FEES-INSPECTIONS, PERMITS & PLAN REVIEW	2,721,459	2,977,023	2,335,000	3,926,146	1,591,146
964320	PERMITS & KNOX LOCK FEES	-	-	-	-	-
964330	PLAN REVIEW FEES	1,983,226	2,123,095	1,600,000	2,402,760	802,760
964340	CODE ENFORCEMENT INSPECTION FEES	637,009	751,779	650,000	1,423,386	773,386
964360	FIREWORK FEES	72,104	65,749	55,000	70,000	15,000
964370	PLANNING LETTERS (COUNTY)	29,120	36,400	30,000	30,000	-
964800	FIRE CONTROL SERVICE (ALARM FEES)	40,431	104,496	50,000	50,000	-
964900	COPYING SERVICE	5,251	7,930	5,000	5,000	-
966900	MEDICAL CARE (MEDIC FEES)	43,032,990	44,828,798	44,500,000	46,900,000	2,400,000
966910	GEMT REIMBURSEMENT	763,963	39,513	3,300,000	500,000	(2,800,000)
969300	EDUCATION TRAINING SERVICE	57,290	258,810	400,000	400,000	-
969900	CONTRACT SERVICE REVENUE	6,637,667	6,537,878	6,089,000	6,461,689	372,689
CHARGES FOR SERVICES		56,815,770	57,004,925	59,799,000	61,622,835	1,823,835
931000	VEHICLE CODE FINES	3,264	4,695	5,000	5,000	-
932000	OTHER COURT FINES	2,609	4,183	4,000	4,000	-
973000	DONATIONS - CERT DONATION FROM FOUNDATION	200	647	-	-	-
974000	INSURANCE PROCEEDS	10,509	7,973	495,031	-	(495,031)
979000	REVENUE - GEMT ADMIN FEE + OTHER	128,504	1,528,847	987,375	967,375	(20,000)
979900	REVENUE - OTHER	13,756	37,769	-	-	-
MISCELLANEOUS REVENUE		158,842	1,584,114	1,491,406	976,375	(515,031)
Total General Operating Revenues		228,928,531	240,435,312	254,544,195	266,404,288	11,860,093
986200	PROCEEDS FROM SALE OF ASSETS	-	-	-	-	-
987000	EXTERNAL FINANCING SOURCES	-	-	-	-	-
987010	OTHER PRIVATE FUNDING SOURCES	-	-	-	-	-
599100	OPERATING TRANSFERS IN (From FUND D - Cap Fac)	-	216,295	-	-	-
599100	OPERATING TRANSFERS IN (From FUND E - Pension Bonds)	-	-	-	-	-
599100	OPERATING TRANSFERS IN (From FUND G - Grants)	21,495	20,043	48,842	-	(48,842)
599100	OPERATING TRANSFERS IN (From FUND L - Leased Ppty)	-	1,200,000	-	-	-
599100	OPERATING TRANSFERS IN (From FUND M - IGT)	9,400,000	14,126,000	15,783,736	22,879,580	7,095,844
OTHER FINANCING SOURCES		9,421,495	15,562,338	15,832,578	22,879,580	7,047,002
TOTAL REVENUES AND OTHER FINANCING SOURCES		\$ 238,350,026	\$ 255,997,650	\$ 270,376,773	\$ 289,283,868	\$ 18,907,095



REVENUES & OTHER FINANCING SOURCES - GENERAL OPERATING FUND 212A

Preliminary Budget FY 2023-24





Expenditures and Other Financing Uses - General Fund 212A

Preliminary Budget FY 2023-24

	ACTUALS FY 2020-21	ACTUALS FY 2021-22	MID-YEAR FY 2022-23	PRELIMINARY FY 2023-24	VARIANCE W/ MID-YEAR BUDGET
EXPENDITURES					
LABOR COSTS	\$ 196,149,116	\$ 208,910,850	\$ 222,761,005	\$ 240,520,714	\$ 17,759,709
SERVICES & SUPPLIES	28,281,716	33,771,920	38,374,385	42,675,770	4,301,385
TAXES, LICENSES, DEBT SERVICE & OTHERS	4,614,438	4,603,209	3,636,797	2,756,088	(880,709)
Total Expenditures	229,045,270	247,285,979	264,772,187	285,952,572	21,180,385
OTHER FINANCING USES					
TRANSFERS OUT	6,665,544	5,353,836	4,226,303	5,576,031	1,349,728
Total Expenditures and Other Financing Uses	\$ 235,710,814	\$ 252,639,815	\$ 268,998,490	\$ 291,528,603	\$ 22,530,113

Acct	Description	ACTUALS FY 2020-21	ACTUALS FY 2021-22	MID-YEAR FY 2022-23	PRELIMINARY FY 2023-24	VARIANCE W/ MID-YEAR BUDGET
110000	WAGES	\$ 108,272,815	\$ 114,322,280	\$ 122,000,031	\$ 134,656,579	\$ 12,656,548
120000	BENEFITS	87,876,301	94,588,570	100,760,974	105,864,135	5,103,161
	Total Labor Costs	196,149,116	208,910,850	222,761,005	240,520,714	17,759,709
200500	ADS/LEGAL NOTICES	5,371	7,982	13,806	12,474	(1,332)
201500	PRINT & COPY SERVICES	8,217	9,571	9,600	9,400	(200)
202100	BOOKS, SUBSCRIPTION SERVICE	9,709	7,218	26,223	23,733	(2,490)
202200	BOOKS, SUBSCRIPTION (PERM LIB)	14,129	19,555	57,630	35,379	(22,251)
202300	AUDIO VIDEO PRODUCTION SERVICES	2,850	9,845	9,400	9,400	-
202900	BUSINESS/CONFERENCE	55,335	114,812	290,386	406,092	115,706
203100	BUSINESS ACTIVITY EXP (NON-EE)	7,560	9,582	24,500	15,500	(9,000)
203500	EDUC/TRAINING SERVICES	316,423	324,573	759,508	677,723	(81,785)
203600	EDUCATION/TRAINING SUPPLIES	47,596	(27,993)	207,800	222,182	14,382
203800	EMPLOYEE AWARDS	15,095	6,346	25,600	35,609	10,009
203900	EMPLOYEE TRANSPORTATION	407	892	1,000	1,000	-
204100	OFFICE EQUIP NOT INVENTORIED	3,752	6,745	11,300	10,800	(500)
204500	FREIGHT/SHIPPING	7,096	6,626	7,500	6,000	(1,500)
205100	INSURANCE LBLTY,PPTY,W/C,ETC.	2,416,218	3,974,408	4,750,524	5,085,000	334,476
206100	MEMBERSHIPS	40,603	47,103	52,531	56,275	3,744
206600	PHOTO SUPPLY	60	6,533	2,078	19,078	17,000
207600	OFFICE SUPPLIES	12,492	85,403	55,116	58,442	3,326
208100	POSTAGE/SUPPLY/METER RNTL/LSE	21,608	149	4,000	4,000	-
208500	PRINTING/BINDING	15,169	17,909	21,900	22,000	100
210300	LNDSCP SVC/WEED ABTM/PEST CTRL	114,508	108,766	135,159	149,458	14,299
210400	LANDSCAPE SUPPLY	8,877	9,329	12,750	13,750	1,000
211100	BUILDING SERVICE	569,575	644,282	1,185,747	1,319,413	133,666
211200	BUILDING SUPPLY	46,233	40,179	134,100	42,300	(91,800)
213100	ELECTRICAL SERVICE	29,768	27,339	40,953	75,253	34,300
213200	ELECTRICAL SUPPLY	27,078	25,006	28,000	29,300	1,300
215100	MECH SYSTEMS SVC	45,548	39,674	59,432	61,332	1,900
215200	MECH SYSTEMS SUP	62,783	60,691	60,000	61,600	1,600
216100	PAINTING SERVICE	14,960	25,227	34,440	51,842	17,402
216200	PAINTING SUPPLY	4,590	2,351	11,000	9,500	(1,500)
216700	PLUMBING SERVICE	47,949	33,041	31,329	29,629	(1,700)
216800	PLUMBING SUPPLY	19,377	27,025	30,000	31,300	1,300
217100	REAL PROPERTY RENTAL	14,247	14,412	15,279	14,374	(905)
219100	ELECTRICITY	597,865	574,096	632,705	602,686	(30,019)
219200	NATURAL GAS	146,265	195,338	184,095	279,369	95,274
219300	REFUSE SERVICE	38,857	44,134	140,079	111,949	(28,130)
219500	SEWAGE SERVICE	38,459	43,803	52,167	48,914	(3,253)
219700	TELEPHONE SVCE:LINE FEES & CALLS	853,429	797,775	875,460	937,912	62,452
219800	WATER SERVICE	144,553	128,027	152,938	138,862	(14,076)
220500	VEHICLE MAINT SVC	1,665,521	1,479,060	1,604,168	1,699,839	95,671
220600	VEHICLE MAINT SUP	1,134,770	1,074,912	1,420,365	1,560,700	140,335
222600	EXPENDABLE TOOLS	20,836	9,386	14,000	18,950	4,950
223100	FIRE EQUIP SVC (NON-SCBA)	63,822	41,848	57,800	62,400	4,600
223200	FIRE EQUIP SUPPLY	756,187	444,740	397,076	565,638	168,562
223600	FUEL, OILS & LUBRICANTS	1,079,845	1,629,131	1,776,400	1,704,100	(72,300)
225100	MEDICAL EQUIP SVC	228,641	77,995	272,200	249,800	(22,400)
225200	MEDICAL EQUIP SUP	198	(7,375)	12,500	12,500	-
226400	OFFICE EQUIPMENT/FURNITURE	26,127	4,805	10,000	11,500	1,500
226500	COMPUTER INVENTORIAL EQUIPT.	154,144	96,640	374,858	141,285	(233,573)
226600	STATION FURNISHINGS	80,224	24,504	28,500	38,500	10,000
227100	COMM EQUIP SERVICE	25,788	26,005	64,030	88,100	P187,070

Acct	Description	ACTUALS	ACTUALS	MID-YEAR	PRELIMINARY	VARIANCE W/
		FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	MID-YEAR BUDGET
227200	COMM EQUIP SUPPLY	480,406	497,522	647,708	520,250	(127,458)
227500	EQUIPMENT RENTAL	192,773	181,258	306,441	344,680	38,239
228100	SHOP EQUIP SERVICE	11,734	13,841	17,000	10,000	(7,000)
228200	SHOP EQUIP SUPPLY	24,990	21,265	28,450	72,450	44,000
229100	OTHER EQUIP SERV	21,909	27,613	40,565	39,550	(1,015)
229200	OTHER EQUIP SUPPLY	63,269	112,519	194,925	404,695	209,770
231300	CLOTHING REPAIRS	112,311	87,001	138,158	150,000	11,842
231400	SAFETY CLOTHING AND SUPPLIES	584,456	1,003,377	970,672	1,334,070	363,398
232100	CUSTODIAL SERVICE	71,144	90,426	107,405	107,405	-
232200	CUSTODIAL SUPPLY	98,913	112,456	115,000	115,000	-
233200	FOOD SUPPLY	41,704	54,945	84,679	78,848	(5,831)
234200	KITCHEN SUPPLY	3,441	3,962	7,000	4,000	(3,000)
235100	LAUNDRY SERVICE	28,582	11,826	15,000	12,500	(2,500)
244300	MEDICAL SERVICES	148,066	244,592	346,472	339,256	(7,216)
244400	MEDICAL SUPPLIES	1,479,940	1,377,595	1,480,300	1,497,550	17,250
250200	ACTUARIAL SERVICE	7,750	26,775	18,375	34,500	16,125
250500	FINANCIAL SERVICE	134,538	160,113	164,550	94,190	(70,360)
253100	LEGAL SERVICE	426,577	444,886	513,480	596,163	82,683
254100	PERSONNEL SERVICE	152,565	68,276	171,440	152,837	(18,603)
254200	TREASURER SERVICES	7,802	7,869	10,000	10,000	-
259100	OTHER SERVICE	6,585,779	8,562,529	8,988,567	11,382,235	2,393,668
281100	COMPUTER SERVICES	1,262,185	1,267,891	1,435,842	1,753,714	317,872
281200	COMPUTER SUPPLY	9,615	34,334	25,145	10,000	(15,145)
281300	SALES TAX ADJUSTMENT	-	-	-	-	-
281700	ELECTION SERVICE	11,322	-	58,511	-	(58,511)
285100	PHYSICAL FITNESS SERVICE	15,113	23,213	30,000	70,000	40,000
285200	PHYSICAL FITNESS SUPPLIES	91,770	68,877	105,000	110,000	5,000
288000	PRIOR YEAR SVC/SUP	-	-	-	-	-
289800	OTHER SUPPLIES	7,939	77,702	44,019	37,100	(6,919)
289900	OTHER SERVICES	792,119	1,762,314	1,030,626	903,381	(127,245)
292300	GS MESSENGER SERVICES	2,870	253	-	-	-
293100	DISPATCH SERVICE	4,124,849	4,837,887	4,839,600	5,311,899	472,299
293400	PUBLIC WORKS SVC	-	-	8,000	4,000	(4,000)
296200	GENERAL SERVICE PARKING CHARGE	5,493	5,783	20,243	23,800	3,557
298400	RADIO SYSTEMS	219,078	213,615	233,280	279,555	46,275
Total Services and Supplies		28,281,716	33,771,920	38,374,385	42,675,770	4,301,385
321000	INTEREST EXPENSE	205,943	191,444	91,648	97,425	5,777
322000	PRINCIPAL PAYMENTS	382,292	120,737	179,723	169,970	(9,753)
345000	ASSESSMENTS	3,859,628	4,083,368	3,137,708	2,262,148	(875,560)
370000	CONTRIBUTIONS TO OTHER AGENCY	166,575	207,660	227,718	226,545	(1,173)
Total Tax, License, & Assessments		4,614,438	4,603,209	3,636,797	2,756,088	(880,709)

Total General Operating Expenditures \$ 229,045,270 \$ 247,285,979 \$ 264,772,187 \$ 285,952,572 \$ 21,180,385

Account Description	ACTUALS FY 2020-21	ACTUALS FY 2021-22	MID-YEAR FY 2022-23	PRELIMINARY FY 2023-24	VARIANCE W/ MID-YEAR BUDGET
Transfer Out to Fund D - Capital Facilities	\$ 6,611,468	\$ 4,996,137	\$ 4,182,230	\$ 5,576,031	\$ 1,393,801
Transfer Out to Fund E-Pension Fund					-
Transfer Out to Fund F-OPEB					-
Transfer Out to Fund G-Grants	54,075	357,699	44,073	-	(44,073)
Transfer Out to Fund L-Leases	-	-	-	-	-
Transfer Out to Fund S-Simulator Grant					-

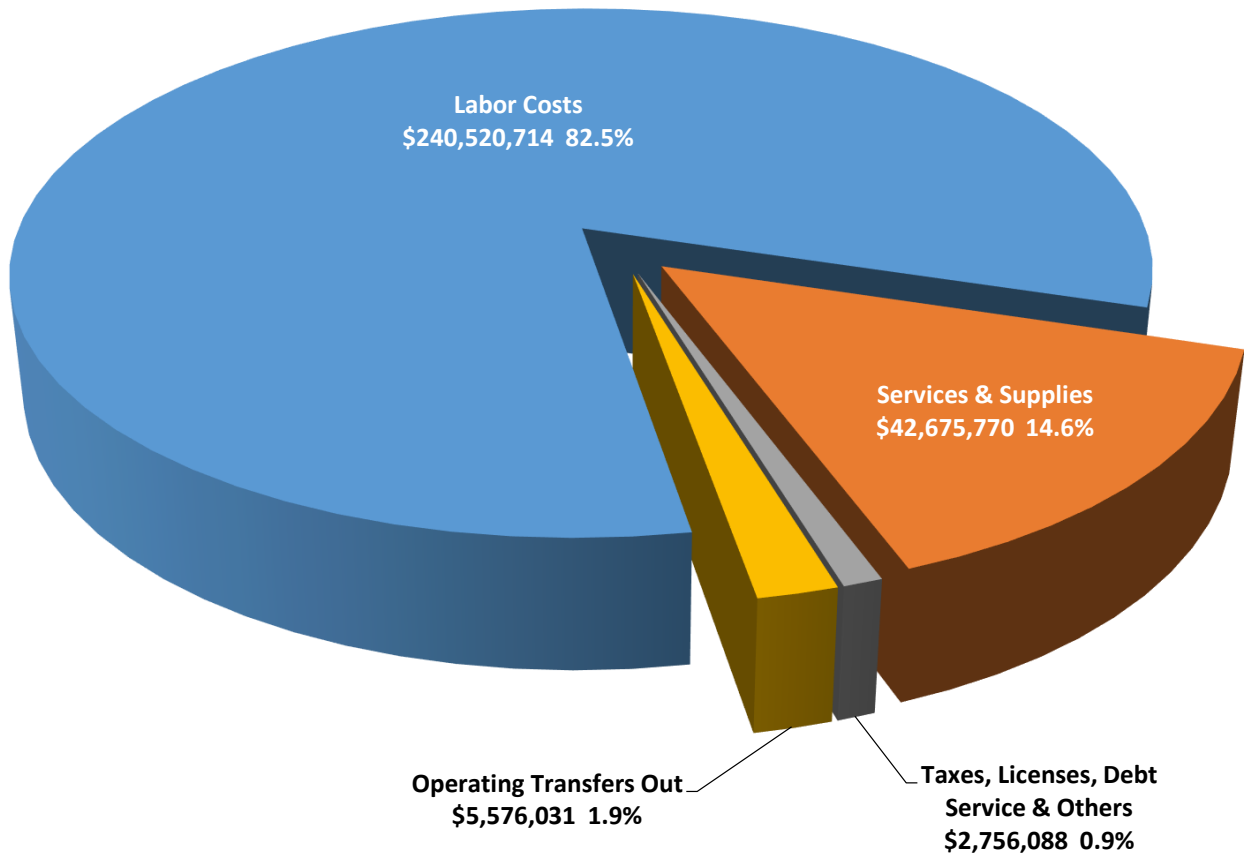
Total Other Financing Uses \$ 6,665,543 \$ 5,353,836 \$ 4,226,303 \$ 5,576,031 \$ 1,349,728

Total Expenditures and Other Financing Uses \$ 235,710,813 \$ 252,639,815 \$ 268,998,490 \$ 291,528,603 \$ 22,530,113



EXPENDITURES AND OTHER FINANCING USES - GENERAL FUND 212A

Preliminary Budget FY 2023-24





Labor Costs - General Fund Preliminary Budget FY 2023-24

		ACTUALS	ACTUALS	MID-YEAR	PRELIMINARY	VARIANCE W/ MID-YEAR	
		FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	\$ Change	% Change
COMPENSATION							
111000	Wages	\$ 63,709,627	\$ 66,457,651	\$ 71,126,856	\$ 80,529,939	\$ 9,403,083	13.2%
112100	Reserve F/F-Rio Linda	30,140	38,393	31,255	31,255	-	0.0%
112400	Directors	20,397	20,617	22,028	22,028	-	0.0%
113120	Overtime - Shift	1,795,043	1,707,287	2,589,784	2,613,897	24,113	0.9%
113210	FLSA	1,549,993	1,582,234	1,732,717	1,926,719	194,002	11.2%
113110	Constant Staffing-Callback	23,968,071	25,535,287	26,478,920	23,370,236	(3,108,684)	-11.7%
113220	Overtime - Day	276,096	641,754	668,644	664,732	(3,912)	-0.6%
114110	Out of Class	91,492	79,171	56,013	59,380	3,367	6.0%
114111	Fire Staff Premium	256,974	355,717	336,512	390,437	53,925	16.0%
114120	EMT	2,469,865	2,532,480	2,815,930	3,119,831	303,901	10.8%
114130	Paramedic	3,272,796	3,367,068	3,752,039	4,339,299	587,260	15.7%
114140	Education	3,756,662	4,050,724	4,595,785	5,560,269	964,484	21.0%
114160	Haz-Mat	393,701	436,552	834,038	1,233,136	399,098	47.9%
114170	Longevity Pay	1,541,869	1,623,904	1,873,661	2,289,329	415,668	22.2%
114200	Standby Pay	34,400	39,005	53,115	53,115	-	0.0%
114310	Uniform Allowance	12,911	13,056	28,200	37,600	9,400	33.3%
114320	Tool Allowance	16,500	15,250	26,285	32,885	6,600	25.1%
115110	Annual PTO/VL Buy Back	802,961	863,940	721,276	800,616	79,340	11.0%
115114	Holiday Pay Prem.	2,937,041	3,000,377	3,273,399	3,666,471	393,072	12.0%
115130	Sick Leave Buy Back/Annual	1,336,276	1,961,813	983,574	1,093,905	110,331	11.2%
115140	Medicare Cost Reimb	-	-	-	2,821,500	2,821,500	
TOTAL COMPENSATION		108,272,815	114,322,280	122,000,031	134,656,579	12,656,548	10.4%
BENEFITS							
Retirement							
121011	CalPERS Safety	39,415,457	44,539,562	48,529,666	52,378,182	3,848,516	7.9%
121020	CalPERS Misc.	2,093,960	2,330,737	2,596,587	2,772,676	176,089	6.8%
121022	Pension Bonds Principal Payment	2,430,000	2,880,000	4,679,196	5,101,586	422,390	9.0%
121040	SCERS Safety Retirement	4,735,416	4,407,807	2,808,994	4,600,000	1,791,006	63.8%
121041	Pension Bonds Interest Payment	1,757,188	1,627,912	1,474,696	1,364,306	(110,390)	-7.5%
Total Retirement		50,432,021	55,786,018	60,089,139	66,216,750	6,127,611	10.2%
Medical							
123010	Employees	13,949,385	14,485,772	15,011,856	17,028,097	2,016,241	13.4%
123011	Retirees	11,206,475	11,264,977	11,538,681	11,538,681	-	0.0%
123013	Pay In-Lieu of Medical	-	-	-	-	-	
123015	PERS OPEB	6,169,290	6,497,796	4,038,192	4,090,950	52,758	1.3%
123020	Dental	1,035,687	965,611	935,637	1,030,691	95,054	10.2%
123030	Vision	136,083	137,029	186,456	145,252	(41,204)	-22.1%
123040	Employee Assistance Program (EAP)	28,464	36,060	46,261	54,921	8,660	18.7%
123050	LT Disability	43,669	45,718	46,137	38,410	(7,727)	-16.7%
123060	Life/AD&D	123,197	123,012	121,453	129,868	8,415	6.9%
123080	Employee Retirement Consulting	23,874	24,014	23,913	25,956	2,043	8.5%
Total Medical:		32,716,124	33,579,989	31,948,586	34,082,826	2,134,240	6.7%
122020	OASDHI	1,503,484	1,588,358	1,514,393	1,945,096	430,703	28.4%
122030	PARS	7,070	7,379	8,756	14,560	5,804	66.3%
124000	Workers Compensation Claims	3,187,074	3,616,313	7,195,197	3,600,000	(3,595,197)	-50.0%
125000	Unemployment	30,528	10,513	4,903	4,903	-	0.0%
TOTAL BENEFITS		87,876,301	94,588,570	100,760,974	105,864,135	5,103,161	5.1%
TOTAL LABOR COSTS		\$ 196,149,116	\$ 208,910,850	\$ 222,761,005	\$ 240,520,714	\$ 17,759,709	8.0%



Expenditures by Division - General Fund

Preliminary Budget FY 2023-24

		ACTUALS FY 2020-21	ACTUALS FY 2021-22	MID-YEAR FY 2022-23	PRELIMINARY FY 2023-24	VARIANCE W/ MID-YEAR BUDGET
OFFICE OF THE FIRE CHIEF						
FCH	FIRE CHIEF	2,991,890	2,918,437	3,046,147	2,517,669	-17.3%
DEV	DEVELOPMENT TEAM	369,907	375,566	374,543	930,905	148.5%
BRD	BOARD OF DIRECTORS	243,947	298,620	343,282	258,102	-24.8%
COR	COMMUNITY RELATIONS	339,564	257,624	154,575	792,570	412.7%
ADMINISTRATION						
DCO	DEFERRED COMP	42,727	37,800	55,200	55,200	0.0%
FIN	FINANCE	5,382,452	5,671,922	4,919,111	4,232,845	-14.0%
HRE	HUMAN RESOURCES	1,521,515	1,830,350	2,210,599	2,268,713	2.6%
NDI	NON-DIVISIONAL	30,986,050	33,795,005	69,489,199	74,459,274	7.2%
TEC	INFORMATION TECHNOLOGY	3,979,334	4,017,210	4,640,122	4,914,991	5.9%
WCO	WORKERS COMP	4,048,304	4,579,711	8,277,408	5,081,948	-38.6%
OPERATIONS						
APE	APPARATUS & EQUIP	200,645	261,199	287,836	369,560	28.4%
CER	COMM EMER RESPONSE TM	2,798	827	3,500	3,500	0.0%
CIS	CRITICAL INCIDENT STR MNGT	16,636	26,092	49,350	58,897	19.3%
CPT	AIR OPS	1,515,743	1,311,394	1,227,909	1,686,869	37.4%
DIS	DISPATCH	4,124,849	4,837,887	4,839,600	5,311,899	9.8%
DZR	DOZER PROGRAM	6,117	4,471	29,750	16,000	-46.2%
EMS	EMER MEDICAL SERVICES	9,913,377	9,861,606	10,044,734	12,907,861	28.5%
EPS	EMER PLANNING SPEC	832	13,741	300	300	0.0%
HFI	HEALTH & FITNESS	309,410	297,278	492,629	583,137	18.4%
HZM	HAZMAT	16,170	18,903	45,765	70,555	54.2%
MIH	MOBILE INTEGRATED HEALTH	362	-	-	-	
OPE	OPERATIONS ADMIN	1,942,217	1,758,664	1,658,926	2,340,635	41.1%
RCA	RECRUIT ACADEMY	99,378	2,960,850	1,884,724	2,699,966	43.3%
RES	RESCUE	11,771	20,704	55,645	91,013	63.6%
RFP	RESERVE FF PROGRAM	32,483	40,461	44,005	95,005	115.9%
SAF	SAFETY	1,454,029	1,470,285	1,357,611	1,909,714	40.7%
SRP	SINGLE ROLE PARA PRG	2,795,616	2,196,198	3,637,936	4,281,319	17.7%
SUP	SUPPRESSION	139,987,888	149,516,986	123,300,642	134,600,200	9.2%
TEM	TACTICAL EMS	346	2,592	7,600	8,000	5.3%
TRA	TRAINING	1,727,938	1,781,604	2,151,061	2,222,271	3.3%
UAV	UNMANNED AERIAL VEHICLE	11,614	14,362	21,800	12,250	-43.8%
USR	URBAN SEARCH & RESCUE	-	-	500	500	0.0%
UTL	FIRE STATIONS UTILITIES	770,979	786,639	894,249	932,154	4.2%
WTR	WATER RESCUE	15,040	4,003	31,900	31,900	0.0%
SUPPORT SERVICES						
ARS	ARSON/FIRE INVESTIGATIONS	525,821	585,916	788,501	755,885	-4.1%
COM	COMMUNICATION	1,510,657	1,267,499	1,495,622	1,479,714	-1.1%
CRR	COMMUNITY RISK REDUCTION	3,463,849	3,646,677	4,031,512	4,418,736	9.6%
CSE	COMMUNITY SERVICES	1,812	(80,103)	43,330	-	-100.0%
FAC	FACILITIES	1,477,796	1,635,238	2,447,751	2,632,688	7.6%
FLE	FLEET	4,649,558	4,733,799	5,444,124	5,805,122	6.6%
LOG	LOGISTICS	2,514,906	4,484,153	4,864,199	5,032,215	3.5%
WIL	WILDLAND	38,943	43,809	78,990	82,490	4.4%
TOTALS:		\$ 229,045,270	\$ 247,285,979	\$ 264,772,187	\$ 285,952,572	8.0%



REVENUE & EXPENDITURES

OTHER FUNDS



BUDGET SUMMARY - CAPITAL FACILITES FUND 212D

Preliminary Budget FY 2023-24

	ACTUALS FY 2020-21	ACTUALS FY 2021-22	MID-YEAR FY 2022-23	PRELIMINARY FY 2023-24	VARIANCE W/ MID-YEAR BUDGET
REVENUE:					
INVESTMENT & OTHER INCOME	\$ (4,859)	\$ (21,566)	\$ -	\$ -	\$ -
INTERGOVERNMENTAL	-	-	-	-	-
MISCELLANEOUS	-	-	-	-	-
Total Revenues	(4,859)	(21,566)	-	-	-
EXPENDITURES:					
SERVICES & SUPPLIES	-	103,949	125,000	125,000	-
TAXES, LICENSES, DEBT SERVICE & OTHERS	6,102,910	5,080,723	4,987,680	5,270,231	282,551
CAPITAL OUTLAY	4,300,093	719,099	16,024,083	11,430,470	(4,593,613)
Total Expenditures	10,403,003	5,903,771	21,136,763	16,825,701	(4,311,062)
REVENUE LESS EXPENDITURES	(10,407,862)	(5,925,337)	(21,136,763)	(16,825,701)	4,311,062
OTHER FINANCING SOURCES(USES)					
ISSUANCE OF BONDS	-	8,030,000	-	-	-
ISSUANCE OF CAPITAL LEASES	3,897,559	6,641,303	8,211,097	5,840,634	(2,370,463)
SALE OF ASSETS	100,590	288,173	630,000	630,000	-
TRANSFERS IN(OUT) Fund A-General	6,611,468	4,996,137	4,182,230	5,576,031	1,393,801
TRANSFERS IN(OUT) Fund A-General	-	(216,295)	-	-	-
TRANSFERS IN(OUT) Fund G-Grants	741,435	-	41,425	-	(41,425)
TRANSFERS IN(OUT) Fund E-Pension Bonds	192,382	-	-	-	-
TRANSFERS IN(OUT) Fund L-Leased Prop	-	(205,184)	-	-	-
Total Other Financing Sources (Uses)	11,543,434	19,534,134	13,064,752	12,046,665	(1,018,087)
SPECIAL ITEM					
EARLY BOND RETIREMENT	-	(8,115,000)	-	-	-
REV LESS EXP PLUS TRANSFERS	\$ 1,135,572	\$ 5,493,797	\$ (8,072,011)	\$ (4,779,036)	\$ 3,292,975

SERVICES & SUPPLIES						
250500	FINANCIAL SERVICE	\$ -	\$ 103,949	\$ 125,000	\$ 125,000	\$ -
281300	SALES TAX ADJUSTMENT	-	-	-	-	-
TAXES, LICENSES, DEBT SERVICE & OTHERS						
321000	INTEREST	339,052	247,585	285,218	434,885	149,667
322000	PRINCIPAL	5,763,858	4,833,138	4,702,462	4,835,346	132,884
CAPITAL OUTLAY						
420100	STRUCTURES	-	38,449	18,000	-	(18,000)
420200	NON-STRUCTURE	158,125	70,060	-	-	-
430100	VEHICLES	3,835,815	393,611	14,904,160	11,112,170	(3,791,990)
430300	EQUIPMENT	305,828	216,979	1,101,923	318,300	(783,623)
440300	SOFTWARE	325	-	-	-	-



BUDGET SUMMARY - GRANTS FUND 212G

Preliminary Budget FY 2023-24

	ACTUALS FY 2020-21	ACTUALS FY 2021-22	MID-YEAR FY 2022-23	PRELIMINARY FY 2023-24	VARIANCE W/ MID-YEAR BUDGET
REVENUE:					
INTERGOVERNMENTAL	\$ 256,984	\$ 4,672,401	\$ 4,684,330	\$ 4,077,780	\$ (606,550)
INVESTMENT & OTHER INCOME	1,260	409	6,000	-	(6,000)
OTHER PRIVATE GRANTS	-	456,075	660,406	-	(660,406)
Total Revenues	258,244	5,128,885	5,350,736	4,077,780	(1,272,956)
EXPENDITURES:					
LABOR COSTS	6,752	1,404,246	4,740,187	3,741,774	(998,413)
SERVICES & SUPPLIES	127,397	392,738	553,700	474,348	(79,352)
CAPITAL OUTLAY	41,017	3,251,268	220,188	29,350	(190,838)
Total Expenditures	175,166	5,048,252	5,514,075	4,245,472	(1,268,603)
REVENUE LESS EXPENDITURES	83,078	80,633	(163,339)	(167,692)	(4,353)
OTHER FINANCING SOURCES(USES)					
TRANSFERS IN(OUT) FUND A	54,075	357,699	44,073	-	(44,073)
TRANSFERS IN(OUT) FUND A	(21,495)	(20,043)	(48,842)	-	20,043
Total Other Financing Sources (Uses)	(708,855)	337,656	(46,194)	-	(24,030)
REV LESS EXP PLUS TRANSFERS	\$ (625,777)	\$ 418,289	\$ (209,533)	\$ (167,692)	\$ (28,383)

LABOR COSTS

110000 WAGES	\$ 6,752	\$ 817,440	\$ 4,015,662	\$ 2,446,660	\$ (1,569,002)
120000 BENEFITS	-	586,806	724,525	1,295,114	570,589

SERVICES & SUPPLIES

203500 EDUCATION/TRAINING SERVICES	-	-	3,500	-	(3,500)
203600 EDUCATION/TRAINING SUPPLIES	-	14,040	-	-	-
205100 INSURANCE LBLTY, PPTY, W/C, ETC.	-	18,882	47,430	-	(47,430)
211100 BUILDING SERVICE	-	40,915	167,082	315,094	148,012
219700 TELEPHONE SERVICE	-	349	902	-	(902)
220500 VEHICLE MAINT SVC - MEDIC	-	-	100	-	(100)
223600 DIESEL	-	-	5,650	-	(5,650)
225100 MEDICAL EQUIP SVC	-	36,234	158,360	159,254	894
225200 MEDICAL EQUIP SUP	44,790	181	1,071	-	(1,071)
226500 COMPUTER INVENTORABLE EQUIP	-	1,843	-	-	-
227200 COMM EQUIP SUPPLY	-	34,696	1,200	-	(1,200)
229200 OTHER EQUIP SUPPLY	-	-	50,873	-	(50,873)
231400 SAFETY CLOTHING & SUPPLIES	40,281	9,018	-	-	-
244400 MEDICAL SUPPLIES	-	667	3,086	-	(3,086)
259100 OTHER SERVICE	42,326	233,139	57,089	-	(57,089)
281100 COMPUTER SERVICES	-	-	20,500	-	(20,500)
289800 OTHER SUPPLIES	-	2,774	12,201	-	(12,201)
289900 OTHER SERVICES	-	-	24,656	-	(24,656)

TAXES, LICENSES, DEBT SERVICE & OTHERS

342000 EQUIPMENT	-	-	-	-	-
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CAPITAL OUTLAY

420100 STRUCTURES	-	265,731	66,021	-	(66,021)
430100 VEHICLES	-	41,425	17,413	-	(17,413)
430300 EQUIPMENT	41,017	2,944,112	136,754	29,350	(107,404)



BUDGET SUMMARY - DEVELOPMENT IMPACT FEES FUND 2121

Preliminary Budget FY 2023-24

	ACTUALS FY 2020-21	ACTUALS FY 2021-22	MID-YEAR FY 2022-23	PRELIMINARY FY 2023-24	VARIANCE W/ MID-YEAR BUDGET
REVENUE:					
CHARGES FOR SERVICES	\$ 2,842,887	\$ 2,635,222	\$ 1,300,000	\$ 1,300,000	\$ -
INVESTMENT & OTHER INCOME	(2,455)	(39,693)	-	-	-
Total Revenues	2,840,432	2,595,529	1,300,000	1,300,000	-
EXPENDITURES:					
SERVICES & SUPPLIES	64,659	108,489	90,000	180,000	90,000
CAPITAL OUTLAY	3,256,507	4,854,285	1,190,000	12,500,000	11,310,000
Total Expenditures	3,321,166	4,962,774	1,280,000	12,680,000	11,400,000
REVENUE LESS EXPENDITURES	(480,734)	(2,367,245)	20,000	(11,380,000)	(11,400,000)
OTHER FINANCING SOURCES(USES)					
ISSUANCE OF CAPITAL LEASES	-	-	-	8,310,000	8,310,000
SALE OF ASSETS	-	-	-	-	-
TRANSFERS IN(OUT)	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	8,310,000	8,310,000
REV LESS EXP PLUS TRANSFERS	\$ (480,734)	\$ (2,367,245)	\$ 20,000	\$ (3,070,000)	\$ (3,090,000)



BUDGET SUMMARY - LEASED PROPERTIES FUND 212L

Preliminary Budget FY 2023-24

	ACTUALS FY 2020-21	ACTUALS FY 2021-22	MID-YEAR FY 2022-23	PRELIMINARY FY 2023-24	VARIANCE W/ MID-YEAR BUDGET
REVENUE:					
RENTAL INCOME	\$ 1,142,149	\$ 1,096,193	\$ 1,101,817	\$ 1,190,694	\$ 88,877
INVESTMENT & OTHER INCOME	3,860	140,583	-	-	-
MISCELLANEOUS	-	-	-	-	-
Total Revenues	1,146,009	1,236,776	1,101,817	1,190,694	88,877
EXPENDITURES:					
SERVICES & SUPPLIES	311,268	324,822	892,331	392,890	(499,441)
TAXES, LICENSES, DEBT SERVICE & OTHERS	296,332	295,833	245,709	245,383	(326)
CAPITAL OUTLAY	-	-	-	-	-
Total Expenditures	607,600	620,655	1,138,040	638,273	(499,767)
REVENUE LESS EXPENDITURES	538,409	616,121	(36,223)	552,421	588,644
OTHER FINANCING SOURCES(USES)					
TRANSFERS IN(OUT) FUND A	-	(1,200,000)	-	-	-
TRANSFERS IN(OUT) FUND D	-	205,184	-	-	-
Total Other Financing Sources (Uses)	-	(994,816)	-	-	-
REV LESS EXP PLUS TRANSFERS	\$ 538,409	\$ (378,695)	\$ (36,223)	\$ 552,421	\$ 588,644

SERVICES & SUPPLIES

210300	LANSCAPE SCV/PEST CONTROL	\$ 17,557	\$ 19,604	\$ 15,310	\$ 14,238	\$ (1,072)
211100	BUILDING SERVICE	30,690	23,082	52,754	52,754	-
211200	BUILDING SUPPLY	5,419	8,555	15,000	25,000	10,000
213100	ELECTRICAL SERVICE	2,589	775	5,630	6,100	470
215100	MECH SYSTEMS SERVICE	34,231	42,226	545,413	38,386	(507,027)
216700	PLUMBING SERVICES	2,294	3,207	3,589	3,589	-
219100	ELECTRICITY	92,397	89,394	90,853	94,200	3,347
219200	NATURAL GAS	18,593	20,383	34,392	29,084	(5,308)
219300	REFUSE SERVICE	2,399	3,414	5,700	5,056	(644)
219500	SEWER SERVICE	7,315	10,211	11,293	11,567	274
219800	WATER SERVICE	15,605	18,605	16,884	17,146	262
232100	CUSTODIAL SERVICE	78,363	81,356	91,170	91,170	-
296200	PARKING CHARGES	3,816	4,010	4,343	4,600	257
TAXES, LICENSES, DEBT SERVICE & OTHERS						-
321000	INTEREST	186,426	181,298	75,235	84,159	8,924
322000	PRINCIPAL	109,906	114,535	170,474	161,224	(9,250)
CAPITAL OUTLAY						-
410100	LAND ACQUISITION	-	-	-	-	-
420100	STRUCTURES/IMPROVEMENTS	-	-	-	-	-



BUDGET SUMMARY - IGT FUND 212M

Preliminary Budget FY 2023-24

	ACTUALS FY 2020-21	ACTUALS FY 2021-22	MID-YEAR FY 2022-23	PRELIMINARY FY 2023-24	VARIANCE W/ MID-YEAR BUDGET
REVENUE:					
CHARGES FOR SERVICES	\$ 15,398,213	\$ 7,933,662	\$ 26,978,546	\$ 36,930,169	\$ 9,951,623
INVESTMENT & OTHER INCOME	(54,283)	38,794	-	-	-
Total Revenues	15,343,930	7,972,456	26,978,546	36,930,169	9,951,623
EXPENDITURES:					
SERVICES & SUPPLIES	6,151,628	3,173,172	11,271,023	14,050,589	2,779,566
Total Expenditures	6,151,628	3,173,172	11,271,023	14,050,589	2,779,566
REVENUE LESS EXPENDITURES	9,192,302	4,799,284	15,707,523	22,879,580	7,172,057
OTHER FINANCING SOURCES(USES)					
TRANSFERS IN(OUT)	(9,400,000)	(14,126,000)	(15,783,736)	(22,879,580)	(7,095,844)
Total Other Financing Sources (Uses)	(9,400,000)	(14,126,000)	(15,783,736)	(22,879,580)	(7,095,844)
REV LESS EXP PLUS TRANSFERS	\$ (207,698)	\$ (9,326,716)	\$ (76,213)	\$ -	\$ 76,213



BUDGET SUMMARY - SPECIAL PROJECTS FUND-ZINF TRNG SITE 212S

Preliminary Budget FY 2023-24

	ACTUALS FY 2020-21	ACTUALS FY 2021-22	MID-YEAR FY 2022-23	PRELIMINARY FY 2023-24	VARIANCE W/ MID-YEAR BUDGET
REVENUE:					
INTERGOVERNMENTAL	\$ -	\$ -	\$ 200,000	\$ -	\$ (200,000)
Total Revenues	-	-	200,000	-	(200,000)
EXPENDITURES:					
SERVICES & SUPPLIES	-	-	200,000	100,000	(100,000)
TAXES, LICENSES, DEBT SERVICE & OTHERS	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	12,700,000	12,700,000
Total Expenditures	-	-	200,000	12,800,000	12,600,000
REVENUE LESS EXPENDITURES	-	-	-	(12,800,000)	(12,800,000)
OTHER FINANCING SOURCES(USES)					
TRANSFERS IN(OUT) Fund A	-	-	-	-	-
TRANSFERS IN(OUT) Fund D	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
REV LESS EXP PLUS TRANSFERS	\$ -	\$ -	\$ -	\$ (12,800,000)	\$ (12,800,000)

BUDGETARY AND FINANCIAL FRAMEWORK





BUDGETARY AND FINANCIAL FRAMEWORK

BUDGETARY FUND STRUCTURE

The FY 2023/24 Final Budget includes appropriations for the following District budgetary funds:

- General Fund
- Capital Facilities Fund
- Leased Properties Fund
- Grants Fund
- Development Impact Fees Fund
- Intergovernmental Transfer (IGT) Fund
- Special Projects Fund

For purposes of the District's financial statements, activities of the IGT Fund and Leased Properties Fund are combined with those of the General Fund.

FUND DESCRIPTIONS

The *General Fund* is the general operating fund of the District. It is used to account for all financial resources except those required or designated by the Board of Directors to be accounted for in another fund.

The *Capital Facilities Fund* is a capital projects fund used to account for the acquisition and construction of the District's capital assets. It is primarily funded by capital lease financing and general fund operating transfers.

The District leases property not required for current operations and accounts for the revenues and expenditures associated with leased property in the *Leased Properties Fund*.

The *Grants Fund* is a special revenue fund used to account for the proceeds of federal and state grants that are legally restricted to expenditures for specific purposes.

The *Development Impact Fees Fund* is a capital projects fund used to account for all resources received from development impact fees. It is used for the construction or acquisition of future fire stations and acquisition of apparatus to serve new developments.

The *Intergovernmental Transfer (IGT) Fund* is used to account for the revenues and expenses associated with the District's participation in Medi-Cal IGTs.

The *Special Projects Fund* was established to sequester funds allocated by the State of California in 2022 for the construction of the Zinfandel Training Facility.

FUND RELATIONSHIPS AND INTERFUND TRANSFERS

Budgeted operating transfers from the General Fund to the Capital Facilities Fund result from shortfalls of revenues and other financing sources relative to expenditures and other financing uses in that fund. Budgeted operating transfers from the General Fund to the Grants Fund result from any local funding matches required by grant agreements.

Budgeted operating transfers to the General Fund from the IGT Fund result from the net revenue received as a result of participation in the IGT program and are used to offset the General Fund cost of providing health care services.



BUDGETARY AND FINANCIAL FRAMEWORK

BASIS OF BUDGETING

The modified accrual basis of budgeting is used for all funds. This basis is the same as the modified accrual basis of accounting used in the District's audited governmental fund financial statements. Under this basis, revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers all revenues, except property taxes, to be available if they are collected within 90 days of the end of the current fiscal period.

Property taxes are recognized if received within 60 days of the end of the current fiscal period. Property taxes, charges for services, intergovernmental revenues, rental income, and investment earnings associated with the current fiscal period are all considered to be susceptible to accrual.

Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the availability period for this revenue source. All other revenue items are considered to be measurable and available only when cash is received by the District.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and workers compensation claims, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources.

BASIS FOR KEY REVENUE ASSUMPTIONS

Property Taxes

In general, property tax revenues are estimated based on assessed values of properties within the District's jurisdiction. For FY2023/24, the estimate starts with a base of FY2022/23 actual assessed values of real property. Adjustments are then made for the following items:

- A CPI up to a maximum of two percent is applied to this base amount,
- Proposition 8 parcel values are first either increased, decreased, or projected flat depending on median sale price changes and then added,
- Transfer of ownership assessed value change based on known 2022 transfers are also added.

This will result to an estimated real property value to which we make minor additions (e.g., personal property values) to come up with the estimated net taxable value. The net taxable value is then multiplied by the one percent tax rate and adjusted for estimated delinquencies based on historical averages to come up with the Final budgeted property tax revenue.

EMS Revenues

EMS "medic" revenues are estimated starting with last year's budgeted EMS revenues, or actual revenues if already available, and increased by CPI and the estimated increase in the number of medical transports using actual trends identified during the prior fiscal year.



BUDGETARY AND FINANCIAL FRAMEWORK

LEVEL OF BUDGET CONTROL

The District's appropriated budget is prepared by fund, division, and object level. The legal level of budgetary control is at the fund level and then the object level. Each fund has its own budget for the following items: 1) salaries and benefits, 2) services and supplies, 3) capital outlay, and 4) debt service and other expenditures. The Board must approve amendments or transfers of appropriations between funds or objects.

Appropriations in all budgeted funds will lapse at the end of the fiscal year even if they have related encumbrances. Encumbrances are commitments related to unperformed (executory) contracts for goods or services (i.e., purchase orders, contracts, and commitments). Encumbrance accounting is utilized to the extent necessary to assure effective budgetary control and accountability and to facilitate effective cash planning and control. While all appropriations and encumbrances lapse at year-end, valid outstanding encumbrances (those for which performance under the executory contract is expected in the next year) are re-appropriated and become part of the subsequent year's budget.

The District uses cost accounting for budgeting, preparing a budget based on estimated costs provided by division personnel and reviewed by District management. Budget reports include revenue and expense projections for the budget year and estimates for at least four subsequent years. Additionally, related budget information is provided such as personnel assignments and division goals.

KEY FINANCIAL POLICIES

Financial policies adopted by the Board of Directors are summarized below.

Capital Asset Policy

The District's Capital Asset Policy defines capital assets as land, buildings, equipment, and other related improvements with an individual cost of \$5,000 or more and a useful life of at least one year. The policy establishes a capital asset accounting system that provides guidelines for the accountability and financial and physical control of capital assets, consistent and uniform procedures and transactions for accounting of capital assets, and compliance with funding entity requirements for grant-funded assets. Board approval is required for budgeted capital asset acquisitions and for disposal of capital assets. This policy also requires a biennial inventory of all capital assets.

Capital Improvement Program Policy

The District's Capital Improvement Program Policy organizes, facilitates, and memorializes capital needs and goals in order to efficiently and transparently develop and support the physical infrastructure of the District. Rigorous and methodical evaluation of facility, apparatus, and equipment needs and financing options ensures that existing and future capital needs are met, in compliance with the District's strategic plan and financial resources. The development of the CIP is a coordinated effort across the District, with the capital project planning process overseen by the Planning and Development Division and the finance and budget process *elements overseen by the Finance Division.*

Debt Management Policy

The District's Debt Management Policy sets forth written guidelines for the issuance, structuring, and administration of debt issued to finance District expenditures. This policy prohibits the issuance of long-term debt to fund District operating costs, as well as the use of any derivative products. Debt structuring provisions include a requirement that the maturity of a debt issue be consistent with the economic or useful life of the



BUDGETARY AND FINANCIAL FRAMEWORK

asset being financed, generally level annual debt services payments, and preferences for fixed interest rates and optional redemption at a reasonable call date.

Pension Funding Bonds Early Payoff Policy

The Pension Funding Bonds Early Payoff Policy establishes the framework for ensuring that the District’s Pension Obligation Bonds are paid off in a manner designed to minimize interest costs and provides a mechanism for paying off the bonds at the earliest possible dates. This policy requires annual deposits with the Pension Bond Trustee such that these amounts, together with investment earnings, will be sufficient to retire the Series 2004B Bonds on their call date of November 19, 2025.

Reserve Funding Policy

The Reserve Funding Policy establishes minimum and maximum target reserve levels as follows:

DESCRIPTION	MINIMUM	MAXIMUM	
UNASSIGNED FUND BALANCE			
1) Operating Reserves ¹	1.8 months (15 percent)	6 months (50 percent)	
COMMITTED FUND BALANCE			
2) Self-Insurance Reserves ¹	Short-term liability	Total liability	
3) Compensated Absence Reserves ¹	Amount expected to be paid in next 12 months	Total obligation owed to all employees	
4) Capital Replacement Reserves ²	Annual depreciation	Accumulated depreciation	
5) Early Debt Extinguishment Reserves ¹	Ratable amount needed to retire pension obligation bonds at call dates	Total outstanding pension obligation bond principal	
RESTRICTED RESERVES			
6) Capital Improvement Program (CIP) Reserves ³	10 percent of current year planned CIP expenditures	Amount needed to fully fund the CIP	
7) Debt Service Reserves ^{1 2 4}	Amount required by bond documents	None	
9) Post-Retirement Medical Reserves (CERBT) ⁵	Cumulative ARC contributions plus interest earnings	Actuarial present value of other postemployment benefits	
[1] General Fund [2] Capital Facilities Fund [3] Development Impact Fees Fund [4] Leased Properties Fund [5] CERBT Trust (not District-held)			

LEGAL DEBT LIMIT

California Health and Safety Code Section 13937 establishes the District’s legal debt limit at 10 percent of the assessed value of all taxable property within the District. However, this code section was enacted when assessed valuations were based on 25 percent of full market value. To account for an adjustment of valuations based on full market value, the District’s debt limit is calculated at 2.50 percent of total assessed value within the District. As of June 30, 2022, the District’s bonded debt limit was \$1,942,562,680. Outstanding applicable debt as of the same date was \$26,611,097, for a legal debt margin of \$1,915,951,583.



BUDGETARY AND FINANCIAL FRAMEWORK

BUDGET PROCESS

The District's budget cycle generally consists of three adopted budgets each fiscal year, according to the following calendar:

- On or before June 30th: Adoption of the Preliminary Budget for the following fiscal year
- On or before October 1st: Adoption of the Final Budget for the current fiscal year
- After December 31st: Adoption of the Midyear Budget for the current fiscal year

Preliminary Budget

Preliminary Budget development begins in March for the following fiscal year's budget. District budget officers attend a budget kick-off meeting, at which time information regarding the long-term financial outlook and expected funding levels is shared. Divisional budget requests are then submitted for changes in position count or classification, overtime, services and supplies, and capital outlay. The Finance Division is responsible for preparing revenue estimates, and compiling and preparing the expenditure budgets based on submitted requests.

Budget requests are reviewed by budget officers and the compiled budget requests are then reviewed by executive staff. Executive staff consider organizational priorities and funding constraints in order to determine the budget that will ultimately be recommended to the Board. The Preliminary Budget is first presented to the Finance and Audit Committee for informational purposes and then to the Board of Directors for approval.

Final Budget

The Final Budget process begins in July, after the close of the previous fiscal year. Any requests for expenditure changes are submitted by budget officers and revenue estimates are updated based on newly-available information. Typical final budget changes include re-budgeting of items not actually expended in the previous fiscal year and adjustment of property tax estimates based on assessed values released by the County Assessor. The Final Budget is typically presented to the Finance and Audit Committee in August and recommended to the Board for adoption in September.

Midyear Budget

Throughout the year, budget officers monitor actual expenditures compared to budget on a monthly basis. The Finance and Audit committee receives bimonthly reports of revenue and expenditure activity compared to budgeted amounts. Additionally, following the close of a fiscal quarter, a formal District-wide budget review is undertaken in which budget officers update estimates of annual spending for each budget account.

The 2nd Quarter review serves as the basis for the District's Midyear Budget changes, which are based on actual results through December 31. The Midyear Budget process typically begins in January, with a presentation to the Finance and Audit Committee in February and Board adoption in March.

DISTRICT STRATEGIC PLAN

In 2019, the District adopted a new Strategic Plan identifying initiatives, projects, and desired outcomes associated with the following high-level elements:

1. Members
2. Service Delivery
3. Capital Assets
4. Financial Management
5. External Engagement



BUDGETARY AND FINANCIAL FRAMEWORK

LONG-RANGE FINANCIAL PLANNING

As a part of the District's strategic planning efforts, long-range financial trends are analyzed to identify financial challenges and develop plans to address them. Identified challenges include the escalating costs of pension and other postemployment benefits, equipment replacement and facility maintenance needs due to deferred investment during the Great Recession, and a potential interruption or reduction to IGT funding.

With regard to pension and other postemployment benefits, the District's practice is to annually fund the actuarially determined contribution amounts for pension and the amount associated with the explicit subsidy liability for other post-employment benefits. Funding at these contribution levels is intended to ensure the long-term sustainability of these benefits.

To address equipment and facility needs, the District has developed a vehicle replacement plan, a District-wide facility condition assessment, and recently issued its first Capital Improvement Program (CIP) Plan. Each of these efforts will inform the level of capital outlay and facility maintenance spending required to support current and anticipated service level needs.

In order to mitigate any impact of reduced IGT or GEMT funding levels in the future, the District is evaluating all opportunities to achieve full cost recovery for emergency medical services, including supporting efforts already underway to maximize reimbursements for Medi-Cal services.

ECONOMIC OUTLOOK

The District's economic outlook is heavily dependent on property taxes. Comprising approximately 74 percent of total revenues, real estate market trends have a direct impact on the District operations. The District has enjoyed eleven straight years of property tax growth since the Great Recession and, while continued growth is expected, the rate of that growth is anticipated to slow substantially.

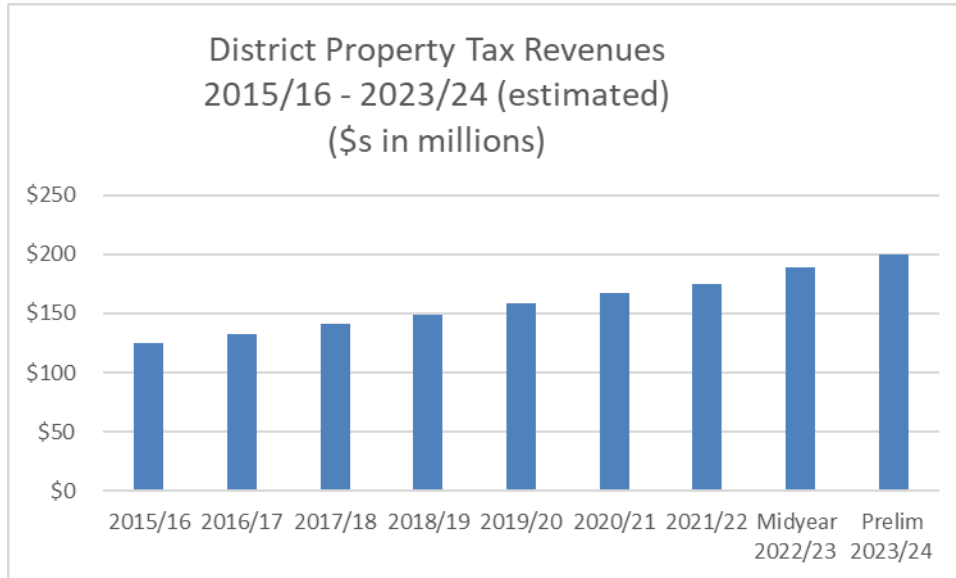
The single biggest factor affecting property tax revenue are home sales. Portions of the District have seen rapid growth in new homes, however demand and resales have slowed with the rise in interest rates. While Proposition 13 limits growth in assessed value to 2 percent per year unless the property is reassessed, the most recent Sacramento County Assessor's report (July 2022) documented a surge in assessed values that led to nearly 8.0 percent growth in property taxes across the County in 2022/23. The District contracts with HdL Coren and Cone for property tax analysis and projections, who estimate 5.5 percent growth in property tax revenues for the District in FY 2023/24.

According to the California Association of Realtors, the median home price in Sacramento County in April 2023 was \$515,000—down from \$570,000 a year earlier. Housing affordability has declined to where now less than 35 percent of households can afford the median price home. The primary driver for this decline is the Federal Reserve's continuing interest rate hikes, which have cooled the once-hot home-buying market.



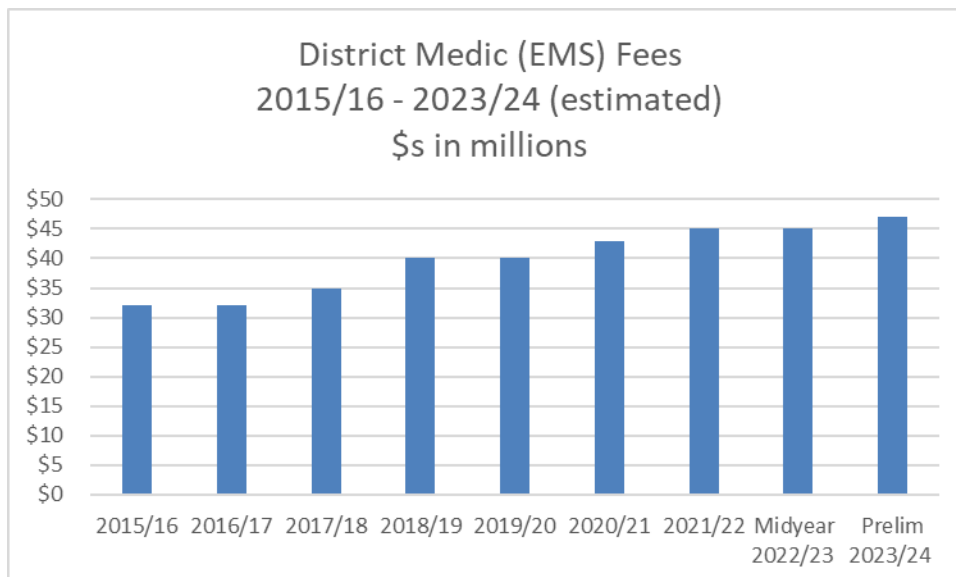
BUDGETARY AND FINANCIAL FRAMEWORK

The following table documents property tax growth in since FY 2015/16.



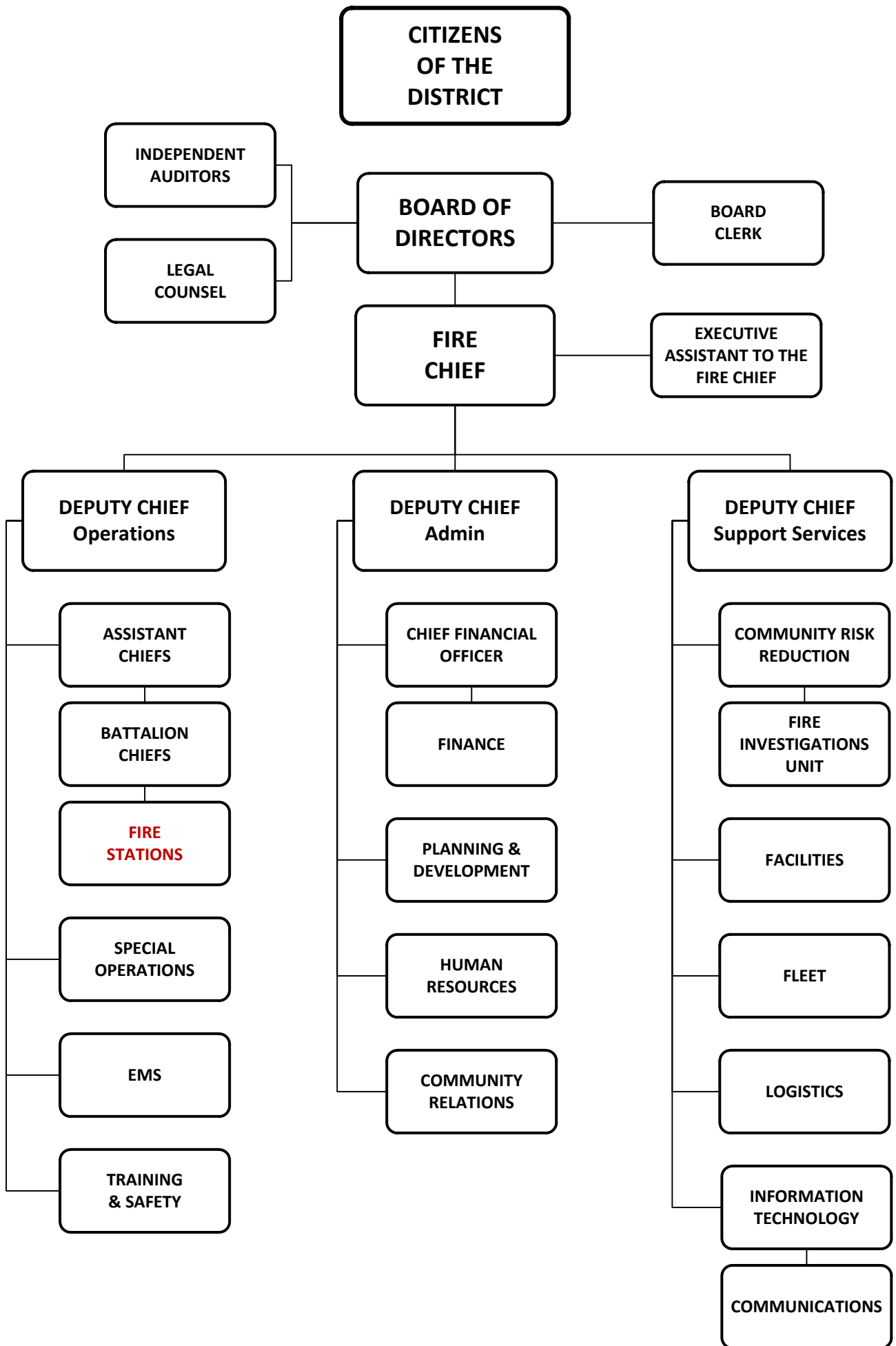
The second-most consequential economic driver for the District is Emergency Medical Services revenue. During late FY 2019/20 and the first half of FY 2020/21, the District experienced a sizeable reduction in Emergency Medical Services (EMS) revenues. The District expects modest growth in EMS revenues during FY 2023/24, with \$46.9 million in revenues anticipated.

The following table documents medic fee (EMS) revenues since FY 2015/16.



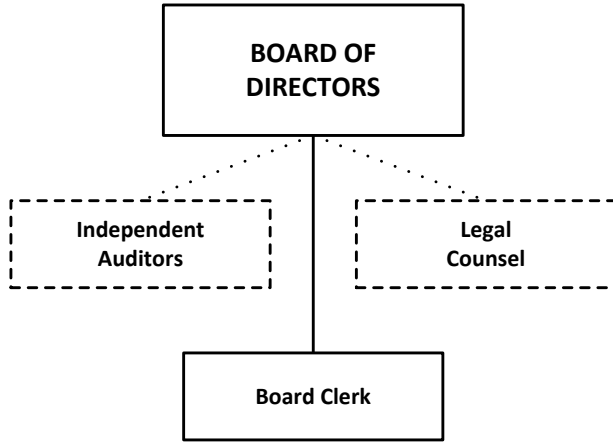


DIVISIONS





BOARD OF DIRECTORS



STAFFING:

Board of Directors	9
Board Clerk	<u>1</u>
	<u>10</u>

	Labor Costs	Services & Supplies	Taxes, Licenses, etc.	Capital Outlay	Division Total	% of Total Budget
FY2022/23	\$ 187,921	\$ 217,310	\$ -	\$ -	\$ 405,231	0.1%



DIVISION BACKGROUND:

The Sacramento Metropolitan Fire District is an independent special district governed by a nine-member Board of Directors. Each Board Member is elected by represented divisions from within Metro Fire’s jurisdictional boundaries to serve alternating four-year terms of office. The Board of Directors establishes policy for the organization and is directly accountable to the public.

The Board carries out its fiduciary duty by establishing the vision, mission, values, and strategic goals that will ensure the District meets its obligations to the public. It is responsible for adopting the District’s annual budget and exercises its fiscal oversight duties by reviewing bi-monthly financial statements and the annual independent audit. The Board is responsible for the governance of the District and the appointment of the Fire Chief to carry out the day-to-day administration of the policies and budget set by the Board.

RECENT ACCOMPLISHMENTS:

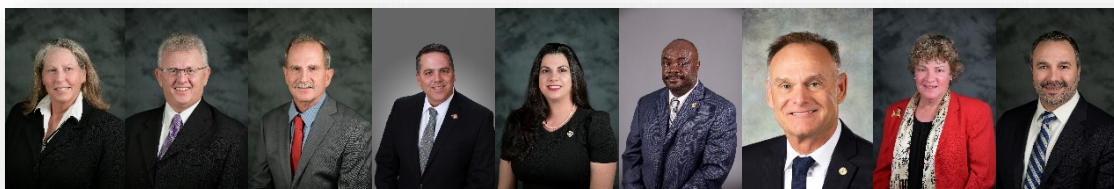
- In November 2022, a general election for seats in Divisions 1, 3, 7 and 9 was held, resulting in the election of three new Directors (Robert Webber, Brian Rice and John Costa) and one incumbent (Cinthia Saylors), all of whom assumed four-year terms.
- The Board of Directors and senior District staff participated in a three-session Brown Act and conflict of interest training, taught by a law firm specializing in that area of practice.
- In May 2023 the Board of Directors hosted a strategic planning workshop to review and provide an update on the progress in meeting the desired outcomes of the District’s 2020 Strategic Plan.
- The Board completed a recruitment process for an interim Fire Chief and, in April 2023, initiated the internal and external recruitment for a permanent Fire Chief.
- In April 2023 three Directors attended the “Cap-to-Cap” learning and advocacy conference in Washington, DC. The three directors worked with the public safety team to promote the capital region and represented Metro Fire in meetings with Federal representatives.

BUDGET DISCUSSION:

In an effort to ensure delivery of the highest level of service to the public, the Board is focused on maintaining a fiscally conservative budget. To that end, an annual audit is conducted to ensure ongoing fiscal accountability to the District. Additionally, travel budgets are carefully managed to improve public outreach, enhance communications, and foster cooperation and with other local agencies.

GOALS FOR UPCOMING YEAR:

- By September 30, 2023, the Board will deliver a balanced budget that maintains the District’s high level of service currently provided to the community.
- With the Strategic Plan now in its fourth year, by June 30, 2024, the Board will continue to work with the Fire Chief to maintain the Strategic Plan allowing staff to focus measurable efforts to ensure the Board’s goals are met.
- By December 31, 2023, the Board will complete the recruitment process for Fire Chief and facilitate his or her transition to success in the chief executive role.



Office of the Fire Chief

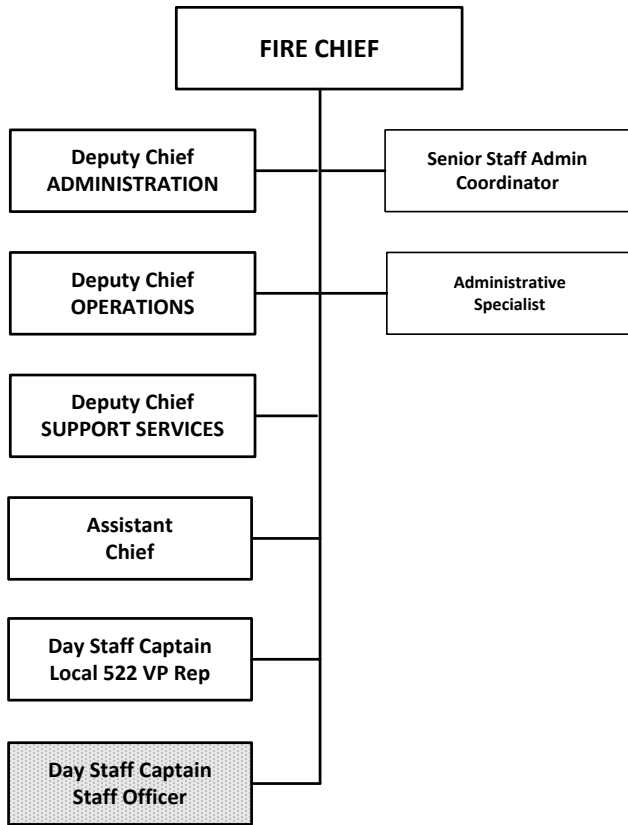
Dan Haverty Interim Fire Chief



Peer Support



OFFICE OF THE FIRE CHIEF



STAFFING:

Fire Chief	1
Executive Assistant to the Fire Chief	1
Deputy Chiefs	3
Assistant Chief	1
Day Staff Captain – Local 522	1
Day Staff Captain – Staff Officer	0
Administrative Specialist	<u>1</u>
	<u><u>8</u></u>

	Labor Costs	Services & Supplies	Taxes, Licenses, etc.	Capital Outlay	Division Total	% of Total Budget
FY2023/24	\$ 2,084,850	\$ 432,820	\$ -	\$ -	\$ 2,517,670	0.7%



DIVISION BACKGROUND:

The Fire Chief is the chief executive officer for the Sacramento Metropolitan Fire District (Metro Fire). Under the direction of the Board of Directors, the Fire Chief provides leadership and is responsible for the overall management of the District. The Fire Chief develops the vision and strategy for the District, in conjunction with the goals and objectives established by the Board. With the selection and mentoring of his executive staff, the executive team assures effective performance, quality service delivery, and promotes a strong relationship between labor and management to foster a positive work environment for Metro Fire members. It is the Fire Chief's responsibility to coordinate the operations of the District with other local, regional, and state fire protection agencies, as well as other governmental agencies and the public.

RECENT ACCOMPLISHMENTS:

- Continued to foster community relations at all levels of governance and the private sector. These relationships have increased collaborative opportunities locally and regionally for the district, and statewide for the fire service as a whole.
- Through a collaborative effort, continued to work with the Board of Directors, members of Metro Fire, labor-management, and stakeholders in maintaining and developing objectives and operational strategies to meet and address the five key strategies set forth in the District's Strategic Plan.
- Through the Service Delivery Team, collaborated with internal stakeholders to further evaluate the current service delivery model, identifying opportunities for enhancement in a recommendation for the deployment of the following resources in August 2022: Squad 24, Medic 59 (FDM), and a fourth person on Engines 41, 53 and 61, and the integration of a trial deployment of BLS ambulances in January 2023.
- Specific the District's Strategic Plan, Initiative 1, Project 1a, the district formally adopted and rolled out The Metro Way. While the District has been integrating the values and principles of The Metro Way since early 2020, the official project roll out had been delayed. Additionally, in alignment with Initiatives 1 and 2, throughout the course of seven months, management personnel were invited to attend teaching/mentoring/interactive sessions in which concepts of reframing organizations through a four-frame model (Structural, Human Resource, Political and Symbolic) were presented and discussed.



BUDGET DISCUSSION:

Budget requests for the Office of the Fire Chief can be grouped into the following major areas:

- Memberships: These memberships are deemed essential to the day-to-day operations of the department and support existing programs and customer service-based partnerships with organizations within our jurisdiction, and with organizations at the local, state, and international levels.
- Business/Conference: The Fire Chief and selected personnel will attend annual conferences, meetings, etc. when deemed necessary. All costs associated with these functions are covered in this account.
- Other Services and Other Supplies: These accounts are used for "Other Professional Services" that are not covered by another division's budget, as well as expected and unexpected district obligations, special recognition, and any other items not covered by other divisions or accounts.



GOALS FOR UPCOMING YEAR:

The Office of the Fire Chief's goals for the upcoming year broadly conform to the five key strategies in the District's Strategic Plan: Members, People of Metro Fire; Service Delivery, All Services and Programs; Capital Assets; Financial Management; and External Engagement. Specifically, by June 30, 2024 the Office will:

- Carry out the day-to-day administration of policies set by the Board of Directors and state and legislative mandates. This will be done by continuing to work collaboratively with the Board of Directors, management and labor teams, state and local partners, community groups, and stakeholders to ensure that the District's service delivery model continues to maximize efficiencies and provide the highest level of service to communities, while maintaining fiduciary obligations.
- Ensure the District is effectively and efficiently providing the highest level of service, continued assessment of service delivery models and deployments will be prioritized, enhancing organizational communications and continuous training opportunities, and building consistency and accountability within the organization.

PERFORMANCE MEASURES:

The Office of the Fire Chief utilizes the District's Strategic Plan as a management tool to guide projects and strategize desired outcomes in the areas of members, service delivery, capital assets, financial management, and external engagement. On an annual basis, the Office of the Fire chief reviews the key strategies and associated initiatives to ensure projects and desired outcomes assigned to each are relevant and remain reflective of the guidance provided by the Board of Directors.

In the course of business, the Office of the Fire Chief integrates The Metro Way as the foundation of Metro Fire's cultural philosophy and the catalyst for how we accomplish the District's mission and working together cohesively to optimize the balance of safety, efficiency, and effectiveness in service delivery.



DIVISION BACKGROUND:

As a member agency of the Sacramento Regional Behavioral Health Committee, Metro Fire's Peer Support Team (Team) is committed to regional collaboration, support, development and implementation of fire service behavioral health principles and best practices. The Team is a critical component to the health and wellness of Metro Fire members and has proven to be extremely beneficial in helping many members navigate through difficult situations. The stresses faced by fire service members throughout the course of their careers can have a cumulative impact on mental health and overall well-being. Peer support programs have been demonstrated to be an effective method for providing support to members.

RECENT ACCOMPLISHMENTS:

- Established a shift-based peer support network, ensuring a minimum one Team member assigned to each battalion per shift.
- Continued collaboration with the Sacramento Regional Behavioral Health Committee and Sacramento County Fire Chiefs to enhance program capabilities, opportunities and resources at the local and regional levels.
- Continued expansion of regional peer counselor resources and professional providers for member services.
- Continued engagement with members including, but not limited to, conducting critical incident diffusions and debriefings, distributing EAP and behavior health materials and resources.

BUDGET DISCUSSION:

Budget requests for Peer Support can be grouped into the following major areas:

- Business/Conference: Peer support coordinators and selected members will attend annual conferences, meetings, etc. when deemed necessary. All costs associated with these functions are covered in this account.
- Education/Training: These accounts are used for annual renewal of membership to the Sacramento Regional Behavioral Health Committee, and multidisciplinary training and workshops for new and existing peer support team members.

GOALS FOR UPCOMING YEAR:

The Team will pursue achievement of the strategic plan objectives (Members 1a, 3a and 3b) by accomplishing the following by June 30, 2024:

- Support Metro Fire's Firefighter Training, Health, and Wellness Initiative focused on improving the overall health of Metro Fire members and providing increased access to essential mental, physical, and behavioral health resources. This will be accomplished through a collaborative effort with Local 522.
- Continue to expand the number of team members and peer counselors through education, training and outreach, and provide the essential training and resources they require to address the growing needs of the membership.
- Continue to develop a robust referral network and enhanced professional provider list to address multidisciplinary needs and to support Metro Fire's Training, Health, and Wellness Initiatives. This will include securing a new EAP carrier.
- Development and deployment of a Metro Fire Peer Support Canine Program, which will include therapy and peer support canines available to all personnel across all shifts and district facilities.

PERFORMANCE MEASURES:

- Provide ongoing, at minimum quarterly, training and workshop opportunities for new and existing team members.
- Current peer members will provide in-person introductory training to members at each fire station across all shifts to improve awareness, training, and recruitment.

Administration Branch

Ty Bailey Deputy Chief



Community Relations

Finance

Human Resources

Non-Divisional

Planning & Development



COMMUNITY RELATIONS DIVISION

DIVISION BACKGROUND:

The Community Relations Division (COR) coordinates and delivers the District's communications and marketing plan. This is accomplished through the use of social media, traditional print and television media, community events, and public meeting presentations. The Division currently consists of a Public Information Officer (PIO), a Community Relations Coordinator (CRC), and two Community Relations Specialists (CRS).

RECENT ACCOMPLISHMENTS:

During the 2022 year-end holiday season, Metro Fire responded to an uptick in residential fires resulting in several fire fatalities. In response, Metro Fire collaborated with the America Red Cross and our Community Emergency Response Team (CERT) to launch a smoke alarm check and install blitz in each affected neighborhood. This was an opportunity to educate and make homes within those communities more fire safe. (Strategic Goal External Engagement 1a, 2a)



Community Relations coordinated over 50 events and promotions, serving well over 22,000 community members. These included Fire Camp, the Rancho Cordova STAR program, FFBI Fill the Boot, the Cancer Awareness Engine and we introduced Metro Fire's new mascot Flare! (Strategic Goal External Engagement 1a)

During times of crisis, there has to be a communications plan to drive the narrative. Whether it be an operational or reputation crisis, Metro Fire is now equipped with a readily available Crisis Communications Plan that can be easily accessed and paired with the Emergency Operations Plan (EOP). (Strategic Goal External Engagement 2a)

A digital education series that brings fire safety information in an interesting and interactive manner to all public, private, charter, or homeschooled elementary school aged children was created to bridge the gap in childhood safety education. Additionally, new youth swag was created including sticker badges, helmets, and an activity book! In all, 65 schools were visited with over 5,800 students in attendance. (Strategic Goal External Engagement 3a)



Metro Fire social media platforms have exploded over the past year, with Instagram and Facebook increasing 25%, and TikTok debuting and rapidly growing to over 21,000 followers. Social media specialty segments include Behind the Badge, Member Monday, Training Tuesday, Tool Time Thursday and Firehouse Friday. Traditional media also significantly increase year over year in local and national coverage, several stories were distributed worldwide. (Strategic Goals External Engagement 1a, 2a and 3a).

BUDGET DISCUSSION:

In FY2023/24 Community Relations will continue to improve and enhance the visibility of Metro Fire as a premier all-hazards emergency service provider by soliciting and responding to local and national media opportunities. This will be accomplished by sustaining the staffing model for 24/7 coverage by the PIO team. Through the use of social media, Community Relations will continue to deliver education directly to stakeholders, and move forward with our comprehensive plan for consistent messaging, audience management, and quality content. By continuing to expand use of social media and in-house production of media content, the Division can craft the story, develop the content, and share the information with the community directly.



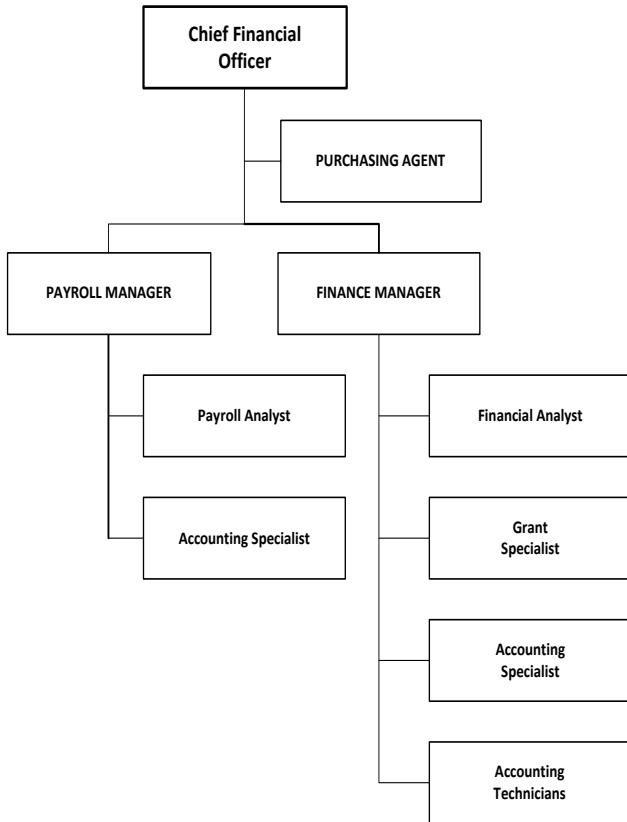
GOALS FOR UPCOMING YEAR:

The Community Relations Division will achieve the following by June 30, 2024:

- Increase brand awareness and enhance reputation through building relationships and engaging regionally through attendance at all chamber of commerce meetings. (Strategic Goal External Engagement 1a).
- Nurture relationships within Metro Fire by coordinating programs such as awards and commendations, promotions and recruit involvement. (Strategic Goal Members 1a)
- Generate and disperse information regarding various public safety related issues that affect the community centered on seasonal awareness and prevention topics. (Strategic Goal External Engagement 2a)
- Continue to develop compelling content with a message that engages our children and youth. Build upon current “Super Special Fire Safety” series. (Strategic Goal External Engagement 3a).

PERFORMANCE MEASURES:

- Review social media metrics to establish audience size and demographics at the start and end of the fiscal year to determine growth trends and patterns.
- Review audience and viewership metrics of media content utilizing Critical Mention media monitoring service to determine growth in traditional media presence and audience engagement.
- Use Acuity analytics for community engagement at events, presentations and outreach efforts.



STAFFING:

Chief Financial Officer	1
Finance Manager	1
Payroll Manager	1
Purchasing Agent	1
Payroll Analyst	1
Financial Analyst	1
Accounting Specialists	2
Grant Specialist	1
Accounting Technicians	<u>4</u>
	<u>13</u>

	Labor Costs	Services & Supplies	Taxes, Licenses, etc.	Capital Outlay	Division Total	% of Total Budget
FY2023/24	\$ 2,087,868	\$ 164,279	\$ 2,000,700	\$ -	\$ 4,252,847	1.2%



DIVISION BACKGROUND:

The Finance Division oversees the financial operations of the District, ensuring resources are properly allocated and monitored for optimum public service levels. Additionally, the Finance Division safeguards District assets, tracks grants and spending, collects revenue and cost reimbursements, leads the annual budget development and implementation processes, and provides and publishes financial reports.

RECENT ACCOMPLISHMENTS:

During the last fiscal year, Finance Division accomplishments included the following:

- Awarded the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the District's Annual Comprehensive Financial Report (ACFR) for the eighth consecutive year.
- For the fourth straight year, the District was recognized with GFOA's Outstanding Achievement in Popular Financial Reporting award for the District's Community Annual Report (CAR).
- For the first time ever, the District was awarded the Operating Budget Excellence Award from the California Society of Municipal Finance Officers, one of 95 special districts and cities in California to receive that award.
- Similarly, the District was awarded the Capital Budget Excellence Award from the California Society of Municipal Finance Officers for its first-ever capital budget. Metro Fire was one of 17 special districts and cities in California to receive that award.
- Secured a clean independent audit opinion for the eleventh straight year.



BUDGET DISCUSSION:

The Finance Division issues payroll to nearly 700 employees, processes vendor invoices, prepares the annual budgets, and published various financial reports. Over 50,000 transactions are processed through Metro Fire's accounting books annually. In addition to staffing costs, the Finance budget includes:

- Consulting expense for third-party experts regarding property taxes, actuarial projections, financing arrangements and related financial services
- Fees paid to the County of Sacramento for administering Metro Fire's property tax collection
- Fees paid to the State for medical transport reimbursement programs

GOALS FOR UPCOMING YEAR:

To effectively and efficiently manage Metro Fire's finances, and in accordance with Metro Fire's strategic plan, the Division has the following goals for completion by June 30, 2023. These goals support the District's strategic plan for capital assets (Initiatives 1, 2, and 3) and prudent financial management (Initiatives 1, 2, and 3) through effective stewardship of public resources and enhanced financial planning.

1. Conduct and complete an internal fraud risk assessment.
2. By December 31, reduce the average monthly processing time for accounts payable transactions, from invoice date to upload to the County database, to below 10 days.



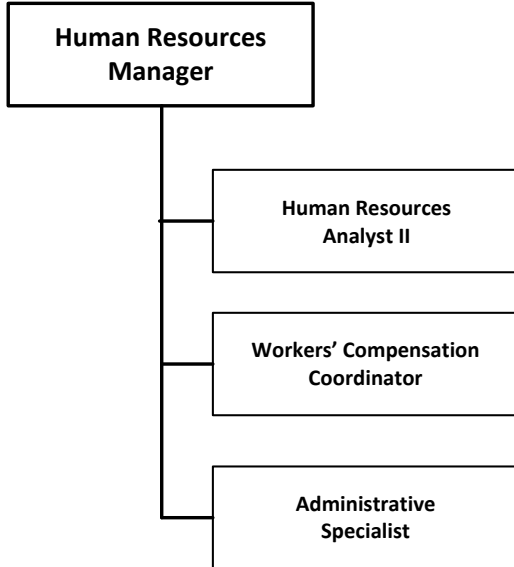
3. Achieve GFOA "Triple Crown" recognition for excellence in financial reporting for the District's ACFR, CAR, and annual budget. The application for this award will be submitted in October 2023 and decisions issued in early 2024.

PERFORMANCE MEASURES:

1. By December 31, 2023, the Finance Division will complete and report to the Board the results of its internal fraud risk assessment.
2. By December 31, 2023, the Finance Division will achieve, as evidenced by monthly reporting, a reduction in accounts payable processing time to less than 10 days, from invoice date to upload to the Sacramento County database.
3. By October 31, 2023, the Finance Division will submit a complete award package for consideration for the GFOA financial reporting award, with the ACFR and CAR award packages following by December 31, 2023.



HUMAN RESOURCES



STAFFING:

Human Resources Manager	1
Administrative Specialist	1
Human Resources Analyst II	3
Workers' Compensation Coordinator	<u>1</u>
	<u>6</u>

	Labor Costs	Services & Supplies	Taxes, Licenses, etc.	Capital Outlay	Division Total	% of Total Budget
FY2023/24	\$ 1,324,212	\$ 944,501	\$ -	\$ -	\$ 2,268,713	0.7%



HUMAN RESOURCES

DIVISION BACKGROUND:

The Human Resources Division is privileged to serve as a resource to both Metro Fire's employees and the community they serve. The responsibilities of the Human Resources Division include recruitment and selection, background investigations, employee relations, job classifications, compensation, policy and procedure development, employee benefits administration, absence management, workers' compensation administration and risk management insurance and self-insurance. The Human Resources Division reports to the Deputy Chief of Administration and includes the HR Manager, three HR Analyst II's, one Workers' Compensation Coordinator, and one Administrative Specialist.

RECENT ACCOMPLISHMENTS:

- As worker's compensation claims rose steadily due to the Covid-19 pandemic, the Human Resources Division processed as much as a 120% increase in the number of claims submitted per year with a huge increase to claims during January 2022. To date, the Human Resources Division has processed approximately 320 claims for the 2022/23 fiscal year.
- Within fiscal year 2022/23, the Human Resources Division converted over 2,642 hours of employee absences to supplemental paid leave in compliance with state and federal Covid-19 mitigation laws.
- During this timeframe, the Human Resources Division also designated over 14,875 hours of employee absences as protected leave under the Family Medical Leave Act, California Family Rights Act, and Pregnancy Disability Leave laws.
- The Human Resources Division hired approximately 44 employees during fiscal year 2022/23.

BUDGET DISCUSSION:

The Human Resources Division budget includes the following:

- Recruitment costs such as advertising, testing, interviewing, background investigations and medical evaluations.
- Costs associated with administering the Fire Engineer promotional exam.
- Funds allocated to ongoing diversity recruitment efforts.

GOALS FOR UPCOMING YEAR

By June 30, 2024, the Human Resources Division will achieve the following:

- Recruit 25 new Firefighters, 60 new MMP Paramedics and EMTs, and 5 miscellaneous employees within fiscal year 2023/24. (Strategic Plan: Members 4a)
- Conduct and complete the Fire Engineer promotional exam. (Strategic Plan: Members 4a)

PERFORMANCE MEASURES

- Increased staffing numbers reflect the onboarding of new employees and the promotions of Fire Engineers to open and available positions.
- The Human Resources Division evaluates the successful onboarding and retention rate of new employees to forecast the recruitment costs of future fiscal years.





DIVISION BACKGROUND

The Planning and Development Division is responsible for the successful administration and evaluation of the district's grants administration, economic development, land use, planning, governmental affairs, and real estate activities in support of the district's short- and long-range needs, goals, and objectives.

RECENT ACCOMPLISHMENTS

- Submitted 12 funding requests totaling \$18.8 million for projects including replacement of essential fire suppression, rescue, HazMat, and Tactical EMS equipment; controlled access system installations; regional incident command and response mobile application; deployment of a Squad at Station 61; and the Zinfandel First Responder Training Facility Phase 3 Buildout.
- Managed grant awards totaling nearly \$12.7 million for projects including staffing of 21 firefighters; fire ground survival training; generator installations; fire station access control systems; HazMat response equipment (\$136,754), Tactical EMS communications and ballistic protective equipment, K-6 digital fire and life safety education content, and Sacramento Regional Incident Management Team supply cache.
- Secured \$13 million in funding for the Zinfandel First Responder Training Facility Phase 3 Buildout.
- Initiated design phase for new Vineyard Springs station.
- Implemented the updated Capital Facilities Impact Fees.
- Developed GIS mapping infrastructure to assist with District-wide data mapping and analysis (including wall time analysis and unit performance analysis).
- Developed performance metrics and data standards to evaluate District-wide Standards of Cover.
- Compiled draft Standards of Cover study.
- Represented the District as a member of the CSDA Legislative Committee, Cal Chiefs/FDAC Joint Legislative Committee, and the Cap-to-Cap Public Safety Team.



BUDGET DISCUSSION

The FY2023/24 Preliminary Budget for Planning and Development Division will continue to focus on the management of District properties, planning for future growth, anticipating legislative impacts to the district, and securing funding to fulfill District needs.

GOALS FOR UPCOMING YEAR

By June 30, 2024, the Planning Division will achieve the following:

- Continued service delivery evaluation and growth planning (Strategic Plan: Service Delivery 1 & 3).
- Administer the District's Capital Improvement Program (CIP) Plan (Strategic Plan: Capital Assets 1-3).
- Maximizing revenue centers to meet District needs (Strategic Plan: Financial Management 1-3).
- Engage partners at the local, state, and federal levels (Strategic Plan: External Engagement 1a).
- Analyze proposed legislation for anticipated impact on the district (Strategic Plan: All Strategies).

PERFORMANCE MEASURES

- Finalize Standards of Cover study and update Growth Plan.
- Complete design phase of new Vineyard Springs fire station.
- Begin Zinfandel First Responder Training Facility Phase 3 Buildout.
- Update service agreements and fee studies.



NON-DIVISIONAL

	Labor Costs	Services & Supplies	Taxes, Licenses, etc.	Capital Outlay	Division Total	% of Total Budget
FY2023/24	\$ 68,517,117	\$ 19,901,333	\$ 5,802,027	\$ -	\$ 94,220,477	27.1%

The Non-Divisional Item (NDI) budget represents costs that are incurred by the District in general and cannot be directly associated with any division in particular. These costs include pension bond debt service, other post-employment benefits (OPEB), supplemental reimbursements to retirees, and various other payments.

BUDGET DISCUSSION:

The Non-Divisional Items budget includes \$15.6 million representing current payments for retiree medical insurance as well as contributions to the CalPERS Employer's Retirement Benefit Trust (CERBT), which is used to prefund future retiree medical premiums.

Additionally, pension bond debt service and sinking fund payments totaling \$6.5 million are included in Non-Divisional expenditures. In accordance with the District's plan to retire the pension bonds at the earliest date allowed, a \$20.2 million final payment for the Series B is scheduled in FY 2025-26. The funding for these disbursements will come from committed fund balance accumulated since FY 2005/06.



NDI also budgets a \$4.6 million payment to Sacramento County Employees' Retirement System (SCERS). These payments reduce an unfunded liability for District retirees and employees formerly employed by predecessor agencies that participated in SCERS.

Also included in the budget are estimates for paid time off and sick leave buybacks of about \$5.6 million for all divisions, and expenditures for property and liability insurance premiums, postage, and for the District's headquarters expenditures such as utilities, janitorial services and landscape maintenance.

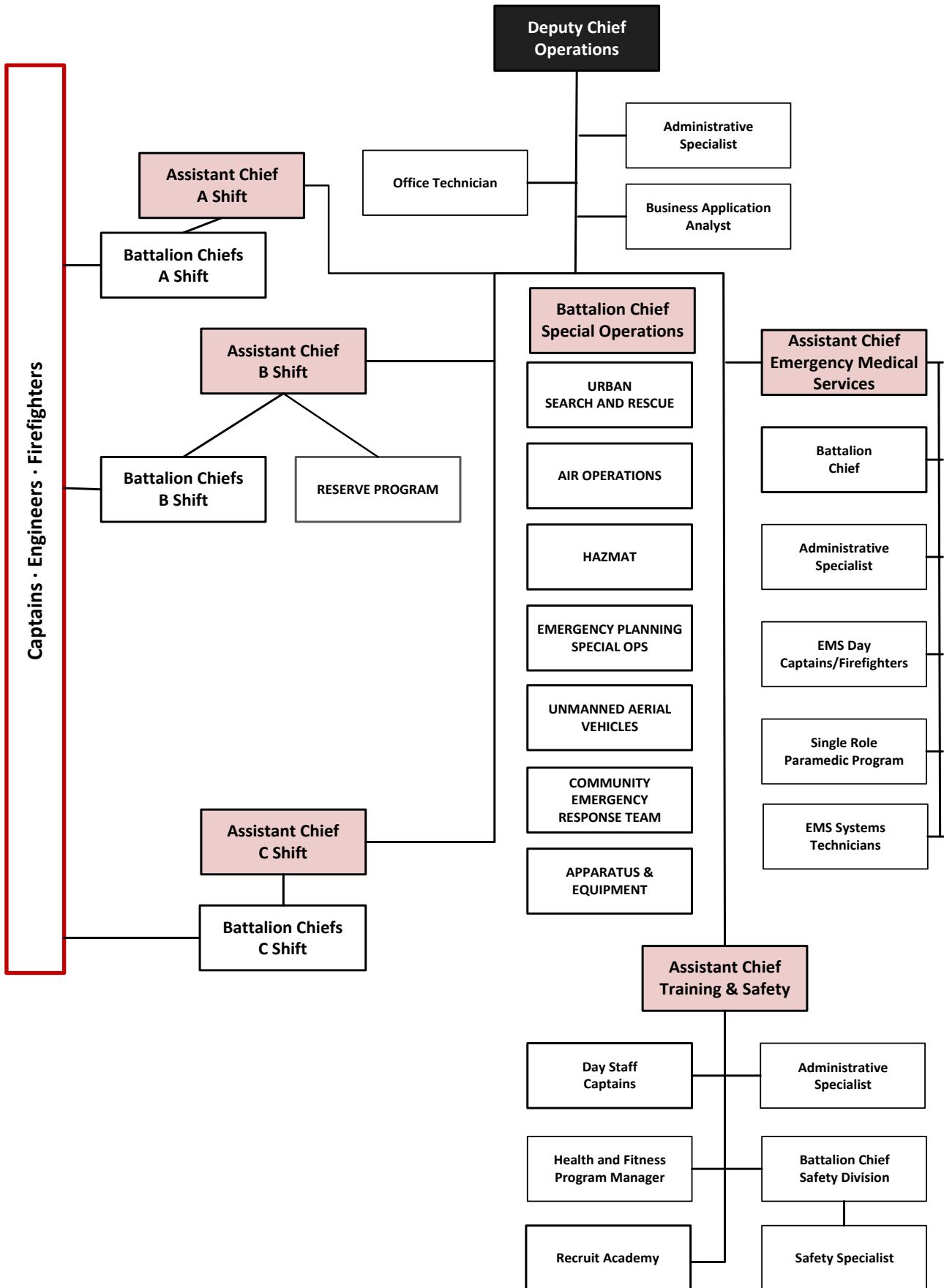
Finally, Inter-Governmental Transfer (IGT) fees amounting to \$14 million are included in the expenditure budget. These fees are paid to the State of California to secure federal matching funds to be used to offset the cost of providing emergency services to the uninsured and Medi-Cal managed care beneficiaries. These IGT funds will yield approximately \$36.9 million in new funding, for a net income of \$22.9 million

Operations Branch

Adam Mitchell Deputy Chief

Operations
Emergency Medical Services
Metro Medic Program
Safety
Training
Health & Fitness







OPERATIONS

Deputy Chief	1	Helicopter Pilots (P/T)	4
Assistant Chiefs	5	Battalion Chiefs	16
Administrative Specialist	1	Captains	135
Business Application Analyst	1	Engineers	132
Day Staff Captain, Air Ops	1	Firefighters	<u>258</u>
Helicopter Chief Pilot	1		<u>555</u>

<i>Administrative</i>	Labor Costs	Services & Supplies	Taxes, Licenses, etc.	Capital Outlay	Division Total	% of Total Budget
FY2023/24	\$ 2,304,232	\$ 36,403	\$ -	\$ -	\$ 2,340,635	0.7%

<i>Suppression</i>	Labor Costs	Services & Supplies	Taxes, Licenses, etc.	Capital Outlay	Division Total	% of Total Budget
FY2023/24	\$ 138,341,974	\$ -	\$ -	\$ -	\$ 138,341,974	39.8%



DIVISION BACKGROUND:

The Operations Division oversees all aspects of the District's all-hazard emergency services delivered from 41 fire stations, with daily shift staffing of 194 personnel. The Operations Branch responded to 108,660 calls for service in 2022. Responders on any shift include one assistant chief (shift commander), five battalion chiefs, 36 first-out engine companies, seven truck companies, 15 fire-based medics, six paramedic units, and one squad.

Metro Fire has several special operations and all-hazard response programs that are managed under the Operations Division. These include Air Operations, Aircraft Rescue and Firefighting (ARFF), Community Emergency Response Team (CERT), the Dozer Program, Hazardous Materials (HazMat), Technical Rescue, Urban Search and Rescue (US&R), Water Rescue, Tactical Emergency Medical Support (TEMS), Unmanned Aerial Vehicle (UAV) Program, and Wildland.

RECENT ACCOMPLISHMENTS:

Operations Division accomplishments over the last fiscal year included the following:

- Completed refurbishment of Copter 3 to front-line operational status
- Obtained \$263,000 in funding from participation in the agreement between Metro Fire and the County of Sacramento for hazardous materials response team services
- Implemented a full-time program manager for Air Operations

BUDGET DISCUSSION:

The FY 2023/24 Operations budget includes funding to provide essential services to the communities we serve and maintain the required training to meet qualification standards within each program.

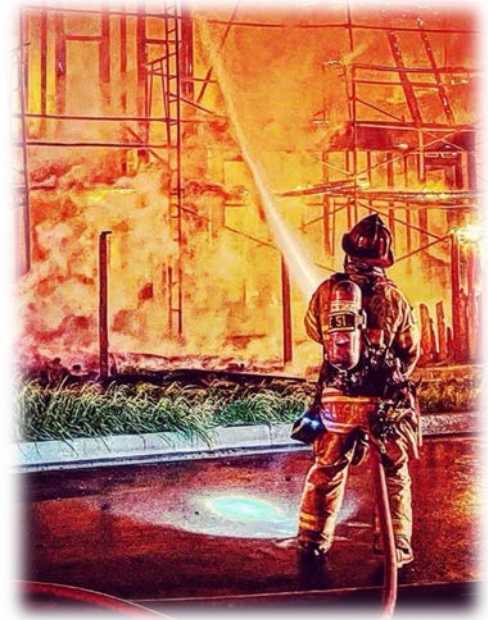
GOALS FOR UPCOMING YEAR:

The Operations Division will achieve the following by June 30, 2024:

- Complete Standards of Cover and develop a long-term plan for changes in operational deployment (Strategic Plan: Service Delivery 1)
- Acquire inflatable rescue boats (IRB) for the Water Rescue Program (Strategic Plan: Service Delivery 1; Capital Assets 2 & 3)
- Develop and implement a comprehensive records management system program (Strategic Plan: Service Delivery 3)

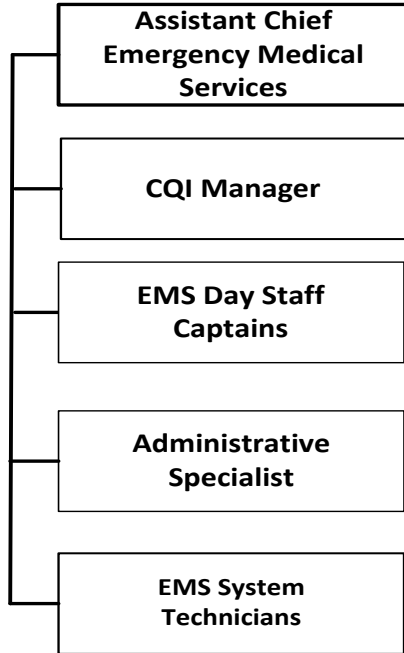
PERFORMANCE MEASURES:

The Operations Division has identified goals and responsibilities for the new fiscal year, which tie into the District's strategic plan. Performance is measured by project timeline completion and accountability check-ins at recurring Operations' staff meetings.





EMERGENCY MEDICAL SERVICES



STAFFING:

Assistant Chief	1
CQI Manager	1
Administrative Specialist	1
EMS Day Staff Captains	3
EMS System Technicians	<u>2</u>
	<u>8</u>

	Labor Costs	Services & Supplies	Taxes, Licenses, etc.	Capital Outlay	Division Total	% of Total Budget
FY2023/24	\$ 2,625,631	\$ 10,441,483	\$ -	\$ -	\$ 13,067,114	3.8%



EMERGENCY MEDICAL SERVICES

DIVISION BACKGROUND:

The Emergency Medical Services (EMS) Division is committed to providing the highest level of service possible to the communities we serve and continues to be an innovator in the provision of EMS in the Sacramento region. Metro Fire's team of skilled first responders is supported by recurrent professional training and continuous quality care improvement. The administrative side of EMS is comprised of an Assistant Chief, CQI Manager, three Captain/Paramedics, one Mobile Integrated Health Program Coordinator, one Administrative Specialist, and two EMS System Technicians. 24/7 support to all District ambulance operations is provided by three field supervisors ("EMS24") who also oversee the members of Metro's Medic Program (MMP).

The District's Emergency Medical Services (EMS) Division supports the third largest fire-based Advanced Life Support (ALS) transporting program in the State of California, currently operating 20 Advanced Life Support (ALS) ambulances, one Basic Life Support (BLS) ambulance, five reserve ALS ambulances, and 44 ALS engine and truck companies. Metro Fire employs over 499 paramedics, 100 EMTs, and five first responders to staff these units, as well as a Mobile Integrated Health Unit (MIH), Community Care Response Units (CCRU) watercraft, an ALS rescue capable helicopter, a Tactical Emergency Medical Services (TEMS) team, and bike medic teams for special events.

RECENT ACCOMPLISHMENTS:

- Hired a permanent, qualified CQI Manager/Educator to revamp the Continuous Quality Improvement Program
- Employed a qualified Medical Director for the District and MIH Program
- In collaboration with Local 522, EMS supported the stabilization and expansion of MMP
 - Graduated 2 MMP academies (30 graduates)
- Worked with Local 522 to add Fire Department Medic (FDM) to our EMS system
 - Introduced a FDM in Rancho Murieta Community
- Completed a trial use of a BLS ambulance
- Submitted annual CQI plan update and core measures to SCEMSA
- Training:
 - Continuing education for professional staff to maintain Privacy Officer and Compliance Officer Certification
 - HIPAA refresher training
 - Pre-hospital Trauma skills refresher
- Established two surge contracts with partner agencies to enhance service delivery during ambulance drawdown.



BUDGET DISCUSSION:

The EMS Division is responsible for the management of the emergency medical system, ensuring that district Emergency Medical Technicians (EMT) and paramedic personnel are trained and equipped to serve the public at the highest levels. Of foremost concern is ensuring fiscal resources sufficient to overcome the challenges associated with navigating the landscape of the modern EMS system: keeping pace with an increasing call volume, exploring new service delivery modalities, adapting to evolving industry standards, optimizing cost recovery for medical services, fulfilling ongoing training needs, developing and sustaining programs, and maintaining currency with materials and technologies. As the EMS Division looks to fiscal year 23/24 and beyond, there is a clear recognition of the ongoing need to assess and refine the district's training, equipment, and practices in a manner best suited to support its EMTs and Paramedics in providing the best patient care.



GOALS FOR UPCOMING YEAR:

The EMS Division will achieve the following by June 30, 2024:

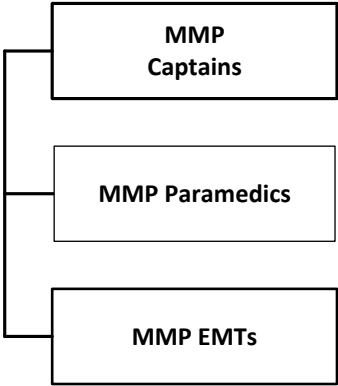
1. Secure funding for purchase of new fleet of gurneys by the end of the fiscal year (Strategic Plan: Service Delivery 1a, Capital Assets 3a)
2. Enhance EMS training to provide effective hands-on training, incorporate use of multimedia training, provide Certified Ambulance Documentation Specialist (CADS) training for all new personnel, and require EMS Division members to complete Certified Ambulance Compliance Officer (CACO) and Certified Ambulance Privacy Officer (CAPO) training. (Strategic Plan: Service Delivery 1a, Members 2a)
3. Identify sustainable funding for the MIH Program and establish Telemedicine function (Strategic Plan: Service Delivery 1a & 1b, Financial Management 1a & 1b)
4. Enhance cost recovery for EMS services (Strategic Plan: Financial Management 2a)
5. Create a robust tracking platform for infectious diseases in a database format. (Strategic Plan: Service Delivery 1a)

PERFORMANCE MEASURES:

1. All new Paramedics/EMTs will be assigned CADS as part of their academy training to ensure highest quality documentation and EMS Division members will be provided CACO and CAPO courses.
2. The EMS Division members will continue to actively research, and work with Grant Specialist, to identify new grants or opportunities to allocate funds for new/replacement medical equipment.
3. The EMS Division will deliver biannual training to our EMT's and Paramedics in both suppression and our Metro Medic Program.



METRO MEDIC PROGRAM



STAFFING:

MMP Captains	3
MMP Paramedics	16
MMP EMTs	<u>18</u>
	<u>37</u>

	Labor Costs	Services & Supplies	Taxes, Licenses, etc.	Capital Outlay	Division Total	% of Total Budget
FY2023/24	\$ 4,135,200	\$ 146,120	\$ -	\$ -	\$ 4,281,320	1.2%



METRO MEDIC PROGRAM

DIVISION BACKGROUND:

The Metro Medic Program (MMP) was established in 2013 as the Single Role Paramedic Program: a pathway for members to become Firefighter/Paramedics with Metro Fire. To date, nearly 60 percent of the program graduates have made the intended transition to Firefighter/Paramedic, and a number of members have since promoted to Engineer and Captain.

The MMP is managed in the field by three supervisors (“EMS24”) that alternate by platoon to oversee the operation of up to six 24-hour medic units assigned throughout multiple battalions in Metro Fire’s jurisdiction. The deployment model is structured to maximize ambulance coverage as staffing levels allow.



RECENT ACCOMPLISHMENTS:

- Graduated two MMP Recruit Academies and scheduled the start of a third academy
- Hired 10 Paramedics
- Hired 20 Emergency Medical Technicians (EMTs)
- Promoted nine EMTs to Paramedic
- Provided paramedic internships for five program members
- Identified opportunities for EMTs aspiring to become paramedics through local paramedic school programs.

BUDGET DISCUSSION:

The continued budget focus of the program is to build resources to enhance the capabilities of the District to deliver high-caliber ambulance transportation to the communities it serves, while providing a career track for EMTs and Paramedics seeking the opportunity to become Firefighter/Paramedics.

GOALS FOR UPCOMING YEAR:

The Metro Medic Program will achieve the following by June 30, 2024:

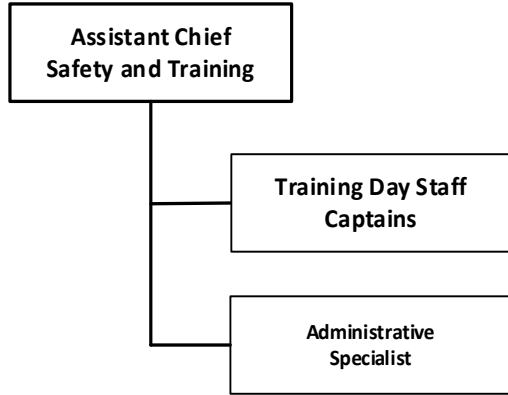
1. Graduate three MMP Academies in FY 23/24. (Strategic Plan : Recruitment and Retention 4a)
2. Bolster the number of paramedic preceptors/FTOs in the MMP ranks in FY 23/24. (Strategic Plan : Best Practices 1a)
3. Work with Local 522 to establish a career path for long term sustainability in alignment with the organizational chart. (Strategic Plan : Recruitment and Retention 4a)

PERFORMANCE MEASURES:

1. Recruitment will remain open on District’s website for EMTs and Paramedics to generate a list of interest for MMP Academies.
2. On a quarterly basis, the MMP will identify new paramedic preceptors/FTOs.



TRAINING



STAFFING:

Assistant Chief	.5
Day Staff Captains	4
Administrative Specialist	<u>1</u>
	<u>5.5</u>

Health & Fitness	Labor Costs	Services & Supplies	Taxes, Licenses, etc.	Capital Outlay	Division Total	% of Total Budget
FY2023/24	\$ 133,322	\$ 449,816	\$ -	\$ -	\$ 583,138	0.2%

Training	Labor Costs	Services & Supplies	Taxes, Licenses, etc.	Capital Outlay	Division Total	% of Total Budget
FY2023/24	\$ 1,560,832	\$ 511,438	\$ 150,000	\$ 90,000	\$ 2,312,270	0.7%



DIVISION BACKGROUND:

The Training Division's mission is to improve service delivery to the community by providing realistic, ongoing, and verifiable training to District personnel and assist them to develop and strengthen essential job skills. Training strives to ensure all-risk operational readiness and the ability of Metro members to perform quality public service at any moment. There are many federal, state, and locally-mandated requirements which must be addressed, and as new information becomes available, it is imperative that we introduce new tools, technology, or equipment to train Metro personnel. The Training Division makes available opportunities to employees to achieve full potential in their current roles and assist them to advance their careers through a multitude of training opportunities.

RECENT ACCOMPLISHMENTS:

- Conducted performance appraisals of 64 probationary suppression personnel from the rank of Firefighter to Battalion Chief
- Completed District-wide Fire Ground Survival training.
- Hosted large-scale drills, including a training with SMUD
- Relocated into Training building with updated classrooms

BUDGET DISCUSSION:

- Budget was increased to add Fire Behavior account line for District wide live fire training
- Prop maintenance/replacement added. Props will be evaluated for safety by manufacturer

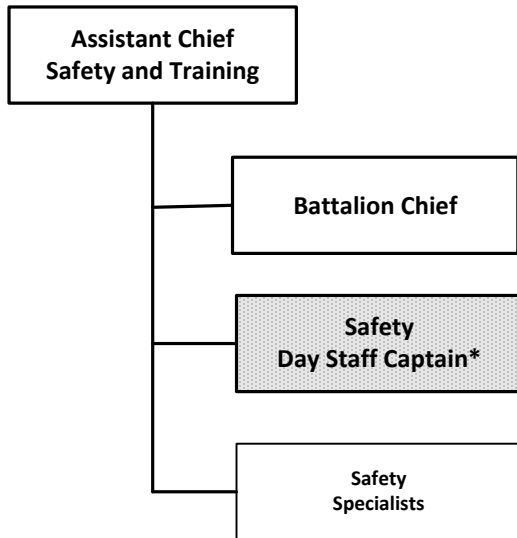
GOALS FOR UPCOMING YEAR:

- Establish rank specific training for Engineer and Captain (Strategic Plan: Service Delivery 1a)
- Establish District-wide live fire training taught by the Fire Behavior Cadre (Strategic Plan: Service Delivery 1a)
- Develop and implement a monthly training plan for suppression personnel (Strategic Plan: Service Delivery 1a)

PERFORMANCE MEASURES:

- Prior to the next Engineer exam, the rank specific training for Engineer will be established and offered to line personnel
- Prior to June 2024, all line personnel will attend live fire training taught by the Fire Behavior Cadre
- Prior to January 2024, monthly training plans for all line personnel will be sent to crews for completion and logging in Vector Solutions





STAFFING:

Assistant Chief	.5
Battalion Chief	1
Safety Day Staff Captain*	0
Safety Specialists	<u>2</u>
	<u>3.5</u>

	Labor Costs	Services & Supplies	Taxes, Licenses, etc.	Capital Outlay	Division Total	% of Total Budget
FY2023/24	\$ 279,263	\$ 1,630,450	\$ -	\$ 7,000	\$ 1,916,713	0.6%

*Position currently vacant and not funded.



DIVISION BACKGROUND:

The Safety Division oversees Personal Protective Equipment (PPE) and self-contained breathing apparatus (SCBA), and purchases all personnel protective equipment for the District. All items overseen and purchased by the Safety Division are required safety items necessary for personnel to safely do their jobs as well as meet both National Fire Protection Administration (NFPA) and Occupational Health and Safety Administration (OSHA) requirements.

RECENT ACCOMPLISHMENTS:

In the last budget year Safety:

- Collaborated with the Logistics Division to wash and inspect over 8,900 pieces of PPE
- Purchased 177 sets of turnouts for current personnel and new hires
- Purchased an Omegasonic ultra sonic tank to better assist with the cleaning of hard surface PPE such as helmets, SCBA cylinders and face pieces
- Performed over 1,800 fit tests
- Purchased 250 structural helmets to replaced units reaching their ten-year life span



BUDGET DISCUSSION:

The Safety Division is facing continuing cost pressures affecting goods and services used. Cost increases in the PPE market continue with manufacturers increasing prices 10 to 25 percent year over year. In FY 2023/24 the Safety Division will finalize the outfitting of the district cleaning and inspection center with solid surface tables and new industrial fans to help eliminate cross contamination and decrease drying times.

GOAL FOR UPCOMING YEAR:

The Safety Division's goals for the upcoming fiscal year conform to the strategic plan goal to improve service delivery. (Strategic Plan: Service Delivery 1a). Specifically, by June 30, 2024, the Division will:

- Implement the National Fire Protection Agency (NFPA) regulation 1851 and reach closer to full compliance as the California Occupational Health and Safety Administration releases statewide standards for the care and maintenance of firefighter PPE.
- Execute a Thermal Image Camera (TIC) grant purchase.
- Establish a PPE specification for the Metro Medic Program.
- Secure a contract and vendor for new firefighting turnouts.

PERFORMANCE MEASURES:

The Safety Division measures the implementation of NFPA 1851 standards by the tracking of each garment for washing and inspection within a calendar year. Each garment should, at minimum, be washed twice and have an advanced inspection conducted once.



DIVISION BACKGROUND:

Metro Fire's Health and Wellness Division is responsible for providing all members the opportunity to maintain an appropriate level of wellness throughout their career. Seeing the needs of Metro Fire members and staying in line with Metro's strategic plan for the future, the division supports all personnel by providing an array of fitness programs designed to enhance work performance, preventive seminars to educate our members and prevent injury, and lifestyle training to help members maintain a healthy body and mind. The future of the program is exciting and filled with opportunity to be on the forefront of wellness never before seen in the industry. By addressing more of the preventative health through evaluations, treatments and education, the goal for the future is to get in front of all the possible injuries and diseases before they can take hold. With a focus on mental health, nutritional education, and providing more rest/recovery modalities and techniques, the future of the District's members looks bright.

RECENT ACCOMPLISHMENTS:

- Implemented fitness assessments now scheduled by company and held at stations and battalion level
- Completed daily morning physical training (PT) for one fire suppression and two MMP academies
- Provided online and written fitness programs for both line and day staff members
- Added more in-depth blood screening for the District's older population
- Increased focus on rest and recovery by contracting with local wellness vendors for members
- Continued to provide health-related content in the form of instructional videos
- Started "Coach's Corner" podcast to deliver cutting-edge information on topics related to health and wellness



BUDGET DISCUSSION:

The health component of the division's budget includes an increased request for funding annual medicals for suppression personnel due to growth of the HAZMAT and Fire investigation programs. The fitness/wellness component of the budget includes continued funding for fitness equipment purchase, maintenance/repair, and replacement. Continuing funds for the replacement line will help cover the need to replace aging equipment and accommodate an increase in product cost and shipping costs of roughly 20 percent. Funding for the wellness portion of this budget will open up opportunities to deliver more rest and recovery in the form of wellness treatments through contracted work with vetted providers. The benefits of such programs are expected to impact members overall well-being as well as help keep them on the job.

GOALS FOR UPCOMING YEAR:

The Health and Wellness Division's goals for the upcoming year conform to the strategic plan goal to improve service delivery. (Strategic Plan: Service Delivery 1a). Specifically, the Division will:

- Deliver 20 episodes of "Coach's Corner" by the end of the year
- Have a solid plan for what a Sac Metro Wellness Center would look like including possible site layout, buildout and equipment costs, as well as labor costs by June 2024
- Create a single source web location for our members to be able access various health and wellness therapies through current and future external providers by February 2024
- Create a comprehensive set of instructional videos for those looking to get involved in the fire profession for our website by November 2023
- Drop workers comp related to orthopedic injuries in our fire houses by 50% through continued consistent exercise technique education as well as rest/recovery education by the end of the fiscal year



HEALTH AND WELLNESS

PERFORMANCE MEASURES:

- Regular and complete medical wellness exams for NIOSH SCBA compliance and preventive medical screening.
- Regular and comprehensive fitness equipment repair and replacement
- Regular and continuing collaboration with HR's return-to-work model, streamlining members' transition from injury to back at work
- Growing availability of nutritional, physical and mental recovery techniques by establishing relations with local providers

Support Services Branch

Tyler Wagaman Deputy Chief

Communications

Community Risk Reduction

Fire Investigations

Facilities

Fleet

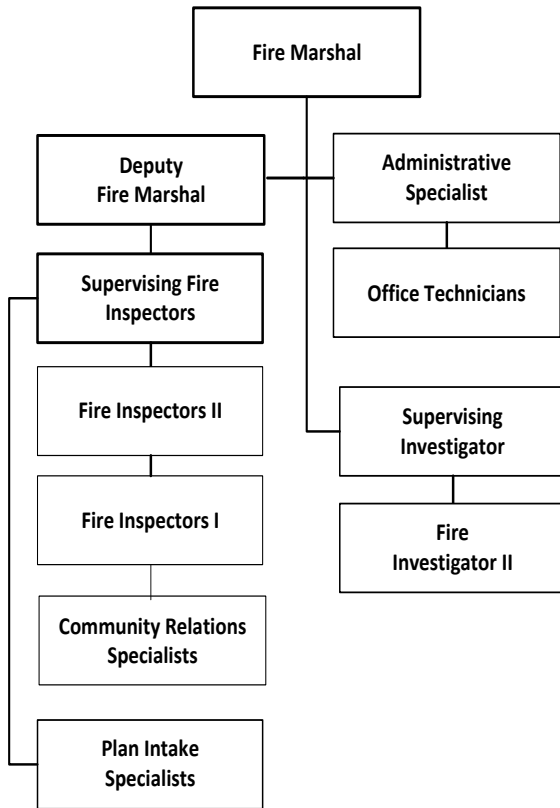
Information Technology

Logistics





COMMUNITY RISK REDUCTION DIVISION



STAFFING:

Fire Marshal	1
Deputy Fire Marshal	1
Supervising Fire Inspectors	3
Fire Inspectors II	7
Fire Inspector I	6
Supervising Investigator	1
Fire Investigator II	3
Administrative Specialist	1
Plan Intake Specialist	3
Office Technicians	<u>4</u>
	<u><u>30</u></u>

Community Risk Reduction	Labor Costs	Services & Supplies	Taxes, Licenses, etc.	Capital Outlay	Division Total	% of Total Budget
FY2023/24	\$ 4,144,271	\$ 274,466	\$ -	\$ -	\$ 4,418,737	1.3%

Fire Investigations	Labor Costs	Services & Supplies	Taxes, Licenses, etc.	Capital Outlay	Division Total	% of Total Budget
FY2023/24	\$ 710,782	\$ 45,104	\$ -	\$ -	\$ 755,886	0.2%



COMMUNITY RISK REDUCTION DIVISION

DIVISION BACKGROUND:

The Community Risk Reduction Division (CRRD) provides new construction, code enforcement, public education, and fire investigation services to the unincorporated portions of Sacramento County, City of Citrus Heights, and City of Rancho Cordova communities. The CRRD New Construction and Code Enforcement team is responsible for inspecting existing buildings and properties for fire code violations, issuing permits, assisting fire suppression personnel, responding to code violation complaints, reviewing and approving licensed care facilities, reviewing plans for all construction projects and fire protection systems, as well as conducting the testing and inspections for those projects. In addition, Fire Inspectors are responsible for special event inspection requests (e.g., carnivals and fairs), fireworks booth inspections and public fireworks displays.

The CRRD Fire Investigation Unit (FIU) investigates unidentified fire causes, the causes of fires resulting in serious bodily injury or death, and suspected arson related incidents that occur within the District. Metro Fire is one of the few agencies in the region with a full-time FIU.

RECENT ACCOMPLISHMENTS:

During the last fiscal year, the Community Risk Reduction Division accomplished the following:

- Adopted the 2022 Fire Code
- Facilitated successful task book completion for four Fire Inspector II's and one Fire Investigator II
- Initiated task books for two new Fire Inspector I's
- Trained a new Office Technician
- Completed recruiting and testing processes for Fire Inspector I and Fire Investigator II
- Promoted one Fire Inspector II to Supervising Inspector
- Promoted one Supervising Inspector to Deputy Fire Marshal
- Welcomed a new Fire Marshal to the Division
- Assumed President position for Northern California Fire Prevention Officers
- Led the Sacramento Regional Fireworks Taskforce
- Implemented a digital permit card process for external customers
- Completed three smoke alarm blitz campaigns
- Assisted suppression personnel with response to the 2023 winter storms
- Completed system enhancements to improve data collection in the FIU
- Comprehensive review of all policies and procedures for CRRD and the FIU
- Presented training materials for suppression personnel on topics related to code enforcement and investigations



BUDGET DISCUSSION:

In FY 2022/23, the Community Risk Reduction Division (CRRD) continued to fill authorized positions for Fire Inspector I, Plan Intake Specialists, and Office Technicians. The division provides a comprehensive training program for all new positions to prepare staff for the daily activities they may encounter and the technical skills needed to be successful. CRRD has newly-promoted staff in the positions of Plan Intake Specialist, Fire Inspector II, Supervising Inspector, and Deputy Fire Marshal. CRRD is preparing the team for succession planning by fostering all staff in career progression and the development of future leaders through continuous education and training.



COMMUNITY RISK REDUCTION DIVISION

In 2022, the FIU handled 559 cases, an increase of approximately 51.4 percent over 2021. The increase can be attributed in part to the housing crisis across the State. Investigators responded to 112 incidents related to transient activity, which is approximately a 111% increase from 2021. The FIU has faced persistent staffing shortages, and has not conformed to the findings of a staffing analysis performed by the US Fire Administration recommending caseloads of 60-80 investigations per investigator, or 1 investigator per 100,000 population. Bolstering staffing in the FIU is an urgent public safety issue, as well as a health and wellness issue for investigators and suppression personnel alike



GOALS FOR UPCOMING YEAR:

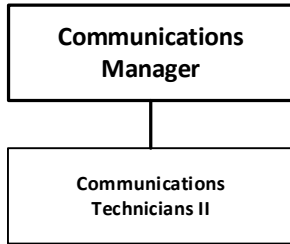
- Complete the fee study and implement the revised fee schedule (Strategic Plan: Financial Management 2a)
- Implement electronic evidence tracking system for the FIU (Strategic Plan: Sustainability 3b)
- Support Operations personnel, businesses, and community members with response to structure fire incidents. (Strategic Plan: External Engagement 1a)
- Achieve full inspector staffing (Strategic Plan: Members 4a)
- Increase staffing in FIU by two Fire Investigator II's (Strategic Plan: Members 4b)
- Succession planning supported by a robust training and education plan (Strategic Plan: Members 2a)

PERFORMANCE MEASURES:

- Fire and Life Safety Inspections. In accordance with Strategic Plan: External Engagement 1a goal, the Division completes fire and life safety inspections of state-mandated occupancies.
- Cost of services study. In accordance with Strategic Plan Goal for Financial Management (2a), the Division uses a cost of services study for CRRD fee-related activities. (Strategic Plan: Financial Management 2a).
- Increase staffing in FIU. In accordance with Strategic Plan Goal for Members (4b), the Division pursues a staffing level in the FIU that distributes the case load in accordance with US Fire Administration recommendations for fire investigator staffing.
- Succession Planning. The CRRD division has many members who are new to their positions. In accordance with Strategic Plan Goal for Members (2a) the Division adheres to a succession plan supported by resources resulting in internal promotions when vacancies arise.



COMMUNICATIONS



STAFFING:

Communications Manager	1
Communications Technician II	<u>2</u>
	<u>3</u>

	Labor Costs	Services & Supplies	Taxes, Licenses, etc.	Capital Outlay	Division Total	% of Total Budget
FY2023/24	\$ 571,366	\$ 908,348	\$ -	\$ -	\$ 1,479,714	0.4%



COMMUNICATIONS

DIVISION BACKGROUND:

The Metro Fire Communications Division is responsible for the operation, maintenance, and repair of all District communication equipment and vehicle emergency lighting. Equipment includes: 800 MHz radios, VHF radios, Mobile Data Computers (MDCs), vehicle modems, vehicle intercom systems, code 3 lighting, station emergency (red) phones, fire station alerting systems, and traffic signal Emergency Vehicle Preemption (EVP) systems.

The Communications Division is committed to providing the highest level of service to Metro Fire Operations to help reduce unit response times and ensure communications stay intact. Communication Technicians handle all equipment repairs and radio programming in the radio shop or out in the field. Metro Fire's Communications Manager represents the District in various Radio System Committee meetings, is a member of the Radio System Management Group, and coordinates frequencies with local cooperators.

RECENT ACCOMPLISHMENTS:

During the 2022/23 fiscal year, the Communications Division accomplished the following:

- Wrote radio programs used by the district and all Sac Regional Cooperators
- Installed enhanced GPS traffic signal control equipment
- Installed emergency lighting and communication equipment packages for a new squad, rescue boat, boat tow, Battalion Chief SUV, four ambulances, two Type V Engines, and three Type I Engines.



BUDGET DISCUSSION:

The 2023/24 Communications Division budget includes funding to maintain and repair communication equipment installed in apparatus and stations throughout the district. This enables fire crews to receive alerts for incidents and maintain critical communications through radios and mobile data computers.

The Communications Division budget also includes funding to install, maintain, and repair traffic control and Opticom devices. These devices help to clear traffic in front of stations and give emergency vehicles priority while driving through intersections. These measures create safer driving conditions for first responders and helps to reduce response times. State and federal grant opportunities will be sought after to fund the implementation of a cloud-based emergency vehicle preemption software to further improve driving conditions and create additional efficiencies by reducing hardware costs.

GOALS FOR UPCOMING YEAR:

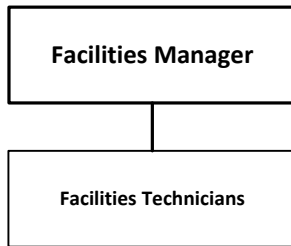
- Secure funding for and deploy a cloud-based Emergency Vehicle Preemption system to help reduce travel time to incidents (Strategic Plan: Financial Management 1a, 1b; Service Delivery 3a; Members 3a)
- Complete communication equipment installs in newly acquired fire apparatus and service equipment (Strategic Plan: Service Delivery 2a)
- Install enhanced traffic control intersection equipment to create safer conditions for responding vehicles (Strategic Plan: Members 3a; Service Delivery 3a)

PERFORMANCE MEASURES:

- Monitoring Vehicle Incident Reports and obtaining feedback from crews.
- Tracking station and vehicle communication equipment preventive maintenance schedules.
- Pulling monthly reports from CAD to monitor response times and track improvements in drive time.



FACILITIES



STAFFING:

Facilities Manager	1
Facilities Technicians	<u>4</u>
	<u>5</u>

	Labor Costs	Services & Supplies	Taxes, Licenses, etc.	Capital Outlay	Division Total	% of Total Budget
FY2023/24	\$ 822,065	\$ 2,046,459	\$ -	\$ -	\$ 2,868,524	0.8%



DIVISION BACKGROUND:

The Facilities Division is responsible for the maintenance, repair, and refurbishment of the District's 41 Fire Stations and six administrative buildings, including two leased properties. Facilities also coordinates and schedules outside service vendors and project contractors to help maintain and upgrade all District properties to meet operational needs. The mission of the Facilities Division is to keep all District properties in good working condition and to make sure facilities are safe, secure, fully functional and comfortable for all personnel.

RECENT ACCOMPLISHMENTS:

- Responded to an average of more than 90 repair requests per month
- Completed District-wide generator service (25) with load banks (13).
- Completed District-wide fire sprinkler system certifications (18).
- Completed District-wide ice machine service (33).
- District-wide back-flow certificates (33).
- Completed District wide weed abatement (8 properties).
- Completed multi-site apparatus bay and exterior lighting LED retrofits (8).
- Completed multi-site access control electrical support (30).
- Installed Station 106 exhaust hood w/ducting.
- Provided Station 105 and Station 101 kitchen fire infrastructure and support.
- Installed air conditioners and swamp coolers (Stations 31, 58, 59 and 108).
- Completed headquarters and 2101 Hurley leased building tenant repairs.



BUDGET DISCUSSION:

The Facilities budget reflects the funding necessary to ensure all routine maintenance, repairs and replacements are kept up to support the District's infrastructure, i.e., the plumbing, electrical, mechanical, and structural systems for Metro Fire properties. The Facilities Division has included several projects in the District's Capital Improvement Plan (CIP) that will support the District's operational needs.

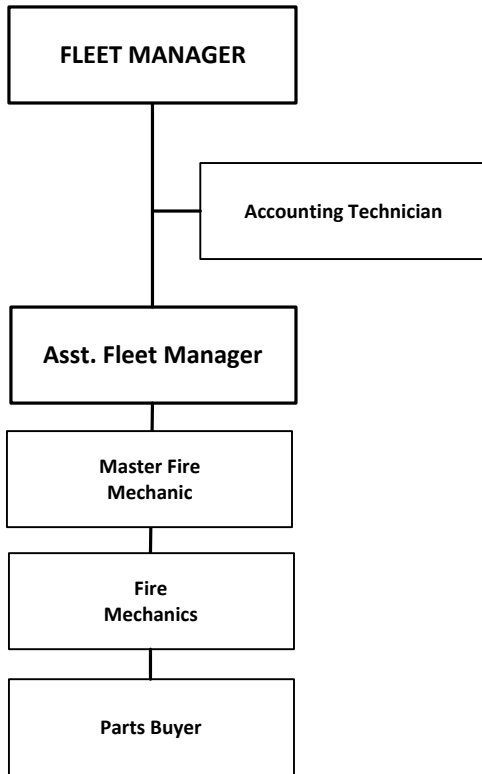
GOALS FOR UPCOMING YEAR:

By June 30, 2024, the Facilities Division will complete the following:

- Provide additional privacy solutions for station dorms (Strategic Plan: Members 3a; Capital Assets 1a).
- Continue to replace station carpeting with new LVT flooring and walk off mats (Strategic Plan: Members 1a, 3a; Capital Assets 1a).
- District-wide station security enhancements to include access-controlled gates and man-doors (Strategic Plan: Capital Assets 1a).
- Preventative maintenance of District asphalt with application of new seal coat and striping (Strategic Plan: Capital Assets 1a).

PERFORMANCE MEASURES:

- Completion of District-wide dorm privacy solutions
- Regular upgrades to the District's CFL lighting to more energy efficient and cost-saving LED lighting



STAFFING:

Fleet Manager	1
Assistant Fleet Manager	1
Master Fire Mechanic	2
Fire Mechanics*	9
Parts Buyer	1
Accounting Technician	<u>1</u>
	<u>15</u>

	Labor Costs	Services & Supplies	Taxes, Licenses, etc.	Capital Outlay	Division Total	% of Total Budget
FY2023/24	\$ 2,760,536	\$ 3,044,587	\$ -	\$ 11,167,170	\$ 16,972,293	4.9%

*Requesting one additional position.



DIVISION BACKGROUND:

The Fleet Maintenance Division's mission is to support the District's operational readiness by maintaining 350 vehicles and fire apparatus in a safe, effective, and reliable working order. This is achieved through comprehensive fleet management practices encompassing the acquisition, inspection, maintenance, repair, testing, recordkeeping, and retirement of vehicles. Additionally, Fleet Maintenance staff provides vehicle familiarization and usage training, manages apparatus specification development while ensuring compliance with all applicable state, local and federal laws and regulations, and serves on several of the District's oversight teams.

RECENT ACCOMPLISHMENTS:

- Ordered the following vehicles: new ambulances (3), remount ambulances (6), type I engines (5), boat tow pickup, delivery vans (2), and a service truck.
- Reclassified two Mechanic positions into supervisory Master Mechanic.
- Provided specific product training to Fleet Maintenance Staff.
- Provided 24-hour mobile response services.
- Provided apparatus training to new SRPP employees, recruit firefighters, and current line personnel.



BUDGET DISCUSSION:

The Preliminary Budget reflects the funding necessary to run the day-to-day operations of repairing and maintaining the existing fleet. The budget also includes new vehicle and apparatus purchase requests in accordance with the District's Capital Improvement Plan (CIP) that are necessary to continue supporting the District's operational needs.

GOALS FOR UPCOMING YEAR:

By June 30, 2024, the Fleet Maintenance Division plans to achieve the following:

- Provide training and tools for the Fleet Maintenance Division Staff (Strategic Plan: Members 1a and 2).
- Continue to keep the District's current fleet functioning to support operational needs (Strategic Plan: Capital Assets 2a and 2b).
- Secure funding for new vehicles needed in the Capital Improvement Plan (Strategic Plan: Capital Assets 2a and 2b).

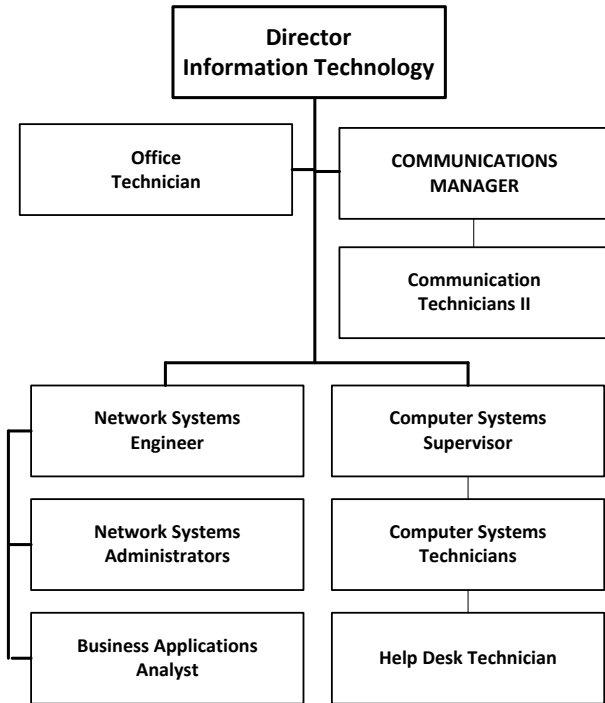
PERFORMANCE MEASURES:

- Constant readiness. The District's existing fleet is maintained in a state of operational readiness.
- CIP Execution. The Division purchases replacement vehicles and apparatus in accordance with the Capital Improvement Program Plan.



INFORMATION TECHNOLOGY

STAFFING:



Director, Information Technology	1
Communications Manager	1
Network Systems Engineer	1
Computer Systems Supervisor	1
Network Systems Administrator	2
Business Applications Analyst	2
Computer Systems Technician	2
Communications Technician II	2
Help Desk Technician	1
Office Technician	<u>1</u>
	<u>14</u>

	Labor Costs	Services & Supplies	Taxes, Licenses, etc.	Capital Outlay	Division Total	% of Total Budget
FY2023/24	\$ 1,890,957	\$ 3,339,130	\$ -	\$ 28,800	\$ 5,258,887	1.5%



DIVISION BACKGROUND:

The Information Technology (IT) Division includes Computer Systems, Network Systems and Business Application Analysts. Under the direction of the Director of Information Technology, the IT Division manages the District's data center, network security, LAN/WAN, VoIP system, ERP systems, building fire/security/access control systems, mobile devices, and computer systems for 41 fire stations and 4 administration buildings.



RECENT ACCOMPLISHMENTS:

During the last fiscal year, the IT Division accomplished the following:

- Modernized the District's website
- Enhanced our cybersecurity posture
- Relocated training to new location
- Enhanced our physical security throughout the District

BUDGET DISCUSSION

The IT Division preliminary budget is higher this fiscal year compared to last fiscal year due to rising costs, mainly due to price growth associated with software, hardware and services across the board.

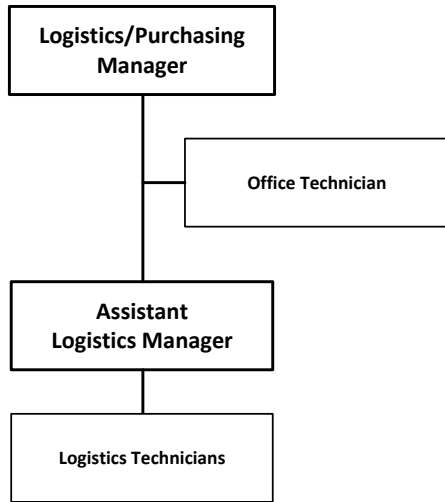
GOALS FOR UPCOMING YEAR:

The IT Division's goals for the upcoming fiscal year conform to the strategic plan goal to improve service delivery. Specifically, by June 30, 2024 the Division intends to:

- Upgrade the District's boardroom audio/visual equipment
- Replace desktop PCs
- Replace servers
- Replace mobile data computers
- Continue to enhance our cybersecurity posture

PERFORMANCE MEASURES:

The IT Division measures performance through a service ticket request tool, responding to service requests and analyzing request volume and type to determine resource allocations.



STAFFING:

Logistics/Purchasing Manager	1
Assistant Logistics Manager	1
Logistics Technicians	7
Office Technician	<u>1</u>
	<u><u>11</u></u>

	Labor Costs	Services & Supplies	Taxes, Licenses, etc.	Capital Outlay	Division Total	% of Total Budget
FY2023/24	\$ 1,443,169	\$ 3,522,845	\$ 66,200	\$ -	\$ 5,032,214	1.4%



The Logistics Division is the central hub of warehouse operations for all District supplies and equipment. Logistics inventory supplies all 41 fire stations, Armstrong Headquarters, Fleet Division, Communications Division, and the Logistics/Training Facility. The Division is responsible for purchasing, receiving, and inventorying all fire suppression equipment, EMS supplies, office supplies and custodial supplies. The mission of the Logistics Division is to support the District in all daily operations with excellent customer service and timely purchases for the priority of service delivery.

The Purchasing team in Logistics processes all requisitions for goods and services and issues purchase orders for approved requests. Purchasing assists District staff in developing scopes of work for goods and services including issuing transparent bid documents and information requests. All contracts and agreements are stored and maintained in purchasing as well as vendor insurance information.

RECENT ACCOMPLISHMENTS:

- Attended numerous purchasing-related training webinars in order to ensure best practices and transparency in all District procurements.
- Secured the promotion of Courtney Moore to Purchasing Agent
- Achieved Certified Public Procurement Buyer certification for Logistics Manager Mark Jones
- Achieved National Institute of Governmental Purchasing, Inc, Certified Purchasing Professional certification for Courtney Moore and Mark Jones



BUDGET DISCUSSION:

The Logistics budget reflects the all funding necessary to acquire services, supplies, and manage programs for all District divisions and fire stations. It also provides funding for training opportunities for staff.

GOALS FOR UPCOMING YEAR:

The Logistics/Purchasing Division's goals for the upcoming fiscal year conform to the strategic plan goal to improve service delivery. (Strategic Plan: Service Delivery 1a). Specifically, by June 30, 2024 the Division intends to:

- Achieve full staffing in the Logistics Division
- Complete the update to the District purchasing policy
- Initiate work on the CRRD plan scanning project
- Test and repair all ladder inventory in the logistics warehouse and on all district apparatus
- Test all hose inventory in the logistics warehouse

PERFORMANCE MEASURES:

- Retrieval and delivery of critical stored items. During the last 12 months, Logistics staff pulled and delivered over 241,000 individual items from the warehouse and delivered to the fire stations and administration buildings.
- Volume of purchase orders. During the last 12 months, purchasing staff processed 1,867 purchase orders.
- Formal bid solicitation awards. During the last 12 months, purchasing staff published and awarded 7 formal bid solicitations for goods and services.
- Consistent maximization of inventory storage inside the logistics warehouse.

PERSONNEL





POSITIONS AND AUTHORIZATION DOCUMENT (PAD)

Preliminary Budget 2023-24

SUMMARY				
Full-time Positions				
	Authorized Positions	Actual Filled Positions	Funded Positions	Proposed Changes
Office of the Fire Chief	5	4	4	0
Operations	626	596	601	1
Support Services	76	72	75	2
Administration	30	28	28	1
Total	737	700	708	4



POSITIONS AND AUTHORIZATION DOCUMENT (PAD)

Preliminary Budget 2023-24

OFFICE OF THE FIRE CHIEF					
Position	Auth'd Positions	Actual Filled Positions	Funded Positions	Proposed Changes	Employee(s) / Comments
Fire Chief	1	1	1		Dan Haverty
Assistant Chief	1	1	1		Chris Greene (fund through end of FY)
Day Staff Captain, Staff Officer	1	0	0		<i>Vacant - not funded</i>
Executive Assistant to the Fire Chief	1	1	1		Jill Guzman
Board Clerk	1	1	1		Marni Rittburg
	5	4	4	0	



POSITIONS AND AUTHORIZATION DOCUMENT (PAD)

Preliminary Budget 2023-24

OPERATIONS BRANCH							
Position	Auth'd Positions	Actual Filled Positions	Funded Positions	Proposed Changes	Employee(s) / Comments		
Deputy Chief, Operations	1	1	1		Adam Mitchell		
Administrative Specialist, Operations Branch	1	1	1		Carmen Delgado		
Assistant Chief, Operations (A-B-C)	3	3	3		J. Fiorica	C. Simmons C. Jenkins	
Day Battalion Chief, Special Operations	1	1	1		Grant Russell		
Staffing Specialist	1	1	1	-1	Lara Kelley		
Business Application Analyst				1	Reclassification from Staffing Specialist		
Data Analyst				1	Requesting to authorize - effective 7/1/23		
FIRE SUPPRESSION					A	B	C
Battalion Chiefs	15	13	15		B5 - B. Gonsaves B13 - C. Reed B7 - R. Carollo B9 - B. Barthel B14 - S. Daly	B5 - K. Fong B13 - J. Vestal B7 - B9 - C. Vestal B14 - A. House	B5 - A. Peck B13 - M. Johnson B7 - K. Keeley B9 - B14 - J. Graf
Fire Captains	132	125	132		Numbers do not include 7 Day Staff & 3 MMP Capts.		
Fire Engineers	132	132	132				
Firefighters	258	259	258		*Actual filled includes 2 Day Staff (Skaggs, White) *Authorized & Funded increased by 21 due to Grant *6 FF's added to funded positions to match the Auth'd - due to adding Medic 51		
METRO MEDIC PROGRAM (MMP)							
Captains	3	3	3		Shawn Burke, Matthew Smotherman, Shannon Chamberlin		
Paramedics	40	18	16				
Emergency Medical Technicians (EMT)	18	20	18				
EMERGENCY PREPAREDNESS - SPECIAL OPERATIONS							
Chief Pilot	1	1	1		Montie Vanlandingham		
Day Staff Captain, Air Ops	1	1	1		Bryce Mitchell		
EMERGENCY MEDICAL SERVICES (EMS)							
Assistant Chief, EMS	1	1	1		Jon Rudnicki		
CQI Manager	1	1	1		Adam Blitz		
Day Staff Captain, EMS	3	3	3		Jeremy Crawford, Brendan Hogan, Brett Randle		
Administrative Specialist, EMS	1	0	1		<i>Vacant</i>		
EMS System Technician	2	2	2		Cynthia Hamilton, Daniel Ortiz-Medina		
TRAINING/SAFETY							
Assistant Chief, Training	1	1	1		Michael Lazano		
Day Staff Captain, Training	4	4	4		Daniel Hoy, Russell Gardner, Tim Beard, Jason Cahill		
Health & Fitness Program Manager	1	1	1		Patrick Gallagher		
Administrative Specialist, Training	1	1	1		Dana Lipps		
SAFETY							
Day Staff Battalion Chief, Emergency Planning - Safety	1	1	1		Rosario Carollo		
Day Staff Captain, Safety	1	0	0		<i>Vacant - not funded</i>		
Safety Specialist	2	2	2		Robert Sestito, Brian Spence		
	626	596	601	1	P258		



POSITIONS AND AUTHORIZATION DOCUMENT (PAD)

Preliminary Budget 2023-24

SUPPORT SERVICES BRANCH					
Position	Auth'd Positions	Actual Filled Positions	Funded Positions	Proposed Changes	Employee(s) / Comments
Deputy Chief, Support Services	1	1	1		Tyler Wagaman
Assistant Chief	1	0	0		Chief Executive Director of SRFECC
Administrative Specialist	0	0	0	1	Requesting to authorize effective 7/1/23
LOGISTICS					
Logistics Manager	1	1	1		Mark Jones
Assistant Logistics Manager	1	1	1		Mark Siebert
Logistics Technician	7	6	7		Crusto, Knapp, Lamons, Putman, Thomas, Graham, <i>Vacant</i>
Office Technician	1	0	1		<i>Vacant</i>
FACILITIES					
Facilities Manager	1	1	1		Joe Eachuk
Facilities Technician	4	4	4		Aldrey Almeria, Dave Koopmeiners, Tim Miller, Peter Noble
FLEET MAINTENANCE					
Fleet Manager	1	1	1		Shea Pursell
Assistant Fleet Manager	1	1	1		Steve Davison
Master Fire Mechanic	2	2	2		Joshua Snuffer, Robert Petruzzi
Fire Mechanic	9	9	9	1	Christian, Comer, Geaney, Mansel, Moose, Mull, Purcell, Rhodes, Stites, requesting to authorize 1 additional effective 7/1/23 and 1 additional at midyear
Parts Buyer	1	1	1		Matthew Freeman
Accounting Technician	1	1	1		Amy Peterson
COMMUNITY RISK REDUCTION / ARSON					
Fire Marshal	1	1	1		Barbara Law
Deputy Fire Marshal	1	1	1		Amy Nygren
Administrative Specialist	1	1	1		Lisa Gates
Plan Intake Specialist	3	3	3		Amanda Burkey, Anthony Burkey, Shana Mamulski
Office Technician	4	4	4		Nanette Goodwin, Kendra Clark, Chelsea Harlow, <i>Vacant</i> (moved from OPS)
Supervising Inspector	3	3	3		Angela Hampton, Janet Smith, Diana Schmidt
Fire Inspector II	13	7	7		Batiz, Christensen, Ganea, Klets, Leda, Rieger, Smittle Reclassified 1 Fire Inspector II to Fire Investigator II
Fire Inspector I		6	6		Aney, Hodel, Lim, Olivares, Ono, Wheeler
Supervising Investigator	1	1	1		Chris Rogers
Fire Investigator II	3	2	3		Steve Johnson, Alex Morton, <i>Vacant</i>
INFORMATION TECHNOLOGY (IT) / COMMUNICATIONS					
Director, Information Technology	1	1	1		Mat Roseberry
Office Technician	1	1	1		Rachel Roberson
Business Applications Analyst	2	2	2		Marquise Tucker, Giovanna Read
Network Systems Engineer	1	1	1		Ken Lin
Network Systems Administrator	2	2	2		May Foroudi, Ben Miller
Computer Systems Supervisor	1	1	1		Arthur Hong
Computer Systems Technician	2	2	2		Santiago Naranjo, Alex Vasquez
Help Desk Technician	1	1	1		Ethan Foster
Communications Manager	1	1	1		Steve Jordan
Communications Technician II	2	2	2		James Day, Alex Ybarra
	76	72	75	2	



POSITIONS AND AUTHORIZATION DOCUMENT (PAD)

Preliminary Budget 2023-24

ADMINISTRATIVE BRANCH					
Position	Auth'd Positions	Actual Filled Positions	Funded Positions	Proposed Changes	Employee(s) / Comments
Deputy Chief, Administration	1	1	1		Ty Bailey
Day Staff Local 522 VP-Rep.	1	1	1		BC Matt Cole
HUMAN RESOURCES					
Human Resources Manager	1	1	1		Melisa Maddux
Administrative Specialist	1	1	1		Alla Zablotskiy
Human Resources Analyst II	3	3	3		Olesya Melnichuk, Leslie Miller, Michelle Dehoney
Human Resources Analyst I	0	0	0		<i>Vacant not funded</i>
Workers Compensation Coordinator	1	1	1		Candace Sarlis
FINANCE					
Chief Financial Officer	1	1	1		Dave O'Toole
Finance Manager	1	1	1		Ronald Empedrad
Purchasing Agent	1	1	1		Courtney Moore (division change from Support Services)
Grant Specialist				1	Reclassification from Accounting Specialist requested
Payroll Manager				1	Reclassification from Payroll Supervisor requested
Payroll Supervisor	1	1	1	-1	Sarah Ortiz
Payroll Analyst	1	1	1		Robyn Almeida
Payroll Specialist	1	1	1		Emily Brown
Financial Analyst	1	1	1		Tara Maeller
Accounting Specialist	2	2	2	-1	RMarie Jones, Milton Mora
Accounting Technician	6	4	4		Cheung, Falls, Guerrero, Houston, 2 <i>Vacant</i>
PLANNING & DEVELOPMENT					
Chief Development Officer	1	1	1		Jeff Frye
Legislative Analyst				1	Requesting to authorize effective 7/1/23
Administrative Analyst	1	1	1		Erin Castleberry
Geographic Information Data Analyst	1	1	1		Jake Whealen
COMMUNITY RELATIONS					
Day Staff Captain, PIO	1	1	1		Parker Wilbourn
Community Relations Coordinator	1	1	1		Brenda Briggs
Community Relations Specialist	2	2	2		Allison Mayhew, April West
	30	28	28	1	



POSITIONS AND AUTHORIZATION DOCUMENT (PAD)

Preliminary Budget 2023-24

PART-TIME, TEMPORARY, RETIRED ANNUITANTS, RESERVE & REIMBURSED					
Position	Auth'd Positions	Actual Filled Positions	Funded Positions	Proposed Changes	Employee(s) / Comments
Retired Annuitants (part-time)	17	13	11		
Reserve Firefighters	14	7	14		Barnes, Berry, Burwell, Golosinskiy, Manley, Prince, Siebert
Medical Director	1	1	1		Alex Schmalz (previously vendor contract)
Physician Assistant (PA) - MIH Program	6	4	6		Mathis, Ortiz, Schoendienst, Sloan
Helicopter Pilot (part-time)	4	4	4		Bicknell, Cotter, Matischak, Russell
Part-Time Helicopter Maintenance Program Manager	1	0	0		
Air Ops Manager/Special Ops Capt	1	1	0		<i>Not Funded - part-time position filled by a suppression Captain</i>
California Fire and Rescue Training Authority (CFRTA)					
Deputy Executive Director, Planning and Facilities	1	0	0		<i>Vacant</i>
Urban Area Security Initiative					
Planning and Exercise Coordinator	1	0	0		<i>Vacant</i>
	46	30	36	0	

*Shown in two locations on the PAD

SACRAMENTO METROPOLITAN FIRE DISTRICT

Pay Schedule for Fiscal Year 2023-24

Effective as of 07/01/2023

Monthly Base Pay				
Step 1	Step 2	Step 3	Step 4	Step 5

Fire Chief					\$ 26,684.85
Senior Management Staff - Unrepresented Confidential					
Chief Deputy					\$ 25,519.86
Deputy Chief					24,304.62
Assistant Chief			20,489.39		21,509.61
Fire Marshal			20,489.39		21,509.61
Chief Financial Officer			17,772.73		18,658.22
Chief Development Officer			17,772.73		18,658.22

Management Staff - Unrepresented Confidential					
Director of Information Technology	\$ 11,943.09	\$ 12,536.93	\$ 13,160.82	\$ 13,816.11	\$ 14,504.13
Human Resources Manager	11,239.75	11,798.33	12,385.00	13,001.22	13,647.01
Finance Manager	10,689.60	11,220.84	11,778.80	12,364.85	12,979.04
Economic Development Manager	9,948.44	10,442.85	10,962.12	11,507.54	12,079.14
Facilities Manager	9,948.44	10,442.85	10,962.12	11,507.54	12,079.14
Fleet Manager	9,948.44	10,442.85	10,962.12	11,507.54	12,079.14
Logistics Manager	9,948.44	10,442.85	10,962.12	11,507.54	12,079.14
Communications Manager	9,948.44	10,442.85	10,962.12	11,507.54	12,079.14
Payroll Manager	9,948.44	10,442.85	10,962.12	11,507.54	12,079.14
CQI Manager	9,859.49	10,348.66	10,862.71	11,402.93	11,969.24
Chief Pilot	9,756.18	10,240.13	10,747.61	11,279.96	11,839.77
Grant / Economic Development Coordinator	9,735.24	10,219.20	10,726.68	11,260.34	11,820.15
Assistant Logistics Manager	8,841.89	9,281.38	9,741.80	10,225.74	10,733.22
Assistant Fleet Manager	8,841.89	9,281.38	9,741.80	10,225.74	10,733.22

Unrepresented Confidential - Exempt					
Network Systems Engineer	\$ 9,554.75	\$ 10,029.55	\$ 10,527.87	\$ 11,051.07	\$ 11,600.40
Computer Systems Supervisor	8,979.24	9,425.25	9,893.50	10,385.30	10,900.64
Purchasing Agent	8,369.73	8,784.33	9,219.91	9,677.69	10,157.71
Payroll Supervisor	8,149.97	8,554.16	8,977.93	9,423.95	9,892.21
Human Resources Analyst II	7,994.33	8,390.64	8,806.59	9,243.42	9,702.57
Facilities Supervisor	7,884.47	8,275.53	8,686.25	9,117.89	9,570.44
Administrative Analyst	7,838.69	8,227.16	8,635.22	9,064.24	9,514.21
Business Applications Analyst	7,838.69	8,227.16	8,635.22	9,064.24	9,514.21
Data Analyst	7,838.69	8,227.16	8,635.22	9,064.24	9,514.21
Payroll Analyst	7,838.69	8,227.16	8,635.22	9,064.24	9,514.21
Financial Analyst	7,838.69	8,227.16	8,635.22	9,064.24	9,514.21
Legislative Analyst	7,838.69	8,227.16	8,635.22	9,064.24	9,514.21
Executive Assistant to the Fire Chief	7,171.62	7,527.38	7,900.14	8,291.25	8,701.95
Board Clerk	7,171.62	7,527.38	7,900.14	8,291.25	8,701.95
Human Resources Analyst I	7,171.62	7,527.38	7,900.14	8,291.25	8,701.95
Workers Compensation Coordinator	7,171.62	7,527.38	7,900.14	8,291.25	8,701.95
Office Manager	7,171.62	7,527.38	7,900.14	8,291.25	8,701.95
Staffing Specialist	7,171.62	7,527.38	7,900.14	8,291.25	8,701.95
Grant Specialist	7,171.62	7,527.38	7,900.14	8,291.25	8,701.95
Procurement Specialist	5,292.06	5,553.66	5,828.33	6,116.08	6,418.23
Accounting Specialist	5,292.06	5,553.66	5,828.33	6,116.08	6,418.23
Payroll Specialist	5,292.06	5,553.66	5,828.33	6,116.08	6,418.23
Administrative Specialist	5,292.06	5,553.66	5,828.33	6,116.08	6,418.23

Unrepresented Confidential - Non-Exempt					
Network Systems Administrator	\$ 8,639.16	\$ 9,068.19	\$ 9,518.11	\$ 9,990.29	\$ 10,486.00
Database Technician	8,149.97	8,554.16	8,979.24	9,425.25	9,893.50
Communications Technician III	7,285.40	7,646.40	8,025.73	8,423.35	8,841.89
Communications Technician II	7,104.89	7,456.74	7,826.90	8,215.37	8,623.48
Health and Wellness Program Manager	6,923.16	7,265.19	7,625.04	8,002.73	8,398.25

SACRAMENTO METROPOLITAN FIRE DISTRICT

Pay Schedule for Fiscal Year 2023-24

Effective as of 07/01/2023

Computer Systems Technician	5,966.95	6,262.58	6,571.24	6,896.96	7,238.32
Warehouse Supervisor	5,897.64	6,189.30	6,495.39	6,817.15	7,154.61
Help Desk Technician	4,690.38	4,921.92	5,163.89	5,418.96	5,687.08

Monthly Base Pay				
Step 1	Step 2	Step 3	Step 4	Step 5

Administrative Support Personnel					
Facilities Technician	\$ 7,172.92	\$ 7,528.71	\$ 7,901.46	\$ 8,293.85	\$ 8,705.88
Facilities Assistant	5,493.47	5,764.23	6,049.38	6,348.90	6,662.81
Safety Specialist	5,292.06	5,553.66	5,828.33	6,116.08	6,418.23
Plan Intake Specialist	5,292.06	5,553.66	5,828.33	6,116.08	6,418.23
Video Technician	5,205.74	5,463.39	5,732.85	6,016.68	6,313.59
Logistics Technician	4,925.81	5,169.10	5,424.16	5,692.29	5,973.49
Accounting Technician	4,699.57	4,931.04	5,174.34	5,429.38	5,697.53
EMS Systems Technician	4,699.57	4,931.04	5,174.34	5,429.38	5,697.53
Office Technician	4,125.33	4,328.09	4,541.28	4,764.95	5,000.39

Local 522					
Recruit Firefighter					\$ 5,654.39
Firefighter	\$ 7,175.53	\$ 7,529.99	\$ 7,902.77	\$ 8,293.85	\$ 8,704.56
Fire Engineer	7,932.87	8,325.25	8,737.26	9,170.20	9,624.08
Fire Captain	8,878.53	9,317.99	9,779.70	10,263.66	10,772.48
Battalion Chief	10,788.17	11,323.12	11,884.24	12,474.14	13,092.82
Fire Inspector I	5,885.87	6,174.95	6,479.71	6,798.84	7,133.69
Fire Inspector II	7,936.77	8,329.19	8,741.19	9,174.12	9,627.99
Fire Supervising Inspector	8,882.44	9,321.91	9,783.63	10,267.58	10,776.39
Deputy Fire Marshal	10,567.11	11,090.30	11,639.66	12,216.47	12,822.05
Fire Investigator I	5,881.95	6,171.02	6,475.77	6,794.91	7,129.76
Fire Investigator II	7,932.87	8,325.25	8,737.26	9,170.20	9,624.08
Fire Supervising Investigator	8,878.53	9,317.99	9,779.70	10,263.66	10,772.48
Public Education Technician	5,229.29	5,485.63	5,755.08	6,038.91	6,335.82
Community Relations Specialist	5,740.69	6,023.21	6,320.12	6,631.41	6,958.42
Community Relations Coordinator	6,273.04	6,581.72	6,906.10	7,247.48	7,605.85
Geographic Information Data Analyst	7,838.69	8,227.16	8,635.22	9,064.24	9,514.21
Geographic Information Specialist I & II	5,821.79	6,108.22	6,409.05	6,724.27	7,056.50
Shop Assistant	4,041.64	4,239.13	4,447.13	4,665.53	4,894.44
Parts Buyer	5,836.16	6,123.93	6,426.07	6,742.61	7,074.83
Fire Mechanic	7,242.23	7,599.31	7,974.69	8,368.43	8,781.74
Master Fire Mechanic	8,055.81	8,453.42	8,871.99	9,311.44	9,771.86

Hourly Rate				
Step 1	Step 2	Step 3	Step 4	Step 5

EMT and Paramedic					
EMT	\$ 22.00	\$ 23.10	\$ 24.26	\$ 25.47	\$ 26.74
Paramedic	\$ 22.00	\$ 23.10	\$ 24.26	\$ 25.47	\$ 26.74

Hourly Positions	
	Hourly Rate
Hourly Employees	\$ 15.50
Helicopter Pilot	67.48
Helicopter Mechanic	48.67
Physician Assistant/Nurse Practitioner	80.00
Medical Director	150.00

Revised as of 07/01/2023 and adopted by the Board as of mm/dd/yyyy



ACRONYMS

ALS	Advanced Life Support
ARFF	Aircraft Rescue and Firefighting
BLS	Basic Life Support
CAFR	Comprehensive Annual Financial Report
CAR	Community Annual Report
CAL FIRE	California Department of Forestry and Fire Protection
CalPERS/PERS	California Public Employees' Retirement System
CalOES	California Governor's Office of Emergency Services
CCRU	Community Care Response Unit
CERBT	California Employers' Retiree Benefit Trust
CERT	Community Emergency Response Team
CIP	Capital Improvement Program
CISM	Critical Incident Stress Management
COVID-19	2019 Novel Coronavirus
CRRD	Community Risk Reduction Division
CSMFO	California Society of Municipal Finance Officers
EAP	Employee Assistance Program
EMS	Emergency Medical Services
EMT	Emergency Medical Technician
ERP	Enterprise Resource Planning
F/F	Firefighter
FDM	Fire Department Medic
FIU	Fire Investigations Unit
FTE	Full-Time Equivalent
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GEMT	Ground Emergency Medical Transport
GEMT QAF	Ground Emergency Medical Transport Quality Assurance Fee
GFOA	Government Finance Officers Association



ACRONYMS

HAZMAT	Hazardous Materials
HQ	Headquarters
IAFC	International Association of Fire Chiefs
IAFF	International Association of Firefighters
IGT	Intergovernmental Transfer
IMT	Incident Management Team
LODD	Line of Duty Death
MDC	Mobile Data Computer
MIH	Mobile Integrated Health
NFPA	National Fire Protection Association
NIOSH	National Institute for Occupational Safety and Health
OPEB	Other Post-Employment Benefits
OSHA	Occupational Safety and Health Administration
P/T	Part-time
PAD	Position Authorization Document
PIO	Public Information Officer
PPE	Personal Protective Equipment
PTO	Paid Time Off
RDA	Redevelopment Agency
SCBA	Self-Contained Breathing Apparatus
SCERS	Sacramento County Employees' Retirement System
SHSGP	State Homeland Security Grant Program
SL	Sick Leave
SRFECC	Sacramento Regional Fire/EMS Communications Center
SRP	Single Role Paramedic
UAV	Unmanned Aerial Vehicle
UL	Underwriters Laboratories
US&R	Urban Search and Rescue
VL	Vacation Leave



GLOSSARY OF BUDGET TERMS

Accrual Basis of Accounting – The accounting basis used by the District under which transactions are recognized when they occur, regardless of the timing of cash receipts and disbursements.

Appropriation – Authorization by the Board of Directors to expend money for the purpose outlined in the budget.

Bond – An interest-bearing promise to pay a stipulated sum of money, with the principal amount due on a specific date. Funds raised through the sale of bonds can be used for various public purposes.

Branch – Organizational grouping of divisions. The District's branches include Administration, Office of the Fire Chief, Operations, and Support Services.

Budget – A financial plan for a specific period of time, which includes appropriations and revenues.

Capital Assets – Land, buildings, equipment, and other related improvements with an individual cost of \$5,000 or more and a useful life of at least one year.

Capital Outlay – Expenditures to acquire items or construct improvements meeting the District's Capital Asset criteria.

Debt Service – The combination of interest expense and principal payments due for the repayment of bonds, capital leases, and other debt instruments.

Deployment – The assignment of District personnel and equipment to fight wildfires or respond to other disasters outside of Sacramento County, for which the District receives reimbursement from the State or federal government.

Division – Organizational unit responsible for a specific function.

Encumbrance – The designation of appropriated funds to buy a good or service. Future expenditures may require that funds be set aside or committed. This commitment of funds is considered an encumbrance.

Expenditure – An amount of money disbursed or obligated for the purpose of acquiring a good or service. Expenditures include operating expenses, debt service, and capital outlay.

Fiscal Year – A 12-month timeframe designated as the operating year. For the District, the fiscal year is July 1st to June 30th.

Grant – A contribution by a government or other organization to provide funding for a specific project.

Ground Emergency Medical Transport (GEMT) Program – A program administered by the State of California that provides supplemental federal funding for emergency medical services provided to Medi-Cal beneficiaries that do not participate in a managed care plan.



GLOSSARY OF BUDGET TERMS

Labor Costs – Expenditures for salaries, other wages, and benefits paid to or for employees of the District.

Medic Cost Recovery – Revenues received by the District for emergency medical services provided.

Medic-Cal – California’s Medicaid health care program.

Medicaid – A public health insurance program in the United States that provides health care coverage to low-income families or individuals. Medicaid is administered by states, according to federal requirements, and is funded jointly by states and the federal government.

Policy – Statement of principle or of guiding actions that imply clear commitment.

Property Taxes – Tax revenues received based on the assessed value of real property within the District.

Rate Range Intergovernmental Transfer (IGT) Program – A program administered by the State of California that provides supplemental federal funding for emergency medical services provided to Medi-Cal beneficiaries that participating in a managed care plan.

Reserve – Amount in a fund used to meet cash requirements, emergency expenditures or other future defined requirements.

Resolution – A special or temporary order of a legislative body requiring less formality than a statute or ordinance.

Revenues – Income received to finance the operations of the District.

Services and Supplies – Operating expenditures for the purchase of non-capital goods and services not provided by District employees.

Special District – Independent unit of local government organized to perform a specific function.