

May 21, 2024 Tuesday @ 6:00 PM
SIERRA COUNTY FIRE PROTECTION DISTRICT # 1
DIRECTORS MEETING AGENDA

Location: Fire Station 82 @ 102 E Main Street, Sierraville, CA 96126

This meeting will be conducted in person and via video conference. Those who wish to attend via video conferencing should use the following link:

<https://sierracountyfireprotectiondistrictno1-771.my.webex.com/sierracountyfireprotectiondistrictno1-771.my/j.php?MTID=m9623b6c4e3d13e47101eb4db1d3497f4>

Meeting No. 2558 916 0066, Passcode: Sierra

CALL TO ORDER:

Roll Call of Directors

{ } Tony Commendatore, Chairperson { } Thomas Archer { } Tom Rowson { } Richard Maddalena
{ } Candy Hunter { } Victoria Fisher, Vice Chair { } Jeff McCollum
Quorum Yes/No

PUBLIC INTRODUCTION:

PUBLIC COMMENT: Matters under jurisdiction of the Sierra County Fire Protection District #1, and not on the agenda, may be addressed by the Public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of five minutes.

CORRESPONDENCE:

MINUTES APPROVAL: Approval of the Minutes: 4/23/24

FINANCIAL STATEMENT:

1. Review P&L, Balance Sheet, Report of Funds as of April 30, 2024 **H**
2. Approve Bill Payments **H**
3. Update on closeout of 50/50 VFC Grant

REPORTS & REQUESTS FROM DISTRICT CHIEF, BATTALION CHIEFS AND EMS COORDINATOR:

1. Chief's Report (Response Summary, Fleet, Communications System, Facilities)
2. Training / Recruitment/ Retention

UNFINISHED BUSINESS:

1. Update from ESFA on Tour de Manure and donated Giants and 49er game tickets (Rick/Ben)
2. Resolution 2024-2, Adjusting the Fire Impact Fee Rate for the 2024-2025 Capital Improvement Plan
3. Approval of 2024-2025 Fire Mitigation Fee rate request to Board of Supervisors
4. Update on supply exchange though EPHC (Victoria)

NEW BUSINESS:

1. Response to Brandon Pangman on draft county fire restriction ordinance
2. Briefing on Cal Fire's proposal to train local gov't officials on 4290 inspection procedures, including pre-sale inspections of real property. Possible classification of fuel hazards on Local Protection Areas.
3. Recognition of Appreciation for recently retired volunteer Firefighters, Pat Blide & Jeanne Klose
4. Recognition of Appreciation for recently retired volunteer NFIRS Data Recorder, Jill Slocum

ANNOUNCEMENTS AND COMMENTS:

NEXT SCHEDULED MEETING: June 18, 2024 at 6:00pm in Sierraville

ADJOURNMENT:

Key: **T** – Tabled from previous meeting **H** – Handout

THIS INSTITUTION IS AN EQUAL OPPORTUNITY PROVIDER & EMPLOYER, PLEASE CALL 530.604.4013 AHEAD IF YOU NEED ANY ACCOMODATIONS.

April 23, 2024 Tuesday @ 6:00 PM
SIERRA COUNTY FIRE PROTECTION DISTRICT # 1
DIRECTORS MEETING AGENDA MINUTES

Location: Fire Station 82 @ 102 E Main Street, Sierraville, CA 96126

This meeting will be conducted in person and via video conference. Those who wish to attend via video conferencing should use the following link:

<https://sierracountyfireprotectiondistrictno1-771.my.webex.com/sierracountyfireprotectiondistrictno1-771.my/j.php?MTID=m9623b6c4e3d13e47101eb4db1d3497f4>

Meeting No. 2558 916 0066, Passcode: Sierra

CALL TO ORDER: 6:01 pm

Roll Call of Directors

{X} Tony Commendatore, Chairperson {X} Thomas Archer {X} Tom Rowson {X} Richard Maddalena
{X} Candy Hunter { } Victoria Fisher, Vice Chair {X} Jeff McCollum **arrived 6:10pm**
Quorum **Yes/No**

PUBLIC INTRODUCTION: Brandon Pangman (Sierra County Planning & Building) & Bryan Davey (Sierra County Public Works)

PUBLIC COMMENT: Matters under jurisdiction of the Sierra County Fire Protection District #1, and not on the agenda, may be addressed by the Public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of five minutes. **None**

CORRESPONDENCE: Clerk reviewed various correspondence with Directors

MINUTES APPROVAL: Approval of the Minutes: 3/19/24 **Dir. Archer moved to approve the 3/19/24 minutes, Dir. Hunter seconded. 5 Ayes (Commendatore, Archer, Rowson, Hunter, McCollum), 1 Abstain (Fisher), 1 Absent (Maddalena), motion passed.**

FINANCIAL STATEMENT:

1. Review P&L, Balance Sheet, Report of Funds as of March 31, 2024 **H**
2. Approve Bill Payments **H Dir. Hunter moved to approve the financial statements and bill payments, Dir. Fisher seconded. 6 Ayes (Commendatore, Archer, Rowson, Hunter, Fisher, McCollum), 1 Absent (Maddalena), motion passed.**
3. Update on Fire Mitigation Fees **H No new mitigation fees to report.**
4. Organization of Financial Committee **Following discussion, Chair Commendatore appointed the Finance Committee comprising of Dir. Hunter, Dir. Maddalena, Dir. McCollum, Chief Connolly and the Clerk.**

REPORTS & REQUESTS FROM DISTRICT CHIEF, BATTALION CHIEFS AND EMS COORDINATOR:

1. Chief's Report (Response Summary, Fleet, Communications System, Facilities) **4 EMS responses, R82 has been to Reno for service- thank you Mike Cory, new mobile in WT84, air compressor malfunctioned and warrantied.**
2. Training / Recruitment/ Retention **Recently doing structure fire drills, refining live line pull, Serenity participating in Quincy Academy and really enjoying it, received applicant and interest from individuals from Truckee & Sparks, volunteer reported gratitude for Class B uniform and turnouts.**
3. Update on structure turnout purchasing for Volunteer Fire Capacity 50/50 grant **Nothing new to report, clerk to close out soon.**

-\$3,000 HPP Grant of MCI equipment from Cal OES via Sierra County Health Dept. pending.
-Life-Assist medical supply company willing to allow one-time exception to purchase needed medical equipment including oxygen/airway equip (less BLS medications).
-Local HEARTSafe Council completed work to become a HEARTSafe Community, MOU signed with EPHC to provide AED pads and batteries to participants.

UNFINISHED BUSINESS:

1. Discussion regarding uncollected fire mitigation fees on Calpine permit #2019-021 **Brandon Pangman reported on the issue and updated the Board. County to continue collection efforts for \$3,540 of uncollected fire mitigation fees.**
2. 2024 Tour de Manure update (Rick) **June 1st preparation in full-swing, event is sold out, received approximately \$3,000 in direct donations to-date, premium Giants and 49er tickets donated for raffle.**

NEW BUSINESS:

Chair moved New Business, Item 3 here:

Discussion regarding CalFire Wildfire Prevention Grant application to fund Verdi road repair. Dir. Hunter reported that this grant will not work for the road repair. B. Pangman reported that the cost to re-align the road will exceed \$100,000 due to the whole road would need to be moved along with relating the power line.

1. Discussion/Action regarding corrected 2023 index and revised fee including refunds of \$112.20 (Rick) **H Dir. Maddalena explained the fee revision calculation and moved to revise the 23/24 fire mitigation fee from \$2.08/square foot to \$2.05/square foot and refund the identified over collections and any pending or forthcoming 23/24 collections as necessary, Dir. McCollum seconded. 7 Ayes, motion passed.**
2. Approval of 2024 Mitigation Fee rate request to Board of Supervisors (Rick) **H Dir. Maddalena presented the draft 24/25 rate request letter for review, will bring back for approval next meeting.**
3. Discussion regarding CalFire Wildfire Prevention Grant application to fund Verdi road repair (Candy) **H moved to first new Business Item above.**
4. Authorization to dispose of two non-op surplus snowblowers (Rick) **Dir. Archer moved to dispose the surplus equipment, Dir. Hunter seconded. 7 Ayes, motion passed.**
5. Approval of CalMutuals JPRIMA insurance renewal package for period 4/1/2024 through 4/1/2025 **H There was discussion regarding insurance renewal information. Directors to review year built and improvement data and update Clerk. Dir. Rowson moved to approve the renewal package, Dir. Archer seconded. 7 Ayes, motion passed.**
6. Approval of State Compensation Insurance Fund policy renewal for period 5/15/2024 through 5/15/2025 **H Dir. Archer requested clarification of verbiage regarding volunteer coverage on p4. Dir. Archer moved to approve the policy renewal pending clarification, Dir. Hunter seconded. 7 Ayes, motion passed.**

ANNOUNCEMENTS AND COMMENTS: Dir. Maddalena announced the successful merger creating Beckwourth Peak Fire Protection District. Dir. Hunter announced that Fire Safe Sierra County is going to Verdi to meet with residents. Chair Commendatore announced his absence at the upcoming May meeting.

NEXT SCHEDULED MEETING: May 21, 2024 at 6:00pm in Sierraville

ADJOURNMENT: 7:26pm

Key: T – Tabled from previous meeting H – Handout

THIS INSTITUTION IS AN EQUAL OPPORTUNITY PROVIDER & EMPLOYER, PLEASE CALL 530.604.4013 AHEAD IF YOU NEED ANY ACCOMODATIONS.

Sierra County Fire Protection District #1
Profit & Loss Budget vs. Actual

Accrual Basis

July 1, 2023 through May 21, 2024

	Jul 1, '23 - May 21, 24	Budget	\$ Over Budget
Income			
A · Tax Income			
A.1 · Secured Property Tax	249,410.01	0.00	249,410.01
A.2 · Unsecured Property Tax	6,406.56	0.00	6,406.56
A.3 · Verdi/Long Valley Assessment	15,777.22	18,000.00	-2,222.78
A.11 · EMS Transient OccupancyTax	27,238.65	40,000.00	-12,761.35
A · Tax Income - Other	0.00	275,400.00	-275,400.00
Total A · Tax Income	298,832.44	333,400.00	-34,567.56
B · Fire Income			
B.9 · CalOES Preposition	6,022.48	0.00	6,022.48
Total B · Fire Income	6,022.48	0.00	6,022.48
C · Fire House Rent	1,200.00	1,200.00	0.00
D · Grant Income			
D-4 · 50/50 Grant	0.00	19,995.00	-19,995.00
D-5 · Title III Funds	236.00	0.00	236.00
Total D · Grant Income	236.00	19,995.00	-19,759.00
G · Interest Income	12,467.10	1,400.00	11,067.10
H · Donation Income	3,951.09	12,000.00	-8,048.91
L · Miscellaneous Income	4,586.20	200.00	4,386.20
M · Mitigation Fees	11,916.24	20,000.00	-8,083.76
O · Transfer In From Carryover	0.00	300,000.00	-300,000.00
Total Income	339,211.55	688,195.00	-348,983.45
Gross Profit	339,211.55	688,195.00	-348,983.45
Expense			
1.0 · General			
1.1 · Professional Fees	2,690.00	7,200.00	-4,510.00
1.2 · Clerical	31,460.00	35,000.00	-3,540.00
1.3 · Office Expense	1,912.97	3,500.00	-1,587.03
1.4 · Fire House Maintenance	12,298.12	18,500.00	-6,201.88
1.6 · CSDA Membership	794.00	1,000.00	-206.00
1.7 · Retention Incentives	915.89	3,000.00	-2,084.11
1.8 · County Admin Fees	33,642.40	35,470.00	-1,827.60
1.9 · Training & Personnel Services	11,880.00	12,960.00	-1,080.00
1.10 · Miscellaneous Expense	236.00	500.00	-264.00
Total 1.0 · General	95,829.38	117,130.00	-21,300.62
2.0 · Emergency Medical			
2.1 · EMS Training	800.04	2,500.00	-1,699.96
2.2 · EMS Medical Supplies	3,620.24	5,300.00	-1,679.76
Total 2.0 · Emergency Medical	4,420.28	7,800.00	-3,379.72
3.0 · Communications			
3.1 · Repeater Site Rental	1,980.00	0.00	1,980.00
3.2 · Web Site	1,008.00	0.00	1,008.00
3.3 · Communication Consulting/Repair	7,942.53	0.00	7,942.53
3.4 · Radio & Repeater Batteries	37,928.90	0.00	37,928.90
3.0 · Communications - Other	0.00	38,500.00	-38,500.00
Total 3.0 · Communications	48,859.43	38,500.00	10,359.43

Sierra County Fire Protection District #1
Profit & Loss Budget vs. Actual

Accrual Basis

July 1, 2023 through May 21, 2024

	Jul 1, '23 - May 21, 24	Budget	\$ Over Budget
4.0 · Fire Protection			
4.1 · Personal Protection Equipment	1,922.88	13,000.00	-11,077.12
4.2 · Grant Expense			
4.203 · 50/50 Grant	39,922.76	19,995.00	19,927.76
Total 4.2 · Grant Expense	39,922.76	19,995.00	19,927.76
4.3 · Operating Supplies & Equipment	16,666.60	24,000.00	-7,333.40
4.5 · Equipment Repair & Maintenance	6,133.32	4,500.00	1,633.32
4.6 · Fire Training	729.95	3,000.00	-2,270.05
4.7 · Fire Protection Verdi Long Vall	48,000.00	48,000.00	0.00
4.8 · Fire Protection Loylton	56,688.40	61,200.00	-4,511.60
4.9 · Fire Labor			
4.997 · Volunteer Response Stipends	1,740.00	0.00	1,740.00
Total 4.9 · Fire Labor	1,740.00	0.00	1,740.00
4.11 · Uniforms	1,677.16	2,000.00	-322.84
Total 4.0 · Fire Protection	173,481.07	175,695.00	-2,213.93
5.0 · Insurance			
5.1 · Workers Compensation Insur	20,466.96	0.00	20,466.96
5.2 · Liability, Facility, Vehicle	31,013.00	0.00	31,013.00
5.3 · Firefighter Insurance	2,338.00	0.00	2,338.00
5.0 · Insurance - Other	0.00	52,570.00	-52,570.00
Total 5.0 · Insurance	53,817.96	52,570.00	1,247.96
6.0 · Vehicle Repair & Maintenance			
6.1 · Fuel	2,438.02	0.00	2,438.02
6.2 · Labor - Vehicles	7,955.00	0.00	7,955.00
6.3 · Parts	5,852.93	0.00	5,852.93
6.4 · Pump Testing	1,812.00	0.00	1,812.00
6.5 · License & Registration	839.76	0.00	839.76
6.6 · Outside Repair Services	464.95	0.00	464.95
6.7 · Tools Auto	462.74	0.00	462.74
6.9 · Repair & Maint. Misc.	4.76	0.00	4.76
6.0 · Vehicle Repair & Maintenance - Other	0.00	25,000.00	-25,000.00
Total 6.0 · Vehicle Repair & Maintenance	19,830.16	25,000.00	-5,169.84
7.0 · Utilities			
7.1 · Electric	4,495.59	0.00	4,495.59
7.2 · Propane	8,296.02	0.00	8,296.02
7.3 · Water	663.20	0.00	663.20
7.4 · Solid Waste & Groundwater	1,158.76	0.00	1,158.76
7.5 · Telephone	1,088.53	0.00	1,088.53
7.6 · Internet	1,200.00	0.00	1,200.00
7.0 · Utilities - Other	0.00	26,500.00	-26,500.00
Total 7.0 · Utilities	16,902.10	26,500.00	-9,597.90
8.0 · Capital Asset/Mitigation Exp			
8.12 · Filippini Rd Water Storage	40,080.00	0.00	40,080.00
8.0 · Capital Asset/Mitigation Exp - Other	0.00	65,000.00	-65,000.00
Total 8.0 · Capital Asset/Mitigation Exp	40,080.00	65,000.00	-24,920.00

**Sierra County Fire Protection District #1
Profit & Loss Budget vs. Actual**

Accrual Basis

July 1, 2023 through May 21, 2024

	Jul 1, '23 - May 21, 24	Budget	\$ Over Budget
10.0 · Transfer to Reserves			
10.1 · Transfer to Capital Reserve	0.00	160,000.00	-160,000.00
10.3 · Transfer to Prepayment Reserve	0.00	20,000.00	-20,000.00
Total 10.0 · Transfer to Reserves	0.00	180,000.00	-180,000.00
Total Expense	453,220.38	688,195.00	-234,974.62
Net Income	-114,008.83	0.00	-114,008.83

Sierra County Fire Protection District #1

Balance Sheet

As of April 30, 2024

05/18/24

Accrual Basis

	Apr 30, 24
ASSETS	
Current Assets	
Checking/Savings	
135 · Live Oak 6 Month CD 3925	116,583.83
130 · Live Oak Savings	246,385.18
105 · Sierra County Investment Pool	201.76
110 · Wells Fargo Operating 7568	5,019.79
120 · Plumas Bank Operating	21,645.30
125 · Plumas Bank Savings	100,195.56
Total Checking/Savings	490,031.42
Other Current Assets	
145 · Prepaid Expense	26,357.26
Total Other Current Assets	26,357.26
Total Current Assets	516,388.68
Fixed Assets	
150 · Buildings and Land	311,412.14
152 · Equipment	145,734.64
154 · Vehicles	541,055.89
160 · Accumulated Depreciation	-535,484.00
Total Fixed Assets	462,718.67
TOTAL ASSETS	979,107.35
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · *Accounts Payable	36,241.74
Total Accounts Payable	36,241.74
Credit Cards	
6729 · US Bank CalCard	377.18
Total Credit Cards	377.18
Total Current Liabilities	36,618.92
Total Liabilities	36,618.92
Equity	
302 · Net Investment in Fixed Assets	458,021.58
306 · Capital Asset Reserve	180,000.00
307 · Mitigation Fee Reserve	30,000.00
309 · Out of District Response Reserv	20,000.00
310 · Retained Earnings	458,061.38
Net Income	-203,594.53
Total Equity	942,488.43
TOTAL LIABILITIES & EQUITY	979,107.35

05/18/24

Accrual Basis

Sierra County Fire Protection District #1

Transaction Detail By Account

July 1, 2023 through May 21, 2024

Type	Date	Num	Name	Memo	Amount
M · Mitigation Fees					
Deposit	10/06/2023	1161	Sierra Co Dept of Planning...	Sierra Brooks- Vannucci, 973 Sierra Brooks Dr MF Home	3,567.20
Deposit	12/15/2023	2074	Sierra Co Dept of Planning...	Calpine- Edwards, Calpine Ave Covered Deck	391.04
Deposit	12/15/2023	1671	Sierra Co Dept of Planning...	Calpine- Forsythe, Westside Rd A-23, Addition to Barn	3,244.80
Deposit	01/08/2024	122	Sierra Co Dept of Planning...	Sierra Brooks- R Home, Round Up Residence/Attached Garage	3,858.20
Deposit	01/15/2024	99103	Sierra Co Dept of Planning...	Sierraville- Neuffer, Lemon Canyon Rd, Generator Shed	468.00
Deposit	03/05/2024	717	Sierra Co Dept of Planning...	Sierraville- Ciganik, Fiberboard Rd As-Built Barn	499.20
Bill	04/23/2024	04.23.24	Tina Vannucci	APN 016-210-018	-51.45
Bill	04/23/2024	04.23.24	Forsythe Ranch, LLC	APN 012-090-105	-46.80
Bill	04/23/2024	04.23.24	Mark Neuffer	APN 019-070-004	-6.75
Bill	04/23/2024	04.23.24	Jerome & Andrea Ciganik	APN 019-130-002	-7.20
Deposit	05/18/2024	2567	Sierra Co Dept of Planning...	Calpine- Roen, Westside Rd/ADU Shop	6,625.60
Total M · Mitigation Fees					18,541.84
TOTAL					18,541.84

Sierra County Fire Protection District #1
Unpaid Bills Detail
All Transactions

Type	Date	Num	Due Date	Aging	Open Balance
AT&T					
Bill	04/20/2024	000021592428	05/28/2024		82.54
Total AT&T					82.54
AT&T- Calpine					
Bill	04/20/2024	000021592430	05/28/2024		27.51
Total AT&T- Calpine					27.51
City of Loyalton					
Bill	05/21/2024	05.21.24	05/21/2024		23,152.48
Total City of Loyalton					23,152.48
High Sierra Gas					
Bill	05/08/2024	U032D194	06/07/2024		465.28
Total High Sierra Gas					465.28
Intermountain Disposal Inc.					
Bill	04/30/2024	78525	05/30/2024		55.28
Total Intermountain Disposal Inc.					55.28
ISU Insurance Services					
Bill	04/29/2024	SIERR03	04/29/2024	19	35,143.00
Total ISU Insurance Services					35,143.00
Kelly Champion					
Bill	05/01/2024	05.01.24	05/15/2024	3	2,800.00
Total Kelly Champion					2,800.00
Mick Connolly					
Bill	05/01/2024	05.01.24	05/15/2024	3	1,080.00
Total Mick Connolly					1,080.00
Mike Berardino					
Bill	05/03/2024	05.03.24	05/21/2024		310.05
Total Mike Berardino					310.05
Mike Cory					
Bill	04/23/2024	04.23.24	05/21/2024		297.69
Total Mike Cory					297.69
O'Reilly Automotive					
Credit	04/18/2024	4426152423			-46.40
Bill	04/26/2024	4426-154528	05/20/2024		104.92
Bill	04/02/2024	4426147968	05/20/2024		194.97
Bill	04/18/2024	4426152428	05/20/2024		104.53
Bill	04/28/2024	SC04527107	05/20/2024		3.28
Total O'Reilly Automotive					361.30
Plumas-Sierra REC					
Bill	04/30/2024	3310	05/21/2024		51.94
Bill	04/30/2024	2867	05/21/2024		125.61
Bill	04/30/2024	3656	05/21/2024		132.48
Bill	04/30/2024	17453	05/21/2024		121.77
Total Plumas-Sierra REC					431.80
Plumas-Sierra Telecommunications					
Bill	04/30/2024	64988	05/21/2024		60.00
Bill	04/30/2024	65061	05/21/2024		60.00
Total Plumas-Sierra Telecommunications					120.00

Sierra County Fire Protection District #1 Unpaid Bills Detail All Transactions

Type	Date	Num	Due Date	Aging	Open Balance
Plumas Sanitation, Inc.					
Bill	05/09/2024	22582	06/08/2024		530.00
Total Plumas Sanitation, Inc.					530.00
Rick Maddalena					
Bill	04/27/2024	04.27.24	05/21/2024		425.45
Total Rick Maddalena					425.45
Rudy Hoyos Repair					
Bill	05/01/2024	05.01.24	05/15/2024	3	650.00
Total Rudy Hoyos Repair					650.00
Serenity Enriquez					
Bill	05/19/2024	05.19.24	05/21/2024		605.52
Total Serenity Enriquez					605.52
Sierra Valley Home Center					
Bill	04/03/2024	223512	04/13/2024	35	16.61
Bill	04/25/2024	223271	05/10/2024	8	32.15
Total Sierra Valley Home Center					48.76
Sierraville Fuel Inc					
Bill	04/30/2024	1550	05/30/2024		105.99
Total Sierraville Fuel Inc					105.99
Sierraville Public Utilities District					
Bill	04/30/2024	031	05/29/2024		66.32
Total Sierraville Public Utilities District					66.32
US Bank					
Bill	05/10/2024	4866914555526...	06/09/2024		581.12
Total US Bank					581.12
TOTAL					67,340.09



Kelly Champion <sierracountyfire1@gmail.com>

Abbreviated Chiefs Report

1 message

mick@mickconnolly.com <mick@mickconnolly.com>

Tue, May 14, 2024 at 3:07 PM

To: Kelly Champion <sierracountyfire1@gmail.com>, Tony Commendatore <tcommendo@gmail.com>

Response summary: I didn't bring my computer with me, so I don't have access to these numbers for this last period. My apologies.

Communication: all the apparatus in Station 84 have the new BK mobiles installed. Thank you Ben Edwards.

Apparatus: NSTR

Facilities: the air compressor in station 82 which enables us to maintain air pressure in the apparatus that have air brakes is back up and running. Thanks to Rick and Mike Cory.

Training: Serenity has completed the Quincy Fire Academy with honors, as the Top Student, Connor is currently doing his Basic 32 locally and Mike B has completed his EMR. As an agency we're continuing to focus on Structure Fire suppression, switching to wildland soon. Captain Hoyos and Deputy Chief Hitchcock have been drilling our members in my absence (and it sounds like things are going well).

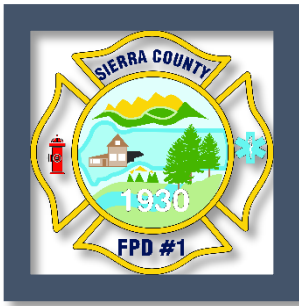
Recruitment: we have two new members Phil Sifers and Connor Brood. Both who will be responding out of Station 82.

Retention: Clint is back after his long winter in Mexico and Kieth from Costa Rica. Lisa has completed medical training and is eager to start responding to medical calls.

Sent from my phone via WiFi from Drake Bay, Osa Peninsula Costa Rica.

Mick Connolly
Chief 8100
Sierra County FPD
(M) 209-481-2711

MickConnolly.com
Transformational ENLP Practitioner
Family and Holographic Constellation Facilitator
NLP Marin Alumni



Sierra County Fire Protection District # 1
PO Box 255
Sierraville, CA 96126
www.sierracountyfireprotectiondistrict1.com

Directors
Tony Commendatore- Chair
Victoria Fisher
Thomas Archer
Tom Rowson
Rick Maddalena
Candy Hunter
Jeff McCollum

RESOLUTION 2024-02

**A RESOLUTION OF THE BOARD OF DIRECTORS ADJUSTING THE
FIRE IMPACT FEE RATE FOR THE 2024-2025 CAPITAL IMPROVEMENT PLAN**

WHEREAS, the Board of Directors desire to adopt a Capital Improvement Plan (the Plan herein) identifying capital improvements, acquisitions, repair and replacement of District Capital Assets, including Fire Stations, Apparatus and Equipment, necessary for the performance of Fire Protection and the performance and rendering of Emergency Medical Services to the communities and persons within District jurisdictional boundaries, and

WHEREAS, the Plan will inform and provide a Nexus for the future establishment, amendment or increase of Fire Mitigation Fees to fund fire protection facilities, apparatus and equipment necessary to mitigate the impact of new development throughout the District,

WHEREAS, the Capital Improvement Plan, was approved and adopted following a duly held Public Hearing on the 19th day of March, 2024 at the Regular Meeting of the Board of Directors of the Sierra County Fire Protection District #1, and

WHEREAS, the construction cost indexing data has recently been updated and fire mitigation fee recalculated since the Plan was adopted on the 19th day of March, 2024, and

THEREFORE, the Board of Directors desires to update the Plan to reflect the revised data.

BE IT HEREBY RESOLVED, the Adjusted Fire Impact Fee Rate for the 2024-2025 Capital Improvement Plan, attached as **Exhibit A**, is hereby Approved and Adopted this 21st Day of May, 2024 at the Regular Meeting of the Board of Directors of the Sierra County Fire Protection District #1, by the following Roll Call vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED:

Victoria Fisher, Vice-Chair (Acting Chair)

ATTEST:

Kelly Champion, District Clerk

**2024/2025 CAPITAL IMPROVEMENT PLAN
SIERRA COUNTY FIRE PROTECTION DISTRICT #1**

Pursuant to Section 66006 of Government Code, the District is required to annually make available to the public specific information related to the prior year's activity for development impact fees within 180 days after the last day of each fiscal year.

Sierra County Fire Protection District #1 collects development impact fees within Fire District boundaries which includes the nincorporated communities of Sierraville, Sattley, Calpine, Sierra Brooks, Loyalton Pines, Long Valley and Verdi and neighboring ranches, farms, and recreation atractions. Development Impact Fees were first approved by the Sierra County Fire District Board of Commissioners and the Sierra County Board of Supervisors in 2011.

The content of this report will outline the spending plan for those fees collected up to and including fiscal year ending 6/30/2024 as well as 5 year projections.

An annual inventory of fee collection and projects funded since the imposition of the District's Impact Fee is available upon request.

FIRE IMPACT FEE SCHEDULE

An updated Fire Impact Fee Nexus Study was completed by Hansford Economic Consulting and approved by the Sierra County Fire Protection District Board of Commissioners and the Sierra County Board of Supervisors in 2020. The complete Study is available online at www.sierracountyfireprotectiondistrict1.org or by calling (530)604-4013.

The purpose of the Fire Impact Fees is to finance public facilities and equipment as described. A detailed list of applicable structure and use projects are outlined in Appendix A of the 2020 Impact Fee Study, and available at www.sierracountyfireprotectiondistrict1.org or by calling (530)604-4013.

PLANNED FACILITIES, APPARATUS, VEHICLE & EQUIPMENT

ADA Building Compliance/Bathroom Remodel-Station 82 Sierraville	\$	50,000
Upstairs Completion/ADA Compliance/Exterior Access-Station 84 Calpine	\$	170,000
New 3 Bay Station & Maintenance Facility-Sattley	\$	1,045,170
Command Vehicle - <i>Purchased 6/2021</i>	\$	4,023
Replacement Water Tenders (2)	\$	650,000
Rescue 4WD Vehicle UTV Truck Style/Stokes EMS Equipment	\$	45,000
Type II Engine - <i>Purchased 9/2021</i>	\$	5,000
Well/Water Storage Tank, Filippini Rd - <i>Completed 1/2024</i>	\$	40,080
Dog Valley Fire Lane - <i>Completed 8/2020</i>	\$	5,000
Deerwater Field Heli Dip Tank	\$	19,520
CIP & Impact Fee Analysis Update - Ongoing	\$	33,207
	\$	2,067,000

Current Fee	Proposed Fee
\$2.05	\$2.06

**Fees are adjusted annually according to the Engineering News Record San Francisco Construction Cost Index March to March for a July 1 implementation not to exceed 3%.*

March 2023-March 2024 CCI - 0.63%

SIERRA COUNTY FIRE PROTECTION DISTRICT #1 - IMPACT FEE EXPENDITURE SUMMARY & 5-YEAR PROJECTION

Following is an account of the 2023/2024 impact fee collection and expenditure detail through June 30th, 2024 with projected 2025-2029 collection and expenditures.

	ACTUAL 2023/2024	PROJECTED 2024/2025	PROJECTED 2025/2026	PROJECTED 2026/2027	PROJECTED 2027/2028	PROJECTED 2028/2029
Beginning Fund Balance	\$ 66,377	\$ 44,839	\$ 35,319	\$ 34,652	\$ 44,652	\$ 54,652
Annual Fees Collected	\$ 18,654	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Interest Earned						
Adjustment for Refunds	\$ (112)					
Total Revenue	\$ 84,919	\$ 54,839	\$ 45,319	\$ 44,652	\$ 54,652	\$ 64,652
Annual Expenditures	Cost	Total % Funded- Impact Fees				
Station 82 - ADA Bldg Compliance/Bathroom Remodel	\$ 50,000					
Station 84 - Upstairs Completion/ADA Compliance/Exterior Access	\$ 170,000					
Station 83-New 3 Bay Maint. Fac./Fire Stn.	\$ 1,045,170					
Command Vehicle - <i>Purchased 5/11/21</i>	\$ 4,023	34%				
Replacement Water Tenders (2)	\$ 650,000					
Rescue UTV/Stokes EMS Equip.	\$ 45,000					
Type II Engine - <i>Purchased 9/29/21</i>	\$ 5,000	100%				
Well/Water Storage Tank Filippini Rd. <i>Completed 1/2024</i>	\$ 40,080	100%	\$ 40,080			
Dog Valley Fire Lane <i>Completed 8/20/20</i>	\$ 5,000	100%				
Deerwater Field Heli-dip tank	\$ 19,520	100%	\$ 19,520			
CIP & Impact Fee Analysis Update	\$ 33,207	100%		\$ 10,667		
Office Expense/Bank Fees	\$ -					
Total Expenditures by Year	\$ 2,067,000		\$ 40,080	\$ 19,520	\$ 10,667	\$ -
IMPACT FEE BALANCE	\$ 44,839		\$ 35,319	\$ 34,652	\$ 44,652	\$ 54,652



Sierra County Fire Protection District # 1
PO Box 255
Sierraville, CA 96126
www.sierracountyfireprotectiondistrict1.com

Directors
Tony Commendatore- Chair
Victoria Fisher- Vice Chair
Thomas Archer
Tom Rowson
Rick Maddalena
Candy Hunter
Jeff McCollum

May 22, 2024

Sierra County Board of Supervisors
P.O. Drawer D
Downieville, CA 95936

RE: A) FY 24/25 Capital Investment Plan
B) FY 23/24 Annual Report on Fire Mitigation Fee Collection and Expenditures
C) Request for Adoption of Fee Escalation to Account for Inflation

Dear Supervisors:

Revised Capital Investment Plan: Following a public hearing held on March 19, 2024, the Sierra County Fire Protection District #1 (the District) adopted the Amended Capitol Investment Plan by Resolution 2024-02. The adopted plan and resolution are attached as Exhibits A and B.

Annual Report: Consistent with Sierra County Resolution 2021-018, the District hereby submits the following report of Fire Mitigation Fees collection and expenditures:

Balance Brought Forward July 1 2023:	\$66,377
Amount Held Longer Than 5 Years:	<i>none</i>
FY 23/24 Collections Received from Builders:	\$18,654
Refunds to Builders:	\$112
Expenditures Made with Mitigation Fees in FY 22/23:	\$40,080
Net Receipts Pooled for Future Investments:	\$44,839

The FY 23/24 investment involved improvements at Sierra County's Fillippini Well site including underground water storage, graveled access, and a hele-dip facility.

Request for Fee Increase:

As the District prepared for their annual mitigation report, a problem with the indexing for the 23/24 year surfaced. The District reported a 3.1% increase which was capped by the Board of Supervisors at 3.0%. The actual indexed increase was 1.56%.

The 3% increase in 2023 changed the 2022 rate of \$2.02 rate to \$2.08/ sq. ft. The correct adjustment should have increased the \$2.02 rate by .0156% with an appropriate rate of \$2.05/ sq, ft.

At the April 23, 2024 District Board meeting a decision was made to process refunds to the 4 parties who paid the \$2.08 rate. The refunds total \$112.20. The motion to do so sets direction to refund any additional parties who paid at the \$2.08 rate whose payment has not yet been received.

Consistent with the Sierra County Resolutions 2021-018 and 2022-031, the District requests the fire mitigation fee be increased by **.0156% from \$2.05 per building square foot to \$2.06 per square foot** to adjust for inflation in accordance with the Fire Development Impact Fee Nexus Study prepared by Hansford Economic Consulting, dated July 15, 2020 and Sierra County Resolution 2021-018. The Engineering News Record, San Francisco Construction Cost Index March 2022 to March 2023 percentage change is .015%. Sierra County Resolution No. 2021-018 caps the fee increase at 3% which is not relevant this year.

The District asks that the Public Hearing on the fee increase be held in the Eastern part of the County to maximize the opportunity for public and District participation.

Respectfully,

Victoria Fisher, Acting Chair
Sierra Co. FPD #1