



Foresthill Fire Protection District

P.O. Box 1099 Foresthill, CA 95631
Office: (530) 367-2465 Fax: (530) 367-3498
www.foresthillfire.org

DISTRICT BOARD
RICHARD HERCULES
PRESIDENT
JOHN MICHELINI
VICE PRESIDENT
CHRIS REAMS
DIRECTOR
KEITH DRONE
DIRECTOR
DERRICK PERRY
DIRECTOR

DENNIS MARTIN
FIRE CHIEF

NOTICE OF REGULAR BOARD OF DIRECTORS MEETING AND AGENDA

March 13, 2025 – 6:00pm

Foresthill Fire Protection District Office
24320 Main Street, Foresthill, CA 95631

Written material introduced into the record: Citizens wishing to introduce written material on any item into the record at the public meeting are requested to provide a copy of the written material to the Secretary of the Board prior to the meeting date so that the material may be distributed to the Board of Directors prior to the meeting.

1. **CALL MEETING TO ORDER:**
2. **FLAG SALUTE:**
3. **ROLL CALL:**

Richard Hercules John Michelini Chris Reams Keith Drone Derrick Perry

MEETING PROCEDURES: All items on the agenda will be open for public comment before final action is taken. Speakers are requested to restrict comments to the item as it appears on the agenda and stay within a five-minute time limit. The President has the discretion of limiting the total discussion time for an item. As a courtesy to others, please wait to be recognized by the President before comment. Turn off cell phones and any other distracting devices.

4. **AGENDA APPROVAL:** Board Action may be taken on any item on this agenda.
5. **PUBLIC COMMENT:** This is the time for any member of the public to address the Board of Directors on any matter NOT on the agenda that is within the subject matter jurisdiction of the district. Directors and staff are limited by law to brief responses and clarifying questions. There will be no votes on non-agenda items. Concerns may be referred to staff or placed on the next available agenda. Each person commenting must state their name for the record. Comments shall be limited to three minutes per person, or such other time limit as may be imposed by the President.
6. **CONSENT ITEMS:**
 - a) Approval of minutes
 - I. February 13, 2025 Regular Board of Directors meeting
 - b) Financial Documents
 - I. FM 8
7. **FIRE CHIEF OPERATIONS REPORT:**
8. **GOALS DISCUSSION:**
9. **ACTION ITEMS:**
 - a) Board to approve budget adjustment for the roof repair at the Administration building.

- b) Board to select one person on the Special District Lafco ballot.
- c) Approve Resolution 2025-01 Authorizing Fire Chief to sign the Application for the Federal Excess Personal Property Program
- d) Approve moving forward on new alarm system at the Administration building. This item is only if the board chooses to make a decision during this meeting.

10. DISCUSSION/INFORMATIONAL ITEMS:

- a) Update on Calpers

11. REPORTS:

- a) Finance Committee (Michelini/Perry)
- b) Strategic and Long Range Plan Committee (Hercules/Michelini)
- c) Assets and Facilities Committee (Drone/Reams)
- d) Director's Reports

12. NON-AFFILIATED ORGANIZATION REPORTS:

- a) Foresthill Volunteer Firefighters Association
- b) Foresthill & Iowa Hill Fire Safe Council Report

13. CORRESPONDENCE:

14. OLD BUSINESS:

15. CLOSED SESSION:

16. ADJOURNMENT

****Next Regular Meeting: THURSDAY, APRIL 10, 2025****

Foresthill Fire Protection District is committed to accommodate individuals with disabilities to participate in the public meeting process. If you have a special need to attend or participate in our public meetings, please contact our office at (530) 367-2465, in advance of the meeting so that we may make every reasonable effort to accommodate you



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Foresthill Fire Protection District
Minutes of the Board of Directors Meeting
Thursday, February 13, 2025
District Administration Office
24320 Main St., Foresthill, CA 95631

1. CALL MEETING TO ORDER:

- a. Meeting called to order at 5:34pm

2. FLAG SALUTE- Led by Director Reams

3. ROLL CALL OF DIRECTORS:

- a. Vice President Michelini, Directors Reams, Perry and Drone were present.
- b. President Hercules was absent
- c. Chief Martin was present

4. AGENDA APPROVAL:

- a. Director Drone moved to approve the agenda, with the mid-year budget adjustment report moved prior to the Action Items, second by Director Perry, passes, 4/0.

5. CLOSED SESSION:

- a. Out to closed session at 5:36pm
- b. Return from closed session 5:40pm
- c. Report out-
 - i. Moving the scheduled increase from July to February 22, 2025. Regarding line staff, 5% salary increase for Captains and Engineers, 7% for Firefighters to take effect Feb 22, 2025. Early increase not be in addition to negotiated rates scheduled for July 01, 2025. Vice President Michelini will write a side letter to amend the MOU explaining this increase implementation date of February 22, 2025. We will still have the economic reopener in July 2025.
 - ii. Regarding unrepresented employee, Administrative Assistant salary to be increased 12%, effective February 22, 2025. Based on a salary survey of other agencies.

6. PUBLIC COMMENT:

- a. Community member Bertoncin mentioned the passing of Vivian Hercules and her support for President Hercules. Mentioned that the Foresthill Forum has been getting bigger turnouts and encouraging someone to show from the fire district to attend. Chief Martin has conversed with Chase Dowling about this and suggests people come to our meetings. Goals session scheduled to March meeting.

7. CONSENT ITEMS:

- a. Director Perry made a motion to pass consent items; minutes of January 9, 2025 Regular Board of Directors meeting, January 27, 2025 Finance Committee meeting, February 04,

2025 Assets and Facilities Committee meeting and Financials for FM 7, second by Director Reams, passes 4/0

8. FIRE CHIEF REPORT:

District Information

- We were fully staffed for the month of January.

Staffing

- Currently fully staffed. We will have one Firefighter Paramedic vacancy starting February 28th due to a resignation.
- Firefighter/Paramedic application process is continually open.

Incident Responses

- Total calls for service for the month of January – 69
- Last year at this time – 53
- 39 of the 69 calls were EMS
- Ambulance Transports for January of 2025 – 29

Training

- 302 hours for the month of January.

Community Risk Reduction

- January inspections - 3 (1 Sprinkler Rough, 1 Plan Check and 1 Defensible Space inspection).

Community Interactions

- Captain Palmer taught CPR at the High School.
- Reviewed and approved the Elementary and Middle School Safety Plan.

Fleet

- Radio issues still exist with the Command Vehicle.
- Type 3 Remount – Working on wiring. Discovered a tank leak and water level gauge for repair. Unknown on completion date.
- Type 6 – Is in the factory in Southern California waiting on corrected decals. Should be transported to us soon.
- Will meet with Volcano Creek to develop a Fleet Preventative Maintenance Program.
- Received quotes of insulation and whole house fan for Station 88. Fan installed next week and insulation by middle of March.
- Received quotes for the roof at administration. Explained the 3 quotes. Will need a budget adjustment from the board to make it happen.

9. DISCUSSION ITEM:

- a. Mid-year budget summary report brought forward from Discussion items. Vice President Micheline reviewed information from the finance committee meeting. Ambulance revenue is currently above expected percentage. Legal fees more than expected., Mutual Aid reimbursements up mid-year. Donations up. Salaries are on target. Transmission on ambulance is overspent, but well within total vehicle maintenance account amount. Budget includes General Fund reserves that should cover the roof repair. Budget looking healthy.
- b. Questions for public about insurance increases and would foreclosures effect our district. That answer is No, all rates will be going up. Questions about District jurisdiction of coverage from us around our area. Waiting for information from the County. Middlefork money discussed and we are still exploring getting increases.

10. ACTION ITEMS:

- a. Approving mid-year adjustments to our budget. From the recent Finance Committee meeting.
 - i. Adjust revenue (45000) from \$448,849.94 to \$561,330.87 an increase of \$112,480.93
 - ii. Adjust revenue from \$40,777.46 to mid-year amount of \$64,242.38 and increase of \$23,464.92
 - iii. Adjust approval expenses for Porter Garage to \$8000.00
 - iv. Increase the Fire Training Account (61000-112) from \$6,500.00 to \$22,500.00 an increase of \$ 16,000.00
 - v. Increase the Healthcare Account 51000-50 by \$6,000.00 from \$144,000.00 to \$150,000.00 to cover the amount not included in the budget but included in the agreement with the Fire Chief upon hiring.
 - vi. Motion made by Director Reams to approve all adjustments, second by Director Perry, roll call vote, passes 4/0. (1 absent)
- b. Board to approve participating two-by-two meeting with allied agencies. 2 board members from each agency to create connectivity between the boards. Open is to include allied agencies such as PUD and School boards as well as Fire. Motion made by Director Drone to participate in two-by-two meetings, second by Director Reams, passes 4/0.
- c. Board to nominate a member for the vacant seat with Lafco. Vice President Michelini nominated President Hercules if he's interested, second by Director Reams, passes 4/0.

11. DISCUSSION ITEMS CONTINUED:

- a. Covered in previous Discussion
- b. Information and requirements for AB 2302- Remote Meeting Participation, changes the definition for to attend remotely to 2 times a year by zoom or phone call
- c. Information and requirements for AB 2561 – Public Hearing Required- Vacancy Rates. Special Districts must hold a public hearing to present vacancies of the District once a year, prior to the passage of the annual budget. Opportunity for Labor to voice their opinions in a public hearing setting. Chief to be in charge of this and should be done prior to the Budget passage.
- d. Update for Cal PERS ad hoc committee. Met 2 weeks prior, application is in process, need a letter showing potential interest in prior years' service buy back. Discussion of having a letter drafted from the Board/District. District would want to present it to our attorney to look over. The Board has given the Chief authority to make process decisions.

12. REPORTS

- a. Finance Committee- Reports given in discussion
- b. Strategic and Long-Range Planning-did not meet
- c. Assets and Facilities- Staff report to be presented by Chief Martin at next month meeting regarding the roof work at administration. Director Reams- Porter Garage needs an engineer to come out that was referred to one from Jim Elwell, but waiting to hear back for an appointment. Can go in and out of the building but not over long time. Fence work behind station 90, work to be done by Eagle Fence since it's in the budget.

- d. Directors Report- Hydrant maintenance will be discussed in the two-by-two meetings. Asphalt behind station 90 will need to be repaired and done all the way around the back of the station.

13. NON-AFFILIATED ORGANIZATION REPORTS:

- a. Foresthill Volunteer Firefighters Association- none
- b. Foresthill & Iowa Hill Fire Safe Council Report- none

14. CORRESPONDENCE:

- a. None

15. OLD BUSINESS:

- a. Question again about the LAFCO report. Asked if we see the Board disappearing in the future, especially since merging was a big part of the report. Proposals in the report do not mean anything will happen in this district. Board wanted to reassure people that we are not ready to take anything less than what we have now.

16. CLOSED SESSION

- a. None

17. ADJOURNMENT

- a. Meeting adjourned at 7:05pm

Respectfully Submitted:



Shonne Epperly-Elgin,
Administrative Assistant



Foresthill Fire Protection District
Financial Report
February, 2025
Fiscal Year 2024-2025
Month 8
67% FY Elapsed

Budget vs. Actual 1

Ambulance Revenue is through 1/31

Income through 1/31

Expense through 2/28

Treasury and Bank Account Balances 7

Treasury Accounts Through 2/28

Bank Accounts Through 2/28

Total Expenses, FM 8: \$231,691.27

Foresthill Fire Protection District
Budget vs. Actual
July 2024 through February 2025
FM 8 - 67% FY Elapsed

	<u>Jul '24 - Feb 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
40000 · Property Tax Income				
40010 · TAXES-Current Secured Property	326,931.03	594,329.76	-267,398.73	55.01%
40040 · TAXES-Railroad Unitary Property	201.58	366.51	-164.93	55.0%
40050 · TAXES-Unitary & Op Non-Unitary	8,307.42	15,317.67	-7,010.25	54.23%
40060 · TAXES-Current Unsecured Propert	34.87	12,985.46	-12,950.59	0.27%
40070 · TAXES-Delinquent Secured	0.00	0.00	0.00	0.0%
40090 · TAXES-Delinquent Unsecured	0.72	0.00	0.72	100.0%
40100 · TAXES-Current Supplemental	380.27	13,743.50	-13,363.23	2.77%
40110 · TAXES-Delinquent Supplemental	0.01	0.00	0.01	100.0%
40180 · Other Taxes	0.87	18.79	-17.92	4.63%
Total 40000 · Property Tax Income	<u>335,856.77</u>	<u>636,761.69</u>	<u>-300,904.92</u>	<u>52.75%</u>
42010 · Interest Income - General/Op	26,014.75	20,000.00	6,014.75	130.07%
44350 · Homeowners Tax Relief	0.00	3,003.08	-3,003.08	0.0%
45000 · Ambulance Revenue				
45100 · Service Fees	1,223,122.23	1,374,272.72	-151,150.49	89.0%
45200 · Write Downs	-784,078.36	-925,422.78	141,344.42	84.73%
45400 · Collection Recovery Revenue	182.50			
Total 45000 · Ambulance Revenue	<u>439,226.37</u>	<u>448,849.94</u>	<u>-9,623.57</u>	<u>97.86%</u>
46030 · Direct Charges				
46031 · Measure M (2004)	238,196.84	433,085.16	-194,888.32	55.0%
46032 · Measure B (2019)	460,435.36	837,155.20	-376,719.84	55.0%
Total 46030 · Direct Charges	<u>698,632.20</u>	<u>1,270,240.36</u>	<u>-571,608.16</u>	<u>55.0%</u>
47000 · Other Revenue				
47001 · JOA Reimbursement	0.00	15,000.00	-15,000.00	0.0%
47010 · Donations	14,025.00	5,000.00	9,025.00	280.5%
47100 · PCWA Middle Fork Contract	22,178.00	23,000.00	-822.00	96.43%
47200 · Special Events	200.00	0.00	200.00	100.0%
47250 · Prevention Inspection Fees	11,617.70	13,000.00	-1,382.30	89.37%
47260 · Permit and Standby fee	0.00	200.00	-200.00	0.0%
47300 · Report & Copy Fees	0.00	50.00	-50.00	0.0%
47600 · Strike Team Revenue				
-01 · ST Revenue - Personnel	37,321.54	0.00	37,321.54	100.0%
-02 · ST Revenue-Apparatus	18,497.39	0.00	18,497.39	100.0%
-03 · ST Revenue-Admin Fee	12,314.41	0.00	12,314.41	100.0%
47600 · Strike Team Revenue - Other	103.66	40,777.46	-40,673.80	0.25%
Total 47600 · Strike Team Revenue	<u>68,237.00</u>	<u>40,777.46</u>	<u>27,459.54</u>	<u>167.34%</u>
47700 · Rev Not Listed Elsewhere	976.34	0.00	976.34	100.0%
47960 · Transfer In from Gen Reserve	0.00	63,957.66	-63,957.66	0.0%
Total 47000 · Other Revenue	<u>117,234.04</u>	<u>160,985.12</u>	<u>-43,751.08</u>	<u>72.82%</u>
Total Income	<u>1,616,964.13</u>	<u>2,595,701.69</u>	<u>-978,737.56</u>	<u>62.29%</u>
Expense				
51000 · Salary & Benefits				

Foresthill Fire Protection District
Budget vs. Actual
July 2024 through February 2025
FM 8 - 67% FY Elapsed

	<u>Jul '24 - Feb 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
10 · Fire Chief				
49 · Life Insurance Benefits	1,037.91	1,520.00	-482.09	68.28%
58 · Medical Reimbursement	2,538.47			
10 · Fire Chief - Other	70,615.80	102,000.00	-31,384.20	69.23%
Total 10 · Fire Chief	<u>74,192.18</u>	<u>103,520.00</u>	<u>-29,327.82</u>	<u>71.67%</u>
12 · Deputy Fire Chief	0.00	0.00	0.00	0.0%
13 · Assistant Fire Chief	0.00	25,000.00	-25,000.00	0.0%
14 · Business Manager	37,036.94	63,523.20	-26,486.26	58.31%
16 · Admin Assistant	18,944.54	23,899.22	-4,954.68	79.27%
18 · Captains (3)	137,200.02	265,806.37	-128,606.35	51.62%
20 · Engineers (3)	132,753.62	245,117.64	-112,364.02	54.16%
24 · Firefighters	190,518.25	378,469.20	-187,950.95	50.34%
28 · Part-Time Staffing	73,882.55	68,111.68	5,770.87	108.47%
30 · Stipend - Resident Firefighter	2,790.63	6,400.00	-3,609.37	43.6%
32 · JOA Staffing Received	40,812.19	0.00	40,812.19	100.0%
40 · Unemployment Insurance	2,250.13	1,800.00	450.13	125.01%
42 · FICA/Medicare (6.2%) (1.45%)	74,990.08	105,351.00	-30,360.92	71.18%
50 · Healthcare - ER Contribution	46,104.52	144,000.00	-97,895.48	32.02%
52 · Retirement - ER Contribution	62,644.82	107,344.95	-44,700.13	58.36%
53 · Retire. in Lieu of Healthcare	38,749.96	0.00	38,749.96	100.0%
57 · Uniform Allowance	6,170.59			
60 · Overtime - Station Staffing	156,000.54	40,000.00	116,000.54	390.0%
62 · Overtime - Discretionary	2,256.10	2,000.00	256.10	112.81%
64 · Overtime - Vacation Cover	29,772.72	65,676.06	-35,903.34	45.33%
66 · Overtime - Sick Leave Cover	6,066.93	49,804.35	-43,737.42	12.18%
70 · Overtime - JOA Staffing Given	1,420.13	15,000.00	-13,579.87	9.47%
72 · Overtime - High Risk Event	0.00	3,000.00	-3,000.00	0.0%
74 · Overtime - Training	2,580.29	3,000.00	-419.71	86.01%
76 · Overtime - Strike Team - Reimb.	43,057.03	0.00	43,057.03	100.0%
80 · Out of Class Pay	1,546.42	2,000.00	-453.58	77.32%
Total 51000 · Salary & Benefits	<u>1,181,741.18</u>	<u>1,718,823.67</u>	<u>-537,082.49</u>	<u>68.75%</u>
61000 · Emergency Operations				
102 · Small Tools & Fire Equipment	216.23	250.00	-33.77	86.49%
103 · Miscellaneous Fire Equipment	495.05	18,106.00	-17,610.95	2.73%
104 · EMS Equipment	360.50	5,000.00	-4,639.50	7.21%
106 · Medical Supplies & Meds	24,176.49	34,750.00	-10,573.51	69.57%
110 · Employee Medical Cert Fees	1,057.00	2,300.00	-1,243.00	45.96%
112 · Fire Training Equipment	0.00	6,500.00	-6,500.00	0.0%
114 · Training - Fire & EMS	4,204.15	12,000.00	-7,795.85	35.04%
116 · Mutual Aid Reimb. Expenses	340.89	0.00	340.89	100.0%
Total 61000 · Emergency Operations	<u>30,850.31</u>	<u>78,906.00</u>	<u>-48,055.69</u>	<u>39.1%</u>
62000 · Firefighter Health & Safety				
202 · Structural & Wildland PPE	4,465.65	17,500.00	-13,034.35	25.52%

Foresthill Fire Protection District
Budget vs. Actual
July 2024 through February 2025
FM 8 - 67% FY Elapsed

	Jul '24 - Feb 25	Budget	\$ Over Budget	% of Budget
206 · PPE Cleaning	0.00	500.00	-500.00	0.0%
210 · Occu-Med Physicals	1,894.50	3,500.00	-1,605.50	54.13%
212 · Uniforms	7,679.59	11,500.00	-3,820.41	66.78%
214 · Employee Assistance Program	0.00	750.00	-750.00	0.0%
220 · PPE Repair	0.00	2,500.00	-2,500.00	0.0%
Total 62000 · Firefighter Health & Safety	14,039.74	36,250.00	-22,210.26	38.73%
63000 · Station & Grounds				
302 · Cleaning Supplies	1,733.06	4,000.00	-2,266.94	43.33%
308 · Building Maintenance				
310 · District Office				
.01 · Admin Annual Backflow Test	0.00	60.00	-60.00	0.0%
310 · District Office - Other	321.52	7,533.34	-7,211.82	4.27%
Total 310 · District Office	321.52	7,593.34	-7,271.82	4.23%
312 · Fire Station #88				
.02 · FS 88 Annual Backflow Test	0.00	60.00	-60.00	0.0%
312 · Fire Station #88 - Other	6,334.29	4,620.83	1,713.46	137.08%
Total 312 · Fire Station #88	6,334.29	4,680.83	1,653.46	135.32%
314 · Fire Station #89	0.00	0.00	0.00	0.0%
316 · Fire Station #90				
.04 · FS 90 Annual Backflow Test	0.00	60.00	-60.00	0.0%
316 · Fire Station #90 - Other	2,058.84	2,120.83	-61.99	97.08%
Total 316 · Fire Station #90	2,058.84	2,180.83	-121.99	94.41%
318 · Porter Garage	3,200.00	0.00	3,200.00	100.0%
308 · Building Maintenance - Other	0.00	7,500.00	-7,500.00	0.0%
Total 308 · Building Maintenance	11,914.65	21,955.00	-10,040.35	54.27%
330 · Pest Control				
331 · Admin	384.00	552.00	-168.00	69.57%
332 · FS #88	388.00	552.00	-164.00	70.29%
333 · FS #90	388.00	552.00	-164.00	70.29%
334 · FS #89	485.00	552.00	-67.00	87.86%
Total 330 · Pest Control	1,645.00	2,208.00	-563.00	74.5%
335 · Utilities				
340 · PG&E				
341 · Porter Garage	1,627.96	1,300.00	327.96	125.23%
342 · Street Light	82.47	150.00	-67.53	54.98%
343 · Admin Office	2,711.64	2,950.00	-238.36	91.92%
344 · FS #88	5,862.88	5,800.00	62.88	101.08%
345 · FS #89	302.28	1,452.00	-1,149.72	20.82%
346 · FS #90	4,525.99	4,850.00	-324.01	93.32%
Total 340 · PG&E	15,113.22	16,502.00	-1,388.78	91.58%
350 · Propane				
351 · FS #88	2,497.25	5,600.00	-3,102.75	44.59%
353 · FS #90	1,619.63	4,000.00	-2,380.37	40.49%

Foresthill Fire Protection District
Budget vs. Actual
July 2024 through February 2025
FM 8 - 67% FY Elapsed

	Jul '24 - Feb 25	Budget	\$ Over Budget	% of Budget
354 · Admin Ofc - Propane	1,095.13	2,500.00	-1,404.87	43.81%
Total 350 · Propane	5,212.01	12,100.00	-6,887.99	43.07%
360 · Telephones & Cell Phones				
361 · Admin Office	2,348.08	3,450.00	-1,101.92	68.06%
362 · FS #88	1,045.89	1,600.00	-554.11	65.37%
363 · FS #90	1,032.44	1,600.00	-567.56	64.53%
364 · Cell Phones/Data Plans	3,325.97	1,644.00	1,681.97	202.31%
365 · Alert Radio System Phone	1,005.41	1,500.00	-494.59	67.03%
Total 360 · Telephones & Cell Phones	8,757.79	9,794.00	-1,036.21	89.42%
370 · Water				
371 · Admin Office	570.78	1,050.00	-479.22	54.36%
373 · Gold St. Stand Pipe	968.11	1,650.00	-681.89	58.67%
374 · FS #88	680.43	1,100.00	-419.57	61.86%
375 · FS #90	594.18	1,000.00	-405.82	59.42%
376 · Porter Garage	148.79	360.00	-211.21	41.33%
Total 370 · Water	2,962.29	5,160.00	-2,197.71	57.41%
Total 335 · Utilities	32,045.31	43,556.00	-11,510.69	73.57%
Total 63000 · Station & Grounds	47,338.02	71,719.00	-24,380.98	66.01%
64000 · Fire Prevention				
404 · Community Education	0.00	250.00	-250.00	0.0%
408 · NFPA Publications	0.00	200.00	-200.00	0.0%
410 · Code Books	0.00	400.00	-400.00	0.0%
Total 64000 · Fire Prevention	0.00	850.00	-850.00	0.0%
65000 · Emergency Preparedness				
506 · Alert Radio System	1,662.38	250.00	1,412.38	664.95%
Total 65000 · Emergency Preparedness	1,662.38	250.00	1,412.38	664.95%
69800 · Uncategorized Items	14,475.97	Equipment for new Type 3 and Type 6		
70000 · Administration				
604 · Workers' Comp	93,424.64	100,198.00	-6,773.36	93.24%
606 · Insurance (except W. Comp)				
606-1 · Liability	45,854.64	92,619.96	-46,765.32	49.51%
606-2 · Property Insurance	10,276.56			
606-3 · Deadly Weapon Insurance	52.72			
606-4 · Pollution Insurance	308.24			
606-5 · Cyber Insurance	1,173.12			
606-6 · Crime Insurance	1,200.00			
606 · Insurance (except W. Comp) - Other	2,883.18	0.00	2,883.18	100.0%
Total 606 · Insurance (except W. Comp)	61,748.46	92,619.96	-30,871.50	66.67%
608 · WPCFCA	0.00	360.00	-360.00	0.0%
610 · Assmt. Coll Charges - Measure B	0.00	8,071.03	-8,071.03	0.0%
612 · Assmt. Coll Charges - Measure M	0.00	4,155.86	-4,155.86	0.0%
614 · Measure B Refunds	413.07			
616 · Election Charges	8,093.34	6,700.00	1,393.34	120.8%

Foresthill Fire Protection District
Budget vs. Actual
July 2024 through February 2025
FM 8 - 67% FY Elapsed

	Jul '24 - Feb 25	Budget	\$ Over Budget	% of Budget
618 · Property Tax Collection Fees	0.00	10,631.18	-10,631.18	0.0%
619 · County Admin Contract	0.00	1,250.00	-1,250.00	0.0%
620 · Postal & Shipping Charges	223.35	500.00	-276.65	44.67%
622 · Specialized Printing	39.43	1,500.00	-1,460.57	2.63%
624 · Copier Lease	1,535.84	2,305.00	-769.16	66.63%
626 · Office Equipment & Toner	1,664.96	1,000.00	664.96	166.5%
628 · Meeting Expenses	114.57	450.00	-335.43	25.46%
630 · Office Supplies & Services	1,271.28	2,250.00	-978.72	56.5%
632 · Legal Fees	24,267.02	6,000.00	18,267.02	404.45%
634 · CPA Annual Audit	10,350.00	10,875.00	-525.00	95.17%
636 · Incident Report License SFTWR	0.00	6,000.00	-6,000.00	0.0%
638 · Accounting Expenses	1,750.00	1,500.00	250.00	116.67%
640 · Payroll Processing Fees	2,049.37	1,700.00	349.37	120.55%
642 · Information Technology	11,612.09	10,300.00	1,312.09	112.74%
646 · SCHED/Payroll Software	2,272.92	2,000.00	272.92	113.65%
648 · Promotional Testing Expense	483.31	1,000.00	-516.69	48.33%
652 · Ambulance Refunds	9.74	0.00	9.74	100.0%
656 · Banking Fees	219.69	360.00	-140.31	61.03%
658 · SSV Service Fees	691.60	1,150.00	-458.40	60.14%
662 · Ambulance Billing Fees	21,463.34	21,649.08	-185.74	99.14%
666 · GEMT - Admin Fees (Sac Metro)	772.92			
670 · LAFCO	0.00	2,905.00	-2,905.00	0.0%
672 · Background Investigations	5,800.00	5,000.00	800.00	116.0%
674 · Intl. Fire Chiefs Assoc. Dues	260.00	300.00	-40.00	86.67%
676 · Advertising	0.00	300.00	-300.00	0.0%
678 · Employee Recognition	0.00	100.00	-100.00	0.0%
682 · Recruitment - Hiring	1.18	1,000.00	-998.82	0.12%
684 · Community CPR Program	0.00	500.00	-500.00	0.0%
Total 70000 · Administration	250,532.12	304,630.11	-54,097.99	82.24%
72000 · Support Services				
702 · Fire Engine Repairs				
703 · Engine 88 (OES)	483.21	0.00	483.21	100.0%
704 · Brush 90-50905	274.39	0.00	274.39	100.0%
705 · Brush 88-050906	0.00	0.00	0.00	0.0%
706 · Engine 90-82495	4,696.09	0.00	4,696.09	100.0%
707 · Water Tender 89-51200	9.63	0.00	9.63	100.0%
708 · BATT 88-77885	0.00	0.00	0.00	0.0%
709 · Rescue 90-44496	0.00	0.00	0.00	0.0%
710 · Utility 88-77939	0.00	0.00	0.00	0.0%
712 · OES 4614	1,165.00	0.00	1,165.00	100.0%
714 · Command 8800	744.65	0.00	744.65	100.0%
702 · Fire Engine Repairs - Other	0.00	30,000.00	-30,000.00	0.0%
Total 702 · Fire Engine Repairs	7,372.97	30,000.00	-22,627.03	24.58%

Foresthill Fire Protection District
Budget vs. Actual
July 2024 through February 2025
FM 8 - 67% FY Elapsed

	<u>Jul '24 - Feb 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
730 · Fire Engine Tires	2,002.16	5,500.00	-3,497.84	36.4%
740 · Ambulance Repairs				
741 · Medic 90-96074	988.09	0.00	988.09	100.0%
742 · Medic 88-03116	13,341.62	0.00	13,341.62	100.0%
743 · Medic 89-01747	27.87	0.00	27.87	100.0%
740 · Ambulance Repairs - Other	0.00	5,750.00	-5,750.00	0.0%
Total 740 · Ambulance Repairs	14,357.58	5,750.00	8,607.58	249.7%
750 · Ambulance Tires	1,972.09	3,500.00	-1,527.91	56.35%
751 · Preventative Maint.-Ambulance	0.00	4,500.00	-4,500.00	0.0%
762 · Radio Equipment	1,383.73	10,965.67	-9,581.94	12.62%
764 · Fire Extinguisher Service	125.00	600.00	-475.00	20.83%
766 · Ladder Testing	0.00	1,000.00	-1,000.00	0.0%
768 · Call Notice System	469.56	400.00	69.56	117.39%
770 · Bauer Compressor Maint	1,521.21	1,500.00	21.21	101.41%
772 · SCBA Repair	199.48	1,000.00	-800.52	19.95%
774 · Jaws Service	0.00	2,000.00	-2,000.00	0.0%
776 · Cardiac Monitor	0.00	4,911.30	-4,911.30	0.0%
780 · Fuel	21,306.50	36,000.00	-14,693.50	59.19%
784 · Annual Pump Test	0.00	2,000.00	-2,000.00	0.0%
792 · Power Load System Maint	433.61	4,118.25	-3,684.64	10.53%
794 · Power Cot Maintenance	3,836.74	4,118.25	-281.51	93.16%
796 · Hydrant Maint Program	0.00	1,000.00	-1,000.00	0.0%
798 · Generator Service	0.00	1,500.00	-1,500.00	0.0%
800 · SCBA/RIC Flow Testing	2,463.13	1,100.00	1,363.13	223.92%
Total 72000 · Support Services	57,443.76	121,463.47	-64,019.71	47.29%
81000 · Capital Purchases	55,861.50	55,861.50	0.00	100.0%
82000 · Capital Improvements				
82100 · Capital Imp - Transfer Out	0.00	26,654.65	-26,654.65	0.0%
82000 · Capital Improvements - Other	43,058.58	177,217.70	-134,159.12	24.3%
Total 82000 · Capital Improvements	43,058.58	203,872.35	-160,813.77	21.12%
Total Expense	1,697,003.56	2,592,626.10	-895,622.54	65.46%
Net Income	<u>-80,039.43</u>	<u>3,075.59</u>	<u>-83,115.02</u>	<u>-2,602.41%</u>

Foresthill Fire Protection District
Treasury and Bank Account Balances

	<u>Balance</u>	
11000 · Cash in Treasury		
11100 · General Fund	1,175,881.22	AS OF 1/31/2025
11110 · Capital Fund	65,534.87	AS OF 1/31/2025
11300 · Contingency	50,000.00	AS OF 2/28/2025
11112 · Capital Improvement Fund	134,756.23	AS OF 2/28/2025
11400 · Vacation & Sick Reserve	63,058.22	AS OF 2/28/2025
<u>Total 11000 · Cash in Treasury</u>	<u>1,489,230.54</u>	
12000 · Bank - WF Operating Acct	48,513.39	AS OF 2/28/2025
12200 · WFB CEO General Fund	17,739.78	AS OF 2/28/2025
Total Wells Fargo Bank	66,253.17	
TOTAL	<u><u>1,555,483.71</u></u>	

FIRE CHIEF REPORT

District Information

- We were fully staffed for the month of February.

Staffing

- We currently have one Firefighter Paramedic vacancy.
- Firefighter/Paramedic application process is continually open.

Incident Responses

- Total calls for service for the month of February – 68
- Last year at this time – 43
- 46 of the 68 calls were EMS
- Ambulance Transports for February of 2025 – 34

Training

- 280 hours for the month of February.
- Monthly Training with the JOA is on-going.
- Mine Safety training with Mine Manager Keith Wentz.

Community Risk Reduction

- February inspections - 11 (2 Sprinkler Roughs, 3 Sprinkler Finals, 1 LPG Final, 2 Plan Check and 3 Defensible Space inspection).

Community Interactions

- Nothing to report for the month of February.

Fleet

- Radio issues still exist with the Command Vehicle.
- Type 3 Remount – Wiring issue has been taken care of. There is a tank leak that is being repaired. Should take possession soon.
- Type 6 – Is in the factory in Southern California waiting on delivery.

STAFF REPORT



DATE: February 13, 2025
TO: Board of Directors
FROM: Dennis Martin, Fire Chief
SUBJECT: 2025 Operational Goals

2025 Operational Goals

Replace/Upgrade EKG Monitors on Medic 88, Medic 90 & Engine 90 – Approx. \$210,000.00

Rope Rescue Upgrade & Training on Engine 90 & Medic 88 – Approx. \$5,000.00

Lucas Device for Engine 90 (CPR Compression device) – Approx. \$35,000

Training Props (Ventilation prop, Bedroom Window VES prop, and Denver Drill prop – Approx \$16,000.00

Develop a Cadet/Explorer Program – Approx. \$5,000.00

Switch to StarLink or T-Mobile for connectability – Looking into costs

Tablet Command (Mobile ICS Platform to run incidents, assist with accountability and situational awareness) – Approx. \$5,000.00



STAFF REPORT

DATE: March 10, 2025

TO: Board of Directors

FROM: Fire Chief Dennis Martin

SUBJECT: Replace Roof at Administration Building

RECOMMENDATION:

The Board approve the quote of replacing the roof on the Administration Building.

BACKGROUND/HISTORY:

The existing roof is in excess of 30 plus years old. The existing roof is showing signs of wear with some soft spots in the South/East corner of the building. There are currently no leaks but has the ability to produce leaks with the soft spots.

ALTERNATIVES:

We could do nothing and see how much longer we can get out of the existing roof (Not recommended due to the existing condition). We could look into possible patching of the existing roof in the troubled areas (Not recommended due to the age of the roof). We have obtained three estimates, and all recommendations are to replace the existing roof.

FISCAL IMPACTS:

The total for labor and materials to complete the quoted installation is \$21,000.00. This is the best price of the three quotes, and it is a local contractor.

**PROFESSIONAL'S
ROOFING**

**Custom Roofing and Repairs
21200 Todd Valley Road #63, Foresthill CA 95631
1-530-333-5895
Roofing License #1077098**

ROOF REPLACEMENT CONTRACT

Date: 2.10.2025

Owner/Responsible Party Name: Patrice Metz

Job Site: 24320 Main St., Foresthill CA 95631

Phone: 1-530-367-2465

Email: pmetz@foresthillfire.org



CONTRACT PRICE: \$21,000.00

\$1,000.00 or 10% of the contract price, whichever is less, is due at upon signing contract. The remaining payment is due upon completion of the work described below. Cash or check payable to "Professional's Roofing" or by credit/debit card with an additional 3.5% for the processor transaction fee. Pricing valid for 30 days.

**DESCRIPTION OF THE PROJECT AND THE SIGNIFICANT MATERIALS TO BE USED
AND EQUIPMENT TO BE INSTALLED:**

1. Roof Install Composition: ~20 Roofing Squares
2. Roof Install TPO Flat Roof Low Slope Section: ~16 Roofing Squares
3. Obtain Appropriate Permits and Inspections
4. Remove Old Roofing Materials (1-layer)
5. Install New Composition Roofing Materials: Owens Corning Title 24 TruDefinition Duration Cool¹ Roofing Shingle - Color "TBD"
6. Install New Ridge and Ridge Ventilation
7. Install and Paint New Flashings
8. Install ~4 Ohaggin's Low Profile Dormer Vents
9. Install ~70 ft Gutter Screens (required for fire code)
10. Clean-Up and Remove All Roofing Trash on Site
11. Price Includes Materials and Labor
12. 5-Year Workmanship Warranty

*Note: Some wood, lumber or materials may vary in color or texture and or dimension from the original. Quote price does not include any unseen or un-described damaged wood (dry-rot) replacement or priming of new wood. Additional costs would include materials and \$80 per-man-hour with an additional agreed upon and signed change order.

You are entitled to a completely filled in copy of this agreement, signed by both you and the contractor, before any work may be started.

¹TruDefinition Duration COOL Data Sheet (owenscorning.com)

**PROFESSIONAL'S
ROOFING**

**Custom Roofing and Repairs
21200 Todd Valley Road #63, Foresthill CA 95631
1-530-333-5895
Roofing License #1077098**

ACCEPTANCE OF CONTRACT

Professional's Roofing is authorized to furnish the materials and labor required to complete the roof replacement or recover project described in the proposal above and I (the signer) as the property owner or authorized representative agree to pay the amount stated according to the terms in this contract including any extras as described in the contract (e.g., detection of asbestos, mold or lead), or as an agreed upon written change order. Your signature below also acknowledges that the following notices were provided with this contract.

List of incorporated notices:

1. Three Day Right to Cancel or Five-Day Right to Cancel for Senior Citizens
2. General Liability Insurance
3. Worker Composition Insurance
4. Note About Extra Work and Change Orders
5. Mechanics Lien Warning
6. Information about the Contractors State License Board

CONTRACT PRICE: \$21,000.00

Additional work or repairs will be completed at \$80 per-worker-hour plus materials with a pre-approved change order as the proposal does not include the cost of replacing unseen or un-described repairs for damaged wood, dry-rot, or the priming of new wood, or if more than two roof layers are found during removal, or if the existing sheeting is found to have more than one-quarter inch spacing and will need all new sheeting to meet building code. All work will be completed with quality workmanship for the contract price dollar amount above. Payment is due to Professional's Roofing upon completion of the work described above.

This contract may be canceled by Professional's Roofing if it cannot be financed or if the work cannot be not started within 60-days from the date on the contract, or if a building permit cannot be obtained for the project.

Respectfully Signed and Submitted by:

Professional's Roofing

Contract Accepted by:

Printed Name of Property Owner or Authorized Representative:

Signature of Property Owner or Authorized Representative:

Date: _____

**PROFESSIONAL'S
ROOFING**

**Custom Roofing and Repairs
21200 Todd Valley Road #63, Foresthill CA 95631
1-530-333-5895
Roofing License #1077098**

NOTICE 2: COMMERCIAL GENERAL LIABILITY INSURANCE

Professional's Roofing carries commercial general liability insurance written by Rockingham Insurance Company. You may call Hebard Insurance Agency Inc. at (916) 652-0404 to check the contractors insurance coverage.

NOTICE 3: WORKERS' COMPENSATION INSURANCE

Professional's Roofing carries workers compensation insurance for all employees.

NOTICE 4: NOTE ABOUT EXTRA WORK AND CHANGE ORDERS

Extra Work and Change Orders become part of the contract once the order is prepared in writing and signed by the parties prior to the commencement of work covered by the new change order. The order must describe the scope of the extra work or change, the cost to be added or subtracted from the contract, and the effect the order will have on the schedule of progress payments.

NOTICE 5: MECHANICS LIEN WARNING

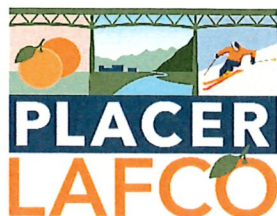
Anyone who helps improve your property, but who is not paid, may record what is called a mechanics lien on your property. A mechanics lien is a claim, like a mortgage or home equity loan, made against your property and recorded with the county recorder.

Even if you pay your contractor in full, unpaid subcontractors, suppliers, and laborers who helped to improve your property may record mechanics liens and sue you in court to foreclose the lien. If a court finds the lien is valid, you could be forced to pay twice or have a court officer sell your home to pay the lien. Liens can also affect your credit.

To preserve their right to record a lien, each subcontractor and material supplier must provide you with a document called a 'Preliminary Notice.' This notice is not a lien. The purpose of the notice is to let you know that the person who sends you the notice has the right to record a lien on your property if they are not paid.

BE CAREFUL. The Preliminary Notice can be sent up to 20 days after the subcontractor starts work or the supplier provides material. This can be a big problem if you pay your contractor before you have received the Preliminary Notices. You will not get Preliminary Notices from your prime contractor or from laborers who work on your project. The law assumes that you already know they are improving your property.

PROTECT YOURSELF FROM LIENS. You can protect yourself from liens by getting a list from your contractor of all the subcontractors and material suppliers that work on your project. Find out from your contractor when these subcontractors started work and when



March 6, 2025

COMMISSIONERS

Cindy Gustafson
*Chair
(County)*

Joshua Alpine
*Vice Chair
(Special District)*

Whitney Eklund
(City)

Shanti Landon
(County)

Sean Lomen
(City)

Susan Rohan
(Public)

Vacant
(Special District)

**ALTERNATE
COMMISSIONERS**

David Bass
(City)

Anthony DeMattei
(County)

Judy Friedman
(Special District)

Cherri Spriggs
(Public)

Stephanie
Youngblood
(City)

COUNSEL

Michael Walker
General Counsel

STAFF

Michelle McIntyre
Executive Officer

Amanda Ross
*Acting Assistant
Executive Officer*

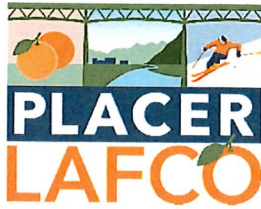
Amy Engle
Commission Clerk

Subject: Selection of a LAFCO Special District Representative
To: Placer County Special District Presiding Officers
c/o Clerk of the District
From: Amy Engle, LAFCO Commission Clerk

On January 17, 2025, LAFCO initiated the nomination process for the selection of a Special District Representative, requesting that Special District Presiding Officers submit nominations for a qualified special district board member to fill this open seat. LAFCO received eight nominations.

All eight candidates are listed on the attached ballot. Each candidate submitted a statement of qualifications which is included in your packet.

- **Voting Instructions:** Please complete the attached ballot, clearly indicating your selection.
- **Authorized Signatures:** To be valid, ballots must be signed by the presiding officer of your special district or by another board member specifically designated by your board to cast the vote.
- **Quorum Requirement:** A quorum of Placer County Special Districts must submit ballots for the election to be considered valid.
- **Election Outcome:** The candidate who receives the highest number of votes will be appointed as the Special District Representative.
- **Supporting Materials:** This email includes the ballot and the statements of qualifications submitted by each candidate for your review.
- **Submission Deadline:** Please return your completed ballot via email to laftco@placer.ca.gov no later than **Tuesday, April 22, 2025, at 4:00 PM.**



Ballot: Selection of Special District Representation on LAFCO

Please choose one candidate:

- ☐ **Judy Friedman**, Tahoe City Public Utility District
- ☐ **Pete Gallegos**, South Placer Fire Protection District
- ☐ **Peter Gilbert**, Placer Mosquito and Vector Control District
- ☐ **Richard Hercules**, Foresthill Fire Protection District
- ☐ **Scott Holbrook**, Auburn Recreation District
- ☐ **Jim Holmes**, Placer Resource Conservation District
- ☐ **Christy Jewell**, South Placer Municipal Utility District
- ☐ **Earl Wilson**, Auburn Public Cemetery District

Name of Special District: _____

Name of Presiding Officer: _____

Signature of Presiding Officer: _____

Date: _____

**Must be received by LAFCO via email at LAFCO@placer.ca.gov no
later than April 22, 2025 by 4pm**

Judy Friedman
Director, Tahoe City Public Utility District
Candidate for Placer County LAFCO Special District Seat

I am running for the voting member seat representing Special Districts on LAFCO. I have been serving in the Special District Alternate position for one year, but with the resignation of Rick Stephens, have been a voting member.

I have been a full-time resident of Tahoe City, located in the unincorporated area of Placer County, for over 50 years. I approach this position the unique perspective of being an elected member and President of the of the Tahoe City Public Utility District Board of Directors, Clerk of the Board for the Tahoe City Cemetery District, and volunteer on the North Lake Tahoe Fire Protection District C.E.R.T. team.

There has been tremendous growth in Placer County. LAFCO is charged with identifying ways to organize, simplify, and streamline government and make sure that services are provided efficiently and economically. That requires thoughtful and creative solutions and well-informed decision makers. We need to work hard to balance quality of life while meeting growing service challenges.

I am committed to representing the Special District's interests on the LAFCO Board, especially where they may differ from the county and city issues. Many of the communities throughout Placer County rely on special districts to serve our unique needs. It is essential that our concerns and interests be heard and addressed as LAFCO becomes more active in our County.

I ask for your vote to serve as Special District Commissioner and appreciate the trust that comes with your support.

Statement of Qualification for LAFCO Nomination

Pete Gallegos Board of Director for South Placer Fire District

To Whom it may concern.

I am interested in the position on the LAFCO Board and feel that I am qualified for the position because of my vast experience in the fire service and being a lifelong resident of Placer County. I started my fire service career as a seasonal firefighter in 1987 for CAL FIRE. I rose through the ranks and retired as the Staff Chief/Administrator of the Command-and-Control Program statewide. I lead the planning, organization, direction, and control of CAL FIRE's statewide Command and Control programs. These programs encompass Command and Control, Operations Support (OAS), and Hired Equipment (HE). In this capacity, I was entrusted with CAL Fire policy development, budgeting, and serving as a subject matter expert for internal and external issues pertaining to these programs. I was responsible for the 23.5-million-dollar budget.

I was the Agency Administrator in the State Operations Center (SOC) during emergencies and natural disasters. This included wildland fires, mud slides, earthquakes, floods and other emergencies.

Yet another example includes my tenure as Battalion Chief (BC) overseeing two local government Schedule A Contracts, (City of Morgan Hill Fire Department and the South Santa Clara Fire Protection District), I held significant operational responsibility and managing budget administration totaling over \$10 million. Notably, I spearheaded and provided fiscal oversight for the creation of the first two-year budget for the City of Morgan Hill, demonstrating my proficiency in strategic financial planning. Furthermore, I provided clear and concise budget reports to both the fire district board and the city council, utilizing various statistical data for the annual financial report adopted by the city, fire district, and County of Santa Clara. Additionally, I played a pivotal role in designing and purchasing multiple apparatus for the city, ensuring alignment with operational needs and financial constraints. My responsibilities also extended to crafting staff reports that analyzed financial situations accurately and recommended effective courses of action. Through these efforts, I upheld fiscal responsibility while facilitating the efficient utilization of resources to support the operational objectives of both contracts. I was responsible for the staffing levels to meet operational needs.

I was raised and currently live in Granite Bay with my wife where we raised our three children. My wife and I have always been actively engaged in the community volunteering as board members in youth sports as well as coaching youth sports. We volunteer at church in the annual Christmas program feeding the hungry and I am currently on the Board of Directors for the South Placer Fire District.

Thank you for your time,

Pete Gallegos

Peter Gilbert**Statement of Qualifications: Placer LAFCO**

With extensive experience as a former City Mayor and Councilmember for both the City of Lincoln and Foster City, I have had the privilege of serving on various commissions, boards, and committees over the years, contributing to the growth and development of our communities. Currently, I hold key leadership roles as a Trustee for the Placer Mosquito and Vector Control District, Chair of the Lincoln Planning Commission, and member of both the Sierra College Citizens Oversight Committee and the Lincoln Hills Foundation Board of Directors. In these positions, I provide strategic guidance, expert insights, and thoughtful direction to help shape the future of our local community and region.

I am passionate about representing special districts on the Placer LAFCO Board to ensure that these districts have a strong, unified voice in critical discussions shaping the future of our cities and special districts. Notably, there has never been representation from a mosquito control district on the Placer LAFCO Board, despite the vital role they play in safeguarding public health within our county.

With a wealth of executive management experience, I am confident in my ability to contribute meaningfully to the Placer LAFCO Board. I am a proud graduate of San Francisco State University and honorably served in the U.S. Army Intelligence Corps, attaining the rank of Sergeant. My leadership background also includes serving as the Former President and Treasurer of the Lincoln Hills Community Association, Former President of the League of California Cities Peninsula Division—representing 33 cities across San Francisco, San Mateo, and Santa Clara Counties—and Chair of the San Mateo County Criminal Justice Council.

Statement of Qualifications for Election to Placer LAFCO

Richard Hercules, President, Foresthill Fire Protection District

The Opportunity for Placer County

It is certain that the special districts within Placer County will have new challenges in their opportunities and manner in which they provide unique services to the public. These serviced communities need to be bound together to develop organizational solutions for the County. These may be that is different than what exists, but again, to the benefit of the public. New state laws will also affect those districts, governments, and their purposes.

Placer County has been affected by the increased rate of development in most all areas. Special districts will be affected, but are largely managed by elected volunteers and staff that focus on the operations of that district. It is apparent that there are separations between the larger urban districts and the more remote districts, but some effort is expected to better align these groups for the issues of the County. LAFCO, with staff and support from Placer County officials, the special district volunteers and local city officials, can evaluate impacts of growth and development on these districts and urban communities and effect change. Appropriately, citizens of Placer County have expectations of services at many levels, particularly those funded by property taxes and assessment measures.

My Background

Much of my career in private industry was the development, operation of new businesses and organizations to deliver a service or product to a wide range of users. In almost all cases, my skills in these efforts required knowledge in long term planning, policy development, defined organizational structure, and legislative and financial management. Accordingly, conflict resolution and the need to manage negotiations for those opportunities is part of that environment. Further, my experience in mergers and acquisitions has broadened my perspectives in finding solutions beneficial to those parties involved, however disparate.

I have many strengths to work and balance improvements of these services through separation, consolidations or restructuring. While these activities are within the purview of LAFCO, I would apply the reality of the needs of the County and its citizens. In the last 5 years of my work with the Foresthill Fire Protection District board, I can offer that the district is better managed in this period than some of its previous history, and with better engagement and appreciation by the community it serves. This is the type of energy and commitment I would apply to this appointment. I look forward to discuss and understand the particular issues your district is experiencing. I can be reached through the Fire District web site or by telephone.

I thank all for their consideration and hopeful vote for my candidacy for Placer LAFCO. I bring a long history of getting things done. My leadership has led to many great collaborations with other City, County, State & Federal agency creating win wins that may not otherwise have happened. The policies I have been the lead on have worked to create order, consistency and especially long-term fiscal viability.

I think out of the box, keep an open mind, and open ears to develop consensus and solutions that benefit the community and the district. I am not a rubber stamper, and feel I would be a great addition to the Board and would help represent special districts as we move forward in an ever-changing political, environmental and fiscal world.

You got nothing to lose, and a good chance you will gain by putting a checkmark next to my name, you won't regret it!

Again Thanks & as Always Keep Smilin'

Scott Holbrook

STATEMENT OF QUALIFICATIONS

For

JIM HOLMES

3641 Bell Road, Auburn CA 95603

(530) 305-7070 * USSHolmes@gmail.com

Jim Holmes brings a wealth of experience and a continuous commitment to public service, with a legacy rooted in the heart of Placer County. A descendant of two Pioneer Placer County families, Jim has spent over three decades serving the community, including 18 years as a Director of the Placer Consolidated Fire Protection District. He also contributed eight years of leadership as President and Trustee of the Auburn Union Elementary School District Board. Notably, Jim served for 20 years as a member of the Placer County Board of Supervisors for District 3, during which time he was also an active participant on the Placer LAFCO Board.

Throughout his career, Jim has demonstrated his dedication to the agricultural community, having been an influential voice in rural and county matters. As a board member of the Rural County Representatives of California, he helped advocate for policies that benefit these areas. He also founded the Placer County Youth Commission, which offers local youth the opportunity to engage with and learn about government processes.

Further extending his service to Placer County, Jim has held positions on the Placer County Air Pollution Control Board and the First 5 Children and Families Commission, focusing on issues ranging from environmental health to early childhood development. He currently serves as a board member for the Placer County Resource Conservation District, continuing his efforts in environmental stewardship. Additionally, Jim played a pivotal role in collaborating with local fire protection districts—Loomis, Penryn, and Newcastle—to successfully secure the revenue needed for sustaining vital fire services across the county.

Jim is asking for your support to continue his strong commitment to Placer County and Special Districts. If you have any questions, please feel free to contact Jim directly. Thank you for your consideration.

CHRISTY JEWELL

Rocklin, CA ♦ 916.276.7356 ♦ cjewell@surewest.net ♦ [linkedin.com/in/christyjewell](https://www.linkedin.com/in/christyjewell)

COMMUNITY RELATIONS & CAREER/WORKFORCE DEVELOPMENT PROGRAM LEADER

Innovative and collaborative community relations leader skilled in providing organizational development through strategic partnerships between regional business, nonprofit, and government leaders.

**Strategic Program Implementation ♦ Communications ♦ Community Engagement
Higher Education/Business Partnerships ♦ Program Management ♦ Project Management**

OWNER/LEAD CONSULTANT

EduBridge Workforce Solutions, Rocklin, CA

9/24 – Present

- ♦ Support local governments and business partners to develop a strong talent pipeline through innovative and regionally-focused partnerships.
- ♦ Capitalize on partnerships to grow awareness of public sector employment opportunities while strategizing to reduce barriers to entry that many federal/state grants unintentionally have in place.

SENIOR PROGRAM MANAGER, WORKFORCE & CAREER PATHWAY DEVELOPMENT

Institute for Local Government, Sacramento, CA

1/24 – 9/24

- ♦ Managed the Institute's efforts in growing awareness of, and creating career pathways to, public sector employment opportunities.
- ♦ Worked with partners throughout the State to help attract, recruit and retain a diverse talent pipeline.
- ♦ Led administration of Innovative Pathways to Public Service, working to improve pipelines into public service employment, particularly for underserved communities and individuals.
- ♦ Led the administration of public sector workforce improvement pilot projects to provide local governments with guidance, resources, and a community of practice to improve their internal and external recruitment, hiring, retention, and promotion processes.

DIRECTOR OF CAREER AND LIFE PLANNING

Jessup University, Rocklin, CA

8/11 – 1/24

- ♦ Spearheaded all areas of program development, fiscal management, and implementation related to career services, partner talent acquisition, and business relations for growing University population.
- ♦ Designed, implemented and managed inclusive career counseling/development department operations.
- ♦ Known as a culture influencer, consistently resourced for numerous leadership roles across campus.

COMMUNITY LEADERSHIP & PROFESSIONAL ASSOCIATIONS

Actively serves on Chambers of Commerce and State Boards and committees related to community, education, employment, leadership, workforce and economic development.

Leadership Advisory Council Member, *We Prosper Together* - 2024

Member (Private Higher Education), *Placer County Economic Development Board*, 2022 - 2024

Director/Board President, Ward 3, *South Placer Municipal Utility District* – 2023 - Present

Chair, *Lincoln Area Chamber of Commerce Leadership Steering Committee*, 2014 – Present

Vice President, *CA Internship & Work Experience Association (CIWEA)*, 2017 – 2019

Board Member, *CA Internship & Work Experience Association (CIWEA)*, 2014 – 2019

Conference Co-Chair for Four-Year Colleges/Universities, *CIWEA*, 2014 – 2019

Co-Chair, *South Placer Women's Leadership Coalition*, 2017 – 2021

Certified Champion, *Greater Sacramento Economic Council*, 2018

Statement of Qualifications
for Earl Wilson
Special District Representative to LAFCO Nominee

I am Earl Wilson, a member of the Auburn Public Cemetery District Board of Trustees, seeking your vote as the Special District Representative to the Placer County Local Agency Formation Commission. I am a retired city manager. During my 40 plus years in this capacity I served in four California cities in four counties - San Joaquin, Merced, Humboldt and Siskiyou. Prior to my becoming a city manager I was employed by the City of Auburn. During that period with Auburn my duties as an administrative assistant included preparing and processing annexations for the City involving non-contiguous (airport and sewer plant), unhabitated and inhabited annexations which required the Placer County LAFCO applications and hearings. My years as a city manager brought me in contact with the various county LAFCOs for such items as annexations and spheres of influence development and update. My education background includes graduating from EV Cain and Placer High, BA from Sacramento State and MPA from CSU Stanislaus. I strongly believe in local government as each jurisdiction has its own personality and LAFCO has a positive role to provide that continuity during these periods of growth. The voice of the special districts on LAFCO provides another local government input to arrive at decisions that best serves all the citizens in Placer County. I have been a part of Placer County over the years having grown up here, my parents remained here until they passed away, and I returned here after retiring. I hope you consider my qualifications when casting a vote for the LAFCO Special District Alternate member. Thank you.



FFPD STAFF REPORT

Federal Excess Personal Property (FEPP) Program Information for Local Fire Departments



CAL FIRE, sponsored by the USDA Forest Service, may acquire for loan through the Federal Excess Personal Property (FEPP) program for Local Fire Departments, items that are designed or can be modified for 90% use in fire protection activities.

There is no cost to join the FEPP program. The property is free on a **loan basis** for as long as the fire department needs the equipment. The only monetary cost to the fire department is during the acquisition process for the logistics of property pick up (this can include shipping/transportation costs for property out of state), for repairs and maintenance of property, as well as registration and liability insurance costs for any type of rolling stock (e.g. fire vehicles, trailers, etc.).

Below is a list of various types of FEPP items that can be acquired for your department:

- ✓ Rolling Stock – Fire Trucks, Trailers, Pick ups, etc.
- ✓ Tactical Communications Systems
- ✓ Water Tanks/Tenders
- ✓ Fire Tools – Forcible Entry Tools, Extraction Equipment, etc.
- ✓ Fire Protective Clothing
- ✓ Breathing Apparatus
- ✓ Pumps
- ✓ Hoses/Nozzles
- ✓ Generators
- ✓ Winches
- ✓ Vehicle Parts – Tires, Sirens, Light Bars, etc.
- ✓ Air Compressors
- ✓ *Office Furniture, Devices and Supplies – **Use of FEPP is authorized only for items that are essential for the fire protection function at that location.*
- ✓ **Kitchen Supplies, Household Furniture, Cleaning Supplies, etc. - ***Authorized only for use in training facilities, deployment staging areas or are housed temporarily (e.g.: 24/7 stations, incident sites, etc.).*
- ✓ Athletic / Gym Equipment
- ✓ Small Tools & Construction Material

CAL FIRE receives excess Wildland Type 3 engines, portable slip-on pumps, and other types of property (Water Tenders, ATVs, Crew Buggies – please note these don't happen often, but we do receive them) directly from the USDA Forest Service which we in turn advertise to our Local Fire Departments that are participating in the FEPP program and have communicated their department's property wants and wishes. Once we send out the email advertisement, it works on a First Come, First Served type basis. We do take into consideration if the local fire department does not have any FEPP property currently on inventory.

An individual(s) may be nominated to be a FEPP Screener so they can log into the GSA PPMS website to view available federal property (as listed above) that may be useful to your fire department. If there is anything you'd like to acquire, just contact our office and we'll screen it for you.

For any additional information or if you have questions or concerns, please contact me at Sierra.Lindgren@fire.ca.gov

Foresthill Fire Protection District Resolution #2025-01

RESOLUTION AUTHORIZING APPLICATION
FOR THE FEDERAL EXCESS PERSONAL PROPERTY (FEPP) PROGRAM
IN ACCORDANCE WITH
Cooperative Forestry Assistance Act (CFAA) of 1978 (16 U.S.C. Chapter 41 § 2101)

March 13, 2025

Date

The Board of Directors of the Foresthill Fire Protection District finds:

WHEREAS, there is a need for excess personal property from the United States Department of Agriculture (USDA) Forest Service through the Federal Excess Personal Property (FEPP) program to help actively engage in the prevention, protection, and suppression of all wildland, rural, structural, or other fires in the County of Placer, and,

WHEREAS, the loan of certain FEPP items is available for local fire agencies as described in the USDA Forest Service FEPP Desk Guide, in accordance with the Cooperative Forestry Assistance Act (CFAA) of 1978 (16 U.S.C. Chapter 41 § 2101).

THEREFORE, be it resolved that the Board of Directors of the Foresthill Fire Protection District accepts the agreement between the State of California, Department of Forestry and Fire Protection (CAL FIRE) and the Foresthill Fire Protection District for the acquisition of FEPP, and, authorizes Fire Chief Dennis Martin to sign the agreement on behalf of the Board of Directors.

President

Board of Directors of the Foresthill Fire Protection District

STATE OF CALIFORNIA
THE NATURAL RESOURCES AGENCY
DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)

COOPERATIVE AGREEMENT FOR THE
USDA FOREST SERVICE
FEDERAL EXCESS PERSONAL PROPERTY (FEPP) PROGRAM
Under the United States Forest Service Cooperative Forestry Assistance Act (CFAA) of 1978

This agreement is entered into by and between

THE STATE OF CALIFORNIA
DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)

AND

FORESTHILL FIRE PROTECTION DISTRICT

This agreement made and entered into this day of , 20 , by and between the State of California acting by and through the Director of the Department of Forestry and Fire Protection (CAL FIRE), hereinafter referred to as the STATE and the **Foresthill Fire Protection District**, hereinafter referred to as the COOPERATOR, covenants as follows:

I. PURPOSE

The STATE has been approved as an agent of the United States Department of Agriculture (USDA) Forest Service for administering Federal Excess Personal Property (FEPP) as part of the Cooperative Fire Protection Program, which allows the COOPERATOR to take custody and use FEPP property for wildland and rural community fire protection services.

II. MUTUAL INTEREST OF PARTIES

Both the STATE and the COOPERATOR have a mutual interest in the prevention, protection and suppression of all wildland and rural community fires near and adjacent to the property and the people of California.

III. AUTHORITIES

The Federal Property and Administrative Services Act of 1949, as amended (40 U.S.C. § 483) and the Cooperative Forestry Assistance Act of 1978 (16 U.S.C. § 2106(c)) authorizes the FEPP Program as an element of the Cooperative Fire Protection Program (16 U.S.C. § 2106(b)). Under these authorities, the USDA Forest Service may lend FEPP property needed for wildland and rural community fire protection to the STATE and to local paid or unpaid fire departments for their use.

IV. RESPONSIBILITIES
THE COOPERATOR AGREES:

1. Primary use of FEPP property must be 90 percent for activities directly related to wildland and rural community fire protection; however, situations may occur that make this exclusive use impractical. Non-fire emergency use of FEPP property is authorized and limited to no more than 10 percent total usage. Abuse of the 10 percent non-fire use standard could result in recall of the property on loan, suspension from the program, or other sanctions.

2. FEPP property acquired by the COOPERATOR is not permitted to be rented, leased, loaned, or traded to another party; no exceptions. FEPP property is not permitted to be transferred or sold without prior approval from the STATE or the USDA Forest Service. FEPP property is for official use only; personal use of FEPP property is prohibited, violates the law, and this Cooperative agreement. Any personal use violations found, subjects the COOPERATOR to penalties and FEPP property recall as determined by the STATE and the USDA Forest Service.
3. To immediately notify the STATE of receipt of FEPP property during the acquisition process.
4. To bear the entire cost of transportation, retrofit, modification, maintenance, repairs, and operation of acquired FEPP property while in the COOPERATOR's possession.
5. The COOPERATOR must paint any FEPP rolling stock acquired directly from the USDA Forest Service that has the distinct Forest Service green color. If the FEPP property is acquired from the Department of Defense (DoD) and has military colors or markings, it must be painted. This is mandatory per the STATE and the USDA Forest Service. The painting of the FEPP vehicle must be accomplished within one (1) calendar year of the acquisition.
6. To register all FEPP rolling stock with the California Department of Motor Vehicles (DMV) within 60 days of receipt of property. Lien Holder will remain as the USDA Forest Service. This is mandatory as ownership remains with the USDA Forest Service. Registered Owner will be the COOPERATOR.
7. To obtain prior to operation of any FEPP property the minimum liability insurance in the amount required by State law to cover the operation of FEPP rolling stock. The COOPERATOR must maintain adequate insurance to cover damages or injuries to cover persons or property relating to the use of the property. Proof of insurance coverage must be provided to the STATE in the form of an insurance policy or a self-insured statement on an official letterhead.
8. Drivers of FEPP property must take the necessary equipment training and have a valid California operator license to operate the loaned vehicle(s).
9. To make FEPP property operable and ready to be placed into service for wildland and rural community fire protection, including fire suppression and prevention. Operational condition of the property will be achieved within one (1) year to the date of property pick up/receipt.
10. FEPP property cannot be modified or cannibalized without prior authorization from the STATE and the USDA Forest Service. The COOPERATOR shall contact the STATE with a request and justification to modify or cannibalize any FEPP property. The request must be submitted for approval before any modification or cannibalization to FEPP property takes place.
11. The COOPERATOR is responsible for the proper care, maintenance, security and storage of all acquired FEPP property.
12. All FEPP property must be identified as property belonging to the USDA Forest Service and for fire use only. The STATE will provide USDA Forest Service property tags along with a property number assigned to accountable FEPP property.

13. To promptly report any FEPP property when it is no longer needed by the COOPERATOR to the STATE and the USDA Forest Service for disposal authority. The COOPERATOR is not to release FEPP property to anyone unless the STATE and the USDA Forest Service have provided the proper authorization and documentation needed. The COOPERATOR is to provide reasonable access to authorized personnel for inspection and removal of FEPP property.
14. Ownership of all accessories, tools, light bars, sirens and equipment which is added to the loaned FEPP property remains with the COOPERATOR and must be removed prior to the disposal process.
15. Accidents involving FEPP property must be reported directly to the STATE within 10 days of the situation. This includes accidents that result in death, injury, illness, or property damage (more than \$350). Depending on the type of accident, the STATE will provide direction to the COOPERATOR on the information required to be submitted to the USDA Forest Service.
16. Lost, stolen, damaged or destroyed FEPP property shall be reported to the STATE for proper documentation and handling.
17. When FEPP property is lost, damaged, destroyed or stolen, a determination is required whether there was negligence on the part of the COOPERATOR. The STATE shall make a recommendation to the USDA Forest Service Property Management Officer (PMO) whether there was negligence or gross negligence.
 - a. Negligence: The failure to abide by Federal rules and regulations.
 - i. Repeated instances of negligent damage to FEPP property by staff of the COOPERATOR may be cause for the STATE to suspend further acquisitions by the COOPERATOR until the reasons for the negligence are identified and steps taken to prevent further instances.
 - b. Gross negligence: The intentional, willful, or wanton failure to exercise a reasonable degree of care to protect FEPP property in one's custody in reckless disregard of the consequences of the actions.
 - i. If the STATE determines that there is apparent gross negligence on the part of the COOPERATOR staff, the findings plus all supporting documentation shall be forwarded by the STATE to the USDA Forest Service PMO for a final determination.
 - ii. Should the USDA Forest Service submit the final determination is one of gross negligence and sends the STATE a Bill of Collection for FEPP property under the COOPERATOR's care, the COOPERATOR will reimburse the STATE for all the costs listed on the Bill of Collection.
 - iii. The COOPERATOR shall be suspended from acquiring any additional FEPP property for a set time as determined by the STATE.
 - iv. A second case of gross negligence will cause the COOPERATOR to lose all privileges of participation in the FEPP program as determined by the STATE.
18. To perform/participate in the physical inventory process on FEPP property in the COOPERATOR's possession every two (2) years.
19. The STATE and the USDA Forest Service will periodically conduct joint reviews of the FEPP program to ensure compliance with the USDA Forest Service and other applicable statutes, regulations and policies are being followed. The COOPERATOR must participate and provide access to all physical FEPP property along with access to all FEPP documentation during the review. The STATE is authorized to perform audits and reviews by STATE personnel, in between joint reviews, to provide the USDA Forest Service information for FEPP program improvements.

20. To retain all documentation on all inventoried FEPP property for six (6) years and three (3) months after the year designated for the disposal of the property. The STATE will send all mandatory documentation required for acquisition, management and disposal of FEPP property to the COOPERATOR as these processes occur.
21. The COOPERATOR must provide access to and the right to examine all records, books, papers or documents relating to the FEPP program to the USDA Forest Service, the USDA Office of the Inspector General (OIG), the Comptroller General of the United States, the STATE and their authorized representatives.
22. To comply with Title VI of the Civil Rights Act of 1964 (P. L. 88-352) and in accordance with Title VI of that Act, no person in the United States shall, on the ground of race, color, or natural origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination, under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. To comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d) prohibiting discrimination where discriminatory practices will result in unequal treatment of persons who are or should be benefiting from the activity.

V. OTHER AGREEMENT TERMS
IT IS MUTUALLY AGREED THAT:

1. Title to all FEPP property shall remain vested in the United States federal government.
2. The COOPERATOR shall complete a resolution, or a statement from their governing board/council, approving participation in the FEPP program. The resolution must be received with this Cooperative agreement as a requirement of the Terms and Conditions before the STATE will prepare or continue (in the case of a renewal agreement) the COOPERATOR's access to screen and manage FEPP property.
3. All FEPP property loaned to the COOPERATOR shall be for an indefinite period of time, unless the COOPERATOR is negligent of program requirements as detailed in the Terms and Conditions of this Cooperative agreement as well as any Federal regulations that govern the FEPP program. The agreement may be terminated by either party after giving notice 60 days in advance of such termination to the other party.
4. The STATE will not be responsible for furnishing spare parts for FEPP property and the COOPERATOR accepts all FEPP property "as is" without any warranties of any kind, either expressed or implied.
5. Amendments to this Cooperative agreement covering acquisitions and disposals of FEPP property will be submitted by the STATE to the COOPERATOR for review and signature. These Amendments will be sent upon completion of the action taken and must be returned signed and dated by the COOPERATOR to the STATE to maintain accurate record keeping as required by the USDA Forest Service.
6. COOPERATORS with any FEPP property will cooperate with regulatory agencies to ensure compliance with Federal and State regulations, program and property management requirements.
7. In the event of any dispute over FEPP loaned equipment or any terms or conditions contained herein, the dispute shall be decided by the STATE and its decision shall be binding and final.

8. The parties hereto agree that the COOPERATOR, their officers, employees, agents, servants, contractors, volunteers, paid firefighters, and all others acting on behalf of the COOPERATOR, performing under the terms of this Cooperative agreement, are not acting as officers, employees or agents of the State or the Federal government.
9. The COOPERATOR agrees to defend, indemnify, save and hold harmless the STATE as defined herein, and the Department of Forestry and Fire Protection (CAL FIRE), their officers, agents and employees against all claims, demands, causes of action or liability of any kind whatsoever arising out of the acts of the COOPERATOR, its agents or employees in the performance of any function provided for under the terms of this agreement or the use of property transferred.
10. The period of this agreement is for five (5) years from the date of last signature on page six (6) and entered on page one (1), if no violations or signatory changes occur. Thereafter, the agreement shall be reviewed every other year for compliance by the STATE during the agreement review process and extended if no violations or changes have occurred, not to exceed a five (5) year term renewal. This Cooperative agreement supersedes all prior agreements related to the FEPP program.
11. Either party may terminate this agreement by providing written notice to the other party 60 days prior to the termination date. If the agreement is terminated, the COOPERATOR shall be ineligible to continue participation in the FEPP program. Upon termination of this Cooperative agreement, all FEPP property assigned to the COOPERATOR shall be returned to the STATE. Prior to terminating a COOPERATOR's eligibility for cause, the STATE shall attempt alternative resolutions.
12. Any information provided to the STATE under this Cooperative agreement is subject to the Freedom of Information Act (5 U.S.C. §§ 551 *et seq.*).
13. The primary contact information of the parties hereto, for all notices, payments, repayments, or any other activity required or contemplated under the terms of this Cooperative agreement are:

Cooperator Name:	Department of Forestry and Fire Protection (CAL FIRE) Federal Property Programs
Foresthill Fire Protection District	
Contact Name: Dennis Martin	
Title: Fire Chief	
Street Address:	Street Address:
24320 Main Street	710 Riverpoint Court West Sacramento, CA 95605
Mailing Address:	Mailing Address:
PO Box 1099	P.O. Box 944246
City: Foresthill	City: Sacramento
Zip: 95631	Zip: 94244-2460
Phone Number: (530) 367-2465 Ext.	Phone Number: (916) 956-7610
Cell Phone Number: () -	Fax Phone Number: (916) 894-9880
Email: contactus@foresthillfire.org	Email: FederalProperty@fire.ca.gov

14. Local CAL FIRE Unit contact information:

CAL FIRE Unit: Nevada - Yuba - Placer Unit (NEU)	Point of Contact: NEU Forestry Logistics Officer
Physical Address: 13760 Lincoln Way	
City: Auburn	Zip Code: 95603
Phone Number: (530) 889-0111 Ext. :	

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year of the last signature below.

COOPERATOR	
NAME OF COOPERATOR: Foresthill Fire Protection District	
BY (Authorized Signature): 	DATE SIGNED:
PRINTED NAME AND TITLE OF PERSON SIGNING: Dennis Martin, Fire Chief	
STATE OF CALIFORNIA Department of Forestry and Fire Protection (CAL FIRE)	
BY (CAL FIRE Unit Chief): 	DATE SIGNED:
PRINTED NAME AND TITLE OF PERSON SIGNING: Brian Estes, Unit Chief, Nevada-Yuba-Placer Unit (NEU)	
BY (CAL FIRE State and Federal Property and Recycling Manager): 	DATE SIGNED:
PRINTED NAME AND TITLE OF PERSON SIGNING: Melissa Hillis, State and Federal Property and Recycling Manager	

STATE OF CALIFORNIA
THE NATURAL RESOURCES AGENCY
DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)

COOPERATIVE AGREEMENT FOR THE
USDA FOREST SERVICE
FEDERAL EXCESS PERSONAL PROPERTY (FEPP) PROGRAM
Under the United States Forest Service Cooperative Forestry Assistance Act (CFAA) of 1978

ATTACHMENT A

FORESTHILL FIRE PROTECTION DISTRICT

	ITEM:	SERIAL #:	PROPERTY #
1.	NO PROPERTY AT THIS TIME		
2.			
3.			
4.			
5.			
6.			
7.			

Rev. November 2022



STAFF REPORT

DATE: March 10, 2025

TO: Board of Directors

FROM: Administrative staff

SUBJECT: Approve moving forward on new alarm system for the Administration building.

RECOMMENDATION:

The Board approve moving forward on one of the quotes attached to update our alarm system for the Administration building. This would entail updates to our existing system and adding the system to the back training room. We should definitely update our current system if not offering the back training room to the public.

BACKGROUND/HISTORY:

The existing alarm is outdated and the sensors are setting off the current alarm often. If the back training/meeting room is to be offered for community access as requested by the board, there needs to be a separate partitioned alarm pad for that room. This also requires a new keypad and lock on the back training room door. Our current provider is Sebastian. The alarm department for them is located in Kerman and the locals here do not service our alarm.

ALTERNATIVES:

We could do nothing and not offer the room to the community. We could update our current system with Sebastian, but still have problems getting serviced.

FISCAL IMPACTS:

The quotes vary for what is offered for each of the three companies and are attached.



SACRAMENTO BRANCH
3475 Orange Grove Avenue
North Highlands, CA 95660
Direct: (916) 201-1576



FORESTHILL FIRE PROTECTION DISTRICT

PREPARED BY: MARC ALESSIO

March 5, 2025

Shonne and Patrice,

I would like to thank you for the opportunity to submit this proposal for your review and approval. Please allow me a brief moment to acquaint you with Bay Alarm Company.

Since 1946, our business has focused on providing business security to companies just like yours. With more than seven decades of experience, we understand that loss prevention is a concern for businesses of all sizes. Our job is to take business security off your list of concerns.

With Bay Alarm as your business security partner, you gain the peace of mind that comes with having highly trained professionals handling your commercial Security/Fire System. Not only are our in-house engineer's experts in commercial security system design and integration, but they also provide extensive technical training and ongoing field support to our sales team. All our employees are up-to-date on the latest business security trends and technologies.

At Bay Alarm, we handle all aspects of your commercial Security System, including ongoing monitoring. That means you will always be dealing directly with Bay Alarm for your business security needs, 24 hours a day.

Bay Alarm Company is a leader in our industry and we are proud to be affiliated with the following associations:

California Alarm Association
Central Station Alarm Association
Security Network of America
National Burglar and Fire Alarm

National Fire Protection Association (NFPA)
California Automatic Fire Alarm
Underwriters' Laboratories Listed

Thank you for your consideration. If I can be of any assistance by providing clarification or additional information please feel free to contact me. To learn more about Bay Alarm Company please visit us at www.bayalarm.com.

Sincerely,

Marc Alessio

Bay Alarm Company

Commercial Sales

Direct: 916-201-1576

Email: Marc.Alessio@bayalarm.com

FORESTHILL FIRE PROTECTION DISTRICT

PREPARED BY: MARC ALESSIO

Scope of Work:

Bay Alarm to furnish and install a new Burglar Alarm and Access system at 24320 Main St in Foresthill. Bay Alarm will install a new DMP XR150 Series Control Panel with an LTE Cellular Communicator that will be monitored by Bay Alarm's privately owned, UL Listed monitoring station located in Concord, CA. Bay will install Access control on the back door including reader, access module, power supply and keyfobs. Electronic locking hardware and retrofit will be done by Stice Lock, or you are free to hire your own locksmith company. Bay Alarm will Full Service the below listed new installed equipment, due to normal wear and tear throughout the course of the agreement. Lockwork to be serviced by Stice Lock on a time plus materials basis.

Burglar Alarm:

- (1) DMP XR150 Burglar Alarm Control Panel
 - (1) DMP LTE Cellular Communicator
 - (1) DMP Siren
 - (2) DMP Arming/Disarming Touch Screen Keypads
 - (4) DMP Motion Detectors
 - (5) Man door contacts
- DMP Phone Application



Access System

- (1) Outdoor Keypad
- (1) 734 Interface module
- (1) Power supply

*Must be combined

With burglar alarm panel

- (20) Employee Keyfobs
- (outdoor keypad not exactly as shown)



One time installation cost: Burglar Alarm Only **\$1057** Burglar Alarm and Access Control **\$4595**

Monitoring/Full Service: Burglar Alarm Only **\$87/mo** Burglar Alarm and Access Control **\$115/mo**



Shonne Elgin <selgin@foresthillfire.org>

Your ADT Security Proposal

1 message

ADT Security Services <adt@t.adt.com>

Mon, Mar 3, 2025 at 1:56 PM

Reply-To: ADT <reply-fec111777c640d7d-158_HTML-586396508-514005210-284651@e.adt.com>

To: selgin@foresthillfire.org

What you love is one of a kind. Your protection should be too.

(916) 798-4129

**QUOTE PROPOSAL**

Dear Shonne Elgin,

Thank you for choosing ADT. Below is our proposal based on your business security needs as we discussed. Your new system will help you protect the business you have worked so hard to build and will allow you to add even more features in the future! I look forward to setting up your installation. If you have any questions or concerns, please contact me.

Sincerely,
Zubair Shibly

**6-month money-back guarantee**

Your satisfaction is our #1 priority. Get all installation and monitoring fees refunded if ADT can't resolve your system or service concerns.*

*Certain restrictions may apply. See terms and conditions [here](#).

Proposal

Shonne Elgin
24320 Main St
Foresthill, CA 95631

ID: 121381432
Expires: 4/2/2025

Your Security Specialist

Zubair Shibly
 t: (916) 798-4129
 e: zubairshibly@adt.com

Area Manager

Jerome Johnston
 t: + 1 9168252513
 e: jjohnston@adt.com

Your Customized ADT Smart and Secure Plan

Command Security Solution	Install	Monthly
---------------------------	---------	---------

HERE'S YOUR SYSTEM

1 [HVP 8001 BUSI] - Interactive: Command 7in Touchscreen	\$549.00	\$52.99
1 [BUNDLE] - RF: 2 White Contacts, 1 Motion	\$0.00	\$0.00
2 [SIXCTA] - Door/Window Contact, 2-way Encrypted Wireless, White		
1 [SIXPIRA] - Motion Detector, 2-way Encrypted Wireless		
1 [AIOGENPAN] - Command 7in Touchscreen	\$0.00	\$0.00
1 [CELLGUARD] - LTE Plug-in Radio Module, AT&T or Verizon Carrier version	\$0.00	\$0.00
System Plan Subtotal	\$549.00	\$0.00

HERE'S YOUR ADDED TECH

1 [WTS700] - 7in Wireless Color Touchscreen	\$200.00	\$0.00
1 [WALLMT-WTS] - WALL MOUNT FOR WTS700, ADT WIRELESS TOUCH SCREEN	\$50.00	\$0.00
4 [SIXCTA] - Door/Window Contact, 2-way Encrypted Wireless, White	\$320.00	\$0.00
2 [SIXPIRA] - Motion Detector, 2-way Encrypted Wireless	\$200.00	\$0.00
System & Added Tech Subtotal	\$1,319.00	\$0.00

IF WE NEED
 ADT L MOTION
 IN TRAINING
 ROOM
 \$80.00

ACTIVATION + PERMIT FEES

1	[APERMIT] - Municipal Police/Alarm Use Permit - Customer Responsibility	\$0.00	\$0.00
Activation + Permit Fees Subtotal		\$0.00	\$0.00

REAL PROTECTION SERVICES

1	[HVP 8001 BUSI] - Interactive: Command 7in Touchscreen [SMB Control Smart]	\$0.00	\$52.99
Real Protection Services Subtotal		\$0.00	\$52.99

ADDITIONAL SAVINGS & DISCOUNTS

1	20% off	(\$263.80)	(\$0.00)
Subtotal after savings & discounts		\$1,055.20	\$52.99

Total

Estimated Taxes	\$76.50	\$3.34
Total after savings & discounts	\$1,131.70	\$56.33

Payment options

Pay all at once

\$1131.70

1 payment

DEPOSIT 10% TO START WORK
BALANCE @ INSTALL

*With 36 month monitoring contract. Early termination fees apply. For terms and pricing, click here.

3 YEAR CONTRACT

Monthly Monitoring Fee**\$ 56.33 /mo***

Let's get your installation scheduled!
Call or email Zubair Shibly.



Shonne Elgin <selgin@foresthillfire.org>

Sebastian Alarm upgrade quotes #1 & #2

4 messages

Ignacio Sanchez <isanchez@sebastiancorp.com>

Fri, Mar 7, 2025 at 4:29 PM

To: "selgin@foresthillfire.org" <selgin@foresthillfire.org>, "pmetz@foresthillfire.org" <pmetz@foresthillfire.org>

Cc: Darion Morales <DMorales@sebastiancorp.com>

Shonne & Patrice,

Per our conversation I had prepared 2 separate quotes.

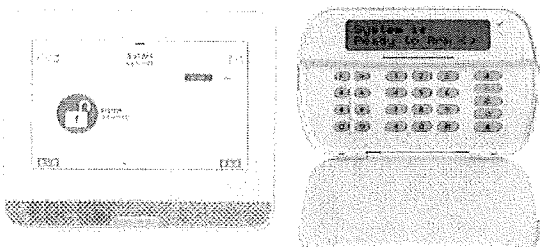
You can let me know via email or text if you would like to proceed and I can send over contract via DocuSign.

As soon as we get the contract signed, we can order equipment and get you scheduled for installation.

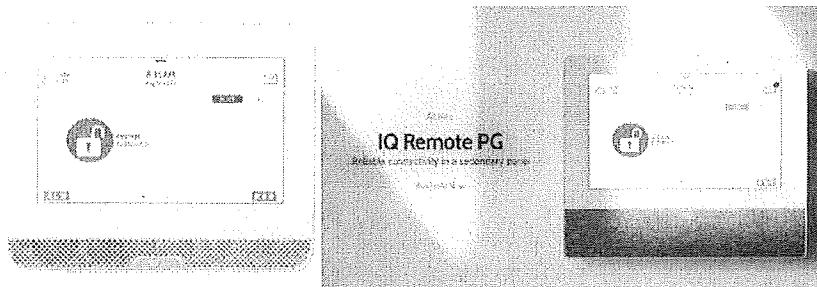
Please note a \$10 increase in price due to the cell monitoring. This enables you to have the mobile app on smart phone and online access.

This gives you the ability to arm and disarm remotely, update and/or change user codes etc.

#1- \$300 to upgrade with an LCD Keypad.



#2 - \$350 upgrade with 2 touchscreen keypads.

**Ignacio Sanchez**

Sales/Marketing Specialist

SEBASTIAN – Putting people first.

C: 559-320-9647

Check out our website [here!](#)

811 S Madera Ave Kerman CA, 93630



Shonne Elgin <selgin@foresthillfire.org>

Fri, Mar 7, 2025 at 4:36 PM

To: Ignacio Sanchez <isanchez@sebastiancorp.com>

Cc: "pmetz@foresthillfire.org" <pmetz@foresthillfire.org>, Darion Morales <DMorales@sebastiancorp.com>

I don't see any quotes attached..

Does this include upgrading the door sensors (since this has been an ongoing problem), inside motion detectors, windows, etc.

Does this allow us to partition off the back room for the alarm?

Will there be a monthly charge as there is now for the service?

[Quoted text hidden]

Shonne Epperly-Elgin



7600 N. Palm Ave., Fresno, CA 93711 | 559-432-5800

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License No.: ACO 1290

SALES / MONITORING / SERVICE CONTRACT

STANDARD ALARM CONTRACT

This Alarm Services Agreement (the "Agreement") is entered into and made at Fresno, California on 3/10/2025 by and between SEBASTIAN, located 7600 N. Palm Ave, Fresno, CA 93711 - Phone (559) 432-5800 (hereinafter "SEBASTIAN"), and Subscriber's Last Name, First Name, or

Business: **Foresthill Fire Dist.**

Location to be Monitored: **24320 Main St Foresthill CA, 95631**

Billing Address (If Different)

SALES

1. SEBASTIAN agrees to sell and install the security alarm system (the "Alarm System"), which includes the equipment described below, (the "Alarm System Equipment"), at the Monitored Location, and to provide other monitoring services as described in this Agreement. Subscribers agree to pay SEBASTIAN the amounts summarized below upon and subject to the terms of this Agreement. "Alarm System Equipment" as used in this Agreement does not include any of the related software or peripheral equipment necessary to the operation of the Alarm System. Such peripheral equipment shall be referred to in this Agreement as "Peripheral Equipment".

Residential/Small Business Monitoring **\$34.95**

Commercial Monitoring

Fire Monitoring

Cellular Monitoring **\$25.00**

Carbon Monoxide Monitoring

Cloud Monitoring

Maintenance

Other

Qty	Description
	Alarm upgrade requies 36 month renewal agreement.
	\$44.95 monthly monitoring cost.

Qty	Description
1	Power G I Q4 Hub
1	IQ Remote Power G
12	door/window contact
1	IQ card 319
3	motion

All costs attributable to making the fire alarm system operable for the residence identified by this document, including sale and installation costs, do not exceed \$500.00. Futhermore, no fire detection device has a value in excess of \$500.00

Monitoring Service Cost

Monthly Monitoring Price **\$54.95**

Contract Term **36-Months**

Total Cost of Monitoring Services **\$1,978.20**

Taxes **Included in Cost**

Approximate Date to Begin Work **TBD**

Equipment Cost

Total **\$600.00**

Down Payment **\$300.00**

Balance Due Post Installation **\$300.00**

Approximate Completion Date **TBD**

Failure to substantially commence work within 20 days for the approximate commencement date specified above (the "Commencement Date") is a violation of the Alarm Company Act, and shall postpone the due date of Subscriber's next succeeding payment to be made under this Agreement for the period of time equivalent to the time between the Commencement Date and the date of substantial commencement of work. For purpose of this Agreement, "substantially commence work" and "substantial commencement of work" shall mean: Continuation of Monitoring through Sebastian Central Station in Kerman, CA.

MONITORING

2. PERSONAL PROPERTY OF SEBASTIAN: Subscriber understands that SEBASTIAN is not charging Subscriber for the Alarm System Equipment, Peripheral Equipment, or any communication software necessary to the operation of the Alarm System, including, but not limited to, any and all passcodes and computer software programmed or installed by SEBASTIAN or a subcontractor of SEBASTIAN ("Communication Software"), although Subscriber must pay an installation fee as provided in this Agreement. The Alarm System Equipment, Peripheral Equipment, and Communication Software shall remain the property of SEBASTIAN at all times during the Initial Term of the Agreement. After the Initial Term, title to the Alarm System Equipment shall pass to Subscriber. The Peripheral Equipment and Communication Software shall remain the sole property of SEBASTIAN during the Initial Term, Renewal Term, if any, and following the termination of this Agree-ment. If this Agreement is terminated for any reason prior to the expiration of the Initial Term, SEBASTIAN may remove or abandon the Alarm System Equipment in whole or in part without obligation to repair or redecorate any portion of the Monitored Location. On completion of the installation of the Alarm System, SEBASTIAN Shall (i) instruct Subscriber in the proper use of the Alarm System, and (l) install, program and service at the Monitored Location, the Communication Software. Subscriber shall not permit the attachment thereto of any apparatus not furnished by SEBASTIAN. SEBASTIAN may, at its option, provide Subscriber the passcode to any Communication Software or change any passcode to the manufacturer's default code at any time.

3. TERM OF AGREEMENT: RENEWAL: The initial term of this Agreement shall be for a period of 36-Months commencing on the Commencement Date (the "Initial Term") and shall automatically renew each month thereafter under the same terms and conditions (the "Renewal Term"), unless either party gives written notice to the other by certified mail, return receipt requested, of their intention not to renew the contract at least 30 days prior to the expiration of any term. After the expiration of one year from the date hereof SEBASTIAN shall be permitted from time to time to increase all fees, charges and other costs of providing the monitor-ing services described in this section 1 by an amount not to exceed nine percent (9.00%) each year and Subscriber agrees to pay such increase.

4. CENTRAL OFFICE MONITORING: Upon receipt of a signal from the Communication Software, SEBASTIAN or its designee communication center shall make every reasonable effort to notify Subscriber and the appropriate municipal police or fire department. Subscriber acknowledges that signals transmitted from the Monitored Location directly to municipal police or fire departments are not monitored by personnel of SEBASTIAN or SEBASTIAN's designee communication center and SEBASTIAN does not assume any responsibility for the manner in which such signals are monitored or the



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SALES

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Residential/Small Business Monitoring **\$34.95**

Commercial Monitoring

Fire Monitoring

Cellular Monitoring **\$25.00**

Carbon Monoxide Monitoring

Cloud Monitoring

Maintenance

Other

Qty	Description

Qty	Description
1	IQ 4 Hub Power G
1	LCD Keypad
2	door/window contact
1	IQ Card 319
1	Transformer

All costs attributable to making the fire alarm system operable for the residence identified by this document, including sale and installation costs, do not exceed \$500.00. Furthermore, no fire detection device has a value in excess of \$500.00

Monitoring Service Cost

Monthly Monitoring Price **\$54.95**

Contract Term **36-Months**

Total Cost of Monitoring Services **\$1,978.20**

Taxes **Included in Cost**

Approximate Date to Begin Work **TBD**

Equipment Cost

Total **\$300.00**

Down Payment **-**

Balance Due Post Installation **\$300.00**

Approximate Completion Date **TBD**

Failure to substantially commence work within 20 days for the approximate commencement date specified above (the "Commencement Date") is a violation of the Alarm Company Act, and shall postpone the due date of Subscriber's next succeeding payment to be made under this Agreement for the period of time equivalent to the time between the Commencement Date and the date of substantial commencement of work. For purpose of this Agreement, "substantially commence work" and "substantial commencement of work" shall mean: Continuation of Monitoring through Sebastian Central Station in Kerman, CA.

MONITORING

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4. CENTRAL OFFICE MONITORING: Upon receipt of a signal from the Communication Software, SEBASTIAN or its designee communication center shall make every reasonable effort to notify Subscriber and the appropriate municipal police or fire department. Subscriber acknowledges that signals transmitted from the Monitored Location directly to municipal police or fire departments are not monitored by personnel of SEBASTIAN or SEBASTIAN's designee communication center and SEBASTIAN does not assume any responsibility for the manner in which such signals are monitored or the



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Monitoring Service Cost

Monthly Monitoring Price **\$54.95**

Contract Term **36-Months**

Total Cost of Monitoring Services **\$1,978.20**

Taxes **Included in Cost**

Approximate Date to Begin Work **TBD**

Equipment Cost

Total **\$350.00**

Down Payment **-**

Balance Due Post Installation **\$350.00**

Approximate Completion Date **TBD**

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Proposal

FROM: Lively Locks & Dead Bolts
P.O. Box 657
Meadow Vista, CA 95722
(530)878-8949 > (530)269-0230 > (916)624-3040
Livelylocks.tritel@gmail.com

Proposal No. 1
Page 1 of 2

Date: 3-3-25

Proposal Submitted to:

Foresthill Fire
Foresthill, CA
Shonne or Patrice
530-367-2465

Work To Be Performed At:

Foresthill Fire Dept. Admin. Building

We hereby propose to furnish all the materials and perform all the labor necessary for the completion of:

Service Call	\$ 88.00
Labor to install locks	\$ 180.00
1 Alarm Lock Trilogy ETDL lever lock, push button with key override (list \$1336.00)	\$1166.00
1 Von Duprin #99 square tube type panic bar for interior (list \$1985.00)	\$1785.00
Tax on locks	\$ 213.95

Total Job Cost	\$3432.95
	=====

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of: \$3432.95

Total Job Cost: Three thousand four hundred thirty-two dollars and ninety-five cents

With payments to be made as follows: COD or up to 30 days okay

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted: Michael Tritel
Per: Lively Locks & Dead Bolts
State Contractor's License No. # 520552

Proposal may be withdrawn by us if not accepted within: 30 Days (thirty days)

Acceptance of Proposal

FROM: Lively Locks & Dead Bolts
P.O. Box 657
Meadow Vista, CA 95722
(530)878-8949 > (530)269-0230 > (916)624-3040
Livelylocks.tritel@gmail.com

Proposal No. 1
Page 2 of 2
Date 3-3-25

Proposal Submitted to:

Foresthill Fire
Foresthill, CA

Work To Be Performed At:

Foresthill, CA
Admin. Building back doors

Proposal Amount: \$3432.95

Three thousand four hundred thirty-two dollars and ninety-five cents

Name and Title:

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted (Printed Name)_____ Signature_____

Date_____

Contractors are required by law to be licensed and regulated by the Contractor's State License Board. Any questions concerning a contractor may be referred to the Registrar, Contractors State License Board, Sacramento, California.
Notice to owners: Under the Mechanics' Lien Law, Section 7019, any contractor or subcontractor who helps to improve your property and is not paid for his labor, services or material, has a right to enforce his claim against your property.