



Todd Harms
Fire Chief

Sacramento Metropolitan Fire District

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

BOARD OF DIRECTORS - REGULAR MEETING

Thursday, June 24, 2021 – 6:00 PM

Held Remotely Via Zoom

Phone: (669) 900-6833

Webinar ID: 899 2589 6629#

Passcode: 422 589 591#

Matt Kelly
Board President
Division 7

Cynthia Saylor
Board Vice President
Division 1

D'Elman Clark
Board Secretary
Division 6

Grant Goold
Board Member
Division 2

Randy Orzalli
Board Member
Division 3

Ted Wood
Board Member
Division 4

Jennifer Sheetz
Board Member
Division 5

Gay Jones
Board Member
Division 8

Walt White
Board Member
Division 9

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

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

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

The Public's health and well-being are the top priority for the Board of Directors of the Sacramento Metropolitan Fire District and you are urged to take all appropriate health safety precautions. To facilitate this process, the meeting of the Board will be available via Zoom at the phone number listed above. **If you prefer viewing the meeting via the Zoom Application, please contact Interim Board Clerk Dehoney via email at the address listed below.**

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

Michelle Dehoney
Interim Board Clerk
(916) 859-4305
dehoney.michelle@metrofire.ca.gov

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

Serving Sacramento and Placer Counties



Sacramento Metropolitan Fire District

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REGULAR BOARD MEETING AGENDA

THURSDAY, JUNE 24, 2021

CALL TO ORDER

ROLL CALL

PLEDGE TO FLAG

METRO CABLE ANNOUNCEMENT

The Open Session Meeting is videotaped for cablecast on Metro Cable 14. Replay on Monday, June 28th at 6:00 pm and Tuesday, June 29th at 7:00 pm on Channel 14; Webcast at www.sacmetrocable.tv.

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

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

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

CONSENT ITEMS

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

	<u>Page No.</u>
CONSENT ITEMS	
1. Action Summary Minutes Recommendation: Approve the Action Summary Minutes for the Regular Board meeting of June 10, 2021.	6
2. Amador County Contract – Special Services Recommendation: Approve the agreement with Amador County for HazMat services.	12
3. Resolution No. 2021-072 – Robert Werner Station 61 Dedication Recommendation: Adopt Resolution 2021-072 dedicating Station 61 in memory of Robert Werner.	18
4. Special Fire Tax – Sloughhouse/Rancho Murieta Area Recommendation: Adopt a resolution authorizing the County Assessor to incorporate the \$100 per parcel Special Fire Tax for the Sloughhouse/Rancho Murieta area with the 2021/22 Sacramento County property tax levy.	19



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REGULAR BOARD MEETING AGENDA

THURSDAY, JUNE 24, 2021

ACTION ITEMS

1. **Election to the California Special Districts Association (CSDA) Board of Directors, Seat A** (*Interim Board Clerk Michelle Dehoney*) 23
Recommendation: The Board nominate and vote for one candidate to be elected as the representative for the CSDA Board of Directors Sierra Network, Seat A.

2. **Refinancing of 2011 Lease Revenue Bonds** (*Interim CFO Ken Campo*) 31
Recommendation: Adopt a resolution providing authorization to proceed with refinancing plan and approve the professional services agreements for Bond Counsel and Placement Agent.

3. **Notice of Withdrawal by Metro Fire from the California Fire and Rescue Training Authority, JPA** (*Acting Fire Chief Greg Casentini*) 45
Recommendation: Authorize the Fire Chief to issue a Notice of Withdrawal of the Sacramento Metropolitan Fire District from the California Fire and Rescue Training Authority JPA.

PRESENTATION ITEMS

1. **Fire Station Restroom Facilities Review** *
(*Chief Development Officer Jeff Frye*)
Recommendation: Presentation only, no action required.

REPORTS

1. **PRESIDENT'S REPORT**—(*President Kelly*)

2. **FIRE CHIEF'S REPORT**—(*Acting Fire Chief Greg Casentini*)
OPERATIONS' REPORT – (*Deputy Chief Mitchell*)

3. **GENERAL COUNSEL REPORT** (*General Counsel John Lavra*)

4. **SMFD – FIREFIGHTERS LOCAL 522 REPORT**

5. **COMMITTEE AND DELEGATE REPORTS**
All Committee Meetings will be held at the Sacramento Metropolitan Fire District Board Room, 10545 Armstrong Avenue, Mather, California unless otherwise specified.
 - A. **Executive Committee** – (*President Kelly*)
Next Meeting: TBD

 - B. **Communications Center JPA** – (*DC Wagaman*)
Next Meeting: July 13, 2021 at 9:00 AM

 - C. **California Fire & Rescue Training JPA** – (*Acting Fire Chief Greg Casentini*)
Next Meeting: July 6, 2021 at 4:00 PM
Location: 3121 Gold Canal Drive
Mather, CA 95670



Sacramento Metropolitan Fire District

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REGULAR BOARD MEETING AGENDA

THURSDAY, JUNE 24, 2021

- D. **Finance and Audit Committee – (Director Orzalli)**
Report Out: June 24, 2021 at 5:30 PM
Next Meeting: July 22, 2021 at 5:30 PM
- E. **Policy Committee – (Director Gould)**
Next Meeting: TBD

BOARD MEMBER QUESTIONS AND COMMENTS

CLOSED SESSION

- 1. **CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION** *
Significant exposure to litigation pursuant to subdivision (b) of section 54956.9: One case.
Existing facts and circumstances relate to District policy and actions regarding gender based accommodation, leave and facilities. (Section 54956.9(b)(3)(B)).
- 2. **CONFERENCE WITH LABOR NEGOTIATOR** *
Pursuant to California Government Code Section 54957.6
 - A. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Sacramento Area Fire Fighters Local 522
 - B. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Battalion Chiefs Bargaining Group,
Sacramento Area Fire Fighters Local 522
 - C. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Administrative Support Personnel (ASP)
Affiliate of Sacramento Area Fire Fighters Local 522
 - D. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Safety Senior Management, Management
and Unrepresented Confidential Employees
 - E. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Non-Safety Senior Management, Management
and Unrepresented Confidential Employees

REPORT OUT FROM CLOSED SESSION

ADJOURNMENT

NEXT BOARD MEETING(S):

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

- Next Board Meeting – July 8, 2021 at 6:00 PM



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REGULAR BOARD MEETING AGENDA

THURSDAY, JUNE 24, 2021

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

ANTICIPATED AGENDA ITEMS: TBD

Posted on June 21, 2021

A handwritten signature in blue ink that reads "Michelle Dehoney".

Michelle Dehoney, Interim Clerk of the Board

* No written report

** Separate Attachment

DISABILITY INFORMATION:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (916) 859-4305. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.



Sacramento Metropolitan Fire District

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TODD HARMS
Fire Chief

ACTION SUMMARY MINUTES – REGULAR MEETING

BOARD OF DIRECTORS SACRAMENTO METROPOLITAN FIRE DISTRICT Thursday, June 10, 2021 Held Remotely Via Zoom

CALL TO ORDER

The meeting was called to order at 6:01 pm by President Kelly. Board members present: Clark, Gould, Jones, Kelly, Orzalli, Saylor, White and Wood. Board members absent: Sheetz. Staff present: Chief Harms, General Counsel Lavra, and Interim Clerk Dehoney.

PUBLIC COMMENT: None.

CONSENT ITEMS

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

- 1. Action Summary Minutes**
Recommendation: Approve the Action Summary Minutes for the Regular Board meeting of May 27, 2021.
Action: Approved Action Summary Minutes.
- 2. Special Services Agreement – Integrated Communications Strategies, LLC**
Recommendation: Authorize the Fire Chief to approve a one-year agreement with Integrated Communications Strategies for professional consulting services.
Action: Authorized the Fire Chief to approve the one-year agreement.
- 3. Professional Services Agreement Amendment – ALS Ambulance Services**
American Medical Response (AMR)
Recommendation: Approve the attached amendment for ALS Ambulance Services and authorize the Fire Chief to execute the agreement.
Action: Approved the amendment and authorized the Fire Chief to approve the agreement.
- 4. Disclosure of Material Expenditure – Insurance Brokerage Services – USI Insurance Services**
Recommendation: Authorize payment of \$40,000.00 to USI Insurance Services for brokerage services.
Action: Authorized payment not to exceed \$40,000.00 to USI Insurance Services.
- 5. Disclosure of Material Expenditure – Fiduciary Liability Insurance – RLI Insurance Company**
Recommendation: Authorize payment of \$18,025.00 to RLI Insurance for fiduciary liability insurance.
Action: Authorized payment not to exceed \$18,025.00 to RLI Insurance.

6. **Disclosure of Material Expenditure – Commercial Insurance – Special District Risk Management Authority**
Recommendation: Authorize payment of \$3,183,272.95 to Special District Risk Management Authority.
Action: Authorized payment not to exceed \$3,183,272.95 to Special District Risk Management Authority.

7. **Disclosure of Material Expenditure – Excess Workers' Compensation Insurance – Safety National Casualty Corporation**
Recommendation: Authorize payment of \$499,331.00 to Safety National Casualty Corporation.
Action: Authorized payment not to exceed \$499,331.00 to Safety National Casualty Corporation.

8. **Disclosure of Material Expenditure – Aviation Liability Insurance – Westchester Fire Insurance Co.**
Recommendation: Authorize payment of \$108,089.00 to Westchester Fire Insurance Co.
Action: Authorized payment not to exceed \$108,089.00 to Westchester Fire Insurance Co.

ACTION ITEMS

1. **Fiscal Year 2021/22 Preliminary Budget (Interim CFO Campo)**
****PDF Separate Attachment**
 - A. Resolution – 2021/22 Preliminary Budget for the General Operating Fund 212A
 - B. Resolution – 2021/22 Preliminary Budget for the Capital Facilities Fund 212D
 - C. Resolution – 2021/22 Preliminary Budget for the Grants Fund 212G
 - D. Resolution – 2021/22 Preliminary Budget for the Development Impact Fees Fund 212I
 - E. Resolution – 2021/22 Preliminary Budget for the Leased Properties Fund 212L
 - F. Resolution – 2021/22 Preliminary Budget for the IGT Fund 212M
 - G. Resolution – Adopting a Pay Schedule for Employees

Recommendation: Receive Presentation/Adopt FY 2021/22 Budget Resolutions.

Action:

- A. Moved by Wood, seconded by Clark, and carried unanimously by members present to adopt Resolution No. 2021-065 for the General Operating Fund 212A.
- B. Moved by Wood, seconded by Clark, and carried unanimously by members present to adopt Resolution No. 2021-066 for the Capital Facilities Fund 212D.
- C. Moved by Wood, seconded by Clark, and carried unanimously by members present to adopt Resolution No. 2021-067 for the Grants Fund 212G.
- D. Moved by Wood, seconded by Clark, and carried unanimously by members present to adopt Resolution No. 2021-068 for the Development Impact Fees Fund 212I.
- E. Moved by Wood, seconded by Clark, and carried unanimously by members present to adopt Resolution No. 2021-069 for the Leased Properties Fund 212L.
- F. Moved by Wood, seconded by Clark, and carried unanimously by members present to adopt Resolution No. 2021-070 for the IGT Fund 212M.
- G. Moved by Wood, seconded by Clark, and carried unanimously by members present to adopt Resolution No. 2021-071 for the Pay Schedule for Employees.

PRESENTATION ITEMS

1. **California Fire Rescue Training Authority JPA Discussion**
(Fire Chief Todd Harms & General Counsel John Lavra)
Recommendation: Presentation only, no action required.
Action: No action taken.

REPORTS

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

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

Retirements

Engineer Kevin Summers, effective May 28, 27 years of service

Firefighter Craig Sweeney, effective May 28, 17 years of service

Supervising Inspector Michael Hambrick, effective June 2, 27 years of service

Promotions

Effective June 1, Fire Inspector II Roman Klets Supervising Inspector

Effective June 7, 2021 Jenae Smith Supervising Inspector

Miscellaneous

Metro Fire employees attending American River College Paramedic School are performing very well and are ranked at the top of their class in their cardiac unit.

Chief Harms attended the South Placer Fire District board meeting held 6/9/21 to discuss possibility for opportunity between our respective agencies, presentation was very poorly received and the board indicated there is not support for this at this time and took no action.

Meetings

5/27, Homeland Security Advisory Committee (HSAC) Meeting for CA Metro Fire Chiefs

6/8, Recruitment and Diversity Meeting (executive staff, HR, Local 522, District's Recruitment Committee)

- Discussion included current district recruitment practices and anticipated future needs and trends. Also discussion on bringing in a member from the line to days in order to have them focus on these efforts on a full-time basis as well as hiring an outside consultant to assist in this endeavor.

Return to Work in the Office (Professional Staff)

- Effective June 15, professional staff will be required to return to work full time in the office.
- Members who require time off may utilize accruals, or use the 80 hours of COVID Sick Leave if the time off is for one of the qualifying reasons.
- All the other types of protected leave (FMLA, CFRA, and PDL) would still apply if the member qualifies; however, members would need to utilize their own accruals for these types of leaves.
- A future telework program is being considered, but there is no timeline for implementation identified at this point.

OPERATIONS REPORT

Deputy Chief Mitchell presented response information for the 5 key areas where Metro Fire crews can make the most positive impact for patients. This information highlighted what is available to Metro from our CQI module. Since the last board meeting crews have run the following calls:

- 32 cardiac arrests, 6 of whom achieved ROSC in the pre-hospital setting
- 12 STEMI Alerts (patients who have a 12-Lead EKG indicating STEMI)
- 33 Stroke Alerts (patients with a positive Cincinnati Prehospital Stroke Scale assessment)
- 32 Sepsis Alerts (patients with known or suspected history of infection and any 2 sepsis criteria)
- 100 Critical Trauma Alerts (patients that meet any trauma triage criteria)

Additionally, EMS Staff provided basic first aid and emergency choking procedures training for admin staff who are new mothers as well as assisting Sutter Roseville with teaching their MICN class on June 7th.

The Single Role Paramedic 21-1 recruits have completed all phases of their academy. Four recruits will be ready to count as staffing as of June 14th. One recruit is going to continue in ride along status for additional training.

Chief Mitchell also relayed that on the Special Ops front, Air Operations performed a hoist rescue operation near Pollock Pines in El Dorado County on 6/3/21. The call came in at 11:10 am and four total hoists were performed safely including those for the injured victim, the victim's co-worker, and two firefighters who hiked into the incident. They were transported to the Pacific Helispot near Fresh Pond and Highway 50.

Since the last board meeting on May 27, 2021, there has been 4,141 total calls with 23 total building fires, of which 4 were Metro specific. The busiest engine was E53 with 248 responses and the busiest medic was M224 with 199 responses.

Chief Mitchell discussed that we are continuing to work closely with 522 on staffing and recognized that the Membership have stepped up and been integral in our success of being fully staffed in recent weeks.

Chief Mitchell closed with congratulating Captains Matt Cole, Bryan Barthel, Chris Vestal, Brian Gonsalves, Scott Perryman and Kim Fong on their successful completion of the Battalion Chief Promotional Exam. We currently have four total openings in the Battalion Chief rank.

3. GENERAL COUNSEL REPORT

General Counsel Lavra provided a follow-up to his presentation at the May 27th meeting with regards to the Brown Act Teleconference Waiver Rules. The governor's office relayed that the State of Emergency will remain in effect which will continue to allow the teleconference waivers post June 15th in order to give agencies the appropriate time to gear up to in person meetings. General Counsel Lavra relayed that he will continue to keep President Kelly and Chief Harms apprised as updates become available.

4. SMFD – FIREFIGHTERS LOCAL 522 REPORT:

Vice President McGoldrick congratulated the retirees and successful Battalion Chief candidates. He relayed that the members continue to be committed to working through the adjustments with the new staffing plan, and see the remedy as being additional recruiting which it sounds like the District is already moving forward with and communicated that the members are willing to help in any way they can.

5. COMMITTEE AND DELEGATE REPORTS

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

A. Executive Committee – (President Kelly)

Next Meeting: TBD

B. Communications Center JPA – (DC Wagaman)

Report Out: June 8, 2021 at 9:00 AM

Chief Wagaman relayed that the JPA Board unanimously approved the amendment to the Medical Director contract with Dr. Mackey effective July 1, 2021 through the end of the year. They also received a quote from their CAD vendor who is working on interfacing with LiveMUM, a DECCAN product, to help manage move-ups throughout the Sacramento Region. Additionally, they approved their final budget for FY 21/22.

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

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

Report Out: June 8, 2021 at 4:00 PM

Chief Harms relayed that the Board met and discussed a letter received by the JPA from CalOES sharing their intent to withdraw from the JPA and coming up with a plan for possible dissolution. They approved an extension to the Gold Canal lease for 1 year, discussed COVID precautions in regards to current trainings, provided a wrap-up of the fiscal year and discussed their FY21/22 preliminary budget.

Next Meeting: September 16, 2021 at 4:00 PM

Location: 3121 Gold Canal Drive
Mather, CA 95670

D. Finance and Audit Committee – (Director Orzalli)

Next Meeting: June 24, 2021 at TBD

E. Policy Committee – (Director Goold)

Next Meeting: TBD

BOARD MEMBER QUESTIONS AND COMMENTS

Director Orzalli thanked Interim CFO Ken Campo for his presentation and expressed his appreciation for keeping the Board informed on the budget.

Director White congratulated Sac County on their ability to keep a Guns & Hoses game alive this year despite all of the obstacles. He also discussed that the Amador County Softball

tournament has 2 openings and would love to see Metro Fire put together a team and participate in this league.

Director Jones acknowledged the promotions and retirements. She also thanked all staff who have assisted her with requests over the last few weeks and expressed her gratitude towards their positive responses.

Director Wood thanked Chief Harms and Mitchell for their assistance in coordinating his visit to the Air Operations Division. He also relayed his appreciation to Bryce Mitchell, Montie Vanlandingham, Josh Leonard, and Caylan Clark for their great hospitality and thoroughness while showing him around Air Ops.

Director Clark thanked staff for their presentations and congratulated the retirees and successful Battalion Chief candidates.

Director Saylor communicated that she had been contacted by a female Firefighter to discuss a recent resignation by another female Firefighter and on behalf of the 13 remaining female Firefighters, requested that a presentation be made at the next board meeting to discuss what the District is doing to resolve the single bathroom issues that exist within some of our fire stations. She reiterated that this is not just a gender issue, but a health and safety issue. She requested information on the specifics on the plan and timeline for completion of these projects so the board may become aware of this issue and have a chance to discuss. She also congratulated all of the retirees and those who were successful in the Battalion Chief promotional exam.

Director Kelly thanked Interim CFO Ken Campo and relayed that he provides an extra level of comfort knowing that he is looking out for the District.

The Board recessed to Closed Session at 7:15 pm.

CLOSED SESSION

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

The Board reconvened to Open Session at 7:31 pm.

REPORT OUT FROM CLOSED SESSION

ADJOURNMENT

The meeting was adjourned at 7:32 pm.

Matt Kelly, President

D'Elman Clark, Secretary

Michelle Dehoney, Interim Board Clerk

June 10, 2021 Board Meeting Action Summary Minutes

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TODD HARMS
Fire Chief

Sacramento Metropolitan Fire District

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

DATE: June 24, 2021
TO: Board of Directors
SUBJECT: Metro Fire Hazardous Materials Response Agreement with Amador County

TOPIC

Hazardous Materials Response Agreement between Metro Fire and Amador County.

DISCUSSION

Under the contract, Metro Fire will provide the services of our HazMat team to hazardous materials incidents on a case-by-case basis. Metro Fire will maintain proficiencies of the HazMat Team.

The term of the agreement will be one year from the date of the full execution. There is a provision that would allow two one-year extensions.

FISCAL IMPACT

Metro Fire will provide emergency hazardous materials response with billing based on a time and materials fee system. The fee for service is consistent with applicable local agreements held within Sacramento County for similar services.

RECOMMENDATION


Staff recommends that the Board of Directors approve the agreement for services with Amador County

Submitted by:



Joseph Fiorica
Battalion Chief, Special Operations

Approved by:



Adam Mitchell
Deputy Chief, Operations

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
AMADOR COUNTY AND
SACRAMENTO METROPOLITAN FIRE DISTRICT**

This MEMORANDUM OF UNDERSTANDING (hereinafter "MOU"), entered into on _____, 2021, is made by and between the County of Amador (hereinafter "County") and the Sacramento Metropolitan Fire District (hereinafter "Metro Fire"). This MOU establishes the response criteria for the use of the Metro Fire Type 1 Hazardous Materials Response Team (hereinafter "HMRT").

RECITALS

1. Metro Fire has assembled a Type 1 Hazardous Materials Response Team (HMRT) which is housed under Metro Fire's Special Operations.
2. The Amador County Environmental Health Department is identified in the County's Hazardous Materials Area Plan as the agency responsible for establishing and maintaining an MOU for the provision of an HMRT, in the event an incident occurs that is beyond the scope and abilities of local responders.
3. The County and Metro Fire have the opportunity to enter into an MOU for the County's use of Metro Fire's HMRT to assist with responding to hazardous materials incidences.
4. The Standardized Emergency Management System (SEMS) is the recognized system for managing a multi-jurisdictional response for hazardous material incidents. In the field, the Incident Command System (ICS), a component of SEMS, is used for managing a hazardous materials incident involving multiple jurisdictions.

NOW, THEREFORE, in consideration of the mutual promises and conditions herein made, it is agreed as follows:

SCOPE OF SERVICES

1. The Metro Fire HMRT's services are limited to hazard categorization, site safety planning, containment, site mitigation, and other on-scene management activities designed to limit the spread and environmental contamination of hazardous substances releases.
2. The HMRT shall respond, when available, to requests for assistance made by the County through the 911 dispatch system, through either the Amador County Sheriff's Office Dispatch or the Cal Fire Communications Center in El Dorado County. Such requests for assistance shall be authorized by the on-scene incident commander (IC) and shall include the following information:
 - Location of the incident
 - Contact information for the Incident Commander
 - Name of person to whom the team is to report to
 - Nature of the incident
 - Service(s) requested
 - Any trained emergency response personnel and equipment on scene available to assist the HMRT.
3. Upon receipt of a request for assistance, the on-duty Shift Commander, Battalion Chief, HazMat Coordinator, or HMRT shall contact the IC to confirm the anticipated level of response required, and to provide an estimated time of arrival to the scene.
4. The County is responsible for providing to Metro Fire the State Office of Emergency Services (OES) incident control number. The Amador County Sheriff's Office of Emergency Services, representative of Amador County Environmental Health, the Incident Commander, or facility initiating the incident, depending on the specific case, will make the notification to the State

Office of Emergency Service (OES) Warning Center for hazardous material incidents. The Warning Center will issue a control number for the incident.

5. A County representative will be responsible for having hazardous waste manifests or other documentation/authorizations executed which may result from the deployment of the HMRT.
6. Metro Fire shall be responsible for proper training, certification, and composition of its HMRT members

PAYMENT FOR SERVICES

1. Metro Fire shall be reimbursed for materials and time. The table below indicates the agreed upon hourly rates for years 1, 2, and 3. This hourly rate covers a response of a Type 1 Engine, a Type 1 Hazardous Materials unit, and a Battalion Chief. A total of seven Hazardous Materials Specialists will respond with the assigned resources. Time shall be computed on a portal to portal basis. Expendable materials will be billed by Metro Fire at replacement cost.

Year	Per Hour Cost	Percentage Increase
1	\$1,265	0%
2	\$1,303	3%
3	\$1,341	3%

2. Metro Fire shall direct billings to the Amador County Environmental Health Department. Such billings will in turn be directed to the "responsible party" for the hazardous materials incident for reimbursement to the County.
3. The County will provide payment no later than ninety (90) days from receipt of the Metro Fire billing. This 90 day period is designed to allow the County an opportunity to secure reimbursement from the responsible party prior to making payment to Metro Fire. Payment is

due from the County to Metro Fire within this time period regardless of whether the County secures reimbursement from the "responsible party."

MISCELLANEOUS PROVISIONS

1. **Limitations:** Nothing in this Agreement will be interpreted to conflict with, or be inconsistent with, any federal or state statute, regulation, or other provision of law applicable to the County or Metro Fire. Furthermore, this MOU does not constitute a delegation of any authority by either party to the other.
2. **Employment Policy:** It is agreed that employees of the parties to this MOU will at all times be subject only to the laws, regulations, and rules governing their employment, regardless of agency, and will not be entitled to compensation or other benefits of any kind other than specifically provided by the terms of their employment.
3. **Indemnification:** To the fullest extent permitted by law, each party hereto (hereafter "Indemnifying Party") will indemnify, defend, and hold harmless the other parties, and their respective officers, agents, and employees, from and against any and all losses, costs, damages, expenses, claims, suits, demands, or liability of any kind or character, including but not limited to reasonable attorney fees, to the extent arising from any negligent, reckless, or intentional act or omission of the Indemnifying Party, its officers, volunteers, agents or employees, which occurs in the performance of, or otherwise in connection with this MOU.

It is the intention of the parties that where fault is determined to have been contributory, principles of comparative fault will be followed and each party will bear the proportionate cost of any damage attributable to the fault of that party, its officers, directors, agents, employees, subcontractors, and volunteers.

The indemnity provisions of this MOU will survive the termination of this MOU.

TERM

1. The term of this MOU will be one year from the date of execution, unless Metro Fire and Amador County mutually agree in writing to extend the term for up to two additional one year periods.
2. This MOU may be cancelled by either party by providing 30 days' prior written notice to the other party, or may be amended at any time by written mutual consent of the parties involved.

IN WITNESS WHEREOF, the parties have executed this MOU.

COUNTY OF Amador County

SACRAMENTO METRO FIRE

Amador Board of Supervisors

APPROVED AS TO LEGAL FORM

Amador County Counsel

Resolution for Engineer Robert Keith Werner Fire Station 61 Dedication

WHEREAS, the Board of Directors of the Sacramento Metropolitan Fire District wish to dedicate Fire Station 61 in memory of Engineer Robert Keith Werner, who passed away August 30, 2008, at the age of 56 from cardiac arrest; and

WHEREAS, Engineer Werner served for 26 years with the Sacramento Metropolitan Fire District. He was an honorable Engineer, well respected by his peers, who took great pride in public service and making his community safe. He worked at Metro Fire Station 61, located on Folsom Boulevard, proudly serving the city of Rancho Cordova; and

WHEREAS, the Board of Directors of the Sacramento Metropolitan Fire District, on behalf of the Sacramento Metropolitan Fire District does hereby acknowledge the exemplary public service and dedication of Robert Keith Werner.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Sacramento Metropolitan Fire District does hereby proclaim recognition and remembrance of Engineer Robert Keith Werner for his countless contributions and the support he provided for the fire service and public safety by dedicating Fire Station 61 in his honor.

BE IT FURTHER RESOLVED, that this foregoing Resolution No. 2021-072 was passed and adopted on June 24, 2021, by the Sacramento Metropolitan Fire District Board of Directors.

Matt Kelly, Board President

Michelle Dehoney, Interim Board Clerk



Sacramento Metropolitan Fire District

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

TODD HARMS
Fire Chief

DATE: June 24, 2021
TO: Board of Directors
SUBJECT: Special Fire Tax – Sloughhouse/Rancho Murieta Area

TOPIC

Board action is required in order to authorize Sacramento County to collect the District's Special Fire Tax in the Sloughhouse/Rancho Murieta area for fiscal year 2021/22.

BACKGROUND

Under the provisions of the California Constitution and by more than a two to one margin, the residents of the Sloughhouse/Rancho Murieta area approved in November 2000 a Special Tax to help pay for the fire protection, prevention and training services in their community. The Special Tax, initiated to replace the Fire Suppression Assessment Fee that had been in place in the area since 1986, was capped at a maximum of \$100 per parcel.

DISCUSSION

The County Assessor cannot levy nor collect our Special Fire Tax in the Sloughhouse/Rancho Murieta area without formal annual authorization from the District. To have our Special Fire Tax placed on the tax rolls, the Board must adopt a resolution authorizing the County Assessor to make the levy.

The District has contracted with NBS to assist with the administration of the Sloughhouse/Rancho Murieta Special Tax, and they have estimated that the tax will generate \$338,500 in revenues for fiscal year 2021/22.

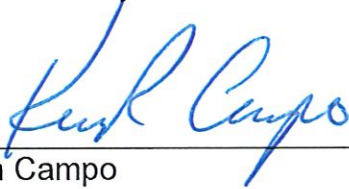
FISCAL IMPACT

Absent formal authorization from the District's Board, the County Assessor cannot levy our Special Fire Tax in the Sloughouse/Rancho Murieta area. Failure to assess the fee will result to a loss of revenues of approximately \$338,500.

RECOMMENDATION

Staff recommends adoption of the resolution authorizing the County Assessor to incorporate the \$100 per parcel Special Fire Tax for the Sloughouse/Rancho Murieta area with the 2021/22 Sacramento County property tax levy.

Submitted by:



Ken Campo
Interim Chief Financial Officer

Approved by:



Greg Casentini
Deputy Chief, Administration

Attachment:

- 1) Resolution to Collect a Special Tax Authorized in the Sloughouse/Rancho Murieta Area and to Authorize the County to Collect the Funds



Sacramento Metropolitan Fire District

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

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

**A RESOLUTION TO COLLECT A SPECIAL TAX AUTHORIZED IN
THE SLOUGHHOUSE /RANCHO MURIETA AREA AND TO AUTHORIZE
THE COUNTY TO COLLECT THE FUNDS FOR FY 2021/22**

WHEREAS, the electorate of the Sacramento Metropolitan Fire District passed a Special Tax for fire operating expenses in the Sloughhouse/Rancho Murieta Area; and

WHEREAS, the Special Tax authorization is adopted pursuant to Article XIIC, Section 2(d) of the California Constitution; and

WHEREAS, the purpose of the Special Tax is to establish a stable source of supplementary funds to acquire, operate, and maintain fire suppression equipment and services, or for the purpose of paying the salaries and benefits of firefighting personnel, or both, whether or not these services are actually used; and

WHEREAS, on November 7, 2000, the residents of the Sloughhouse/Rancho Murieta Area voted on and successfully passed Measure Q by a yes vote of 2,100 and a no vote of 872; and

WHEREAS, the Board of Directors of the Sacramento Metropolitan Fire District now agrees to collect the Special Tax for this 2021/22 fiscal year.

NOW, THEREFORE, BE IT RESOLVED that the Sacramento Metropolitan Fire District authorizes the Sacramento County Office of Auditor/Controller to collect these funds for the District from an estimated 3,385 parcels at \$100.00 each for an approximate levy amount of \$338,500.

RESOLUTION NO. _____

Page 2

PASSED AND APPROVED this 24th day of June 2021, by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

Attested By:

Clerk of the Board



Sacramento Metropolitan Fire District

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

TODD HARMS
Fire Chief

DATE: June 24, 2021
TO: Board of Directors
SUBJECT: Election of Representative to the California Special District Association (CSDA) Board of Directors

TOPIC

Cast ballot to elect a candidate to serve as a representative for California Special District Association (CSDA) Board of Directors Sierra Network, Seat A.

DISCUSSION

Each of CSDA's six regional divisions has three seats on the Board. Each candidate is either a board member or management-level employee of a member district located in the agency's geographic region. Each District in good standing shall be entitled to vote for one (1) candidate to represent its network.

Metro Fire has received electronic ballot material and instructions, which are included as an attachment. The governing Board of Metro Fire may cast their ballot for one candidate by voting at an official public meeting. The selection of the candidate must be by a majority vote of the Board.

The Clerk of the Board will complete the ballot electronically via the CSDA secure voting portal prior to the election deadline of Friday, July 16, 2021.

The candidate who receives the most votes will be elected with terms of office commencing in 2022 and expiring in 2024.

RECOMMENDATION

Staff recommends the Board nominate and vote for one candidate to be elected as the representative for the California Special District Association (CSDA) Board of Directors Sierra Network, Seat A.

Submitted By:



Michelle Dehoney
Interim Clerk of the Board

Attachment – CSDA Ballot Material



- Home
- How It Works
- Logout **Todd Harms**

CSDA Board of Directors Election Ballot - Term 2022-2024; Seat A - Sierra Network

Please vote for your choice

Choose **one** of the following candidates:

- Noelle Mattock*
- Scott R. Holbrook
- Patrick Larkin

*Incumbent

Noelle Mattock* [\[view details\]](#)

Scott R. Holbrook [\[view details\]](#)

Patrick Larkin [\[view details\]](#)

Continue **Cancel**



2021 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Noelle Mattock

District/Company: El Dorado Hills Community Services District

Title: Director

Elected/Appointed/Staff: Elected

Length of Service with District: 12 +

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

I have a long history of engagement with CSDA and attend many of the workshops/conferences etc. I have served on the Board of Directors for 11 years, am a Past President, currently chair the Legislative committee and serve/served on other committees.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

I serve on committees in other statewide associations, with my personal time focused on serving on the CSDA Board and Committees.

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Other than serving on the CSD Board I also serve on the El Dorado County Early Care and Education Planning Council

4. List civic organization involvement:

Volunteer for many of the local non-profits within my community and county.

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 29, 2021 will not be included with the ballot.**

I am writing to express my desire to continue serving you on the California Special Districts Association (CSDA) Board of Directors. I have had the honor of serving on the Board for the past eleven years and have held various leadership positions including President. My passion is advocacy and am grateful to be able to serve as the Chair of the Legislative committee for the past few years. During my time on the board we have grown in every aspect. We now represent over 2000 special districts of all sizes and types and enjoy a retention rate of over 90%. Our educational opportunities and conferences have more than doubled and our advocacy team has grown from 1 person to a powerhouse team that rivals the League of Cities and the California State Association of Counties. We are now helping to lead a national coalition representing special districts to gain recognition and access to funding at the federal level. We have deployed regional representatives to better connect with you and your district.

For those I have not had the opportunity to meet yet, I am currently in my 4th term serving on the El Dorado Hills Community Services District Board of Directors. I am passionate about local government and advocating on all the great work we do providing the essential services that make the lives of our communities better. I began a career in government working for the State in a legislative unit. I was able to take my knowledge and skills to the private sector working for an internal engineering firm while obtaining my Master's degree in Public Policy and Administration. For the past 6 years I have worked for two cities in the Sacramento area as a Government Relations Representative specializing in water, wastewater, stormwater, contracting, governance and more.

I would be honored to receive your vote to continue the great work CSDA is doing to help all Special Districts.

Respectfully,

Noelle Mattock



2021-2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information MUST accompany your nomination form and Resolution/minute order:

Name: Scott Holbrook

District/Company: Auburn Area Recreation Park District (ARD)

Title: Dean of the Board of Directors -

Elected/Appointed/Staff: ELECTED

Length of Service with District: Been so long I forget... 20+

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

NO OFFICIAL INVOLVEMENT - I REGULARLY ATTEND TRAINING / CONFERENCES / LOBBYING

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

NO

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Auburn Economic Redevelopment, Vision 2020 Planning
Involved with Placer County Sponsor ad hoc Committees

4. List civic organization involvement:

Past Member Auburn Exchange Club, Kiwanis, Rotary
Involved with Int'l Order of the Odd Fellows and Others -

**Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after March 26, 2020 will not be included with the ballot.

With over 20 years in Special District leadership, I am proud of my accomplishments & ability to facilitate positive changes, that ensure viability for a long time to come. I have constantly strived to increase my knowledge, especially through CSDA leadership training and programs. I actually took the lead at our Recreation District to accomplish the Distinguished District Award.

As a board member, I commit to keeping an open mind, and working to build consensus, and further doing all I can to promote and ensure implementation of the CSDA goals and direction. I am a strong lobbyist and look forward to working with districts across the state to accomplish our common goals and ability to stay fiscally and otherwise strong. I will always be open and receptive to input, and more than willing to go out of my way to meet and or discuss concerns with any members. I believe in Special Districts and feel they are key to maintaining the concept of local autonomy. I also feel that as a cohesive co-op we can accomplish so much more than a bunch of independent agencies.

Thank you for your support, if you have any questions do not hesitate to reach out!

As always...

Keep Smilin' 😊 *Scott Holbrook*



2021 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Patrick Larkin
 District/Company: Cordova Recreation and Park District
 Title: General Manager -
 Elected/Appointed/Staff: staff
 Length of Service with District: 4 years 3 months

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Yes attended General Managers Summit, Legislation Days, Special Districts Leadership Academy, Annual CSDA Conference

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

California Parks and Recreation Society (CPRS)
California Association of Recreation and Park Districts (CARPD)

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Rancho Cordova Chamber of Commerce

4. List civic organization involvement:

Leadership program graduate - Rancho Cordova Chamber of Commerce
Fair Oaks Village Enhancement Committee

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 29, 2021 will not be included with the ballot.**



2729 Prospect Park Drive, Suite 230
Rancho Cordova, CA 95670
(916) 842-3300

Patrick Larkin
General Manager
Cordova Recreation and Park District
Candidate Statement

I have been a member of CSDA for 15 years. The assets I would bring to the CSDA Board of Directors if appointed, include having strong interpersonal communication and relationship building skills. I will work well with other Board members to set and achieve realistic goals that benefit the CSDA membership. I am an active listener, in that, I believe you can learn a lot more by listening than by speaking. I have a good sense of humor and enjoy working with high functioning teams. I am also a maximizer. I use this strength to take something good to something superb. I want to hear what the CSDA members want and need and plan to address those wants and needs to best serve as a Board Member representing the Sierra Network.

I enjoy building relationships with others which is the foundation of any successful organization. I am a good coach and mentor and enjoy developing people. I will use my leadership strengths to address any issues of concern to make the CSDA organization and membership stronger.

Thank you for your consideration,



Patrick Larkin



Sacramento Metropolitan Fire District

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

TODD HARMS
Fire Chief

DATE: June 24, 2021
TO: Board of Directors
FROM: Ken Campo, Interim Chief Financial Officer
SUBJECT: Refinancing of 2011 Lease Revenue Bonds

TOPIC

Board action is required in order to initiate a refinancing of the currently outstanding 2011 Lease Revenue Bonds ("2011 LRB's").

BACKGROUND

In December of 2011, the District issued Lease Revenue Bonds in the amount of \$12,960,000 ("2011 LRB's"). The 2011 LRB's financed various district improvements, including the acquisition of a headquarters building and equipment. The remaining principal balance of the 2011 LRB's is \$8,375,000 with a final maturity of May 15, 2041. The 2011 LRB's are callable in whole or in part on any date on or after May 15, 2022 at par.

DISCUSSION

FINANCING STRUCTURE

Though the 2011 LRB's are not callable until next year, the District does have an opportunity to take advantage of today's historically low interest rates and refinance the 2011 LRB's this year. The proposed financing structure would be to obtain a 7-month forward rate lock from an institutional investor (bank/lender). The refinancing would be done as a direct placement and structured as Refunding Certificates of Participation. This allows the District to set the interest rate now and close the transaction in 2022 shortly before the call date. This structure preserves the same tax-exempt status as the 2011 LRB's and therefore a lower interest rate, and locks in the rate to avoid changes in the market.

TRANSACTION PROCESS

A direct placement has a shorter timeline, fewer costs than a publicly offered bond issue and does not have a reserve requirement. To ensure the District is provided with the best rate in the market, Oppenheimer & Co. Inc. ("Placement Agent") will draft a solicitation package or Lender Request for Proposal ("Lender RFP") to distribute to institutional investors. This process creates a competitive bidding environment and yields the most aggressive interest rates and favorable terms in the market. The Placement Agent evaluates all of the proposals received by investors and provides recommendations to the District on the best selection. Oppenheimer & Co. Inc. is a leading global full-service brokerage and investment bank with roots that trace back to 1881.

Jones Hall, A Professional Law Corporation, will serve as bond counsel ("Bond Counsel") to the District. Bond Counsel is responsible for drafting the legal documents and undertaking the necessary tax due diligence in order to provide the required unqualified tax opinion for the financing at closing. Jones Hall is a nationally recognized bond counsel firm.

PRELIMINARY FINANCING RESULTS

Below is a summary of the preliminary financing results per Oppenheimer's initial market outreach. Because the refinancing is expected to free the District's current reserve fund (estimated at \$677,400), we would be able to shorten the final maturity of this transaction by one year, to May 15, 2040.

Term	2022 Refunding Lease
Par Amount	\$8,029,000
Total Estimated Costs of Issuance	\$125,843
Interest Rate	2.94%
Current Average FY Debt Service	\$674,455
New Average FY Debt Service	\$559,492
Annual FY Savings	\$114,963
Current Total Debt Service	\$13,280,416
New Total Service	\$10,421,905
Estimated Total Savings	\$2,181,091
Estimated Net Present Value Savings	\$1,702,374 / 21.20%

Please note that these financing results are estimated and based on an indicative interest rate in the current market; actual results will not be known until completion of the bidding process.

HIRING THE FINANCING TEAM

It is necessary for the District to engage professional services to put the transaction together and execute the refinancing. The following professional firms are needed to initiate the transaction and assemble the remaining participants of the financing team: (a) Jones Hall, A Professional Law Corporation, as Bond Counsel; and (b) Oppenheimer & Co. Inc., as Placement Agent.

NEXT STEPS

The next steps should the Board elect to proceed are as follows:

Tuesday, 6/29	Distribute Lender RFP to lenders
Tuesday, 7/13	Lender proposals due
Thursday, 7/22	Board Meeting to approve financing documents
Tuesday, 8/10	Pre-Close
February 2022	Final close and refunding of 2011 LRBs

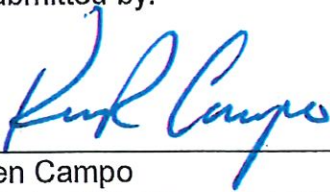
FISCAL IMPACT

As noted above, final savings from the refinancing of the 2011 LRB's will not be known until the bid process is complete, but estimated savings are approximately \$115,000 per year over the term of the bonds, with estimated total savings of \$2.2 million. The net present value savings of \$1.7 million equates to a 20% of the current, remaining principal amount of the 2011 LRB's.

RECOMMENDATION

Staff recommends adoption of the resolution providing authorization to proceed with refinancing plan and approving the professional services agreements for Bond Counsel and Placement Agent.

Submitted by:



Ken Campo
Interim Chief Financial Officer

Approved by:



Greg Casentini
Deputy Chief, Administration

Attachments:

- 1) RESOLUTION OF THE BOARD OF DIRECTORS OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT APPROVING INSTITUTION OF PROCEEDINGS TO REFINANCE OUTSTANDING 2011 LEASE REVENUE BONDS AND ENGAGING PROFESSIONAL SERVICES RELATING THERETO
- 2) AGREEMENT FOR PLACEMENT AGENT SERVICES
- 3) AGREEMENT FOR LEGAL SERVICES



Sacramento Metropolitan Fire District

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

TODD HARMS
Fire Chief

RESOLUTION NO. 2021-_____

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT APPROVING INSTITUTION OF PROCEEDINGS TO REFINANCE OUTSTANDING 2011 LEASE REVENUE BONDS AND ENGAGING PROFESSIONAL SERVICES RELATING THERETO

WHEREAS, the California Municipal Finance Authority (the "Financing Authority") has previously issued its Lease Revenue Bonds (Sacramento Metropolitan Fire District), Series 2011A in the aggregate principal amount of \$12,960,000 (the "2011 Bonds"), under a Trust Agreement dated as of November 1, 2011, between the Financing Authority and U.S. Bank National Association, as trustee, which are secured by lease payments made by the Sacramento Metropolitan Fire District (the "District") under a Facilities Sublease dated as of November 1, 2011 (the "2011 Sublease"), between the Financing Authority as sublessor and the District as sublessee; and

WHEREAS, the 2011 Bonds are subject to redemption, and the lease payment obligations of the District under the 2011 Sublease, are subject to redemption and prepayment commencing May 15, 2022; and

WHEREAS, in order to provide for the refinancing of the 2011 Bonds and the obligations of the District under the 2011 Sublease for the purpose of realizing debt service savings to the District, the Board of Directors wishes at this time to authorize and direct District staff to initiate proceedings for such refinancing and to engage the necessary professional services therefor;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Sacramento Metropolitan Fire District as follows:

Section 1. Authorization to Proceed with Refinancing Plan. The Board of Directors hereby authorizes and directs the Fire Chief, the Deputy Chief of Administration and other officers and staff of the District to initiate proceedings for the issuance of Refunding Certificates of Participation, or the entering into of a financing lease with a lending institution, under the applicable provisions of California law for the purpose of refinancing the 2011 Bonds and the obligations of the District under the 2011 Sublease. Such officers and staff shall cause the necessary documentation relating to the refinancing to be prepared and presented to the Board of Directors for consideration at a future meeting of the Board of Directors.

Section 2. Engagement of Professional Services. In connection with the proposed refinancing, the Board of Directors hereby designates the following professional firms to participate in the transaction: (a) Jones Hall, A Professional Law Corporation, as bond counsel; (b) Oppenheimer & Co. Inc., as placement agent; (c) U.S. Bank National Association, as trustee and escrow bank; and (e) if required, the Public Property Financing Corporation of California, as counterparty to any leases relating to the financing. The Deputy Chief of Administration or Interim Chief Financial Officer is hereby authorized and directed to execute agreements for said services with Oppenheimer & Co. Inc., and with Jones Hall, A Professional Law Corporation, in the respective forms on file with the Clerk of the Board.

Section 3. Effective Date. This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND APPROVED this 24th day of June 2021, by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: _____
President, Board of Directors

Attested By:

Clerk of the Board

AGREEMENT FOR LEGAL SERVICES

**BETWEEN
THE SACRAMENTO METROPOLITAN FIRE DISTRICT AND JONES
HALL, A PROFESSIONAL LAW CORPORATION, FOR BOND
COUNSEL SERVICES IN CONNECTION WITH PROCEEDINGS TO
REFINANCE OUTSTANDING 2011 LEASE REVENUE BONDS**

This AGREEMENT FOR LEGAL SERVICES is entered into this 24th day of June, 2021, between the SACRAMENTO METROPOLITAN FIRE DISTRICT (the "District") and JONES HALL, A PROFESSIONAL LAW CORPORATION, San Francisco, California ("Attorneys").

B A C K G R O U N D :

1. The Board of Directors of the District has determined to issue and sell Refunding Certificates of Participation or enter into a Lease Agreement with a lending institution for the purpose of refinancing the District's obligations under a Facilities Sublease dated as of November 1, 2011 (the "2011 Sublease"), between the California Municipal Finance Authority (the "Financing Authority"), and thereby refund the outstanding Lease Revenue Bonds (Sacramento Metropolitan Fire District), Series 2011A of the Financing Authority,

2. In order to undertake such refinancing proceedings, the District requires the services of nationally-recognized bond counsel.

A G R E E M E N T :

In consideration of the foregoing and the mutual covenants contained in this Agreement, the District and Attorneys agree as follows:

Section 1. Identification of Client. Attorneys shall represent the District in connection with the proceedings for the authorization, issuance and sale of certificates of participation or the execution and delivery of a financing lease for the purpose of refinancing the District's obligations under the 2011 Sublease and thereby refunding the 2011 Bonds. Attorneys shall not represent any other party, including but not limited to the financial advisor, placement agent, trustee, lender or the Financing Authority.

Section 2. Duties of Attorneys. Attorneys shall perform all of the following services as bond counsel in connection with the authorization, issuance and sale of certificates of participation or the execution and delivery of a financing lease for the purpose of refinancing the District's obligations under the 2011 Sublease and thereby refunding the 2011 Bonds:

- Consultation and cooperation with District staff and the placement agent and other consultants, staff and employees, and assisting them in the formulation of a coordinated financial and legal transaction.
- Preparation of all legal proceedings for the authorization, issuance and delivery of the necessary financing documents by the District; including

(a) preparation of a resolution of the Board of Directors of the District authorizing the financing and approving related documents and actions, (b) preparation of all financing documents, including leases, trust agreement, assignment agreement and escrow agreement, (c) preparation of all documents required for the refinancing of the 2011 Bonds, (d) preparation of all documents required for the closing of the issue, (e) supervising the closing, and (f) preparation of all other proceedings incidental to or in connection with the refinancing proceedings.

- Advising the District as to compliance with federal tax law as required to ensure that interest on the transaction is exempt from federal income taxation.
- Upon completion of proceedings to Attorneys' satisfaction, providing a legal opinion approving the validity and enforceability of the proceedings and stating that interest on the financing is (a) excluded from gross income for purposes of federal income taxes and (b) exempt from California personal income taxation. This opinion will be addressed to the District, and may also be addressed to the lender and other participants in the financing.
- Any and all legal consultation requested by the District concerning the financing, following the closing.
- Such other and further services as are normally performed by bond counsel in connection with similar financings.

Section 3. Compensation. For the bond counsel services of Attorneys listed in Section 1, the District will pay Attorneys a fixed fee equal to \$45,000. In addition, the District will pay to Attorneys all direct out-of-pocket expenses for messenger and delivery service, photocopying, closing costs, legal publication expenses and other costs and expenses incurred by Attorneys in connection with their services rendered under this Agreement.

Payment of said fees and expenses is entirely contingent upon the successful conclusion of the financing by the District. Said fees and expenses are payable from the proceeds of the financing upon the closing.

Section 4. Responsibilities of the District. The District will cooperate with Attorneys and furnish Attorneys with certified copies of all proceedings taken by the District, or other deemed necessary by Attorneys to render an opinion upon the validity of the proceedings. Attorneys are not responsible for costs and expenses incurred incidental to the completion of the financing, including the cost of preparing certified copies of proceedings required by Attorneys.

Section 5. Independent Contractor. Attorneys will act as an independent contractor in performing the services required under this Agreement, and under no circumstances shall Attorneys be considered an agent, partner, or employee of the District.

Section 6. Liability Insurance. Attorneys must maintain at their own expense at all times during the term of this Agreement policies of insurance, acceptable to the District, covering its workers' compensation injuries, public liability and professional liability.

Section 7. Assignment. Attorneys shall not assign their rights or delegate their obligations under this Agreement, in whole or in part, except with the prior written consent of the District.

Section 8. Termination of Agreement. This Agreement may be terminated at any time by the District with or without cause upon written notice to Attorneys. In the event of such termination, all finished and unfinished documents shall at the option of the District become its property and shall be delivered to the District by Attorneys.

IN WITNESS WHEREOF, the District and Attorneys have executed this Agreement as of the date first above written.

**SACRAMENTO METROPOLITAN FIRE
DISTRICT**

Interim Chief Financial Officer

**JONES HALL, A PROFESSIONAL LAW
CORPORATION**



President



Sacramento Metropolitan Fire District

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

TODD HARMS
Fire Chief

CONFLICT OF INTEREST STATEMENT Bond Counsel Services – Jones Hall, A Professional Law Corporation

I certify, as a participant in the evaluation of this proposal that I am in compliance with and will continue to comply with the Evaluation Committee Rules of Conduct. I further certify that I will comply with all conditions or restrictions imposed by the Purchasing Division to manage, reduce or eliminate actual or potential conflicts of interest.

EMPLOYMENT (SELECT ONE OF THE FOLLOWING):

- I am an employee of the Sacramento Metropolitan Fire District
- I am an employee of another agency: _____
- I am a contractor (not a Metro Fire employee) employed by: Self employed

FINANCIAL INTEREST:

- I have no financial or personal interests in any of the bidders or sub-contractors associated with this process.

- OR -

- I am disclosing the following personal or financial interests in vendors/subcontractors associated with this process (check all that apply):
- Personal relationship – family member owns or is employed by vendor/subcontractor,
- Salary or other payments for goods and/or services to myself or another family member,
- Equity or ownership,
- Intellectual property rights,
- Other financial interests that could affect or be perceived to affect the results of the process:

<u>Company</u>	<u>Financial Interest</u>
_____	_____
_____	_____
_____	_____

CERTIFICATION:

I certify that the above information is true and accurate to the best of my knowledge:

Printed Name: Kenneth R. Campo Job Title: Interim CFO

Signature: *Kenneth R. Campo* Date: 6/21/2021

**AGREEMENT FOR
PLACEMENT AGENT SERVICES**

**Sacramento Metropolitan Fire District
2022 Refunding Lease**

This Agreement, made and entered into, by and between the Sacramento Metropolitan Fire District (the "District") Oppenheimer & Co. Inc. ("OpCo") is for the purpose of establishing OpCo as Placement Agent for the refunding of the District's 2011 Lease Revenue Bonds (the "Financing"). OpCo will be compensated by a fee to be paid out of costs of issuance in the not-to-exceed amount of (including all expenses) \$45,000 in connection with the Financing. Payment of the fee will be contingent on the closing of the transaction. If the transaction does not close, the fee is not payable. Prior to the close, the District reserves the right to terminate this Agreement or reject the proposed Financing at any time.

SCOPE OF SERVICES

OpCo shall perform the duties and services specifically set forth herein and shall provide such other services as it deems necessary or advisable as Placement Agent for the Financing.

The District may request, with the concurrence of OpCo, to expand this Scope of Services to include additional services not specifically identified herein which are reasonable and necessary to accomplish the Financing.

PLACEMENT AGENT SERVICES

OpCo's services may include, but shall not be limited to, the following:

- Monitor and Comply with the Transaction Process
- Provide Market Commentary
- Compile and Draft Solicitation Package for Private Placement Distribution
- Manage/Coordinate Prospective Lender Communication
- Summarize and Evaluate RFP Responses
- Compute Sizing and Design Structure of Financing
- Review Financing Documents
- Prepare and Present to Staff, Committee and/or Board Meetings
- Provide Pre-Closing and Closing Assistance

Specifically, OpCo's placement agent services will include, but are not limited to:

- **Monitor and Comply with the Transaction Process** - OpCo shall work with the financing team for the successful implementation of the financing strategy and timetable that is adopted. OpCo shall participate in all activities leading to the successful sale and close of the Financing.
- **Provide Market Commentary** – OpCo will provide regular summaries of current market conditions, trends in the market and how these may favorably or unfavorably affect the Financing.
- **Compile and Draft Solicitation Package for Private Placement Distribution** – OpCo will compile/draft a solicitation package, or lender Request for Proposal (“RFP”), including a description and key terms of the transaction, disclosure reports, economic and demographic information, and all other relevant information. OpCo will request that the lenders present, in a clear and organized manner, their understanding of the transaction and their terms including interest rate, prepayment provisions, rate lock provisions, and any costs.
- **Manage/Coordinate Prospective Lender Communication** – OpCo will coordinate all communication with lenders, including presenting the transaction, facilitating questions and requests for any additional information, coordinating conference calls, if necessary, and obtaining bids in a timely manner that are complete and responsive to the District's requests.
- **Summarize and Evaluate RFP Responses** – OpCo shall summarize and prepare an evaluation of each potential lender's response to the RFP, taking into consideration the proposed interest rates, bank fees, rate lock ability, and prepayment provisions. OpCo will include a numerical analysis of the most favorable proposals and participate on conference calls to discuss lender selection, including enumerating and discussing pros and cons.
- **Compute Sizing and Design Structure of the Financing** – OpCo shall work with the financing team to compute sizing and design the finance structure to be consistent with the terms agreed upon by the District and the lender, commenting on whether they reflect current conditions in the capital markets. OpCo will perform numerical iterations as necessary during negotiations with lenders to provide examples of financing scenarios, sources and uses of funds, debt service schedules, and cash flow projections, as needed. OpCo will also work with the financing team to structure debt consistent with existing covenants and requirements, if any.
- **Review Financing Documents** – OpCo will assist the financing team in the drafting and review of respective financing resolutions, legal documents, and closing documents. In this regard, OpCo shall monitor document preparation for a consistent and accurate presentation of the business terms and financing structure agreed upon by the District and lender.

- **Prepare and Present to Staff, Committee and/or Board Members** – As deemed appropriate by the financing team, OpCo shall prepare and present any market analysis, interest rate information, lender RFP results, including proposed term and conditions, and lender feedback. OpCo can discuss how lender proposals impact documentation and the transaction process. Upon request, OpCo will attend any meetings or educational sessions.
- **Provide Pre-Closing and Closing Assistance** – OpCo will assist District counsel, including arranging for or monitoring the progress of final delivery.

The District and OpCo have each caused this Agreement to be executed by their duly authorized officers as of the dates written below.

OPPENHEIMER & Co. Inc.

SACRAMENTO METROPOLITAN FIRE DISTRICT

By 
Rick Brandis, Managing Director

By _____
Ken Campo, Interim Chief Financial Officer

Date 6/18/2021

Date _____



TODD HARMS
Fire Chief

Sacramento Metropolitan Fire District

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

CONFLICT OF INTEREST STATEMENT Placement Agent Services - Oppenheimer & Co. Inc.

I certify, as a participant in the evaluation of this proposal that I am in compliance with and will continue to comply with the Evaluation Committee Rules of Conduct. I further certify that I will comply with all conditions or restrictions imposed by the Purchasing Division to manage, reduce or eliminate actual or potential conflicts of interest.

EMPLOYMENT (SELECT ONE OF THE FOLLOWING):

- I am an employee of the Sacramento Metropolitan Fire District
- I am an employee of another agency: _____
- I am a contractor (not a Metro Fire employee) employed by: Self employed

FINANCIAL INTEREST:

- I have no financial or personal interests in any of the bidders or sub-contractors associated with this process.

- OR -

- I am disclosing the following personal or financial interests in vendors/subcontractors associated with this process (check all that apply):
- Personal relationship – family member owns or is employed by vendor/subcontractor,
- Salary or other payments for goods and/or services to myself or another family member,
- Equity or ownership,
- Intellectual property rights,
- Other financial interests that could affect or be perceived to affect the results of the process:

Company

Financial Interest

CERTIFICATION:

I certify that the above information is true and accurate to the best of my knowledge:

Printed Name: Kenneth R. Campo

Job Title: Interim CFO

Signature: [Handwritten Signature]

Date: 6/21/21



TODD HARMS
Fire Chief

Sacramento Metropolitan Fire District

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

Date: June 24, 2021

To: Board of Directors

From: Todd Harms, Fire Chief, and Greg Casentini, Deputy Chief

Subject: Withdrawal by Metro Fire from the California Fire and Rescue Training Authority, JPA (CFRTA)

TOPIC

Staff proposes that the Sacramento Metropolitan Fire District (District) issue a written Notice of Withdrawal from the CFRTA Joint Powers Authority, effective at the end of the 2021-2022 fiscal year.

BACKGROUND

The CFRTA is a Joint Powers Authority (JPA) created on December 1, 1997 between the American River Fire District, the City of Sacramento, the Sacramento County Fire Protection District, and the California Office of Emergency Services. The purpose of the JPA was to acquire, construct, operate and maintain facilities for the purpose of providing Fire, Rescue, EMS and Haz-Mat training.

The original JPA agreement was amended on two occasions, the last occurring on January 1, 2001. The latest amendment changed the name of the JPA to its current title and included Sacramento Metropolitan Fire District as a designated member to reflect the merger/succession with the American River Fire Protection District and the Sacramento County Fire Protection District.

On March 26, 2021, Cal-OES served a written Notice of Withdrawal from the JPA. Under the terms of the JPA agreement, any Notice of Withdrawal must be served in writing with one-year notice at the end of the fiscal year. The end of the fiscal year is June 30, 2021.

If any other member also issues a Notice of Withdrawal within the same time period, the withdrawal constitutes a dissolution of the authority as of the end of the fiscal year. With the withdrawal of Cal-OES effective June 30, 2022, Metro Fire needs to decide whether to continue to fund and operate the JPA with the City of Sacramento as a two-member organization, or whether to issue a Notice of Withdrawal which will trigger the dissolution of the JPA.

Staff recommends that the Board authorize the Fire Chief to issue a Notice of Withdrawal prior to the end of the current fiscal year, to be effective June 30, 2022. If approved, the JPA agreement provides for a dissolution of the JPA, with the assets and the liabilities returned in proportion to the contribution of each member agency. In the event of withdrawal by only one member, property and assets are returned to the withdrawing agency, subject to limitations for commingled property or contributions which have been used for acquiring property or assets which have been consumed for facility operations. The JPA has currently agreed to retain independent counsel to evaluate the assets to determine distribution. Metro Fire anticipates, upon withdrawal, that the attorney will conduct an audit of the assets and liabilities of the JPA pursuant to the dissolution provisions of the JPA agreement and California law.

Staff recommends that the Board authorize withdrawal, and ultimate dissolution of the JPA. With the withdrawal of Cal-OES, which holds 40% interest in the JPA, along with Metro Fire's 40% interest and the City of Sacramento's 20%, there would likely be increased costs and liability to Metro Fire, and the City of Sacramento, to continue to operate the JPA. Moreover, in proceeding with dissolution, the JPA agreement requires that each member receive a return of its proportionate share of assets, and existing and future liabilities.

RECOMMENDATION

Staff recommends that the Board authorize the Fire Chief to issue a Notice of Withdrawal of the Sacramento Metropolitan Fire District from the California Fire and Rescue Training Authority JPA.

Approved by:



Todd Harms
Fire Chief

FOR: