



South Lake County Fire Protection District
— in cooperation with —
California Department of Forestry and Fire Protection

P.O. Box 1360 Middletown, CA 95461 - (707) 987-3089

NOTICE OF A BOARD OF DIRECTORS REGULAR MEETING
Tuesday, January 16, 2024, at 7:00 p.m.
Located at the Middletown Fire Station Board Room,
21095 Highway 175, Middletown, CA 95461

Notice is Hereby Given, pursuant to California Government Code Section 54956, that the Chairperson of South Lake County Fire Protection District Board of Directors, State of California has called a regular meeting of said Board of Directors.

This regular meeting is for the purpose of discussing the following items:

1. Call to Order:
2. Pledge of Allegiance:
3. Roll Call:
4. Motion to approve agenda:
 MOVED _____ SECONDED _____ YES ___ NO ___ ABSTAIN ___
5. Citizens' Input: Any person may speak for three (3) minutes about any subject of concern provided it is within the jurisdiction of the Board of Directors and is not already on the today's agenda. Total period is not to exceed fifteen (15) minutes, unless extended at the discretion of the Board.
6. Communications:
 - 6.a. Fire Sirens
 - 6.b. Fire Safe Council
 - 6.c. Volunteer Association
 - 6.d. Chief's Report
 - 6.e. Finance Report
 - 6.f. Directors' activities report
7. Regular Items:
 - 7.a. Consider and approve Resolution No 2023-24-10 Approving the South Lake County Fire Protection District Fire Mitigation Fee Nexus Study and Requesting the Lake County Board of Supervisors Adopt and Implement the Proposed Fire Mitigation Fee Program on Behalf of the District. Placed on the agenda by Chief Mike Marcucci.
 MOVED _____ SECONDED _____ YES ___ NO ___ ABSTAIN ___
 - 7.b. Consider and approve Supplementary Ambulance Services Agreement with American Medical Response West (AMR) and authorize Board President to execute agreement. Placed on the agenda by Chief Mike Marcucci.
 MOVED _____ SECONDED _____ YES ___ NO ___ ABSTAIN ___

7.c. Consider and approve the purchase of two Gas Monitors \$8,754 to replace two leased and serviced Gas Monitors. Placed on the agenda by Chief Duncan.

MOVED _____ SECONDED _____ YES ___ NO ___ ABSTAIN ___

7.d. Consider and approve Resolution No 2023-24-11 Canceling Reserves for Participation in the State Intergovernmental Transfer Program in amount of \$242,453. Placed on the agenda by Staff Services Analyst Gloria Fong.

MOVED _____ SECONDED _____ YES ___ NO ___ ABSTAIN ___

7.e. Consider and Surplus two Cardiac Monitors replaced by Zoll Cardiac Monitors recently placed into service and 2001 Ford Ambulance License 1288128 (M6011) effective when its replacement of recently purchased 2022 Ford Ambulance is in service. Placed on the agenda by Chief Duncan.

MOVED _____ SECONDED _____ YES ___ NO ___ ABSTAIN ___

7.f. Election of President of the Board of Directors, Vice President of the Board of Directors, Secretary and / or Clerk to the Board of Directors for calendar year 2024. Placed on the agenda in accordance with Fire District Bylaws. (Outgoing President conducts election and adjourns tonight’s meeting). Placed on the agenda by Staff Services Analyst Gloria Fong.

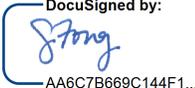
MOVED _____ SECONDED _____ YES ___ NO ___ ABSTAIN ___

8. Consent Calendar Items: (Approval of consent calendar items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion. Any Board member may request that an item be removed from the consent calendar for discussion later.)

8.a. Meeting Minutes - December

8.b. Warrants – December

9. Motion to Adjourn Meeting:

Posted Jan. 12, 2024 by  Gloria Fong, Clerk to the Board of Directors

A request for disability-related modification or accommodation necessary to participate in the Board of Directors’ Meeting should be made by emailing boardclerk@southlakecountyfire.org at least 48 hours prior to the meeting.

Please join the meeting from your computer, tablet, or smartphone.

<https://us02web.zoom.us/j/83287281530>

You can also dial in using your phone: +1 (669) 900-6833 US (San Jose)

Meeting ID: [832 8728 1530](https://us02web.zoom.us/j/83287281530)

Comments are allowed before any action is taken by the Board on each item. Comments may be made remotely by emailing boardclerk@southlakecountyfire.org, via ZOOM videoconference, or phone application.

**South Lake Fire Safe Council
Meeting Minutes
December 6, 2023**

Call to Order: Lewis, Peek, Englander, Wenckus and Zigler present. Pagone via Zoom.

Previous Meeting Minutes: Approved

President's Report:

Treasurer's Report:

Bank Balance: \$7,789.80

Expenses: \$6,497.75

Income: \$5,108.75

Correspondence:

Membership:

Committee Reports:

Chipping:

Web Site: Possible training opportunity

Facebook:

Publicity: Send out end of year letter

Designation of Officers for 2024:

President: Julianne Lewis

Vice President: Theresa Peek

Secretary/Treasurer: Marty Englander

Designation of Signers on Documents:

All officers can sign grant documents. Two signatures are required

All officers can sign agreements. Two signatures are required.

All officers can sign checks. Two signatures are required.

Remove all check signers at bank. Replace with current officers.

Remove former President's name and replace with current President's name on Post Office registration.

Community Updates:

Western Mine- Starting to work on Firewise Community requirements.

Look at Ettawa Springs Rd. for access issues.

Speakers at Meetings:

Our insurance agents

Home assessment tours

Items for next meeting agenda:

New Board members

Schedule 2024 chipping

Meeting adjourned.

Chief Report 1/11/2024

North Division Operations:

Boggs Mountain property around the Cobb School has been a focus of the Fuels Resources during the Christmas break. Personnel were able to fall many hazard trees, along with clearing brush around the school on the Forest property. The intent will be to leave the property with a 100' shaded fuel break around the perimeter of the Forest Property, and to remove as much of the dead and down as possible. The amount of cleanup needed is significant, as the area received very little cleanup after the Valley Fire in 2015. Our goal is to return the school and trails to a condition where everyone can, once again, utilize the historic trails around the school and in the forest.

Camp Operations:

Crews have also been assisting in the Boggs Mountain Forest around the Cobb School, while the kids are on the holiday break. On a near daily basis, crews were cutting brush, piling, and burning debris.

The winter maintenance period also takes up a significant amount of time and effort for the shop, as we prepare for the upcoming burning season by maintaining the large fleet of trucks and other equipment.

South Lake Operations:

The holiday season has held off with the snow, but we are prepared with the snowcat and a newly purchased trailer.

The Station 62 HVAC upgrade is progressing, work is anticipated once the vendor receives the equipment.

One of the new GMC utilities has been delivered. Equipment is being purchased for the outfitting. Once those are in-service, the old Dodge ½ ton pickup (previous P1426, currently U6022) will be auctioned through the GovDeals program.

The new Medic 6211 is waiting for the delivery of the Med-Net radios, which allow the crews to contact the hospital. Once delivered, that rig will be placed into service. We anticipate delivery of those before the end of January.

All 4 of the District stations received a donation of DeWalt tools from the Black and Decker Corporation. These will be distributed to all 4 stations, and used as 'station tools', for projects in and around the stations. The tools include a battery-powered chain saw, blower and cut-off saw, along with several other hand tools.

The white reserve ambulance, commonly referred to as 'white lightning' has been stripped and will be placed on GovDeals along with the old E6011.

Crews have identified the area that the County of Lake wanted to be fenced off, before Air Curtain Burner operations, and we hope to have that in place soon.

Both of the HeloPods are receiving their winter maintenance, including cleaning and draining.

The District is utilizing a local mechanic for some of our fleet repairs that are no longer covered under the maintenance agreement.

End of Report, Paul

Fire Mitigation Fee Nexus Study Overview



January 16, 2024



Municipal Advisory | Pension Optimization | Revenue Generation | Quantitative Strategies

South Lake County Fire Protection District



What is a Mitigation Fee?



- A mitigation fee (aka development impact fee) is:
 - a one-time fee
 - imposed on new development as a condition of approval
 - to pay for public facilities needed to serve new development
- **Mitigation fees are one of the ways that the California law put in place to fund public facilities**

Definitions and Use



- **Public Facilities:**
 - fire station and other facilities
 - apparatus and vehicles
 - equipment
- **Development is:**
 - All new private residential and nonresidential buildings
 - Excludes public buildings and ADUs smaller than 750 sq.ft.
- Mitigation fees **CAN** be used to expand the District's facilities to serve new development
- Mitigation fees **CANNOT** be used for maintenance, deficiencies, or operations

Fire Mitigation Fees in Lake County



- The mitigation fee ordinance was adopted in September 1992 by Lake County
- No significant updates to the fee program have been done since then (31 years)
- Program set fee ceiling of \$1.00 psf and did not include inflation adjustment provision
- What changed since the program was implemented:
 - The District added EMS
 - Fire station construction costs went from \$64-70 psf to \$600+ psf
 - Class A Engine / Pumper cost went from \$200k to \$700k
 - Water Tender cost went up from \$110k to \$400-550k

Legal Framework



- US Supreme Court decisions require “**Nexus**” to support mitigation fees
- Three Nexus components:
 - Development must create a **NEED** for facilities funded by the fee
 - Development must receive **BENEFIT** from facilities funded by the fee
 - Fees must be **PROPORTIONAL** to impact created by development

Legal Framework – California Law



- The Mitigation Fee Act requires the following nexus findings:
 - Identify **PURPOSE** of the fee
 - Identify **USE** of the fee
 - Demonstrate reasonable relationship between:
 - Use of the fee and type of development on which the fee is imposed (**Benefit**)
 - Need for facility and type of development on which the fee is imposed (**Need**)
 - Amount of the fee and facility cost allocated to development paying the fee (**Proportionality**)

Mitigation Fee Adoption Process



- Impact fees are imposed as a condition of development approval by land use authority
- Special districts lack land use authority
- Fire protection districts are specifically prohibited from charging impact fees
 - Fire Protection District Law of 1987 (Health and Safety Code Section 13916)
- Cities and Counties may impose impact fees that benefit special districts

- **District Board:** approves nexus study and forwards it to the County
- **County of Lake Board of Supervisors:** adopts the fee on behalf of the District

Nexus Findings



- **PURPOSE:** for new development to contribute its fair share of existing and future one-time public facility costs
- **USE:** to fund expansion of and addition to District's public facilities
- **NEED:** new development within District's service area increases the need for fire protection and emergency medical response public facilities
- **BENEFIT:** new development within District's service area benefits from availability of fire protection and emergency medical response public facilities
- **PROPORTIONALITY:** Fire mitigation fee allocates to new development its proportionate share of the District's existing and future public facilities costs

Fire Mitigation Fee Methodology



- Fire Mitigation Fee is based on future development's share of existing and future public facility costs:
 - 10 million sf of existing development within the District
 - 1.4 million sf of new development projected in the next 18 years
 - 11.4 million sf of total development projected by 2040
 - \$29.3 million of total cost / value of District's existing and planned facilities
 - \$252,000 in District's mitigation fee fund
 - \$29.1 million is the net cost of District's facilities to be allocated to all development
 - \$2.56 is the net cost allocation per sf of all development

Fire Mitigation Fee Survey



Agency Name	County	Fee Amount (psf)
Esparto FPD	Yolo	\$1.48
Willow Oaks PFD	Yolo	\$1.69
City of Yreka	Siskiyou	\$2.03
Anderson Valley CSD	Mendocino	
Single Family		\$2.13
Multi-Family		\$2.54
Retail / Commercial		\$2.14
Office		\$2.87
Sonoma County FPD	Sonoma	
Single Family		\$1.75
Multi-Family		\$2.31
Retail / Commercial		\$1.95
Office		\$3.20
Sonoma Valley FPD	Sonoma	
Single Family		\$1.72
Multi-Family		\$2.91
Retail / Commercial		\$1.95
Office		\$3.23

- All fee programs updated in 2021-23
- All fee programs have automatic inflation adjustment
- All fee programs have administrative surcharge (2-4%)

Proposed Fire Mitigation Fee



Description	Amount / Sq.Ft.	
	Residential	Nonresidential
Base Fee per Sq. Ft.	\$1.96	\$2.56
Administrative Surcharge 2%	\$0.04	\$0.05
Total Fee Amount	\$2.00	\$2.61

- 2% Admin Surcharge covers Mitigation Fee Act compliance costs (nexus studies, recordkeeping, reporting, etc.)
- Fee applies to all new development
- Includes automatic annual inflation adjustment

Projected Fee Revenue



- Projected fire mitigation fee revenue: **\$3.1 million** over 18 years
- Planned facilities costs: **\$8.9 million**
- Available mitigation fee funds: **\$252k**
- Funding needed from other sources: **\$5.9 million**

Questions?



Dmitry Semenov

Ridgeline Municipal Strategies, LLC

(916) 250-1590

dsemenov@RidgelineMuni.com

RidgelineMuni.com



1 **BOARD OF DIRECTORS, SOUTH LAKE COUNTY FIRE PROTECTION DISTRICT**
2 **COUNTY OF LAKE, STATE OF CALIFORNIA**

3
4 **RESOLUTION NO. 2023-24 10**

5
6 **RESOLUTION APPROVING THE SOUTH LAKE COUNTY FIRE PROTECTION DISTRICT**
7 **FIRE MITIGATION FEE NEXUS STUDY AND REQUESTING THE LAKE COUNTY BOARD**
8 **OF SUPERVISORS ADOPT AND IMPLEMENT THE PROPOSED FIRE MITIGATION FEE**
9 **PROGRAM ON BEHALF OF THE DISTRICT**

10
11 **WHEREAS**, AB 1600 was adopted and codified in California Government Code § 66000
12 allowing the establishing, increasing or imposing of a mitigation fee as a condition of approval for
13 new development where the purpose and use of the fee were identified and reasonable relationship
14 to the development project was demonstrated; and

15
16 **WHEREAS**, the South Lake County Fire Protection District (“District”) Board of Directors
17 (“Board”) has received and considered the Fire Mitigation Fee Nexus Study dated December 19,
18 2023 prepared by Ridgeline Municipal Strategies, LLC (“Nexus Study”) that provides the required
19 information to update the District’s Fire Mitigation Fee Program.

20
21 **NOW, THEREFORE, IT IS HEREBY RESOLVED** that:

- 22
23 1) The Board hereby receives and approves the Nexus Study.
- 24
25 2) Prior to adopting this Resolution, the Board conducted a public hearing at which oral
26 and written presentations were made, as part of the Board’s regularly scheduled
27 meeting held on January 16, 2024. Notice of the time and place of the meeting,
28 including a general explanation of the matter to be considered, has been published
29 twice in the local newspaper. Additionally, at least ten days prior to the meeting, the
30 District made available to the public information about the amount of the estimated cost
31 required to provide the services for which the fee is to be updated pursuant to the
32 Resolution by way of such public meeting, including the Nexus Study attached as
33 Exhibit A, which formed the basis for the action taken pursuant to this Resolution.
- 34
35 3) After considering the Nexus Study, this Resolution, the presentations, and the testimony
36 received at this public hearing, the Board hereby makes the following finding:
- 37
38 a. The purpose of the Fire Mitigation Fee hereby approved is to protect the public
39 health, safety, and welfare of the community by requiring new development to
40 contribute to the cost of fire protection and emergency medical response facilities
41 necessary to mitigate the impacts created by such development; and
- 42
43 b. The revenues from the Fire Mitigation Fee hereby approved will be used to provide
44 public facilities needed to mitigate the impacts of new development. These facilities
45 are identified in the Nexus Study; and
- 46
47 c. The Nexus Study demonstrates that there is a reasonable relationship between:
- 48
49 i. The use of the Fire Mitigation Fee and the types of development projects on
50 which the fee is imposed; and
- 51
52 ii. The need for public facilities and the types of development projects on which the
53 Fire Mitigation Fee is imposed; and
- 54

iii. The amount of the Fire Mitigation Fee and the cost of the public facilities attributable to the development on which the fee is imposed.

4) The Board does hereby approve the following Fire Mitigation Fee amounts on new development, which shall be collected as a condition of approval:

<u>Development Type</u>	<u>Fire Mitigation Fee</u>
Residential Development	\$ _____
Nonresidential Development	\$ _____

5) The Board does hereby approve and request that the Fire Mitigation Fee be automatically adjusted for inflation each year on July 1, commencing on July 1, 2024, by an amount equal to the percentage change of the Engineering News Record Building Cost Index (20-Cities Average) for the 12-month period ending in the month before the adjustment takes place.

6) The Board finds pursuant to the California Environmental Quality Act (“CEQA”) that this action is not a “project” because the Resolution provides a mechanism for funding fire protection and emergency medical response facilities, apparatus, and equipment, but does not involve a commitment to any specific project for such purposes that may result in a potentially significant impact on the environment, per CEQA Guidelines § 15378.

7) If any portion of this Resolution is found by a court of competent jurisdiction to be invalid, such finding shall not affect the validity of the remaining portions of this Resolution.

BE IT FURTHER RESOLVED that the Board of Directors of the South Lake County Fire Protection District formally requests that the Lake County Board of Supervisors adopt and implement this approved Fire Mitigation Fee Program on behalf of the District.

THIS RESOLUTION was passed and adopted by the Board of Directors of the South Lake County Fire Protection District at a regular scheduled meeting held on the 16th day of January, 2024, by the following vote:

AYES:

NOES:

ABSENT OR NOT VOTING:

BY:

SOUTH LAKE COUNTY FIRE PROTECTION DISTRICT
ROB BOSTOCK, President, Board of Directors

ATTEST:

Gloria Fong, Clerk to the Board of Directors



South Lake County Fire Protection District Fire Mitigation Fee Nexus Study



Final Draft Report
Ridgeline Project # 23003

Prepared for:



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Appendix A: Development Analysis Supporting Data

Appendix B: District Facility Supporting Data

EXECUTIVE SUMMARY

This Fire Mitigation Fee Nexus Study (the “Nexus Study”) was prepared by Ridgeline Municipal Strategies, LLC (“Ridgeline”) for the South Lake County Fire Protection District (the “District”) to update the District’s Fire Mitigation Fee (the “Fee”). The Fee is collected on all new development within the District to fund the one-time costs of public facilities used to provide fire protection and emergency medical response services.

The methodology of the Nexus Study satisfies the legal requirements of the Constitution of the United States of America, the Constitution of the State of California, and the California Mitigation Fee Act (the “Act”).

The District’s service area covers the communities of Middletown, Anderson Springs, Cobb, Loch Lomond, and Hidden Valley in the unincorporated portion of the County of Lake (the “County”). The current version of the District’s Fire Mitigation Fee Program (the “Fee Program”) was adopted in 1992 by the County. The Nexus Study provides an update to the existing Fee based on new development projections through 2040 and recommends certain revisions to the Fee Program.

The Fee Program is designed to help the District provide fire protection and emergency medical response services to new development in a fiscally responsible manner. The Fee revenues can only be used to expand the District’s public facilities (buildings and structures, apparatus and vehicles, and equipment) to serve new development, including reimbursements to the District for facilities that have been upsized to accommodate new development. The Fee revenues cannot be spent on operations, maintenance or to address existing public facility deficiencies.

FEE PROGRAM UPDATE OVERVIEW

The demand for the District’s services and associated public facilities is driven by the building structures that the District protects. The District assesses the Fee on all new residential and nonresidential development within its service area, including additions to existing structures.

The Fee is calculated based on building square footage. Different Fee amounts per square foot are proposed for residential and nonresidential development.

Accessory dwelling units (“ADUs”) smaller than 750 sq. ft. are currently exempt from the Fee by the State law. A change in the law could result in such ADUs to no longer be exempt.

Buildings and structures owned and used by government entities, including, but not limited to, schools, city halls, administration buildings, fire and police stations, corporate yards, etc., are not subject to the Fee.

The existing development within the District consists of approximately 10 million building sq. ft. It is estimated to grow by approximately 14 percent (1.4 million sq. ft.) by 2040, with the bulk of the growth (87 percent) happening on the residential side.

PROPOSED AND CURRENT FEE

Table 1 shows the proposed Fee amounts. The Fee is collected on a per square foot basis for all development types and includes a 2% administrative surcharge.

Table 1
South Lake County Fire Protection District
Proposed Fire Mitigation Fee (2023\$)

Description	Amount / Sq.Ft.	
	Residential	Nonresidential
Base Fee per Sq. Ft.	\$1.96	\$2.56
Administrative Surcharge 2%	\$0.04	\$0.05
Total Fee Amount	\$2.00	\$2.61

Source: South Lake County Fire Protection District and Ridgeline

The Fee is based on cost estimates in 2023 dollars. To account for inflationary impacts, it is recommended that the Fee be automatically adjusted annually without further action by the District Board and the County Board of Supervisors on the first day of each fiscal year, starting July 1, 2024, by the previous calendar year percentage change in the Engineering News-Record Construction Cost Index (20-City Average), or its successor publication.

Since the Fee amount has not been updated since 1992, the proposed Fee increase is significant, as it captures three decades of inflation and takes into consideration the expansion of the District services to include emergency medical response. **Table 2** compares the existing and proposed Fee amounts.

Table 2
South Lake County Fire Protection District
Comparison of Existing and Proposed Fee

Development Type	Existing Fee	Proposed Fee	Difference	Percentage Difference
Residential	\$1.00	\$2.00	\$1.00	100%
Nonresidential	\$1.00	\$2.61	\$1.61	161%

Source: South Lake County Fire Protection District and Ridgeline

PROPOSED FEE PROGRAM CHANGES

The following changes are proposed to the Fee Program with this update:

- Set different Fee amounts for residential and nonresidential development.
- Eliminate Fee ceiling.
- Establish an automatic annual inflation adjustment.
- Make the Fee specific to the District service area of the County, with other fire protection districts setting their own fee amounts.

IMPLEMENTATION

The District’s Board of Directors, assisted by the District staff, should review and evaluate the Nexus Study for accuracy and alignment with the District’s operational and financial framework. Once the Board of Directors is satisfied that the legislative requirements of the Mitigation Fee Act are met and the Fee update recommendations are valid, it will need to approve the Nexus Study and forward it to the County with the recommendation for adoption on behalf of the District by the County Board of Supervisors per the requirements of the Mitigation Fee Act.

Upon receipt of the Nexus Study and receiving public input, the County Board of Supervisors will vote to approve findings and a resolution to adopt the updated Fee Program. If approved, the Fee will be imposed pursuant to the County’s development “police powers” under Article XI, section 7, of the California Constitution.

REPORT ORGANIZATION

Chapter I of this Nexus Study provides an overview of the District, the legal framework for the Fee, the Nexus Study’s purpose, the Fee calculation methodology, and the current Fee amount.

Chapter II contains the data on existing development and documents future development projections within the District.

Chapter III lists the existing and planned public facilities of the District.

Chapter IV contains the calculations for the public facility cost allocation across existing and future development and the proposed Fee amount.

Chapter V documents the nexus findings that address the requirements of the Mitigation Fee Act.

Chapter VI provides recommendations for adopting and implementing the Fee.

I. INTRODUCTION AND BACKGROUND INFORMATION

INTRODUCTION

The Lake County Fire Chief’s Association, on behalf of its member districts, retained Ridgeline Municipal Strategies, LLC to prepare fire mitigation fee nexus studies for each of the districts. This Nexus Study pertains to the Fee collected by the South Lake County Fire Protection District (the “District”).

The County of Lake (the “County”), on behalf of the District, imposes the Fire Mitigation Fee (the “Fee”) on new development within the District’s service area. The Fee funds one-time public facility costs attributable to new development to allow the District to accommodate such new development and maintain its level of service.

The existing Fee was adopted by the Board of Supervisors of the County on October 10, 1992 by a Fire Mitigation Fee Ordinance that established the Fee for all unincorporated areas of the County.¹

There have not been any updates to the District’s Fire Mitigation Fee Program (the “Fee Program”) since then.

This Fee Program update is intended to address the public facilities necessary to accommodate the expected growth within the District through 2040.

The Nexus Study provides the legal and policy basis for the calculation and imposition of the Fee on all new development within the District. The study evaluates the existing Fee Program, considers the development changes that have occurred within the District, analyzes the impact of recent and future development on the District facilities, and documents the need for a Fee adjustment due to the amount of new development within the District, inflation and increasing public facility costs, and a wider scope of services provided by the District.

This chapter provides an overview of the District, the legal framework for the Fee, the Nexus Study purpose, the Fee calculation methodology, and the current Fee amounts.

DISTRICT OVERVIEW

The South Lake County Fire Protection District is an independent special district located in Middletown, CA. The District provides a full range of fire protection, fire suppression, fire safety, emergency medical response, rescue and extrication, containment and mitigation of hazardous

¹ The County Fire Mitigation Fee Ordinance established a uniform fee for the entire County area, which is currently serviced by five fire protection districts (Kelseyville, Lake County, Lakeport, Northshore, and South Lake County). With this update of the Fee Program, each district will have its own fee program and fee amount reflecting its unique development pattern and public facility needs.

materials exposure, and other life safety services (the “Services”) in the southern portion of the County of Lake, including the communities of Middletown, Anderson Springs, Cobb, Loch Lomond, and Hidden Valley. The District’s service area covers approximately 285 square miles and has approximately 11,000 residents.

The District is governed by a five-member Board of Directors (the “Board”) and a career Fire Chief. The Board and Fire Chief are responsible for strategic planning, policy development, and approval of capital expenditures. The District employs 15 full-time equivalent employees and has 25 volunteer staff members based at four fire stations.

In 2022, the District responded to 1,191 calls, including structure and wildland fires, vehicle accidents, technical rescue, hazardous materials, and medical aid.

THE MITIGATION FEE ACT

The passage of Proposition 13 in 1978, Proposition 218 in 1996, and other State fiscal measures have limited the revenue availability for local public agencies. Local funding sources, such as property and sales taxes, are now mostly used for operations and maintenance and are often insufficient to fund public facilities and capital improvements. State and federal funding are not keeping up with the rising costs. The decline of popular support for bond measures has further restricted the local governments’ ability to develop infrastructure and facilities for the next generation of residents and businesses.

These funding limitations have led to declining service levels, accelerated physical deterioration, lower efficiency, and increasing maintenance and operating costs of public facilities. They have also resulted in an increasing need to use mitigation fees (also known as development impact fees, or simply impact fees) to fund new public facilities.

California’s mitigation fee statute originated in AB 1600, which went into effect in 1989. The bill added several sections to the Government Code (Sections 66000 through 66025), which are now officially known as the “Mitigation Fee Act” (the “Act”).

The Act sets forth requirements for establishing, increasing, and imposing mitigation fees, contains provisions concerning their collection, expenditure, and administration, and mandates periodic accounting, reporting, and re-evaluation of fee programs. The implementation and administration requirements mandated by the Act are covered in **Chapter VI** of the Nexus Study.

The fees (the term used throughout the Act) are defined as “a monetary exaction, other than a tax or special assessment... charged by a local agency to the applicant in connection with approval of a development project for the purpose of defraying all or a portion of the cost of public facilities related to the development project...”² The Nexus Study uses the term “mitigation fees” to mean such fees.

² Gov’t Code § 66000(b)

The Act broadly defines public facilities to include "public improvements, public services and community amenities³." The Act limits mitigation fees to an amount that "does not exceed the estimated reasonable cost of providing the service or facility for which the fee... is imposed"⁴ and prohibits the levy, collection, or imposition of mitigation fees for general revenue purposes. The case law and Gov't Code § 65913.8 stipulate that mitigation fees may not be used for operating or maintenance costs. The Act does not limit the types of facilities for which mitigation fees may be imposed, but does require that the collected fees be used for their intended purposes.

The Act specifies that mitigation fees "shall not include the costs attributable to existing deficiencies in public facilities but may include the costs attributable to the increased demand for public facilities reasonably related to the development project in order to refurbish existing facilities to maintain the existing level of service or achieve an adopted level of service that is consistent with the general plan."⁵ As such, mitigation fees may be used to recover costs of existing facilities to the extent that such facilities are needed to serve new development and have the capacity to do so.

NEXUS STUDY PURPOSE

This Fire Mitigation Fee Nexus Study (the "Nexus Study") was prepared to satisfy the legal requirements governing mitigation fees, including provisions of the U. S. Constitution, the California Constitution, and the California Mitigation Fee Act.

The purpose of the Nexus Study is to establish the legal and policy basis for the continued imposition and update of the Fee within the District's service area by analyzing the impacts of new development on the need for fire protection and emergency medical response public facilities.

For purposes of this Nexus Study, the terms "public facility," "capital facility," and "facility" refer to:

- land, buildings, and improvements (including fire stations, administration buildings, and other building structures);
- fire apparatus, ambulances, and other vehicles; and
- equipment

used by the District to provide the Services.

The terms "development project" and "new development" refer to any residential or nonresidential project undertaken for the purpose of development that requires issuance of a permit for construction or reconstruction.

³ Gov't Code § 66000(d)

⁴ Gov't Code § 66005(a)

⁵ Gov't Code § 66001(g)

To update and impose the Fee, the Nexus Study demonstrates that a reasonable relationship, or “nexus,” exists between new development that occurs within the District and the need for public facilities. It is generally accepted that the concept of nexus encompasses the following three standards.

- *Need/Impact:* To be subject to mitigation fees, development has to create an impact and/or generate a need for public facilities to be funded by such fees. As a recipient of public services, new development results in additional demand for some or all public facilities. Absent a facility capacity increase to address the additional demand, the quality and/or availability of public services will deteriorate for the entire community. Mitigation fees may be used to recover public facility costs, but only to the extent that the need for such facilities is related to the development project paying the fees. The courts have held that development exactions can only be used to mitigate impacts of the projects upon which they are imposed. This Nexus Study quantifies and allocates development impacts on facility needs in terms of the total cost per square foot and contains the calculations necessary to document compliance with the need / impact standard.
- *Benefit:* Development must also benefit from the public facilities funded by the mitigation fees that it paid. In other words, the facilities funded by the fees have to be available to serve the development paying the fees. Moreover, the mitigation fee revenues must be segregated from other funds and used in a timely manner to fund the facilities for which they were collected. There is no legal requirement that facilities paid for with mitigation fee revenues can only be available to the development projects paying the fees. Unspent fees must be refunded. These requirements are put in place to ensure that new development benefits from the mitigation fees it is required to pay. This Nexus Study contains implementation provisions necessary to guide the District in compliance with the benefit standard.
- *Proportionality:* Finally, mitigation fees must be proportional to the impact created by development projects paying the fees. Proportionality is ensured through proper documentation of applicable facility costs and fee calculations that allocate these costs based on the impact created by different development types. The fee calculation methodology used in this Nexus Study is designed to ensure compliance with the proportionality standard.

The Act stipulates that any mitigation fee program must meet and document five nexus findings.⁶ **Chapter V** of this Nexus Study addresses this requirement.

MITIGATION FEE CALCULATION METHODOLOGY

There are several accepted mitigation fee calculation methodologies. The methodology selection is usually determined by the types of services provided, types of public facilities required,

⁶ Gov’t Code § 66001

development patterns, and availability of data. Regardless of the selected methodology, the facility cost allocation must be done in proportion to the need created by new development.

New development's impact can be quantified by selecting a variable that best reflects such impact and corresponds to the type of services required, such as added square footage, population, employment, vehicle trips, call volume, etc. AB 2668, which amended the Act, states that any "nexus study adopted after July 1, 2022, shall calculate a fee imposed on a housing development project proportionately to the square footage of proposed units of the development,"⁷ unless certain conditions are met and properly documented.

- *The Plan-Based Methodology* is utilized when there are clearly defined capital improvement or facility plans prepared for new development. The facilities needed to serve the new development are identified and their costs are allocated to each development category in proportion to the generated service demand. The total required facility cost is divided by the total additional demand units to calculate a cost per demand unit (e.g., a cost per square foot of new construction). This methodology is most often used to set fees for large development projects requiring its own public facilities.
- *The Capacity-Based Methodology* is utilized when a facility's capacity can only accommodate a known level of development. The total facility cost is proportionately allocated to each unit of development within the facility's service area. If incremental facility costs can be allocated to an incremental development unit, this approach provides sufficient flexibility to accommodate changing development patterns.
- *The Standard-Based Methodology* is based on a specified service standard required for each unit of development. The standard can be established as a matter of policy or be based on the service level that is being provided to existing development. Once the standard for each development unit is established, a cost to achieve the standard can be allocated proportionately.

Under each methodology type, the agency can utilize the mechanism of buy-in fees to recover a portion of the existing facility costs, provided the facilities have capacity available to serve additional development.

The general order to calculate mitigation fees is as follows:

1. Quantify existing development units and prepare new development projections.
2. Develop capital improvements or facilities plan, identify facility service capacity, and/or establish a service standard.
3. Determine the amount and cost of facilities required to accommodate new development.
4. Calculate mitigation fee by allocating the total facility costs per unit of development (usually on a square foot basis).

⁷ Gov't Code § 66016.5(5)(A)

Proper methodology allocates public facility costs to new development fairly and ensures that new development is not required to fund existing service deficiencies, while existing development is not subsidizing facilities for new development.

Given the fixed service area of the District, the coverage and response times provided by the existing fire stations, and the limited anticipated development growth pattern, the capacity-based methodology will be utilized in this Nexus Study.

During the preparation of the Nexus Study, the District determined the scope of facilities needed to ensure that they can accommodate the anticipated new development. The Nexus Study uses the District's current and planned facilities as the facilities standard. The existing facilities serve the current population and have the capacity to serve new development. However, as future growth occurs, some facility expansion will be necessary.

To mitigate its impact on the District's service level, new development is required to pay mitigation fees to cover its proportionate fair share of the one-time facility costs.

The District has the flexibility to revise the list of necessary facilities shown in this report as conditions change. If the cost of facilities necessary to serve the anticipated growth materially changes, the District should update the Fee Program accordingly.

The current service standard is based on the District's ratio of existing facilities to the square footage of existing development. Existing development refers to the current residential and nonresidential development within the District's service area. However, the existing facilities have been upsized to accommodate additional development.

The Act requires that in establishing a mitigation fee program, the facilities funded by the fee must be identified. This Nexus Study contains a detailed list of facilities and the associated costs and replacement values.

The District's facilities form a comprehensive fire protection and emergency medical response system benefiting the District's entire service area. The resources of one station are not limited to the use of nearby properties, but are used to provide coverage to the entire service area as needed. Responding to service calls often requires resources from multiple stations. Similarly, new development will be served by all of the District facilities, not just by those of the nearest station.

The terms "standard" and "level of service" will be used throughout the Nexus Study (at times interchangeably) to describe the level of public facility investment needed to serve the community.

A *standard* is defined as the benchmark that the District plans to achieve for any particular facility.

A *level of service* is the actual level of benefit experienced by the existing development. Level of service may be different from the standard for a given facility.

When the existing level of service is less than the standard, or the facility is over capacity relative to the standard, a deficiency exists, and new development is not expected to cover that deficiency. If the opposite is the case and there is a capacity surplus, the District may recover a portion of its investment in that facility that is available to serve new development.

If there is no established standard for a given facility, the existing level of service becomes the *de facto* “current standard,” and the two terms may be interchangeable.

By policy, the District can adopt its own reasonable facility standards to reduce, maintain, or increase the existing standard. However, basing the Fee on a standard that is higher than the existing level of service is fair to new development only if the District uses alternative funds to increase the capacity of facilities benefiting the existing development.

The District’s existing four fire stations will continue to provide services to the existing and future development. As such, new development is required to contribute its fair share of the existing facility costs.

Additionally, the District anticipates that one of its fire stations will need to be expanded. An additional engine and some equipment are necessary to improve its overall service level to properly address the community needs. As such, new development is required to contribute its fair share of funding for these new facilities in proportion to the benefit it receives from such facilities.

CURRENT FEES

The current Fee within the County area was adopted in 1992 based upon the analysis performed by the Lakeshore Fire Protection District, a nearby agency within the County. The Fee ceiling was set at \$1.00 per sq. ft. The Fee was adopted before the District started providing the emergency medical response services. The Fee has not been updated since its adoption and does not include an inflation adjustment provision. The Fee ordinance provides for a 2% administrative surcharge. The Fee is currently being charged at the ceiling level.

When the Fee was first adopted and last updated, the following assumptions were utilized:

- The District served a smaller population and required less facilities.
- Facility costs were significantly lower than they are now. For instance,
 - Fire station construction costs were estimated at \$64-70 per sq. ft. (compared to \$600 per sq. ft. currently).
 - Class A Engine / Pumper cost was estimated at \$200,000 (compared to \$700,000 currently).
 - Water Tender cost was estimated at \$110,000 (compared to \$400,000 - \$550,000 currently).

For the most recent 5-year period (calendar years 2018-2022), the District collected Fee revenue of \$609,206.

II. EXISTING AND PROJECTED DEVELOPMENT

To develop growth projections for this Fee Program update, Ridgeline analyzed existing development and recent building permit data for the District service area. The growth projections reflect recent residential and nonresidential development trends and known proposed projects. To ensure that new development contributes its fair share of facility funding, the growth projections and the associated public facility costs are estimated through 2040.

The existing and projected development data provided in this chapter will be used to establish levels of service, analyze facility needs, allocate facility cost between existing and future development, and calculate the updated Fee amount.

SERVICE AREA

The District boundary constitutes the service area analyzed in this Nexus Study. It encompasses the communities of Middletown, Anderson Springs, Cobb, Loch Lomond, and Hidden Valley in the unincorporated portion of the County of Lake, as shown on **Figure 1**.

Figure 1
South Lake County Fire Protection District
Service Area Map



The District is responsible for the protection of a variety of geographical areas, ranging from residential neighborhoods, commercial and industrial buildings, rural areas, and agricultural and public lands. The District covers approximately 285 square miles and serves a population of approximately 11,000 residents.

In 2020-2022 calendar years, the District responded to approximately 3,400 service calls. Rescue and EMS calls constituted 79% of all calls, as shown in **Table 3**. On average, the District received approximately 1,140 service calls per year over the past three years.

Table 3
South Lake County Fire Protection District
Service Calls Detail - 2020-2022

Incident Type	Incidents				%
	2020	2021	2022	Total	
Fire	13	19	19	51	1.49%
Rescue & Emergency Medical Service	794	949	954	2,697	79.00%
Hazardous Conditions (No Fire)	29	33	36	98	2.87%
Service Call	110	116	96	322	9.43%
Good Intent Call	39	60	50	149	4.36%
False Alarm / False Call	26	22	32	80	2.34%
Special Incident	4	9	4	17	0.50%
TOTAL	1,015	1,208	1,191	3,414	100.00%

Source: South Lake County Fire Protection District

TYPES OF DEVELOPMENT

The demand for the District’s Services and the associated public facilities is driven by the residential and nonresidential building structures within the service area. Therefore, the District assesses the Fee on all new residential and nonresidential development within its service area, including additions to existing structures.

The District currently charges a uniform fee per building square foot regardless of development type. The uniform Fee structure is supported by the following observations:

- The recent revision of the Act (AB 2668) stipulates that a fee per square foot should be the default method for setting mitigation fees for housing development,⁸ which inherently incorporates service demand differences between various residential development types.
- Nonresidential development within the District is fragmented and lacks major dominant categories. Significant growth in nonresidential development is not anticipated.

⁸ Gov’t Code § 66016.5(5)(A)

- The current building code mandates all new buildings to be sprinklered.
- Building height differences between the one- and two-story structures have not proven to significantly impact the demand for fire protection and medical emergency response services.

With this Fee Program update, the District has elected to offer a reduced Fee to residential development to help keep housing costs lower and to have the residential Fee amount to be more in line with other jurisdictions in Northern California.

Recent legislation (SB 13) requires that mitigation fees for accessory dwelling units (“ADUs”) must be proportional to the relationship between the square footage of the ADU and the square footage of the primary unit. With the Fee being calculated on a square foot basis for both the primary unit and the ADU, the proportionality requirement is maintained. The Fee may not be imposed on an ADU smaller than 750 sq. ft. under the current State Law.

Buildings and structures owned and used by government entities, including, but not limited to, schools, city halls, administration buildings, fire and police stations, corporate yards, etc., are exempt from the Fee and, as such, are excluded from nonresidential development.

NEW DEVELOPMENT PROJECTIONS

Development projections are an important input for the Nexus Study. The Fee is calculated by allocating the total cost of all facilities needed throughout the District by 2040 across all residential and nonresidential development expected to be in place by that time, and then using that allocation to calculate the Fee for new development.

EXISTING DEVELOPMENT SUMMARY

As shown in **Table 4**, the existing residential and nonresidential development within the District makes up approximately 10 million sq. ft.

Table 4
South Lake County Fire Protection District
Existing Development Summary

Development Type	Parcels with Structures	Total Sq. Ft.	Avg. Sq. Ft. / Parcel
Residential			
Residential Parcels	5,455	9,018,893	1,653
Subtotal: Residential	5,455	9,018,893	1,653
Nonresidential			
Nonresidential Parcels	224	952,960	
Subtotal: Nonresidential	224	952,960	
TOTAL	5,679	9,971,853	

Source: County of Lake, South Lake County Fire Protection District, Ridgeline

Existing Development Calculation Methodology

To prepare the existing development summary, we analyzed the 2022 parcel data set that was provided to the District by the County (the “2022 Parcel Data”), as well as the Fee collections data for the past 5 years provided by the District.

The 2022 Parcel Data was missing building square footage data for manufactured homes, so we made the following assumptions, which were added to the data set:

- An average single-wide manufactured home was assumed to be 960 sq. ft.
- An average double-wide manufactured home was assumed to be 1,600 sq. ft.
- All parcels marked in the 2022 Parcel Data as having a “trailer on site” were reviewed on Google Maps and a visual determination was made on the type of home located there, if one was visible.

The typical manufactured home sizes are based on the information from MHVillage⁹:

- single-wide homes range from 480 to 1,440 sq. ft., with a midpoint of 960 sq. ft.
- double-wide homes range from 640 to 2,560 sq. ft., with a midpoint of 1,600 sq. ft.

We also updated the 2022 Parcel Data to include all development that paid mitigation fees in 2018-2022 calendar years.

Finally, we reviewed the 2022 Parcel Data to identify all parcels with building assessed value of \$50,000 or more and no building square footage data. For such parcels, we manually estimated the building size using Google Earth or other available information.

⁹ <https://www.mhvillage.com/resources/buyers/explore/mobile-home-sizes-guide>

DEVELOPMENT PROJECTIONS

To prepare future development projections through 2040, we utilized the following approach:

- *Residential Development – New Homes:* Based on the mitigation fee collections data for the past 5 years, an average of 23 new homes totaling approximately 52,000 sq. ft. were built within the District each year. We assume that this trend will continue unchanged through 2040.
- *Residential Development – Additions:* Based on the mitigation fee collections data for the past 5 years, an average of 14,700 sq. ft. of existing home additions took place within the District each year. We assume that this trend will continue unchanged through 2040.
- *Nonresidential Development:* Based on the mitigation fee collections data for the past 5 years, an average of approximately 13,300 sq. ft. of nonresidential development took place within the District each year. We assumed that going forward throughout 2040, the District will experience a slightly lower volume of nonresidential development of approximately 10,000 sq. ft. per year.

The new development activity details for the past 5 years are provided in **Tables A-1** and **A-2** in **Appendix A**.

As shown in **Table 5**, new development within the District is estimated to add approximately 1.4 million building sq. ft. through 2040, based on the assumptions identified above. Most of that growth (87%) is expected to be on the residential side.

Table 5
South Lake County Fire Protection District
Future Development Projections - 2023-2040

Development Type	Source	Units / Yr	Sq.Ft. / Yr	Total Sq.Ft. Thru 2040
Residential - New Homes	<i>Table B-1</i>	23	52,100	937,800
Residential - Additions	<i>Table B-2</i>		14,700	264,600
Nonresidential - Miscellaneous	<i>Table B-2</i>		10,000	180,000
Total		23	76,800	1,382,400

Source: South Lake County Fire Protection District, Ridgeline

As shown in **Table 6**, the total development within the District is projected to reach approximately 11.4 million sq. ft. by 2040. This development estimate assumes the continuation of the recent growth rates and does not constitute the buildout calculation for the District.

Table 6
South Lake County Fire Protection District
Existing Dev't and Growth Projections Summary (2022 - 2040)

Description	Sq. Ft.
Residential Development	
Existing Development	9,018,893
Projected Future Development	1,202,400
<i>Subtotal: Residential Development</i>	<i>10,221,293</i>
Nonresidential Development	
Existing Development	952,960
Projected Future Development	180,000
<i>Subtotal: Nonresidential Development</i>	<i>1,132,960</i>
<hr/>	
Total Development	
Existing Development	9,971,853
Projected Future Development	1,382,400
<i>Total Development</i>	<i>11,354,253</i>

Source: County of Lake, South Lake County Fire Protection District, Ridgeline

III. DISTRICT FACILITIES INVENTORY

To provide its Services, the District relies on a system of public facilities (administrative office, fire stations, apparatus, and equipment). Anticipated new development occurring through 2040, as well as the existing development's service demand, require expansion of one of the existing stations and procurement of an additional engine and equipment so that the District can continue providing timely responses to calls for fire, medical, and other emergencies. Planned facility needs are determined by the District based on response time requirements and overall Services demand.

This chapter provides an inventory of the District's existing and planned facilities and their replacement and estimated costs.

The terms "public facility," "capital facility," and "facility" in this Nexus Study refer to:

- Land, buildings, and improvements (including fire stations, administration buildings, and other building structures);
- Fire apparatus, ambulances, and other vehicles; and
- Equipment

used by the District to provide its Services.

The District provided inventories and replacement cost estimates for the existing facilities. A recent purchase of heart monitors was funded through debt financing, and the associated remaining financing costs are included in the existing facility cost estimates.

The District also provided inventories and cost estimates for planned facilities needed to serve existing and future development through 2040. It is assumed that the fire station expansion project, acquisition of an additional engine, and some of the replacement apparatus will be financed. The estimated financing costs are included in the planned facility cost estimates.

All replacement value and cost estimates are expressed in 2023 dollars and based on the best currently available information. The District will conduct periodic facility cost and development pattern reviews and make Fee adjustments if this information materially changes or if other funding sources become available.

LAND, BUILDINGS, AND IMPROVEMENTS

EXISTING FIRE STATIONS AND STRUCTURES

The District presently operates four fire stations and a headquarters facility. **Table 7** offers details about these structures, their construction years, site areas and building sizes, and estimated replacement costs.

Table 7
South Lake County Fire Protection District
Existing Fire Stations & Structures (2023 \$)

Facility Name / Address	Description	Year Built	Site Area (acres)	Bldg Sq.Ft.	Land Value [1], [2]	Building Insured Value [2]	Total Replacement Cost
District Headquarters / Station 60							
21095 State Hwy 175	Fire Station / Office	1992	3.28	11,650	\$492,000	\$5,387,874	\$5,879,874
21121 State Hwy 175	Fire Sirens Building	1970	0.96	2,500	\$144,000	\$265,944	\$409,944
	Training Tower	2006	0.00	3,500	\$0	\$715,110	\$715,110
15446 Graham St	SCBA Air Compressor Room	2008	0.79	240	\$118,500	\$132,970	\$251,470
	Volunteer Storage	2006	0.00	1,440	\$0	\$205,285	\$205,285
15476 Graham St Middletown, CA 95461	Parking Lot	2009	0.31	0	\$46,500	\$0	\$46,500
Station 62							
16547 State Hwy 175	Fire Station	1972	0.83	3,600	\$125,100	\$1,072,663	\$1,197,763
16470 Schwarts Rd Cobb, CA 95426	Barracks	2014	0.31	1,920	\$50,000	\$384,864	\$434,864
Station 63							
19287 Hartmann Rd Hidden Valley Lake, CA 95467	Fire Station	1980	0.62	2,740	\$93,000	\$728,523	\$821,523
Station 64							
10331 Loch Lomond Rd Loch Lomond, CA 95461	Fire Station	1959	0.40	3,600	\$60,000	\$833,106	\$893,106
TOTAL			7.50	31,190	\$1,129,100	\$9,726,339	\$10,855,439

Source: South Lake County Fire Protection District and Ridgeline

[1] Land value is the greater of (a) actual cost or (b) current market comparables.

[2] Actual land cost and building insured value is provided by the District. Current market value of land is estimated at \$150,000 per acre based on market comparables.

The replacement cost includes the land value and building replacement cost. The land value is the greater of (a) the actual cost paid by the District or (b) the current market comparable. The current land value estimate based on market comparables is provided in **Table B-1** in **Appendix B**. The replacement cost of the buildings is based on their insured value as determined by the District’s insurance company.

PLANNED FIRE STATIONS

To continue providing proper level of Services to its existing and future development, the District plans to expand one of its stations, as shown in **Table 8**.

Table 8
South Lake County Fire Protection District
Planned Fire Stations (2023 \$)

Facility Name / Address	Site Area (acres)	Bldg Sq.Ft.	Site Cost	Construction Cost	Total Estimated Cost [1]
Station 63 Expansion	0.00	8,000	\$0	\$4,800,000	\$4,800,000

Source: South Lake County Fire Protection District and Ridgeline

[1] Construction cost estimate provided by the District.

The construction cost is estimated by the District based on interviews with other fire districts that are in the process of building new fire stations. The timing of this expansions will depend on funding availability.

FIRE APPARATUS, AMBULANCES, AND OTHER VEHICLES

EXISTING FLEET

Table 9 details the District’s current fleet of firefighting apparatus, ambulances, and other vehicles. The replacement cost estimate was provided by the District and is based on the current market prices of comparable vehicles. These vehicles constitute an essential capital investment needed to provide the Services and have at least a five-year service life.

Table 9
South Lake County Fire Protection District
Existing Fire Apparatus and Vehicles Inventory (2023 \$)

Description	Qty	Replacement Cost	Total Replacement Cost
Type 1 Engine	1	\$850,000	\$850,000
Rescue	1	\$650,000	\$650,000
Type 2 Engine	3	\$620,000	\$1,860,000
Type 3 Engine	2	\$550,000	\$1,100,000
Water Tender	2	\$400,000	\$800,000
Type 6 Engine	1	\$350,000	\$350,000
Ambulance	4	\$350,000	\$1,400,000
Utility Vehicle	6	\$85,000	\$510,000
TOTAL	20	\$3,855,000	\$7,520,000

Source: South Lake County Fire Protection District

PLANNED FLEET EXPANSION

To maintain adequate service levels and response times, the District plans to expand its fleet by purchasing an additional engine, as shown in **Table 10**. The cost estimate is based on current market prices of comparable vehicles.

Table 10
South Lake County Fire Protection District
Planned Fire Apparatus and Vehicles (2023 \$)

Description	Qty	Cost per Unit
Type 1 Engine	1	\$850,000
TOTAL		\$850,000

Source: South Lake County Fire Protection District

EQUIPMENT

EXISTING EQUIPMENT INVENTORY

Fire protection and emergency medical response is an equipment-intensive service. The District’s facilities, vehicles, and personnel are equipped with and utilize various types of machinery, tools, gear, and technology valued at approximately \$2 million, as documented in **Table B-2** in **Appendix B**. The replacement cost estimate was provided by the District and is based on the recent prices paid and current market prices of comparable equipment. This equipment constitutes an essential capital investment needed to provide the Services and all items listed have at least a five-year service life.

PLANNED ADDITIONAL EQUIPMENT

With the new station addition, the District needs to expand its equipment inventory to maintain service levels. The total cost of the additional equipment is estimated at approximately \$180,000, as shown in **Table B-3** in **Appendix B**. The cost estimate is based on recent prices paid, current market prices for comparable equipment, and third party estimates.

FACILITY FINANCING COSTS

Financing plays a vital role in ensuring generational equity and facility costs allocation to the service population benefiting most from the facility rather than requiring existing development to pay for facilities for future residents.

The District currently has one loan outstanding. The loan financed acquisition of heart monitors. The financing costs associated with this loan are the remaining interest payments and are shown in **Table 11**.

Table 11
South Lake County Fire Protection District
Existing Financing Costs (rounded)

Description	Amount
Heart Monitors Lease	\$14,000
Total Existing Financing Costs	\$14,000

Source: South Lake County Fire Protection District

The District expects to finance its station expansion project with bonds or bank loan. The additional engine purchase is also expected to be financed. The District expects to finance 50% of existing fleet replacement costs for vehicles costing \$400,000 or more. All vehicle financing is expected to be done through municipal equipment leases, which work like loans (the District pays off the entire financed amount over the term of the lease and keeps the vehicle once the lease is fully paid off).

All equipment is expected to be paid for with cash.

The financing costs include the costs of issuance and interest on the bonds, loans, and leases.

Table 12 shows the expected future financing costs.

Table 12
South Lake County Fire Protection District
Planned Facilities Financing Costs (2023 \$)

	Financed Amount	Financing Term (yrs)	Interest Rate	Total Payments	Interest Cost	Cost of Issuance	Total Financing Cost
Station 63 Expansion	\$4,800,000	20	4.00%	\$7,063,848	\$2,263,848	\$125,000	\$2,388,848
Type 1 Engine	\$850,000	10	4.35%	\$1,066,312	\$216,312	\$8,500	\$224,812
Apparatus Replacement [1]	\$2,630,000	7	4.35%	\$3,107,076	\$477,076	\$26,300	\$503,376
Total (Rounded)	\$8,280,000			\$11,237,000	\$2,957,000	\$160,000	\$3,117,000

Source: South Lake County Fire Protection District and Ridgeline

[1] Assumes that 50% of replacement fire apparatus costing \$400,000 and over is financed with average term of 7 years.

FACILITIES SUMMARY

Table 13 summarizes the replacement values for the existing facilities and the estimated costs for the planned facilities. The total cost estimate of \$29.3 million includes approximately \$20.4 million for existing facilities and \$8.9 million for planned facilities and financing costs.

Table 13
South Lake County Fire Protection District
Facilities Summary (2023 \$) (rounded)

Description	Source	Amount
<i>Existing Facilities</i>		
Fire Stations and Structures	Table 7	\$10,855,000
Apparatus & Vehicles	Table 9	\$7,520,000
Equipment	Table B-2	\$1,994,000
Financing Costs	Table 11	\$14,000
<i>Subtotal: Existing Facilities</i>		<i>\$20,383,000</i>
<i>Planned Facilities</i>		
Fire Stations and Structures	Table 8	\$4,800,000
Apparatus & Vehicles	Table 10	\$850,000
Equipment	Table B-3	\$179,000
Financing Costs	Table 12	\$3,117,000
<i>Subtotal: Planned Facilities</i>		<i>\$8,946,000</i>
Total Facilities		\$29,329,000

Source: South Lake County Fire Protection District and Ridgeline

These facilities benefit both the existing and future development within the District. The cost allocation among the existing and future development is calculated in the next chapter of the Nexus Study.

IV. FACILITY COST ALLOCATION AND FEE CALCULATION

This chapter of the Nexus Study documents the District’s existing and planned facility cost allocation to the existing and future development and calculation of the proposed Fee amount.

The existing development has paid and will continue to pay its fair share of the costs through the prior Fee payments, property taxes, General Fund balances, and other one-time and on-going revenue sources. The future development is required to pay its fair share of the facility costs through the Fee.

The Fee is comprised of the new development’s share of the facility costs and an administration surcharge, as discussed below.

COST ALLOCATION AND METHODOLOGY

The Act requires that mitigation fee calculations ensure a reasonable relationship between the amount of the fee and the cost of public facilities attributable to the development on which the fee is imposed. In this chapter, the cost of the District’s system-wide facilities is allocated to the existing and future development in proportion to their demand for Services.

The facility cost allocation and the updated Fee amount calculation use the capacity-based methodology, as discussed in **Chapter I**. Capacity-based fees allocate system-wide facility costs to all existing and future development.

For the District, the costs for all existing and planned facilities are allocated to all existing and future development to ensure that the Fee charged to future development covers its proportionate fair share of the total facility costs.

SERVICE DEMAND VARIABLE

To calculate mitigation fees, the relationship between facility needs and development must be quantified through cost allocation formulas. This Nexus Study uses building square footage as the service demand variable representing development’s impact on public facilities.

Service demand variables are selected because they either directly measure service demand or are reasonably correlated with that demand. The recent Act update (AB 2668) requires that all nexus studies adopted after July 1, 2022 calculate mitigation fees for housing development based on building square footage, unless a finding is made that such methodology is not appropriate¹⁰. The District believes that the methodology recommended by the State is suitable for the Fee calculation. Moreover, the square footage has been the demand variable for the Fee calculation since its original implementation.

¹⁰ Gov’t Code § 66016.5(5)(A) and (B)

The majority of existing development within the District is residential. Nonresidential development, while supporting the local residential development, also provides services to area’s visitors. The District responds to residential and nonresidential development calls from the same facilities. The District has determined that it is in the best interest of the community at this time to offer a reduced Fee amount for residential development, as will be discussed below.

As discussed in **Chapter II**, the District currently services approximately 10 million sq. ft. of residential and nonresidential development. The District projects that an additional 1.4 million building sq. ft. will be developed within the District by 2040. The total amount of development serviced by the District is expected to reach 11.4 million sq. ft. by 2040.

NET FACILITY COSTS

As discussed in **Chapter III**, the public facilities needed to serve the existing and projected development are valued at approximately \$29.4 million (in 2023 dollars).

As of April 30, 2023, the District had approximately \$252,000 in unspent Fee proceeds, which are available to help fund the planned facilities identified in this Nexus Study. **Table 14** calculates the net public facility costs that need to be allocated across the existing and future development.

Table 14
South Lake County Fire Protection District
Net Facility Costs (2023 \$)

Description	Amount
Facilities	
Existing Facilities	\$20,383,000
Planned Facilities	\$8,946,000
<i>Total Facility Costs</i>	<i>\$29,329,000</i>
Available Funding Sources	
Mitigation Fee Account Balance	\$252,000
<i>Total Available Revenue</i>	<i>\$252,000</i>
Net Facility Costs	\$29,077,000

Source: South Lake County Fire Protection District and Ridgeline

NET FACILITY COSTS ALLOCATION

The next step in calculating the Fee amount is to allocate the Net Facility Costs to the existing and future development. **Table 15** shows the allocation of the Net Facility Costs per sq. ft. of all existing and projected development through 2040.

Table 15
South Lake County Fire Protection District
Facility Cost Allocation Factor (2023 \$)

Description	Amount
Net Facility Costs	\$29,077,000
Total Development (sq.ft.)	11,354,000
Cost per Sq.Ft.	\$2.56

*Source: South Lake County Fire Protection District,
 County of Lake, and Ridgeline*

FEE CALCULATION PER SQUARE FOOT

The final step in calculating the Fee amount is to add the administrative surcharge, which is commonly set at 2%. This surcharge covers the Fee Program implementation and management costs, including nexus studies and on-going monitoring and reporting.

Table 16 shows the Fee calculation per sq. ft. of new development within the District.

Table 16
South Lake County Fire Protection District
Fire Mitigation Fee Calculation (2023\$)

Description	Amount / Sq.Ft.
Base Fee per Sq. Ft.	\$2.56
Administrative Surcharge 2%	\$0.05
Total Fee Amount	\$2.61

*Source: South Lake County Fire Protection District and
 Ridgeline*

The calculated Fee amount exceeds what surrounding jurisdictions are charging to residential development. To help support local community and keep housing costs lower, the District has made a decision to offer a reduced Fee for residential development, initially setting it at \$2.00 per sq. ft., subject to the annual inflation adjustment, as discussed in **Chapter VI**.

Setting a lower fee for residential development is further supported by the fact that nonresidential development within the District’s service area demonstrates significantly higher demand for the District services. The analysis of the service call data shows that during 2021 and 2022 calendar years the District received 0.18 calls per 1,000 sq. ft. of residential development and 0.32 calls per 1,000 sq. ft. of nonresidential development. In other words, nonresidential development

generates approximately 1.7x of call volume per 1,000 sq. ft. of building square footage compared to residential development.

The proposed Fee amounts for each development type are shown in **Table 17**.

Table 17
South Lake County Fire Protection District
Proposed Fire Mitigation Fee (2023\$)

Description	Amount / Sq.Ft.	
	Residential	Nonresidential
Base Fee per Sq. Ft.	\$1.96	\$2.56
Administrative Surcharge 2%	\$0.04	\$0.05
Total Fee Amount	\$2.00	\$2.61

Source: South Lake County Fire Protection District and Ridgeline

PROJECTED FEE REVENUE

The total Fee revenue through 2040 can be estimated by multiplying the Fee calculated in **Table 17** by the projected square footage of new development from **Table 5**. As shown in **Table 18**, it is estimated at approximately \$2.8 million, net of the administrative surcharge (in 2023 dollars).

Table 18
South Lake County Fire Protection District
Projected Fire Mitigation Fee Revenue Through 2040 (2023 \$)

Description		Amount	%
Proposed Base Fire Mitigation Fee per Sq.Ft.	(a)		
Residential Development		\$1.96	
Nonresidential Development		\$2.56	
Projected Future Development (thru 2040)	(b)		
Residential Development		1,202,400	
Nonresidential Development		180,000	
Projected Base Fire Mitigation Fee Revenue (rounded)	(c) = (a) x (b)	\$2,818,000	
<hr/>			
Total Planned Facility and Financing Costs	(d)	\$8,946,000	100.0%
Less:			
Projected Base Fire Mitigation Fee Revenue	(e)	(\$2,818,000)	31.5%
Mitigation Fee Account Balance	(f)	(\$252,000)	2.8%
Funding Required from Other Sources	(g) = (d) - (e) - (f)	\$5,876,000	65.7%

Source: Ridgeline

The projected Fee revenue is substantially less than the planned facility costs. The current unspent Fee proceeds and projected Fee revenue will fund approximately 34 percent, or \$3.1 million, of the \$8.9 million planned facility costs. The District will need to fund the difference from other sources, including, but not limited to, general obligation bonds, grants, the District's general fund, existing or new special taxes and assessments, other debt proceeds, etc.

The Fee revenue may be used only for public facilities that expand the District's system capacity to serve future development and to reimburse the cost of existing facilities' upsizing for such future development. This approach maintains a reasonable relationship between the new development and the use of the Fee proceeds.

The District may revise the planned facilities scope and substitute other facilities as long as they help expand the District's system. The Fee revenue may be used to purchase land, construct buildings, expand existing structures, purchase vehicles and equipment with a minimum of a five-year life span, and enhance utility of existing system, as allowed by the Act.

The Fee revenue shall not be used to fund existing deficiencies such as station renovation that do not expand the District's system capacity.

V. NEXUS FINDINGS

The Mitigation Fee Act requires an agency establishing, increasing, or imposing mitigation fees to make findings to:¹¹

1. Identify the purpose of the fee.
2. Identify the use to which the fee is to be put.
3. Determine how there is a reasonable relationship between the fee’s use and the type of development project on which the fee is imposed.
4. Determine how there is a reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed.
5. Determine how there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed.

These findings demonstrate that the fee adheres to the “reasonable relationship,” or “nexus,” standard, as well as the principle of “rough proportionality,” as articulated in court decisions concerning mitigation fees and other exactions.

This Nexus Study has been prepared to update the Fee in accordance with the procedural guidelines established in the Act and makes the following findings pertaining to the Fee calculated herein.

Purpose of the Fee: The purpose of the Fire Mitigation Fee (the “Fee”) calculated in this Nexus Study is to ensure that new development within the South Lake County Fire Protection District’s service area contributes its proportionate share of the existing and future one-time public facility costs incurred by the District to provide the Services required by such development. In imposing the Fee on behalf of the District, the County ensures that existing property owners are not subsidizing new development and that the existing service level is maintained even as the service population is increasing.

Use of the Fee: The Fee will be used to fund expansion and/or addition of public facilities (land, buildings, other structures, apparatus and vehicles, and equipment) to mitigate the impact of new development on the need for such facilities within the District, as well as to fund the administration of the Fee Program (Fee collection, accounting, reporting, nexus studies, and other expenses related to compliance with the Act requirements). The Fee revenue will not be used to fund operations, maintenance, or existing facility deficiencies that do not expand the District’s system capacity.

Reasonable Relationship between the Use of the Fee and the Type of Development: The Fee will be used to fund expansion of and/or additions to the District’s public facilities to address the additional demand for fire protection and medical emergency services associated with new

¹¹ Gov’t Code § 66001(a) and (b)

development within the District. Since the Fee will be used to provide public facilities needed to serve the new residents and employees generated by the new development, a reasonable relationship exists between the use of the Fee and the residential and nonresidential development on which the Fee is imposed.

Reasonable Relationship between the Need for Public Facilities and the Type of Development:

New residential and nonresidential development generates new residents and employees and results in additional demand for fire protection and medical emergency services provided by the District. Additional public facilities are needed to ensure that the increased demand is addressed without reducing the level of services for the existing development. Thus, a reasonable relationship exists between the need for the public facilities and the type of new development on which the Fee is imposed.

Reasonable Relationship between the Amount of the Fee and the Facility Cost Attributable to New Development:

The amount of the Fee charged to new development is based on the fair share of the District's public facility costs attributed to such new development on a per square foot basis. The total public facility costs are allocated between the existing and new development in a manner proportional to their demand for facilities. The Fee charged to a development project reflects the impact of that project on the overall need for public facilities needed to provide fire protection and medical emergency services to the project. Thus, a reasonable relationship exists between the amount of the Fee and the costs of the facilities attributable to the new development.

VI. IMPLEMENTATION

This chapter contains recommendations for the adoption, administration, interpretation, and application of the Fee. It provides an overview of the Mitigation Fee Act provisions and common current practices, but is not intended as legal advice.

AUTHORITY TO IMPOSE MITIGATION FEES

Mitigation fees can be imposed by cities and counties as a condition of approval for development projects based on land use authority. Special districts, including fire protection districts, lack such authority and cannot impose mitigation fees.

Moreover, fire districts are specifically prohibited from imposing mitigation fees. California Health and Safety Code § 13916, part of the Fire Protection District Law of 1987, states: “A [fire protection] district board shall not charge a fee on new construction or development for the construction of public improvements or facilities or the acquisition of equipment.”

While the District may not directly impose mitigation fees, it is a common practice for counties to do so for the benefit of special districts providing public services within their jurisdiction. Counties rely on their police powers authority granted by the California Constitution to levy such fees. As such, the Fee must be adopted by the County Board of Supervisors on behalf of the District.

FEE ADOPTION PROCESS

To Fee Program update and adoption process should be as follows:

- First, the Board of Directors of the District needs to approve the Nexus Study and the proposed Fee Program.
- Then, the County Board of Supervisors needs to adopt the Nexus Study and the Fee Program on behalf of the District.

Mitigation fee adoption process is governed by the Act. The general steps for the Fee approval and adoption by the District and the County are outlined below. These need to be reviewed and executed in consultation with the legal counsel of the District and the County.

FEE APPROVAL BY THE DISTRICT

- a. The Board of Directors of the District should hold at least one open and public meeting, at which oral or written presentation on the proposed Fee Program is made. Such meeting must be a part of a regularly scheduled meeting.

- b. At least 30 days before the meeting, the District shall post a notice of public hearing on its website and where notices are physically posted.
- c. At least 14 days before the meeting, the District should mail a notice of the meeting to any interested party who has filed a written request for notice of the adoption of new or increased fees.
- d. At least ten days before the meeting, the District should make the Nexus Study and all related documents available to the public for review.
- e. At least ten days before the meeting, the District should publish a notice of the time and place of the meeting twice in a newspaper of general circulation with at least five days between the dates of the first and last publication, not counting such publication dates.
- f. After the public hearing, the District’s Board of Directors shall adopt a resolution approving the Nexus Study and the Fee Program with a recommendation that the County Board of Supervisors adopts the Fee Program on behalf of the District pursuant to the County’s “police powers” under Article XI, Section 7 of the California Constitution.

FEE ADOPTION BY THE COUNTY OF LAKE

- a. The County Board of Supervisors shall hold at least one open and public meeting, at which oral or written presentation on the proposed Fee Program is made. Such meeting must be a part of a regularly scheduled meeting.
- b. At least 30 days before the meeting, the County shall post a notice of public hearing on their websites and where notices are physically posted.
- c. At least 14 days before the meeting, the County shall mail a notice of the meeting to any interested party who has filed a written request for notice of the adoption of new or increased fees.
- d. At least ten days before the meeting, the County shall make the Nexus Study and all related documents available to the public for review.
- e. At least ten days before the meeting, the County shall publish a notice of the time and place of the meeting twice in a newspaper of general circulation with at least five days between the dates of the first and last publication, not counting such publication dates.
- f. After the public hearing, the County Board of Supervisors shall adopt a resolution adopting the Nexus Study and the Fee Program (including the automatic annual adjustment of the Fee for inflation) on behalf of the District, as applicable, pursuant to the County’s “police powers” under Article XI, Section 7 of the California Constitution.
- g. The Fee Program becomes effective at least 60 days after the adoption of the resolution, unless an urgency ordinance, valid for 30 days, is adopted (see discussion below).

NEXUS FINDINGS LANGUAGE

As discussed in **Chapter V**, the Act requires specific nexus findings to be made as part of the mitigation fee adoption process. Sample findings language that could be used for the Fee is shown below. This language should be reviewed and approved by the legal counsel of the agencies adopting the Fee.

Sample Finding Language: Purpose of the Fee. The Board of Directors / Board of Supervisors finds that the purpose of the mitigation fees hereby enacted is to protect the public health, safety, and welfare of the community by requiring new development to contribute to the cost of fire protection and emergency medical response facilities necessary to mitigate the impacts created by that development.

Sample Finding Language: Use of the Fee. The Board of Directors / Board of Supervisors finds that revenue from the mitigation fees hereby enacted will be used to provide public facilities needed to mitigate the impacts of new development. These facilities are identified in the South Lake County Fire Protection District Fire Mitigation Fee Nexus Study prepared by Ridgeline Municipal Strategies, LLC¹².

Sample Finding Language: Reasonable Relationship. Based on analysis presented in the South Lake County Fire Protection District Fire Mitigation Fee Nexus Study prepared by Ridgeline Municipal Strategies, LLC, the Board of Directors / Board of Supervisors finds that there is a reasonable relationship between:

- a. The use of the mitigation fee and the types of development projects on which the fee is imposed;
- b. The need for public facilities and the types of development projects on which the fee is imposed; and,
- c. The amount of the fee and the cost of the public facilities attributable to the development on which the fee is imposed.

FEE EFFECTIVE DATE

Once the Fee is adopted, there is a mandatory 60-day waiting period before it takes effect, unless an urgency ordinance, valid for 30 days, is adopted making certain findings regarding the claimed urgency. The ordinance must be readopted at the end of the first period (and possibly at the end of the second period, depending on the County Board of Supervisors meeting date) to cover the next 30 days and, as such, the entire 60-day waiting period. Fees adopted or increased by urgency go into effect immediately.

¹² Gov't Code Section 66001(a)(2) stipulates that the use of the fee may be specified in a capital improvement plan, the general or specific plan, or other public documents that identify the public facilities for which the fee is charged. The Nexus Study is an example of such public document.

FEE APPLICABILITY

Once the Fee takes effect, it will be collected by the District on all new residential and nonresidential development, including additions to existing development, which requires the issuance of building permit within the District boundary.

Large or specialized development may necessitate special considerations and could be evaluated on a project-by-project basis. In-lieu mitigation agreements may be required to accurately determine mitigation fees for development projects with unique characteristics.

Accessory dwelling units (“ADUs”) are included in the Fee Program and subject to the Fee if their square footage is 750 sq. ft. or greater. The Fees for ADUs shall be charged proportionately in relation to the square footage of the primary dwelling unit. A change in the State law could result in ADUs under 750 sq .ft. to no longer be exempt from the Fee.

SB 330 (The Housing Crisis Act of 2019) prohibits imposition of new requirements on a housing project once a preliminary application has been submitted. The rule applies to mitigation fee increases, except when the fee resolution or ordinance authorizes automatic inflationary fee adjustments.

The Act stipulates that a local agency shall not require the payment of mitigation fees by residential development prior to the date of the final inspection or of the issuance of a certificate of occupancy, whichever occurs first. However, "utility service fees" (term not defined in the Act) may be collected upon application for utility service. In a residential development project of more than one dwelling, the Act allows the agency to determine whether to collect the fees either for individual units or for project phases upon final inspection or certificate of occupancy, whichever occurs first, or for the entire project upon final inspection or certificate of occupancy, whichever occurs first, for the first dwelling unit.¹³

The Act provides two exceptions when the local agency may require fee payment from residential development at an earlier time¹⁴:

1. When the local agency determines that the fees “will be collected for public improvements or facilities for which an account has been established and funds appropriated and for which the local agency has adopted a proposed construction schedule or plan prior to final inspection or issuance of the certificate of occupancy,” or
2. When the fees are “to reimburse the local agency for expenditures previously made.”¹⁵

The Act does not specify any restrictions on the time at which mitigation fees may be collected on nonresidential development.

¹³ Gov’t Code § 66007(a)

¹⁴ Gov’t Code § 66007(b)(1)

¹⁵ This exception does not apply to units reserved for occupancy by lower income households included in residential development proposed by a nonprofit housing developer in which at least 49% of the total units are reserved for occupancy by lower income households at an affordable rent. See Gov’t Code § 66007(b)(2)(A).

If the fees are not fully paid prior to the building permit issuance for residential development, the local agency may require the property owner to execute a contract to pay them within the time specified above and record that contract as a lien against the property until the fees are paid.¹⁶

FEE PROGRAM ADMINISTRATION

The Act establishes procedures for mitigation fee program administration, including collection, handling, accounting, reporting, and refunds.

FEE COLLECTION AND HANDLING

There likely to be a delay in spending collected Fee revenue on facilities until a sufficient fund balance is accumulated. The District is required to deposit, invest, account for, and expend the Fee in a prescribed manner.

The Fee revenue must be deposited into a separate capital facilities account or fund to prevent commingling with other District revenues. Interest earned on the capital facilities account or fund balance must be credited to the Fee Program.¹⁷ Common practice is to maintain separate funds or accounts for mitigation fee revenues by facility category (e.g., fire protection), but not necessarily for individual projects.

The Fee revenue may only be used for the purpose for which it was collected, i.e., for capital facilities that expand the District’s ability to deliver its Services to accommodate new development. This conforms with the reasonable relationship between new development and use of fee revenue standard. The District may revise the planned facilities scope and substitute other facilities as long as they help expand the District’s system.

REPORTING REQUIREMENTS

The Act mandates annual and five-year reporting for mitigation fee programs, as described below. As the Fee must be adopted by the County on behalf of the District, the two agencies should determine who is responsible for such reporting and develop procedures to ensure compliance with the Act reporting requirements.

Annual Report

The Act requires that an “Annual Report” be made available to the public within 180 days of each fiscal year end. The report must contain the following information:

- a brief description of the type of the Fee in the fund;
- the amount of the Fee;

¹⁶ Gov’t Code § 66007(c)

¹⁷ Gov’t Code § 66006(a)

- the beginning and ending balance of the fund;
- the Fee amount collected and the interest earned;
- an identification of each public improvement on which the Fee was expended and the amount of the expenditures for each improvement, including the total percentage of the cost that was funded by the Fee;
- if the District determines that sufficient funds have been collected to complete an incomplete public improvement, an identification of an approximate date by which construction of the facility will commence;
- a description of each inter-fund transfer or loan made from the fund, including the public improvement on which the transferred or loaned Fee will be expended, the date on which any loan will be repaid, and the rate of interest that the fund will receive on the loan; and
- the amount of money refunded under Gov't. Code § 66001.

AB 516 recently added the following requirements to the content of the Annual Report:

- an identification of each public improvement identified in a previous Annual Report as having sufficient fund to complete such improvement and whether construction began on the approximate date noted in the previous report;
- if the construction for the above identified improvement did not commence by the approximate date provided in the previous report, the reason for the delay and a revised approximate date that the agency will commence construction;
- the number of persons or entities identified to receive refunds.

The District must review the Annual Report at the next regularly scheduled public meeting, but not less than 15 days after it was made available to the public. Notice of the time and place of the meeting, including the address where the Annual Report may be reviewed, shall be mailed, at least 15 days prior to the meeting, to any party who files a written request for mailed notice of the meeting. Written requests for mailed notices are valid for one year from the date filed unless renewed by April 1 of each year. A reasonable annual charge for sending notices based on the estimated cost of providing the service may be established.

Five-Year Findings Report

In the fifth fiscal year following the first receipt of any Fee proceeds, and every five years thereafter, the District and the County must comply with the Gov't Code § 66001(d)(1) by demonstrating that the District still needs unexpended Fee revenues to achieve the purpose for which it was originally imposed and that the District has a plan on how to use the unspent balance to achieve that purpose. The following findings, entitled "Five-Year Findings Report," shall be made with respect to that portion of the fund remaining unexpended, whether committed or uncommitted:

- Identify the purpose to which the Fee is to be put;
- Demonstrate a reasonable relationship between the Fee and the purpose for which it is charged;

- Identify all sources and amounts of funding anticipated to complete financing of incomplete improvements; and
- Designate the approximate dates on which the funding is expected to be deposited into the appropriate fund.

These findings are to be made in conjunction with the Annual Report discussed above.

The District must refund the unspent or uncommitted Fee revenue portion for which a need could not be demonstrated, unless the administrative costs exceed the amount of the refund.

Fee Refunds for Incomplete Projects

If all necessary funds have been collected to construct a public improvement, but the improvement remains incomplete, the District, within 180 days of determining that sufficient funds have been collected, shall identify an approximate date by which construction will commence. If such identification is not made, the District shall refund to the then current record owner of the development project on a prorated basis the unexpended portion of the Fee and any accrued interest, provided that if the administrative costs of such refund exceed the amount to be refunded.¹⁸

FEE EXEMPTIONS, REDUCTIONS, AND WAIVERS

Several types of development are specifically exempt from the Fee Program:

- All public agencies, including federal and state agencies, public school districts, and the County, unless other arrangements or agreements are negotiated with the District.
- Replacement or reconstruction on the same parcel by the owner of a dwelling or dwellings damaged or destroyed by fire or other calamity or demolished for replacement provided that:
 - The application for building permit to replace such dwelling is filed with the County within one (1) year after the destruction or demolition of the dwelling, or within three (3) years of the date a local emergency is declared if the destruction or demolition occurred within the geographical area encompassed by that local emergency declaration and resulted from events giving rise to said declaration;
 - There is no change in occupancy or land use type; and
 - There is no increase in square footage of the structure.
- Residential accessory structures that do not increase covered building square footage such as open decks and pools.
- ADUs that are under 750 sq. ft. Such ADUs are currently exempt from development impact fees by the State law. A change in the law could result in such ADUs to no longer be exempt.

¹⁸ Gov't Code § 66001(e)

Written fee waivers may be available on a case-by-case basis for certain agricultural facilities and temporary structures (including temporary mobile homes).

If a development project is found to have no impact on facilities for which the Fee is charged, such project will be exempted from the Fee.

If a project has characteristics that make its impacts on a particular public facility significantly and permanently smaller than the average impact used to calculate the Fee, the Fee should be reduced accordingly. Since there must be a reasonable relationship between the Fee amount and the cost of the public facility attributable to the development on which the Fee is imposed, the Fee reduction is required if the fee is not proportional to the impact of the development.

In some cases, the District may desire to voluntarily waive or reduce the Fees that would otherwise apply to a project as a way of promoting goals such as affordable housing or economic development. Such a waiver or reduction may not result in increased costs to other development projects, so the effect of such policies is that the lost revenue must be made up from other fund sources.

FEE CREDITS

Developer Fee Credits and Reimbursements

The purpose of the Fee Program is to provide funds for new fire protection and emergency medical response facilities. While it is not anticipated that private developers will dedicate land or provide facilities for the District, should this occur, the developers may enter into a Fee credit and reimbursement agreement with the District. If a developer voluntarily offers to dedicate land or construct facilities in lieu of paying the Fee, the District may accept or reject such offer and negotiate the terms under which such offer is accepted. Excess developer contributions may be offset by reimbursement agreements.

The following conditions will apply to developer credits and reimbursements:

- Only funds collected through the Fee Program shall be used to reimburse a developer who provided eligible facilities or acquired eligible equipment identified in the Fee Program.
- The value of any developer-provided facilities for Fee credit or reimbursement purposes shall be based upon the lesser of (a) the actual facility cost or (b) the cost estimates (as updated) used to establish the Fee amount.
- The use of accumulated Fee revenues shall be in the following priority order: (1) critical projects, (2) repayment of inter-fund loans, and (3) repayment of accrued reimbursement to private developers. A project is considered to be a “critical project” when failure to complete it prohibits further development within the District.

Credit for Existing Development

To comply with the Act and recent court cases, a Fee credit must be given for demolished existing square footage as part of a new development project.

CAPITAL IMPROVEMENT PLAN AND ANNUAL UPDATES

The Act specifies that if a local agency cites a capital improvement plan to identify the use of mitigation fees, that plan must be adopted and annually updated by a resolution of the governing body at a noticed public hearing¹⁹. Alternatively, improvements can be identified by applicable general or specific plans or in other public documents (such as this Nexus Study)²⁰.

A capital improvement plan often has a limited planning horizon. As such, it may not include all facilities needed to serve future development covered by a fee program.

We recommend that this Nexus Study be cited as the public document identifying the use of the Fee.

ANNUAL AUTOMATIC INFLATION ADJUSTMENT

The Nexus Study calculates the Fee based on current cost estimates expressed in 2023 dollars. To ensure that the Fee Program stays fiscally viable, these cost estimates should be automatically adjusted annually to account for inflation and changes in the costs of public facilities covered by the Fee that have not been completed. A recommended index for such adjustments is the Engineering News Record Building Cost Index (20-Cities Average) published monthly in the Engineering News Record for the 12-month period ending in the month before the adjustment takes place.

Any inflationary adjustment must first be authorized in the enacting Fee resolution or ordinance. The adjustments are recommended to take place annually on July 1, beginning on July 1, 2024.

FEE UPDATES

The District should conduct periodic reviews of development patterns and projections, construction costs, and available funding sources. If costs, development projections, or other funding sources change materially, the Fee should be updated accordingly. Any such updates must be presented to the District's Board of Directors and the County Board of Supervisors before becoming effective.

¹⁹ Gov't Code § 66002 (b)

²⁰ Gov't Code § 66001 (a) (2)

Additionally, the Act requires²¹ that nexus studies must be updated at least every eight years. Therefore, the next Nexus Study update is due no later than November 1, 2031. However, if new material information becomes available prior to that, the District should consider updating the Fee earlier.

TRANSPARENCY REQUIREMENTS²²

The District and the County must make the following information available on their internet websites:

- A current schedule of or direct link to the Fee;
- The current and five previous Annual Reports;
- The current and any previous nexus studies conducted after January 1, 2018.

All such information needs to be updated within 30 days of any changes.

AB 516 recently added the following transparency requirements:

- A local agency shall inform a person paying a mitigation fee of both of the following:
 - The person’s right to request an audit of the fee program; and
 - The person’s right to file a written request for mailed notice of the local agency’s meeting to review the information made public pursuant to the fee program.
- A local agency shall provide a person paying a mitigation fee a link to the page on the local agency’s internet website where the information made public regarding the fee program is available for review.

TRAINING AND PUBLIC INFORMATION

Effective mitigation fee program administration requires considerable preparation and training. The following practices are recommended:

- Ensure that the District and the County staff members responsible for collecting the Fee and for explaining it to the public understand both the details of the Fee Program and its supporting rationale.
- Review all printed materials containing the Fee information for the public to ensure that the Fee is clearly distinguished from other fees, such application fees, and the purpose and use of the Fee are clearly stated.
- Ensure that anyone responsible for accounting, budgeting, or project management for facilities funded by the Fee is fully aware of the Fee revenue use restrictions, and that this Nexus Study is referenced to for a list of facilities on which the Fee calculations are based.

²¹ Gov’t Code § 660016.5 (a)(8)

²² Gov’t Code § 65940.1 (a)

Appendix A: Development Analysis Supporting Data

Table A-1	Single Family Home Development Summary (2018-2022)	Page 42
Table A-2	Residential Additions and Nonresidential Development Summary (2018-2022)	Page 42

Table A-1
South Lake County Fire Protection District
Single Family Home Development Summary

Year	New Homes	Total Sq.Ft.	Avg Sq.Ft.
2018	34	74,212	2,183
2019	21	45,149	2,150
2020	13	30,570	2,352
2021	28	66,490	2,375
2022	17	43,852	2,580
Total	113	260,273	2,303
Average	23	52,055	

Source: South Lake County Fire Protection District

Table A-2
South Lake County Fire Protection District
Residential Additions and Nonresidential Development

Description / Year	Sq.Ft.
Residential Additions	
2018	19,066
2019	19,245
2020	9,765
2021	17,356
2022	8,103
Total Residential Additions	73,535
Residential Additions Average / Year	14,707
Nonresidential Development	
2018	2,128
2019	1,112
2020	35,220
2021	25,563
2022	2,573
Total Nonresidential Development	66,596
Nonresidential Dev't Average / Year	13,319

Source: South Lake County Fire Protection District

Appendix B: District Facility Supporting Data

Table B-1	Land Value Estimate	Page 44
Table B-2	Existing Equipment Inventory	Page 45
Table B-3	Planned Equipment Inventory	Page 46

Table B-1
South Lake County Fire Protection District
Land Value Estimate (2023 \$)

Property Description	Status	Notes	Sale Date	Acres	Total Price	Price / Acre
3955 Hill Rd, Lakeport, CA	Sold		10/18/2021	5.49	\$210,000	\$38,251
18196 S State Hwy 29, Middletown, CA	Sold		1/5/2022	111.71	\$10,869,880	\$97,304
1900 S. Main St, Lakeport, CA	Sold	Retail Center	3/1/2022	2.23	\$325,000	\$145,740
8840 Red Hills Rd, Kelseyville, CA	Listed	Brightwood Villages		167.1	\$2,300,000	\$13,764
15197 Olympic Drive, Clearlake, CA	Listed			0.99	\$235,000	\$237,374
16125-16175 Main St, Lower Lake, CA	Listed			2.35	\$595,000	\$253,191
5860 Live Oak Dr., Kelseyville, CA	Listed	MF		8.77	\$975,000	\$111,174
15400 Davis Ave, Clearlake, CA	Listed	Distress		32.27	\$900,000	\$27,890
Estimated Land Value for a smaller developable site						\$150,000

Source: CoStar and Marcus & Millichap

Table B-2
South Lake County Fire Protection District
Existing Equipment Inventory (2023 \$)

Description	Qty	Cost Per Unit	Total Estimated Cost
SCBA Units	40	\$7,000	\$280,000
Structure Turnout	32	\$7,000	\$224,000
Excavator	1	\$182,000	\$182,000
Lifepack Defibrillator/Heart Monitors	4	\$35,000	\$140,000
Extrication Tool Set	4	\$33,000	\$132,000
Generators Kohler 38kw	2	\$59,000	\$118,000
Federal Signal 2001-130	3	\$32,000	\$96,000
Power Load for Gurney	3	\$30,000	\$90,000
Stryker Gurney	4	\$20,200	\$80,800
Bendix King Portable Radio	50	\$1,500	\$75,000
Generator Kohler 100kw	1	\$73,000	\$73,000
Office / Board Room Furniture (Sta 60)	1	\$71,000	\$71,000
Portable Radio	40	\$1,200	\$48,000
Wildland Gear	32	\$1,500	\$48,000
Lucas System	2	\$23,000	\$46,000
ATV / Trailer unit	1	\$42,000	\$42,000
Generator Kohler 20kw	1	\$42,000	\$42,000
Apple Ipad	15	\$1,500	\$22,500
Milnor Washer Extractor	1	\$20,000	\$20,000
Chainsaws	16	\$1,200	\$19,200
Repeater	1	\$16,000	\$16,000
Getac Laptop	3	\$5,200	\$15,600
Stryker Stair Chair	3	\$4,760	\$14,280
Mako Compressed Air System	1	\$10,000	\$10,000
Panasonic Phone System KX-NS700	1	\$10,000	\$10,000
Ice Machines	3	\$3,100	\$9,300
CAMs Software & Computer	1	\$8,500	\$8,500
Fire Hose 3"	1	\$8,000	\$8,000
EMS Trailer	1	\$7,000	\$7,000
Computers	4	\$1,500	\$6,000
Sharp Copier/Scanner	1	\$6,000	\$6,000
Thermal Imaging Camera	6	\$1,000	\$6,000
Dell Laptops	2	\$2,600	\$5,200
Dump Trailer	1	\$5,000	\$5,000
Wildland Hose 1.5"	1	\$4,900	\$4,900
Sleeping Qtrs Furniture (Sta 62)	1	\$4,200	\$4,200
Sleeping Qtrs Furniture (Sta 60)	1	\$3,500	\$3,500
Sleeping Qtrs Furniture (Sta 63)	1	\$2,600	\$2,600
Ingersoll Rand Compressor	1	\$2,500	\$2,500
TOTAL			\$1,994,080

Source: South Lake County Fire Protection District

Table B-3
South Lake County Fire Protection District
Planned Equipment Inventory (2023 \$)

Description	Qty	Cost Per Unit	Total Estimated Cost
New Station Furnishings	1	\$71,000	\$71,000
Generator	1	\$59,000	\$59,000
Fuel Vault	1	\$23,000	\$23,000
Extractor & Dryer	1	\$20,000	\$20,000
Ice Machine	1	\$3,100	\$3,100
Compressor	1	\$2,500	\$2,500
TOTAL			\$178,600

Source: South Lake County Fire Protection District

CONTACT INFORMATION

This report was prepared for the South Lake County Fire Protection District by Ridgeline Municipal Strategies, LLC ("Ridgeline").

Ridgeline is a municipal advisory and financial consulting firm registered with the U.S. Securities and Exchange Commission and the Municipal Securities Rulemaking Board.



RIDGELINE MUNICIPAL STRATEGIES, LLC
2213 Plaza Drive
Rocklin, CA 95765
(916) 250-1590

info@ridgelinemuni.com

www.ridgelinemuni.com



SUPPLEMENTARY AMBULANCE SERVICES AGREEMENT

THIS SUPPLEMENTARY AMBULANCE SERVICES AGREEMENT is made between American Medical Response West (“AMR”) and the South Lake County Fire Protection District (“FIRE DISTRICT”). This Agreement is effective as January 1st, 2024 (“Effective Date”).

WHEREAS, AMR is the current EMS provider in Napa County, including the north region identified in Exhibit A.

WHEREAS, FIRE DISTRICT provides emergency response ambulance services for southern Lake County and in close proximity to the region of northern Napa County specified in Exhibit A and as such is available and occasionally requested to respond to the request for advanced life support (ALS) emergency response services in Napa County. And in order to meet compliance requirements set forth within AMR’s contract with Napa County, AMR wishes to collaborate with a qualified and experienced emergency response ambulance service consisting of an ambulance and two credentialed personnel with a minimum of one paramedic to supplement its operation due to FIRE DISTRICT closer proximity to northern Napa County .

WHEREAS, FIRE DISTRICT wishes to provide qualified emergency response ambulance services and is capable of providing qualified emergency response ambulance services to the region of northern Napa County specified in Exhibit A and upon request of Napa Central Dispatch and in collaboration with AMR.

NOW THEREFORE, in consideration of the foregoing and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

- 1. Term.** The initial term of this Agreement shall start on the Effective Date and continue month-to-month subject to the termination rights herein.
- 2. Termination.** Either party may terminate this Agreement: (a) at any time without cause and at its sole discretion upon 30 days written notice to the other party; or (b) upon the material breach of this Agreement by the other party if such breach is not cured within seven (7) days of written notice thereof to the other party.
- 3. Services.** On a 24/7 basis, FIRE DISTRICT will supply emergency response ambulance services to AMR from time-to-time on as-needed basis (the “Services”). The Services shall be provided in accordance with any and all applicable laws, regulations, protocols, the appropriate standard of care and any local emergency medical services agency requirements.
- 4. Deployment of Services.** During an emergency response ambulance service deployment, FIRE DISTRICT will respond to and as needed transport patients from the region of northern Napa County specified in Exhibit A. Emergency response ambulance services will be provided in accordance with the Napa County Emergency Ambulance Agreement 220120B.
- 5. Compensation.** In consideration for FIRE DISTRICT’s heightened state of readiness, AMR shall pay FIRE DISTRICT \$250 per hour for a minimum of two hours per each emergency response ambulance service deployment. FIRE DISTRICT shall invoice AMR monthly and AMR shall pay within forty-five (45) days of receipt of a properly prepared invoice. In addition, FIRE DISTRICT

SUPPLEMENTARY AMBULANCE SERVICES AGREEMENT

may seek payment for all services relating to this agreement by directly billing and collecting from emergency response ambulance service transport patients in accordance with the law.

- 6. Licensure, Permits and Authorizations.** In addition to the authorizations and approvals set forth herein, FIRE DISTRICT warrants and represents that it has any and all additional licenses, permits and authorizations to provide the Services including, any applicable state or local requirements to operate its vehicles as ambulances.
- 7. Emergency Response Ambulance Services Personnel.** FIRE DISTRICT personnel shall meet the specified AMR personnel requirements or have equivalent experience/credentials as approved by AMR, including: background investigation (discussed below), emergency vehicle driver training, compliance training, billing training, employment training, and clinical standards and shall be licensed and certified as required by applicable law to provide ALS Services. The Parties shall work together to resolve any concerns related to FIRE DISTRICT personnel that provide Services but AMR reserves the right to cease Services for any personnel concerns related to the health, safety, or welfare of any patient.
- 8. Emergency Response Ambulance Services Personnel Background Investigation.** FIRE DISTRICT warrants and represents that it has performed a background investigation on each emergency response ambulance services member that provides patient care Services. The investigation report includes the following: Social Security Number Verification; Criminal Search (7 years or up to 5 criminal searches); Employment Verification to include reason for separation and eligibility for re-employment for each employer for 7 years; OIG/GSA List of Excluded/Debarred and Sanctioned Individuals/Entities; Sex Offender Registry; Department of Motor Vehicle Driving History; State and Local Licensure Verification; and Drug Screen. Upon request and from time-to-time, FIRE AGENCY shall provide AMR with a continuing certification.
- 9. Confidentiality.** All information with respect to the operations and business of a party (including the rates charged hereunder) and any other information considered to be and treated as confidential by that party gained during the negotiation or Term of this Agreement will be held in confidence by the other party and will not be divulged to any unauthorized person without prior written consent of the other party, except for access required by law, regulation and third party reimbursement agreements.
- 10. Relationship.** In the performance of this Agreement, each party hereto shall be, as to the other, an independent contractor and neither party shall have the right or authority, express or implied, to bind or otherwise legally obligate the other. Nothing contained in this Agreement shall be construed to constitute either party assuming or undertaking control or direction of the operations, activities or medical care rendered by the other. The parties administrative staff shall meet on a regular basis to address issues of mutual concern related to the provision of Services and the parties' respective rights and obligations hereunder. FIRE DISTRICT shall be solely responsible for the payment of any and all wages and benefits to its personnel.
- 11. Force Majeure.** Neither party shall not be responsible for any delay in or failure of performance resulting from acts of God, riot, war, civil unrest, natural disaster, pandemic, government order, labor dispute or other circumstances not reasonably within its control.
- 12. HIPAA.** Each party shall comply with the privacy and security provisions of the Health Insurance Portability and Accountability Act of 1996, the Health Information Technology for Economic and

SUPPLEMENTARY AMBULANCE SERVICES AGREEMENT

Clinical Health Act and the regulations thereunder (collectively, "HIPAA"), and any applicable state law relating to privacy and security. The FIRE DISTRICT shall reasonably assist AMR in complying with HIPAA, including assisting AMR in providing AMR's notice of privacy practices to Patients prior to non-emergency transports and as soon as reasonably possible after emergency transports, and obtaining an acknowledgment of delivery of such notices for non-emergency transports. Each party acknowledges and agrees that it is considered a covered entity under HIPAA. Accordingly, both parties are permitted to use and disclose Protected Health Information in accordance with HIPAA without an additional written authorization of the Patient as long as both parties have a direct relationship with the Patient. All Patient medical records shall be treated as confidential so as to comply with all state and federal laws.

- 13. Non-Exclusion.** Each party represents and certifies that neither it nor any practitioner who orders or provides Services on its behalf hereunder has been convicted of any conduct that constitutes grounds for mandatory exclusion as identified in 42 U.S.C. § 1320a-7(a). Each party further represents and certifies that it is not ineligible to participate in Federal health care programs or in any other state or federal government payment program. Each party agrees that if DHHS/OIG excludes it, or any of its practitioners or employees who order or provide Services, from participation in Federal health care programs, the party must notify the other party within five (5) days of knowledge of such fact, and the other party may immediately terminate this Agreement, unless the excluded party is a practitioner or employee who immediately discontinues ordering or providing Services hereunder.
- 14. Notices.** Any notice provided pursuant to this Agreement shall be in writing and shall be deemed given (1) if by hand delivery, upon receipt thereof, (2) if mailed within the United States, 3 days after deposit in the United States mails, postage prepaid, certified mail return receipt requested, (3) if by overnight or similar third-party courier service, then upon delivery thereof as confirmed by such service, (4) if by e-mail transmission, upon written confirmation by the intended recipient. All notices shall be sent to the addresses set forth below:

AMR:

Regional Director
Sean Rogoff
American Medical Response
841 Latour Court, Suite D
Napa, California 94558

With Mandatory Copy to:

Law Department
American Medical Response, Inc.
6363 S Fiddler's Green Circle, 14th Floor
Greenwood Village, Colorado 80111

FIRE DISTRICT:

President, South Lake County FPD Board of Directors
Rob Bostock

SUPPLEMENTARY AMBULANCE SERVICES AGREEMENT

21095 Hwy 175
P.O. Box 1360
Middletown, California 95461

- 15. Indemnification.** Each party will defend, indemnify and hold the other party harmless from and against all liability, claims and costs resulting from or alleged to result from any negligence or willful misconduct of the indemnifying party related to the performance of this Agreement. In the event of any such claim, the party to be indemnified shall provide notice to the other party as soon as reasonably possible.
- 16. Insurance.** Each party represents that it has and will maintain automobile insurance, general liability insurance, and professional liability insurance all in minimum amounts that are required by the applicable the applicable AMR jurisdictional emergency medical services agreement. In addition to Workers' Compensation coverage, FIRE DISTRICT shall maintain an Alternate Employer Endorsement for AMR's benefit.
- 17. Laws and Regulatory.** The parties: (a) will comply in all material respects with all applicable federal, state and local laws and regulations including, the federal Anti-kickback statute; (b) represent and warrant that it is not the intent of either party that any remuneration, benefit or privilege provided for under this Agreement shall influence or in any way be based on the referral or recommended referral by either party of patients to the other party or its affiliated providers, if any, or the purchasing, leasing or ordering of any services other than the specific services described in this Agreement and any remuneration set forth in this Agreement is fair market value and negotiated at arm-length; (c) will comply with the provisions under the Health Insurance Portability and Accountability Act of 1996 and its regulations; (d) acknowledge that if it is a cost reporting entity that it has been informed of, and will fully and accurately account for, and report on its applicable cost report, the total value of any discount, rebate or other compensation paid pursuant to this Agreement in a way that complies with all applicable federal, state and local laws and regulations that establish a "Safe Harbor" for discounts; (e) represent and warrant that neither it nor any practitioner who orders or provides services on its behalf has been convicted of any conduct that constitutes grounds for mandatory exclusion under any federal or state law and each party further represents and warrants that it is not ineligible to participate in federal or state health care programs or in any other federal or state government payment program; (f) will make available to the other a copy of its code of conduct, anti-kickback policies and other compliance policies, as may be changed from time-to-time; (g) represents and warrants that neither it nor any of its officers or directors have been convicted of a crime against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) contract or subcontract; violation of federal or state antitrust statutes relating to the submission of offers; commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; (h) represent and warrant that it and its Personnel are and, shall at all times during the term of this Agreement be, properly credentialed, licensed, certified and in good standing in

SUPPLEMENTARY AMBULANCE SERVICES AGREEMENT

accordance with all applicable federal, state, and local laws and regulations; and (i) will notify the other party immediately but no less than five (5) days of any actual knowledge contrary to the requirements set forth in this section.

18. Miscellaneous. This Agreement: (a) constitutes the entire agreement between the parties with respect to the subject matter, superseding all prior oral or written agreements with respect to the subject matter; (b) may be amended only by written instrument executed by both parties; (c) may not be assigned by either party without the written consent of the other party (except to affiliates, parents or subsidiaries), such consent not to be unreasonably withheld; (d) shall be binding on and inure to the benefit of the parties and their respective successors and permitted assigns; (e) shall be interpreted and enforced in accordance with the laws of the state where the services are rendered, without regard to the conflict of laws provisions thereof, and the federal laws of the United States applicable therein; (f) this Agreement may be executed in several counterparts (including by DocuSign or other electronic means), each of which shall constitute an original and all of which, when taken together, shall constitute one agreement; (g) this Agreement shall not be effective until executed by both Parties; (h) if any term or provision of this Agreement is declared to be illegal, invalid or unenforceable for any reason whatsoever by a court of competent jurisdiction, the illegality, invalidity or unenforceability shall not affect the validity of the remainder of this Agreement, and to the extent permitted by applicable law, any such term or provision shall be restricted in applicability or reformed to the minimum extent for such to be enforceable; and (i) except as otherwise provided herein, no waiver of any of the provisions of this Agreement shall be valid or effective unless in writing and signed by the Parties hereto; and no waiver of any breach or condition of this Agreement shall be deemed to be a continuing waiver or a waiver of any other breach or condition. The Parties represent and warrant that they have not relied upon any prior or contemporaneous writings, negotiations, proposals, agreements, communications, discussions or representations. EACH PARTY HERETO HEREBY IRREVOCABLY AND UNCONDITIONALLY WAIVES TRIAL BY JURY IN ANY SUIT, ACTION OR PROCEEDING BETWEEN THE PARTIES AND ARISING UNDER THIS AGREEMENT.

By signing below, each Party acknowledges that they have carefully read and fully understand this Agreement. Each Party each fully agrees to be bound by the terms of this Agreement.

AMR

FIRE AGENCY

By:	By:
Print Name: Sean Rogoff	Print Name: Rob Bostock
Title: Region Director	Title: President



South Lake County Fire Protection District
— in cooperation with —
California Department of Forestry and Fire Protection

P.O. Box 1360 Middletown, CA 95461 (707) 987-3089

STAFF REPORT

To: South Lake County Fire Protection District Board of Directors

From: Will Clark, Fire Apparatus Engineer (Paramedic)

Re: Gas Monitors

SUMMARY

Fire Apparatus Engineer (paramedic) Will Clark has gathered bids for our gas monitors. We are currently leasing (2) gas monitors on Medic 6211 & Medic 6311 through a company called Air Instrumentation. This company provides the gas monitors, as well as services them. Our current contract with them has expired and we need to decide on how to proceed.

EXECUTIVE SUMMARY

The intent of providing this information is so the BOD can decide if they would like to consider these proposals

BACKGROUND

These gas monitors are considered to be essential equipment on our apparatus. The model we have been using has worked out very well for us. We would like to continue to use the same model and have no need for an updated model. We use these gas monitors on 911 calls for service when a citizen has a concern of a gas leak in their residence or business. These gas monitors are used to determine if the air in an occupancy is safe to breathe. While exploring options for gas monitors, it was noticed that it is considerably more expensive to lease them as opposed to owning them. While buying them outright would be an expensive initial investment, we would be saving thousands of dollars after approximately the first year and a half. Each gas monitor does require a sensor to be replaced every two years which is covered with the service agreement or would cost approximately \$100 every two years if we owned them outright. The only other recurring cost would be purchasing the calibration gas which would be \$123 every 2-3 years. The 90-day servicing that is included in the service agreement is a service that we can very easily complete ourselves with the equipment include in the quotes for purchase. The gas monitors are also items that we could ask the Fire Sirens to assist in purchasing to lessen the financial impact.

ANALYSIS

Multiple companies have been contacted to provide quotes for both service and purchase. Two companies have responded with quotes for leasing options. Three companies have responded with quotes for purchasing.

FISCAL IMPACTS

Bids for service:

- Bid 1- Air Instrumentation-**\$17,817/3-year contract (\$5939/year)**
- Bid 2- Gases 101-**\$7,392.99/1-year contract**
- MSA-no quote provided

Bids for purchase:

- Bid 1- R.S. Hughes-**\$9602.95**
- Bid 2- Total Safety Supplies & Solutions-**\$8753.38**
- Bid 3- United Rentals-**\$14,268.06**

RECOMMENDATION

We recommend purchasing the MSA Altair 4xr gas monitors from Total Safety Supplies & Solutions.

Schedule A-1
3- YEAR FREEDOM CONTRACT

This Schedule is made pursuant to the terms of the Device Supply and Services Agreement 11-1-2023 between SOUTH LAKE COUNTY FIRE, and Air Instrumentation Inc. (“A.I.I.”).

The following outlines the equipment and services contemplated under this agreement by A.I.I. in addition to the responsibilities assigned to SOUTH LAKE COUNTY FIRE under this agreement.

A.I.I.

1. List of Supplied Equipment

- (a) Two (2) MSA Altair 4X 4-Gas gas detectors. S/N 00160712, S/N 00164220
- (b) Two (2) MSA Galaxy GX2 calibration stations. S/N 10200602, S/N 10200601
- (c) Two (2) 58 liter cylinder of 4-gas mix per year.

2. Service and Maintenance responsibilities: ‘Performance Standards’

- (a) Every 90 days Air Instrumentation Inc. will ship a set of freshly calibrated and serviced air monitors to each facility in a container labeled for return shipment to A.I.I. A.I.I. warrants the monitors will be in good working condition upon delivery to the specified SOUTH LAKE COUNTY FIRE facility. The SOUTH LAKE COUNTY FIRE representative will then promptly return his current monitors for calibration and service. The monitors will be serviced in preparation for the next 90 day service cycle. **This service may be preformed on site.**
- (b) A.I.I. will perform repairs for damage occurring during normal usage of equipment. Total loss or complete destruction of unit will result in replacement charge of \$700.00.
- (c) A.I.I. will be responsible for any and all sensor replacement, should a sensor fail to calibrate.
- (d) A.I.I. will provide loaner units in the event of unit failure between service intervals.

3. Training

- (a) Upon execution of this agreement, A.I.I. will deliver within a reasonable period of time, the supplied equipment and provide no less than 2 hours of training. A.I.I. will also provide a minimum of 2 hours of annual training for the term of the contract.

SOUTH LAKE COUNTY FIRE

1. Annual Fee for Equipment and Service

- (a) \$5939.00 due and payable upon receipt of invoice on an annual basis. A fee of 1 1/2 % per month will be charged to any invoice outstanding longer than 30 days

2. Prompt Return of monitors for calibration and service

- (a) SOUTH LAKE COUNTY FIRE employees will endeavor to return equipment for service in a timely manner in the supplied containers.

3. Responsibility for lost, stolen or destroyed equipment

- (a) SOUTH LAKE COUNTY FIRE agrees to be responsible for the replacement costs of any supplied equipment that is lost, stolen or destroyed while in its possession. A.I.I. will repair or replace equipment that is damaged in the normal course of use.

4. Prompt Return of equipment at the termination of this agreement

- (a) SOUTH LAKE COUNTY FIRE agrees to promptly return ALL equipment supplied under the terms of this agreement following the termination of said agreement, whether that occurs at the conclusion of the contract or under the terms in Section 7 of the agreement.

Effective Date: November 1, 2023

Air Instrumentation Inc.

SOUTH LAKE COUNTY FIRE

Signature

Date

Signature

Date

Print Name

Title

Print Name

Title

Gases101 LLC
 1107 Wonder Drive, Suite 103
 Round Rock, TX. 78681
 sales@gases101.com



Quote

Date	Quote #
11/20/2023	4135

Phone #	512-436-8923
---------	--------------

Your Gas and Chemical
 Detection Specialists

Tax ID# 47-4291412

Name / Address
South Lake County Fire ATTN: William Clark PO BOX 1360 Middletown, CA 95461

Quote Good For	P.O. No.
90 DAYS	

Item	Description	Qty	Sale Price	UOM	Total
Freedom Contract	Freedom lease Plan for MSA Altair 4X with CO, O2, LEL, H2S sensors, Li-Ion rechargeable battery w/charger, carry case - 36 month lease includes maintenance plan and 90 day on site calibrations, user training, loaner program, Calibration gas, and field verification equipment. Rate is for one unit per year.	2	1,722.60	each	3,445.20T
Freedom Contract	Freedom lease Plan for MSA GX2 calibration station. Rate is for one unit per year.	2	1,716.00	each	3,432.00T

Please review	Sales Tax (7.5%)	USD 515.79
	Total	USD 7,392.99



2405 Verna Court
 (510)562-3348
 San Leandro, CA 94577

QUOTE

QUOTE NUMBER

80733390-00

BILL TO: SOUTH LAKE COUNTY FIRE DISTRICT
 21095 HWY 175
 MIDDLETOWN, CA 95461

SHIP TO: SOUTH LAKE COUNTY FIRE DISTRICT
 21095 HWY 175
 ATTN: WILLIAM CLARK
 MIDDLETOWN, CA 95461

Customer Contact: WILLIAM CLARK Customer Ph. #: (510)566-4930 Customer Email: WILLIAM.CLARK@FIRE.CA.GOV

QUOTE NUMBER	SLSMN	TAKER	CUSTOMER P.O. NUMBER	ENTERED DATE
80733390-00	2230	BD03	MSA ALTAIR	11/30/23
INSTRUCTIONS				PAGE NO.
				1

QUANTITY			ITEM CODE AND DESCRIPTION	U/M	UNIT PRICE	AMOUNT
ORDERED	B.O./RET.	SHIPPED				
2			MSA 10178557 ALTAIR 4XR BASIC 4GAS O2, LEL, CO, H2S	each	1093.00	2186.00
2			MSA 10128642 GX2 ALTAIR 4X DOCKING STATION	each	3151.60	6303.20
2			G105320PM1 RECYCLE - 58L O2-15%, LEL-1.45%, H2S-20PPM, CO	each	209.80	419.60
1			HAZMAT FEE FROM SUPPLIER ** HAZMAT SHIPPING FEE **	LT	45.00	45.00

Last Page

SUB TOTAL	8953.80
STATE TAX	649.15
TOTAL AMOUNT DUE	9602.95

NET TERMS: Credit Card DUE:

**THIS QUOTATION IS VALID FOR 30 DAYS.
 PRICING IS SUBJECT TO CHANGE IN THE EVENT A MANUFACTURER'S PRICE CHANGE IS GIVEN TO US.**



TOTAL SAFETY SUPPLIES & SOLUTIONS
 2700 MAXWELL WAY
 FAIRFIELD, CA 94534-9773
 (925) 313-0360 Fax (707) 419-1845

QUOTE DATE	QUOTE NUMBER	PAGE NO.
12/07/23	S4847877	1

QUOTE TO:
 CASH CUSTOMER - FAIRFIELD
 2700 MAXWELL WAY
 FAIRFIELD, CA 94534-9773

SHIP TO:
 CASH CUSTOMER - FAIRFIELD
 21084 HWY 175
 WILL CLARK
 MIDDLETOWN, CA 95461

CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	RELEASE NUMBER	SALESPERSON	
15355	MSA - WILLIAM		** HOUSE ACCOUNT	
WRITER	SHIP VIA	TERMS	SHIP DATE	FREIGHT
KAYLYN KRAUS	B/W PREPAY ADD	DUE ON RECEIPT		No

ORDER QTY	DESCRIPTION	UNIT PRICE	NET AMOUNT
2ea	MSA 10178557 - MONITOR ALTAIR 4XR MULTIGAS LEL O2 H2S CO CHARCOAL CASE 1/EA	986.580/ea	1973.16
2ea	MSA 10128642 - TEST STATION GALAXY GX2 ALTAIR 4 4XR NO CHARGING 1/EA	2810.130/ea	5620.26
2cy	CALGAZ A0431330SAS - GAS 20PPM H2S 60PPM CO 50% LEL CH4 15% O2 BALANCE N2 34 LITER 1/CY OLD # CZF2A310186SAS	160.270/cy	320.54
2ea	CALGAZ CZF7R000248SAS - REGULATOR 715 0.25 LPM 34/58/103 LITERS 6D CYLINDERS 1/EA	123.850/ea	247.70

THIS IS A QUOTATION
 Quote good for 30 days.
 We reserve the right to correct clerical errors.
 APPLICABLE TAXES EXTRA!

Subtotal	8161.66
S&H CHGS	0.00
Sales Tax	591.72
Amount Due	8753.38



TRENCH SAFETY

BRANCH 05M
 3963 SANTA ROSA AVE
 SANTA ROSA CA 95407-8274
 707-523-2350

227352648

Job Site

WILL CALL - SANTA ROSA
 3963 SANTA ROSA AVE
 SANTA ROSA CA 95407

Office: 707-523-2350 **Job:** 111-211-1111

Customer # : 2998112
Quote Date : 11/17/23

UR Job Loc : 3963 SANTA ROSA AVE,
UR Job # : 13
Customer Job ID:
P.O. # : QUOTE
Ordered By : WILL CLARKE
Written By : BRENDAN BROWN
Salesperson : HOUSE ACCOUNT

05M CASH
 3963 SANTA ROSA AVE
 SANTA ROSA CA 95407-8274

**This is not an invoice
 Please do not pay from this document**

Qty	Equipment #		Price		Amount
2	5508027	CC: 550-8027	2707.00		5414.00
	GAS DETECTOR 4 GAS W/INTEGRAL PUMP				
2	5508070	CC: 550-8070	3471.00		6942.00
	CALIBRATION STATION - 4X				
SALES ITEMS:					
Qty	Item number	Stock class	Unit	Price	Amount
2	MDSE	MCI	EA	220.00	440.00
	MISCELLANEOUS MERCHANDISE SALES				
	UM: (EA) EACH				
	Portagas 90005509 Regulator for Calibrat				
	ion Cylinder				
2	MDSE	MCI	EA	132.00	264.00
	MISCELLANEOUS MERCHANDISE SALES				
	UM: (EA) EACH				
	Portagas 4 Gas Calibration Cylinder				
				Sub-total:	13060.00
				Tax:	1208.06
				Total:	14268.06

CONTACT: WILL CLARKE
 CELL#: 510-566-4930

Note: This proposal may be withdrawn if not accepted within 30 days.

WHERE PERMITTED BY LAW, UNITED RENTALS MAY IMPOSE A SURCHARGE OF 1.8% FOR CREDIT CARD PAYMENTS ON CHARGE ACCOUNTS. THIS SURCHARGE IS NOT GREATER THAN OUR MERCHANT DISCOUNT RATE FOR CREDIT CARD TRANSACTIONS AND IS SUBJECT TO SALES TAX IN SOME JURISDICTIONS. THIS IS NOT A SALE AGREEMENT/INVOICE. THE ITEMS LISTED ABOVE ARE SUBJECT TO AVAILABILITY AND ACCEPTANCE OF THE TERMS AND CONDITIONS OF UNITED'S SALE AGREEMENT/INVOICE WHICH ARE AMENDED FROM TIME TO TIME AND POSTED ONLINE AT <https://www.unitedrentals.com/legal/sale-agreement> AND INCORPORATED HEREIN BY REFERENCE. A PAPER COPY OF THE SALE AGREEMENT/INVOICE TERMS IS AVAILABLE UPON REQUEST.

1 **BOARD OF DIRECTORS, SOUTH LAKE COUNTY FIRE PROTECTION DISTRICT**
2 **COUNTY OF LAKE, STATE OF CALIFORNIA**

3
4 **RESOLUTION NO. 2023-24 11**

5
6 **A RESOLUTION CANCELING RESERVES FOR PARTICIPATION IN THE**
7 **STATE INTERGOVERNMENTAL TRANSFER PROGRAM**

8
9 **WHEREAS, GOVERNMENT CODE 29130**, provides that canceling reserves may be
10 available for specific appropriation by a four-fifths vote of the Board at a noticed public hearing held
11 as part of any regular or special meeting of which all members have had reasonable notice; and,
12

13 **WHEREAS**, South Lake County Fire Protection District has reserves designated for Medical
14 Services and Equipment in the amount of \$1,185,393, which can only be used for health care
15 services including, but not limited to salaries, supplies, and equipment; and
16

17 **WHEREAS**, South Lake County Fire Protection District recognized the need to participate
18 by approving at its November 21, 2023 regular meeting the execution of Intergovernmental
19 Agreement Regarding Transfer of Public Funds.
20

21 **NOW, THEREFORE, BE IT RESOLVED AND DIRECTED THAT** the South Lake County
22 Fire Protection District Board of Directors hereby directs the County Auditor-Controller to cancel
23 reserves in the amount of \$242,453 and appropriate funds for the State Intergovernmental Transfer
24 Program according to the following:
25

26 Decrease 357-9557-392.25-00 Medical Services and Equipment Reserves \$242,453
27 Increase 357-9557-795.28-48 Special Dept Exp / Ambulance Exp \$242,453
28

29 **THIS RESOLUTION** was introduced and adopted by the Board of Directors of the South
30 Lake County Fire Protection District at a regular meeting held on the 16th day of January, 2024
31 by the following vote:
32

33 AYES:

34 NOES:

35 ABSENT OR NOT VOTING:

36
37 BY: SOUTH LAKE COUNTY FIRE PROTECTION DISTRICT
38 ROB BOSTOCK, Vice President, Board of Directors
39

40 ATTEST: Gloria Fong, Clerk to the Board of Directors



January 9, 2024

Gloria Fong
Staff Services Analyst
South Lake County Fire Protection District
21095 State Hwy. 175-POB1360
Middletown, CA 95461

Dear Gloria Fong:

The Department of Health Care Services (DHCS) has completed its calculation of the following:

1. Rating Period CY 2022 Voluntary Rate Range Program (service period of January 1, 2022, through December 31, 2022) payment transfer amounts for the Intergovernmental Agreement Regarding Transfer of Public Funds (Agreement), **No. IGT-22-0097**. The executed Agreement is enclosed. As stated in Section 1.3 of the Agreement, the enrollment reconciliations will occur on an ongoing basis as updated enrollment figures become available. Actual enrollment will not be considered final until two years after December 31, 2022.
2. Rating Period CY 2021 Voluntary Rate Range Program (service period of January 1, 2021, through December 31, 2021) payment transfer amounts for the reconciliation to Intergovernmental Agreement Regarding Transfer of Public Funds (Agreement), **No. 21-10267**. As stated in Section 1.3 of the Agreement, the enrollment reconciliations will occur on an ongoing basis as updated enrollment figures become available. Actual enrollment will not be considered final until two years after December 31, 2021.

Based on the above calculations, and as provided in the above referenced Agreements, DHCS is requesting that South Lake County Fire Protection District transfer funds in the amount of **\$242,453** to DHCS by no later than **Friday, February 23, 2024**. Detailed invoices are attached to the email communications. Please transfer the above Total Amount to the following:



South Lake County Fire Protection District
 Agreement: IGT-22-0097

Health Plan	County	Category of Aid	SIS/UIS	Contribution PMPM	Estimated Member Months*	Estimated Contribution (Non-Federal Share)
Partnership Health Plan of California	Regional	Child	SIS	\$ 0.01	2,574,310	\$ 25,743
Partnership Health Plan of California	Regional	Child	UIS	\$ 0.02	75,498	\$ 1,510
Partnership Health Plan of California	Regional	Adult	SIS	\$ 0.03	1,136,355	\$ 34,091
Partnership Health Plan of California	Regional	Adult	UIS	\$ 0.08	124,071	\$ 9,926
Partnership Health Plan of California	Regional	ACA Optional Expansion	SIS	\$ 0.01	2,310,919	\$ 23,109
Partnership Health Plan of California	Regional	ACA Optional Expansion	UIS	\$ 0.06	160,059	\$ 9,604
Partnership Health Plan of California	Regional	SPD	SIS	\$ 0.10	446,077	\$ 44,608
Partnership Health Plan of California	Regional	SPD	UIS	\$ 0.21	21,750	\$ 4,568
Partnership Health Plan of California	Regional	SPD/Full-Dual	SIS	\$ 0.02	866,986	\$ 17,340
Partnership Health Plan of California	Regional	SPD/Full-Dual	UIS	\$ 0.06	1,419	\$ 85
Partnership Health Plan of California	Regional	LTC (non-dual)	SIS	\$ 0.42	1,167	\$ 490
Partnership Health Plan of California	Regional	LTC (non-dual)	UIS	\$ 0.87	384	\$ 334
Partnership Health Plan of California	Regional	LTC/Full-Dual	SIS	\$ 0.31	31,135	\$ 9,652
Partnership Health Plan of California	Regional	LTC/Full-Dual	UIS	\$ 0.71	31	\$ 22
Partnership Health Plan of California	Regional	Whole Child Model	SIS	\$ 0.18	98,296	\$ 17,693
Partnership Health Plan of California	Regional	Whole Child Model	UIS	\$ 0.31	2,002	\$ 621
Partnership Health Plan of California	Regional	Est. FE Total			7,850,459	\$ 199,396

Total CY 2022 (January 2022 - December 2022) Section 1 Amount \$ 199,396

CY 2022 January 2022 - December 2022) Section 3 Amount under the Agreement:

Total CY 2022 (January 2022-December 2022) Section 1 Amount (above)	\$ 199,396
Less amount not subject to fee (Section 3.2)	\$ -
Basis for 20% Assessment Fee	\$ 199,396
20% Assessment Fee (Basis * 20%)	\$ 39,879
Total CY 2022 Amount (January 2022 - December 2022) as of 6/2023 Estimated Member Months	\$ 239,275
Balance remaining from CY 2021 January 2021 - December 2021 (+/-)	\$ 3,178
Total Payment Transfer Amount	\$ 242,453

South Lake County Fire Protection District
 Agreement: 21-10267-A

Health Plan	County	Category of Aid	SIS/ UIS	Contribution PMPM	Estimated Member Months*	Estimated Contribution (Non-Federal Share)
All Partnership	Regional	Child	SIS	\$ 0.01	2,500,865	\$ 25,009
All Partnership	Regional	Child	UIS	\$ 0.03	68,864	\$ 2,066
All Partnership	Regional	Adult	SIS	\$ 0.03	1,010,532	\$ 30,316
All Partnership	Regional	Adult	UIS	\$ 0.10	83,841	\$ 8,384
All Partnership	Regional	ACA Optional Expansion	SIS	\$ 0.01	2,125,083	\$ 21,251
All Partnership	Regional	ACA Optional Expansion	UIS	\$ 0.07	104,384	\$ 7,307
All Partnership	Regional	SPD	SIS	\$ 0.11	450,393	\$ 49,543
All Partnership	Regional	SPD	UIS	\$ 0.26	12,233	\$ 3,181
All Partnership	Regional	SPD/Full-Dual	SIS	\$ 0.03	835,571	\$ 25,067
All Partnership	Regional	SPD/Full-Dual	UIS	\$ 0.09	1,236	\$ 111
All Partnership	Regional	LTC (non-dual)	SIS	\$ 0.46	1,152	\$ 530
All Partnership	Regional	LTC (non-dual)	UIS	\$ 0.95	340	\$ 323
All Partnership	Regional	LTC/Full-Dual	SIS	\$ 0.33	32,548	\$ 10,741
All Partnership	Regional	LTC/Full-Dual	UIS	\$ 0.73	48	\$ 35
All Partnership	Regional	Whole Child Model	SIS	\$ 0.19	94,068	\$ 17,873
All Partnership	Regional	Whole Child Model	UIS	\$ 0.36	2,059	\$ 741
All Partnership	Regional	OBRA	SIS	\$ 0.04	5	\$ -
All Partnership	Regional	OBRA	UIS	\$ 0.06	1,190	\$ 71
All Partnership	Regional	Est. FE Total			7,324,412	\$ 202,549

Total CY 2021 (January 2021 - December 2021) Section 1 Amount \$ 202,549

CY 2021 January 2021 - December 2021) Section 3 Amount under the Agreement:

Total CY 2021 (January 2021-December 2021) Section 1 Amount (above)	\$ 202,549
Less amount not subject to fee (Section 3.2)	\$ -
Basis for 20% Assessment Fee	\$ 202,549
20% Assessment Fee (Basis * 20%)	\$ 40,510
Total CY 2021 Amount (January 2021 - December 2021) as of 3/2023 Final Member Months	\$ 243,059
Less: Prior Payment Collection for CY 2021 January 2021 - December 2021 on (02/17/2023)	\$ 239,881
Total Payment Transfer Amount	\$ 3,178



South Lake County Fire Protection District
— in cooperation with —
California Department of Forestry and Fire Protection

P.O. Box 1360 Middletown, CA 95461 - (707) 987-3089

DATE: January 12, 2024
TO: Board of Directors
FROM: Gloria Fong
Staff Services Analyst
SUBJECT: Election of Board Officers for Calendar Year 2024

Attached is policy, regarding election of officers, the President, the Vice President and the Clerk, with duties delineated in the policy.

A director may choose to nominate a member and closed when there are no more nominations. Next a director will motion and a director will second to accept nomination, with roll call to follow.

For reference, a one-page board meeting calendar is attached. Included with it is the Annual/Semi-Annual Board Agenda Items Guideline. This is to help the Board know which month to expect to see certain items. Note they are not set in stone as things may change depending upon the situation.

Attachments: Officers of the Board of Directors Policy No. 4040
Board meeting Calendar 2024

SOUTH LAKE COUNTY FIRE PROTECTION DISTRICT
Policy Handbook

POLICY TITLE: Officers of the Board of Directors
POLICY NUMBER: 4040

4040.10 At the annual January meeting of the Board, or at such date and time as the Board determines, it shall elect a President and a Vice President from the members, and such other officers as it may deem necessary.

4040.11 The President and the Vice President shall hold their respective offices until the following January and until their successors are elected or appointed. They shall perform such duties as the Board may prescribe.

4040.12 The President shall appoint with the approval of the Board a Vice-President should the elected Vice President vacate his/her position for any reason. This will take place at the regular meeting immediately following the vacancy.

4040.13 The Board shall appoint a Clerk who shall perform duties assigned and directed by the Board and Section 4040.40.

4040.20 DUTIES OF THE PRESIDENT

4040.21 The President shall preside at all meetings of the Board. He/she shall have the same rights as the other members of the Board in voting, introducing motions, resolutions and ordinances, and any discussion of questions that follow said actions. When introducing a motion, the President must vacate his/her chair, but may second a motion without vacating. A majority vote of the members of the Board is required for approval on each action taken and the vote shall be recorded as to the vote of each member of the Board.

4040.22 The President must keep the meeting discussions aimed at agenda issues, and move the Board along toward decisions and shall be guided by Robert's Rules of Order. However, Robert's Rules of Order is amended to allow discussions of an agenda item by the members of the Board prior to a motion being made on an agenda item.

4040.23 The President shall exercise general supervision over the business, papers, and property of the Board, and shall execute all formal documents on behalf of the Board. The same to be attested by the Clerk.

4040.24 The President represents the full Board in public announcements or utterances, and shall speak on behalf of the Board only in support of the decisions of the full Board, unless authority is delegated.

4040.25 The President is the Board member who has primary contact with the Fire Chief. The President shall work closely with the Fire Chief and Clerk in preparing the Board agenda. Since the Brown Act closely controls what can be discussed and acted upon in a meeting, the preparation of an agenda is vital.

4040.30 DUTIES OF THE VICE PRESIDENT

4040.31 The Vice President shall preside, in the absence of the President, over all meetings of the Board. When the President is disabled or has vacated his/her chair, all duties of his/her office or as a member of any committee shall temporarily devolve upon the Vice President.

4040.32 If the President and Vice President of the Board are both absent, the remaining members present shall select one of themselves to act as chairperson of the meeting.

4040.40 DUTIES OF THE CLERK

4040.41 The Clerk shall perform the duties required by law and all duties devolving upon such office, and shall keep a true and complete record of the proceedings of the Board and shall have charge of all the books, documents and papers which properly belong to that office.

4040.42 The Clerk is authorized by the Board of Directors to attend the closed sessions of the South Lake County Fire Protection District to record the minutes. *(Ref: Res. No. 2008-07 12-19-07)*

SOUTH LAKE COUNTY FIRE PROTECTION DISTRICT

Board Meeting Calendar 2024

BOARD MTG WEEKEND HOLIDAY

JANUARY 2024						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY 2024						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

MARCH 2024						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL 2024						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY 2024						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE 2024						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JULY 2024						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST 2024						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER 2024						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER 2024						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER 2024						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER 2024						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**SOUTH LAKE COUNTY FIRE PROTECTION DISTRICT
Board Meeting Calendar 2024**

Annual/Semi Annual Board Agenda Items Guideline

Month	Item	Type	Time Period
January	Nominations and Election of President, Vice President and Clerk	Regular	Annual
January	Mid Year Budget Revisions	Regular	As Needed
February	Appointment of Ad Hoc Committee Members	Regular	Annual
March	Proposed Assessment Fee Schedule Changes	Public Reading	Annual
March	Mitigation Fee Resolution	Public Reading	Annual
April	Adopt Assessment Fee Schedule Changes	Regular	Annual
May	Adopt Appropriations Limits for next FY	Regular	Annual
May	Adopt Recommended (Preliminary) Budget	Regular	Annual
June	Declare Elections	Regular	Biennial
June 30th	Fiscal Year End Close	Regular	Annual
July	Appropriations Limit Compliance Resolution	Regular	Annual
July	Final Budget to Board for Review (for discussion and direction)	Regular	Annual
August	Adopt Final Budget	Public Hearing	Annual
August	Proposed Assessment Fee Schedule Changes (updated with County info)	Public Hearing	Annual
December	Certify Election Results	Regular	Biennial



South Lake County Fire Protection District
— in cooperation with —
California Department of Forestry and Fire Protection

P.O. Box 1360 Middletown, CA 95461 - (707) 987-3089

BOARD OF DIRECTORS REGULAR MEETING MINUTES
Tuesday, December 19, 2023, at 7:00 p.m.
Located at the Middletown Fire Station Board Room,
21095 Highway 175, Middletown, CA 95461

This regular meeting is for the purpose of discussing the following items:

1. *President Bostock called meeting to order at 7:04 p.m.*
2. *Chief Duncan led pledge of allegiance.*
3. *Present: Directors Stephanie Cline, Madelyn Martinelli and Matthew Stephenson, Vice President Jim Comisky and President Rob Bostock. Also present: Chief Mike Marcucci, Chief Paul Duncan, Battalion Chief Brian York and Board Clerk Gloria Fong.*
4. **MARTINELLI/CLINE MOTION** to approve agenda. *AYES: Cline, Martinelli, Stephenson, Comisky, Bostock. NOES: None. MOTION CARRIED.*
5. Citizens' Input: Any person may speak for three (3) minutes about any subject of concern provided it is within the jurisdiction of the Board of Directors and is not already on the today's agenda. Total period is not to exceed fifteen (15) minutes, unless extended at the discretion of the Board.

None.

6. Communications:
 - 6.a. Fire Sirens: *No report.*
 - 6.b. Fire Safe Council: *No report other than minutes attached to packet.*
 - 6.c. Volunteer Association: *Association Vice President Robert Lanning reports the four new recruits were issued gear and start the academy January 3rd.*
 - 6.d. Chief's Report

Chief Duncan adds and thanks the Volunteer Association for handling logistics for nice dinner at Greenview and today we took delivery of new ambulance. The idea with the ambulances is getting one every other year with intent of having four. Then start doing remounts, where whole rig is sent to manufacturer to remove box and completely rehabilitate it and saves about \$90,000 with new at \$290,000.

- 6.e. Finance Report: *None to add to information included with warrant list.*
- 6.f. Directors' activities report

Director Comisky thanks Volunteer Association for an amazing Christmas dinner and feels it noteworthy in Western Fire Chief update talked about Orange Fire Authority and two helitank where we've had ours for a year now. He asked about the wood around the air curtain that Chief Duncan reports will get chipped.

Director Cline appreciates dinner and everyone who put it together, and for a fun gift exchange.

Director Stephenson ditto's same attended by his wife and him and looks forward to next year.

Director Martinelli reports she did GEMT wire transfer at Wells Fargo, commented on how nice the Loch Lomond fire house looks, and voiced her concern for what she heard about Blue Shield not renewing contract, which doesn't affect emergency transports because State law requires transport to main hospital.

Director Bostock has no activity to report.

7. Regular Items:

7.a. Discussion, review, and comment to Preliminary Draft Report for Fire Mitigation Fee Nexus Study. Placed on the agenda by Chief Mike Marcucci.

A while back District contracted Ridgeline Municipal Strategies for review and Nexus Study. Staff has been busy meeting with Chiefs Association and consultant to come up with strategy county wide.

Chief Marcucci informed the Board that today the law is changed, and it is not legal to have one fee across the County. What is the new law or guidance is each is to establish their own Nexus Study to determine their own fees. Each fire district chief once approved and given direction by their Boards will then go to County for public hearing for ordinance to be edited and to have each of their fees. This will then be reviewed every five to eight years, to adjust accordingly moving forward.

The result of the Study is calls for assessment of \$2.58 per square foot, which we view as excess going from \$1.00 32 years to \$2.58 today. Staff recommends and asks direction to potentially approve and discuss before the public hearing is \$2.00 per square foot for residential and \$2.58 per square foot for nonresidential.

Things cost more, such as building station used to be \$61 per square foot is \$600, and costs for fire engines, water tenders and ambulances.

Between now and hearing, fire chiefs will hold ad hoc meeting with County because what we don't want to do is all this work and have Board of Supervisors not approve this.

Staff learned when meeting with consultant many communities have 15,000 square foot limit that causes an impact where one-time negotiations are made for something like an engine, staffing and fire house.

With 30-day notice to public flown, Consultant Dmitry Semenov of Ridgeline adds this being two-step with first being Board in January voting and approving it. Second step is with other districts, asking County to approve and adopt fee on our behalf and become effective in 60 days.

A few changes were made since the posting such as Page 9 is amended for \$370,000 property purchase. This property is already owned.

Director Comisky fully supports the escalator and finds this to be comprehensive, well written report. He didn't see Type 6 in Table 9

The direction is to add Type 6 and move forward with staff recommendation.

- 7.b. Consideration for Supplementary Ambulance Services Agreement with AMR Medical West and authorization for Board President to execute. Placed on the agenda by Chief Mike Marcucci.

Chief Marcucci found out just before meeting the AMR attorney has some concerns over agreement and informed Board he hopes to have final for the January meeting. It's anticipated the return to be somewhere about \$500 per incident.

- 7.c. Consideration for Participation (Collection 1 of 4 in amount of \$20,001.40) in the State Department of Health Care Services Public Provider Intergovernmental Transfer Program for Ground Emergency Medical Transportation Services for Calendar Year 2024 and authorization for Chief to execute. Placed on the agenda by Staff Services Analyst Gloria Fong.

CLINE/COMISKY MOTION to approve 7c as written. **AYES:** Cline, Martinelli, Stephenson, Comisky, Bostock. **NOES:** None. **MOTION CARRIED.**

- 7.d. Consideration for budget transfer in amount of \$36,769 from account 357-9557-795.23-80 to 357-9557-795.61-60 for Air Conditioning System at Cobb Station 62 as approved by Board at its 11/21/23 Meeting and authorization for Board President to execute. Placed on the agenda by Staff Services Analyst Gloria Fong.

CLINE/STEPHENSON MOTION to approve 7d. **AYES:** Cline, Martinelli, Stephenson, Comisky, Bostock. **NOES:** None. **MOTION CARRIED.**

- 7.e. Consideration for Resolution 2023-24-09, A Resolution to Appropriate Reserves for the Ambulance Purchase in the amount of \$274,419 with authorization for Board President to execute, and to find this item exempt from the competitive bidding as it is not in the public's interest because of its unique purchase. Placed on the agenda by Staff Services Analyst Gloria Fong.

COMISKY/CLINE MOTION to approve 7e as submitted. **AYES:** Cline, Martinelli, Stephenson, Comisky, Bostock. **NOES:** None. **MOTION CARRIED.**

8. Consent Calendar Items: (Approval of consent calendar items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion. Any Board member may request that an item be removed from the consent calendar for discussion later.)

8.a. Meeting Minutes

8.a.1. October

8.a.2. November

8.b. Warrants – December

Additions to the warrant list are \$274,418.70 to Professional Sales and Service for ambulance, \$275.70 to Walmart for station 60 tv replacement, \$424.11 to Campos Casuals for new recruit wildland boots, and \$1,860.00 to Archilogix for Station 63 Architectural Services 11/1/23 -12/15/23, and new December total of \$411,791.47

STEPHENSON/CLINE MOTION with correction for new total \$411,791.47. **AYES:** Cline, Martinelli, Stephenson, Comisky, Bostock. **NOES:** None. **MOTION CARRIED.**

9. **CLINE/MARTINELLI MOTION** to adjourn meeting at 7:50 pm. All in attendance are in favor of motion.

Respectfully submitted by
Gloria Fong, Board Clerk:

DocuSigned by:

AA6C7B669C144F1...

READ AND APPROVED BY
ROB BOSTOCK, President – Board of Directors:

South Lake County
 Fire Protection District
 Cost Accounting Management System
 Invoice Audit Trail

Detail Report by Vendor, Invoice
 Run Date: 01/12/2024 06:51:51pm By: GF

Selection Criteria:
 Include Inv Batch No: SLCF 01/19/2024

Report Template:
 AP Invoice Report
 C:\Apps\Lsladmin\Wincams\Lslfiles\Report\Criteria\AP Invoice Report.rst

Check No	Vendor Name	Invoice	Inv Date	Invoice Description	Budget Exp Acct	Inv Total	Req No / Descr 2
11168	ACTION SANITARY	530380	01/01/2024	HYGIENE SAFETY	357-9557-795-28-30	180.00	
11168	ACTION SANITARY	530465	01/10/2024	PORTABLE TOILET SERVICE	357-9557-795-18-00	50.00	
11169	ALLPAID	40748763	12/27/2023	ORP23-1809 RETURN	357-9557-422-21-60	33.00	
11177	JENE MARIE ANDERTON	13	01/08/2024	EMS CONSULTANT	357-9557-795-23-80	900.00	
11171	CALLAYOMI CO WATER DISTRICT	80 122923	01/04/2024	WATER USAGE	357-9557-795-30-00	206.89	
11171	CALLAYOMI CO WATER DISTRICT	81 122923	01/04/2024	WATER USAGE	357-9557-795-30-00	14.31	
11172	CLEAR LAKE ENVIRONMENTAL RESEARCH C	10268	12/27/2023	GRANT MGMT SVC 07/01-12/24/23	357-9557-795-28-30	1,800.00	RES 2023-24-08 5GG20109
11173	COBB AREA WATER DISTRICT	185 121923	12/19/2023	WATER USAGE	357-9557-795-30-00	184.34	
11179	JIM COMISKY	COMISKY010224	01/02/2024	REIMB FDAC TRAVEL EXPENSE	357-9557-795-29-50	176.91	
11175	DEPARTMENT OF FORESTRY AND FIRE PRO	169999	12/10/2023	Q1 ACTUAL (SCH A) FY 2023-24	357-9557-795-23-80	748,816.75	
11176	DEPARTMENT OF MOTOR VEHICLES	V593449	01/05/2024	SNOWCAT TRAILER REGISTRATION	357-9557-795-38-00	145.00	
11170	BARBARA HORST	HORSTJAN2024	01/09/2024	OPEB REIMBURSEMENT	357-9557-795-03-30	595.87	
11178	JERI-CO GARAGE DOORS & OPERATORS	19356	12/27/2023	APP DOOR BI-ANNUAL SERVICE	357-9557-795-18-00	300.00	
11180	LAKE COUNTY FIRE CHIEFS ASSOCIATION	2023382	10/13/2023	COUNTY WIDE EMS SYS EVALUATIONREIMB	357-9557-795-23-80	1,288.20	
11180	LAKE COUNTY FIRE CHIEFS ASSOCIATION	FY23-24	01/03/2024	ANNUAL DUES	357-9557-795-20-00	5,820.00	
11181	LAKE COUNTY SPECIAL DISTRICTS	2200820 021524	12/15/2023	SEWER USAGE	357-9557-795-30-00	59.36	
11181	LAKE COUNTY SPECIAL DISTRICTS	2202596 021524	12/15/2023	SEWER USAGE	357-9557-795-30-00	59.36	
11182	LAKE COUNTY VECTOR CONTROL	LC10052 FY23-24	12/05/2023	ASSESSMENTS FY 2023-24	357-9557-795-48-00	132.69	
11188	ROBERT LANNING	INV122040	01/07/2024	FUEL REDUCTION-DEC2023	357-9557-795-28-30	7,056.00	
11183	LIFE ASSIST INC	95461FPD 123123	12/31/2023	EMS SUPPLIES	357-9557-795-19-40	4,257.32	
11184	LOCH LOMOND MUTUAL WATER	31 012124	01/21/2024	WATER USAGE	357-9557-795-30-00	125.00	
11174	DENNIS DAVID MAHONEY	149	12/28/2023	LANDSCAPE SERVICE	357-9557-795-18-00	465.00	
11185	NORTHSHORE FIRE PROTECTION DISTRICT	24-18FC	01/08/2024	EVACUATION ROUTE WORK DEC 2023	357-9557-795-28-30	9,859.21	RES 2023-24-08 5GG20109
11186	PG AND E	699137074151220	12/21/2023	ELECTRIC CHGS	357-9557-795-30-00	3,987.50	
11187	RIDGELINE MUNICIPAL STRATEGIES LLC	2300303	01/04/2024	FIRE IMPACT NEXUS STUDY	357-9557-795-23-80	1,917.50	
11189	SILVEIRA BUICK GMC	1GT49SEY6RF30168	01/04/2024	UTILITY VEHICLE	357-9557-795-62-72	72,221.33	
11190	SOUTH COUNTY SMALL ENGINE REPAIR	44	01/09/2024	RAM FAN REPAIR	357-9557-795-17-00	75.00	
11191	STATE OF CA GOV OFFICE OF EMRGCY SV	P232405X93010	12/22/2023	MOBILE/HT RADIO MAINT & REPR	357-9557-795-17-00	2,387.50	
11193	US BANK VOYAGER	8690837252352	12/24/2023	FUEL FOR EX6021	357-9557-795-28-30	908.48	
11194	WELL HUNG GARAGE DOORS AND GATES	20240103	01/03/2024	APPARATUS DOOR REPAIR	357-9557-795-18-00	150.00	
11195	WITTMAN ENTERPRISES	2311043	01/09/2024	AMBULANCE BILLING NOV 2023	357-9557-795-23-80	2,569.85	
11196	U.S.BANK	012224 STMT		VARIOUS (SEE ATTACHED)	357-9557-795-28-30	27,421.24	
11197	SOUTH LAKE COUNTY FIRE PROTECTION D	IGT-CY2022	01/09/2024	IGT CY 2022	357-9557-795-28-48	242,453.00	
				TOTAL		1,136,616.61	

Check No	Merchant Vendor Name	Invoice	Inv Date	Invoice Description	Budget Exp Acct	Inv Total	Req No / Descr 2
11196	JAMF SOFTWARE LLC	100863599	01/09/2024	DEVICE MGMT SOFTWARE ME 02/09/24	357-9557-795-28-30	48.00	
11196	LEES SPORTING GOODS	1011	01/05/2024	UNIFORM APPAREL	357-9557-795-11-00	920.03	
11196	ICE WATER CO	111473	12/31/2023	HYDRATION FOR STATIONS	357-9557-795-13-00	66.55	
11196	BOBS VACUUM	11967	12/22/2023	CLEANING SUPPLIES	357-9557-795-14-00	259.90	
11196	AW EQUIPMENT REPAIR INC	1222	11/16/2023	VEHICLE C-SERVICE, REPAIRS	357-9557-795-17-00	4,891.76	
11196	AW EQUIPMENT REPAIR INC	1227	12/04/2023	VEHICLE 90-DAY, C-SERVICE & REPAIRS	357-9557-795-17-00	5,213.74	
11196	MATHESON TRI GAS INC	12299 123123	12/31/2023	MEDICAL OXYGEN	357-9557-795-19-40	194.41	
11196	AW EQUIPMENT REPAIR INC	1234	12/18/2023	VEHICLE 90-DAY SERVICE	357-9557-795-17-00	225.00	
11196	AW EQUIPMENT REPAIR INC	1239	12/27/2023	VEHICLE 90-DAY SERVICE	357-9557-795-17-00	225.00	
11196	AW EQUIPMENT REPAIR INC	1241	01/02/2024	VEHICLE 90-DAY SERVICE	357-9557-795-17-00	225.00	
11196	AW EQUIPMENT REPAIR INC	1242	01/02/2024	VEHICLE 90-DAY SERVICE	357-9557-795-17-00	225.00	
11196	LAKE COUNTY WASTE SOLUTIONS	175539967U033	01/01/2024	REFUSE/RECYCLE COLLECTION	357-9557-795-30-00	82.62	
11196	LAKE COUNTY WASTE SOLUTIONS	175539977U033	01/01/2024	REFUSE/RECYCLE COLLECTION	357-9557-795-30-00	180.21	
11196	LAKE COUNTY WASTE SOLUTIONS	175540010U033	01/01/2024	REFUSE/RECYCLE COLLECTION	357-9557-795-30-00	72.08	
11196	HARDESTERS	191550 123123	12/31/2023	SUPPLIES	357-9557-795-18-00	350.00	
11196	LAKE PARTS INC	19588 123123	12/31/2023	VEHICLE C-SERVICE PARTS	357-9557-795-17-00	1,796.61	
11196	SANTA ROSA UNIFORM & CAREER APPAREL	20240108	01/08/2024	UNIFORM APPAREL SETS	357-9557-795-11-00	1,729.22	
11196	MEDIACOM	30128147 011624	12/07/2023	INTERNET SVC	357-9557-795-30-00	100.01	
11196	RAINBOW AMERICA'S COUNTRY STORE	301282 123123	12/31/2023	SUPPLIES	357-9557-795-17-00	10.71	
11196	MEDIACOM	30165883 012624	12/17/2023	INTERNET SVC	357-9557-795-30-00	100.01	
11196	MEDIACOM	30173705 012624	12/27/2023	INTERNET SVC	357-9557-795-30-00	84.99	
11196	PAK N MAIL	3971	01/05/2024	MISC FORMS	357-9557-795-22-70	13.32	
11196	HIDDEN VALLEY LAKE CSD	50050000 122923	01/02/2024	WATER/SEWER	357-9557-795-30-00	219.78	
11196	FERRELLGAS	5008233486	12/26/2023	PROPANE FILL FOR FIRE STATIONS	357-9557-795-30-00	2,306.68	
11196	AMAZON	6640206	12/29/2023	BACK UP BATTERY PACKS	357-9557-795-17-00	1,286.08	
11196	RECORD BEE	6800790	12/29/2023	LEGAL PUBLICATION	357-9557-795-24-00	81.62	
11196	AMAZON	7628267	12/29/2023	BACK UP POWER CORDS FOR TABLETS	357-9557-795-22-70	405.30	
11196	STERICYCLE INC	8005587570	12/15/2023	MEDICAL WASTE MB 01/01/24	357-9557-795-19-40	99.21	
11196	ARMED FORCE PEST CONTROL	94293	01/02/2024	PEST CONTROL	357-9557-795-18-00	125.00	
11196	RAM MOUNT	99-92297	12/31/2023	TABLET MOUNT	357-9557-795-17-00	277.67	
11196	GRAINGER	9949705124	01/02/2024	STORAGE SHELIVING	357-9557-795-18-00	1,234.24	
11196	VERIZON WIRELESS	9950307631CORR	11/26/2023	CELLULAR SVC ME 12/26/23	357-9557-795-12-00	774.21	CORRECT CHG AMT
11196	VERIZON WIRELESS	9950307631CR	11/26/2023	CELLULAR SVC ME 12/26/23	357-9557-795-12-00	-774.19	CREDIT INCORRECT AMT
11196	VERIZON WIRELESS	9952777603	12/26/2023	CELLULAR SVC ME 01/26/24	357-9557-795-12-00	774.19	
11196	STREAMLINE	D933AAE6-0011	01/01/2024	WEBSITE HOSTING MB 01/01/24	357-9557-795-28-30	355.00	
11196	CASCADE SOFTWARE SYSTEMS	INV145003	01/02/2024	ACCTG SFTWR CLOUD HOST MB 01/01/24	357-9557-795-28-30	170.00	
11196	ZOOM VIDEO COMMUNICATIONS INC	INV235825546	01/11/2024	BOARD MTG REMOTE ACS ME 02/10/24	357-9557-795-23-80	15.99	
11196	LN CURTIS & SONS	INV767103CORR	11/22/2023	SAFETY APPAREL	357-9557-795-11-00	378.15	CORRECT CHG AMT
11196	LN CURTIS & SONS	INV767103CR	11/22/2023	SAFETY APPAREL	357-9557-795-11-00	-399.69	CREDIT INCORRECT AMT
11196	LN CURTIS AND SONS	INV773400	12/13/2023	SAFETY APPAREL	357-9557-795-11-00	466.91	
11196	LN CURTIS AND SONS	INV773776	12/14/2023	SAFETY APPAREL	357-9557-795-11-00	379.64	
11196	LN CURTIS AND SONS	INV774776	12/18/2023	SAFETY APPAREL	357-9557-795-11-00	63.48	
11196	LN CURTIS AND SONS	INV776192	12/21/2023	SAFETY APPAREL	357-9557-795-11-00	287.18	
11196	KELSEYVILLE LUMBER	SOUFI 010224	01/02/2024	SUPPLIES	357-9557-795-18-00	61.91	
11196	PETERSON	SW060031088	05/30/2023	REPAIR AC	357-9557-795-28-30	1,818.71	
				SUBTOTAL		27,421.24	

South Lake County
 Fire Protection District
 Cost Accounting Management System
 Budget Expenditure Ledger Report

		Orig Budget	Adj Budget	Expenditures	Unencumbered Balance	% Committed	Pending Exp
795	(Budget Exp Acct) Accts Payable						
01-11	Salaries & Wages-Permanent	6,300.00	6,300.00	2,700.00	3,600.00	42.86	0.00
01-12	Salaries & Wages-Temporary	115,500.00	115,500.00	45,743.92	69,756.08	39.61	0.00
01-13	Salaries & Wages-Overtime	36,750.00	36,750.00	0.00	36,750.00	0.00	0.00
02-21	FICA/Medicare-Emplyr Share	12,600.00	12,600.00	3,889.57	8,710.43	30.87	0.00
03-30	Insurance	35,595.00	35,595.00	10,248.46	25,346.54	28.79	595.87
03-31	Unemployment Insurance	5,250.00	5,250.00	403.87	4,846.13	7.69	0.00
04-00	Workers Compensation	31,101.00	31,101.00	30,242.00	859.00	97.24	0.00
09-00	Payroll Clearing	0.00	0.00	24,554.97	-24,554.97	N/A	0.00
11-00	Clothing & Personal Supplies	25,200.00	25,200.00	6,233.23	18,966.77	24.74	3,824.92
12-00	Communications	23,100.00	23,100.00	4,645.20	18,454.80	20.11	774.21
13-00	Food	2,625.00	2,625.00	1,147.47	1,477.53	43.71	66.55
14-00	Household Expense	15,750.00	15,750.00	3,161.58	12,588.42	20.07	283.48
15-10	Insurance-Other	63,000.00	63,000.00	55,509.00	7,491.00	88.11	0.00
17-00	Maintenance-Equipment	84,000.00	84,000.00	8,645.67	75,354.33	10.29	17,025.28
18-00	Maint-Bldgs & Imprvmts	92,014.00	92,014.00	18,630.38	73,383.62	20.25	2,506.25
19-40	Medical Expense	48,825.00	48,825.00	20,702.47	28,122.53	42.40	5,050.94
20-00	Memberships	6,510.00	6,510.00	200.00	6,310.00	3.07	1,500.00
22-70	Office Supplies	3,150.00	3,150.00	1,935.12	1,214.88	61.43	418.62
22-71	Postage	2,751.00	2,751.00	484.57	2,266.43	17.61	0.00
23-80	Professional, Specialized Svc	4,658,761.00	4,621,992.00	78,845.84	4,543,146.16	1.71	759,328.29
24-00	Publications & Legal Ntcs	1,155.00	1,155.00	77.51	1,077.49	6.71	81.62
27-00	Small Tools & Instruments	3,675.00	3,675.00	125.41	3,549.59	3.41	20.11
28-30	Special Dept Supp & Svcs	79,720.00	289,534.00	112,290.94	177,243.06	38.78	22,195.40
28-48	Special Dept Ambulance Exp	208,600.00	208,600.00	103,079.59	105,520.41	49.41	242,453.00
29-50	Transportation & Travel	10,500.00	10,500.00	1,877.60	8,622.40	17.88	176.91
30-00	Utilities	100,000.00	100,000.00	42,084.12	57,915.88	42.08	7,783.14
38-00	Inventory Items	21,000.00	21,000.00	1,735.61	19,264.39	8.26	2,145.00
48-00	Taxes & Assessments	210.00	210.00	0.00	210.00	0.00	132.69
61-60	Bldgs & Imprv	0.00	36,769.00	36,769.00	0.00	100.00	0.00
62-72	Autos & Light Trucks	0.00	190,000.00	1,000.00	189,000.00	0.53	72,221.33
62-74	Cap FA-Eqt Other	0.00	274,419.00	274,418.70	0.30	100.00	0.00
62-79	Pr Yr	0.00	37,186.00	37,186.32	-0.32	100.00	0.00
90-91	Contingencies	0.00	0.00	0.00	0.00	N/A	0.00
* 795 Subtotal		5,693,642.00	6,405,061.00	928,568.12	5,476,492.88	14.50	1,138,583.61
** Grand Total		5,693,642.00	6,405,061.00	928,568.12	5,476,492.88	14.50	1,138,583.61

South Lake County Fire Protection District
 Cost Accounting Management System
 Budget Ledger FISCAL YEAR 2023-24

Revenue	Account	FUND 357 OPERATING	Orig Budget	Adj Budget	YTD Dec	Unenc	% of Budget	Pending Rev
	357-9557-411 10-10	Property Taxes-Current Secured	1,678,000.00	1,678,000.00	900,407.74	777,592.26	53.66%	
	357-9557-411 10-20	Property Taxes-Current Unsecured	34,000.00	34,000.00	36,522.56	-2,522.56	107.42%	
	357-9557-411 10-25	Property Taxes-Supp 813-Current	0.00	0.00	6,495.23	-6,495.23	100.00%	
	357-9557-411 10-35	Property Taxes-Supp 813-Prior	0.00	0.00	5,211.72	-5,211.72	100.00%	
	357-9557-411 10-40	Property Taxes-Prior Unsecured	0.00	0.00	1,195.02	-1,195.02	100.00%	
	357-9557-422 21-60	Permits-Other	14,000.00	14,000.00	9,073.00	4,927.00	64.81%	1,188.00
	357-9557-441 42-01	Revenue from Use of Money-Interest	26,000.00	26,000.00	45,143.83	-19,143.83	173.63%	
	357-9557-453 54-60	State Aid-HOPTR	13,000.00	13,000.00	0.00	13,000.00	0.00%	
	357-9557-453 54-90	State Aid-Other	35,000.00	35,000.00	11,324.45	23,675.55	32.36%	
	357-9557-455 55-40	Other Federal-Disaster Relief	0.00	0.00	14,109.70	-14,109.70	100.00%	
	357-9557-456 56-30	Other Government Agencies-Other	84,080.00	293,894.00	112,203.28	181,690.72	38.18%	
	357-9557-465 68-60	Public Protection-Instnl Care & Svc (Amb)	400,000.00	400,000.00	358,155.70	41,844.30	89.54%	59,683.23
	357-9557-466 69-29	Other Current Services-Fire Protection	2,000,000.00	2,000,000.00	582,178.27	1,417,821.73	29.11%	
	357-9557-491 79-50	Other-Revenue - Prior Year	0.00	0.00	198,728.56	-198,728.56	100.00%	
	357-9557-491 79-70	Other-Sales - Miscellaneous	0.00	0.00	0.00	0.00	0.00%	
	357-9557-492 79-90	Other Revenue-Miscellaneous	0.00	0.00	521.06	-521.06	100.00%	
	357-9557-492 79-91	Other Revenue-Cancelled Checks	0.00	0.00	0.00	0.00	0.00%	
	357-9557-492 79-92	Other Revenue-Insurance Rebates	0.00	0.00	2,612.11	-2,612.11	100.00%	
	357-9557-492 79-93	Other Revenue-Insurance Proceeds	0.00	0.00	0.00	0.00	0.00%	
	357-9557-502 81-22	Operating Transfers-Transfers-In	0.00	227,186.00	227,186.00	0.00	100.00%	
		TOTAL REVENUE	4,284,080.00	4,721,080.00	2,511,068.23	2,210,011.77	53.19%	60,871.23

Revenue	Account	FUND 366 FIRE MITIGATION FEE	Orig Budget	Adj Budget	YTD Dec	Unenc	% of Budget	Pending Rev
	366-0000-441 42-01	Revenue from Use of Money-Interest	0.00	0.00	1,260.21	-1,260.21	100.00%	
	366-0000-461 66-15	Charges for Svc-Fire Mitigation	0.00	0.00	53,352.24	-53,352.24	100.00%	4,342.75
	366-0000-492 81-23	Operating Transfers-Transfers-Out	0.00	0.00	-227,186.00	227,186.00	100.00%	
		TOTAL REVENUE	0.00	0.00	-172,573.55	172,573.55	100.00%	4,342.75
	390 00-00	Fund 366 Balance (FY beg. 07/01/22)			277,575.04	277,575.04		
		TOTAL FUND EQUITY (06/30/23)			105,001.49	450,148.59		

Run Date: 01/12/2024 06:41:40pm
 Fiscal Year: 2024
 Selection Criteria: See Cover Page

South Lake County
 Fire Protection District
 Cost Accounting Management System
 G/L Balance Sheet

<u>Account</u>	<u>General Ledger Acct</u>	<u>Balance</u>
357 FUND: So Lk Co Fire Prot Dist		
Current Asset accts		
Cash	357-9557-100-00-00-00	8,712,130.04
* Current Asset accts Subtotal		
Equity accts		
Fund Balance	357-9557-390-00-00-00	3,266,481.04
General	357-9557-391-01-00-00	154,702.00
Unreserved-Designated	357-9557-392-00-00-00	2,885,820.00
Equipment Reserve	357-9557-392-04-00-00	994,846.00
Medical Insurance Reserve	357-9557-392-12-00-00	224,888.00
Medical Svcs & Eqpt Reserve	357-9557-392-25-00-00	1,185,393.00
* Equity accts Subtotal		
** 357 Subtotal		
366 FUND: So Lk Co Fire Mitigation		
Current Asset accts		
Cash	366-0000-100-00-00-00	105,001.49
* Current Asset accts Subtotal		
Equity accts		
Fund Balance	366-0000-390-00-00-00	105,001.49
* Equity accts Subtotal		
** 366 Subtotal		
*** Grand Total		

*** END OF REPORT ***