

December 20, 2022 Tuesday @ 9:00 AM
SIERRA COUNTY FIRE PROTECTION DISTRICT # 1
FIRE COMMISSIONERS SPECIAL MEETING AGENDA

THIS MEETING WILL BE CONDUCTED IN PERSON AND VIA TELECONFERENCE BY OBSERVING THE BOARD OF SUPERVISORS MEETING OUTLINED BELOW:

The Sierra County Board of Supervisors will conduct a public hearing commencing at 9:00 a.m. on December 20, 2022 at the Loyalton Social Hall, Loyalton City Park, Loyalton, CA.

The public may observe and provide public comments by using the Teams options below:

By Phone: 1-323-892-2486
Access Code: 599 321 59#

By PC: <https://tinyurl.com/12202022BOS>

CALL TO ORDER:

Roll Call of Commissioners

{ } Shawn Burt, Chairperson { } Jeff McCollum { } Tom Rowson { } Richard Maddalena
{ } Candy Hunter { } Tom Archer { } Victoria Fisher

Quorum Yes/No

PUBLIC INTRODUCTION:

PUBLIC COMMENT:

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

The purpose of this SPECIAL MEETING is to be available for questions and comments during the Sierra County Board of Supervisors

1. **Item 9G- Discussion/adoption of resolution defining terms of office for Sierra County Fire Protection District No. 1 Directors.**

and

2. **Item 11B – (11:00 am) Conduct public hearing regarding an increase to the Fire Development Impact Fee to be paid by certain new development/construction within the boundaries of the Sierra County Fire Protection District No. 1, and adoption of resolution increasing the fire development impact fee within the boundaries of the Sierra County Fire Protection District no. 1, from \$1.96 per building square foot to \$2.02 per building square foot.**

ANNOUNCEMENTS AND COMMENTS:

ADJOURNMENT:

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

BOARD OF SUPERVISORS, COUNTY OF SIERRA, STATE OF CALIFORNIA

**RESOLUTION DEFINING TERM OF OFFICE FOR
SIERRA COUNTY FIRE PROTECTION DISTRICT NO. 1 DIRECTORS**

Resolution No. 2022- _____

WHEREAS, the Sierra County Fire Protection District No. 1 (District) was originally formed in 1930 with management performed by Commissioners who acted as agents of the Sierra County Board of Supervisors; and

WHEREAS, pursuant to the Fire Protection District Law of 1961, the Sierra County Fire Protection District No. 1 reorganized in 1964 operating as an independent five member governing Board of Directors appointed by the Sierra County Board of Supervisors not for any fixed term; and

WHEREAS, the Fire Protection District Law of 1987 established a four year term of office for a Board of Directors pursuant to Health and Safety Code section 13843 (a), and authorized Commissioners acting by delegation of authority, to be appointed at the pleasure of the Board of Supervisors or for staggered terms of four years subject to removal for cause pursuant to Health and Safety Code section 13844.

NOW THEREFORE BE IT RESOLVED that following review of the law and history of the Sierra County Fire Protection District No. 1, the Sierra County Board of Supervisors hereby concludes that the District is no longer governed by Commissioners acting as agents on behalf of the Board of Supervisors, instead the District is governed by a Board of Directors requiring said Directors to serve a four year term of office or until his or her successor qualifies and takes office pursuant to Health and Safety Code section 13843(a).

BE IT FURTHER RESOLVED that the Sierra County Board of Supervisors in accordance with the Fire Protection District Law of 1987 and Health and Safety Code section 13843(a), hereby organizes the term of office for the existing Board of Directors of the Sierra County Fire Protection District No. 1 as follows:

| <u>Director</u> | <u>Term Expiration Date</u> |
|-----------------|-----------------------------|
| Tom Archer | 12/31/2024 |
| Tom Rowson | 12/31/2024 |
| Rick Maddalena | 12/31/2025 |
| Candy Hunter | 12/31/2025 |
| Shawn Burt | 12/31/2026 |
| Jeff McCollum | 12/31/2026 |
| Victoria Fisher | 12/31/2026 |

ADOPTED by the Board of Supervisors of the County of Sierra, State of California on the 20th day of December, 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

COUNTY OF SIERRA

PAUL ROEN, CHAIR
BOARD OF SUPERVISORS

ATTEST:

HEATHER FOSTER
CLERK OF THE BOARD

APPROVED AS TO FORM:

DAVID PRENTICE
COUNTY COUNSEL

SIERRA COUNTY

Board of Supervisors
P.O. Drawer D
Downieville, California 95936
Telephone (530) 289-3295
Fax (530) 289-2830



NOTICE OF PUBLIC HEARING SIERRA COUNTY BOARD OF SUPERVISORS FIRE DEVELOPMENT IMPACT FEE INCREASE

NOTICE IS HEREBY GIVEN that on **Tuesday, December 20, 2022 at 11:00 a.m.** or as soon thereafter as the matter may be heard, at the Loyalton Social Hall, Loyalton City Park, Loyalton, CA, the Sierra County Board of Supervisors will conduct a public hearing to address the following:

- Resolution increasing the fire development impact fee to be paid by certain new development/construction within the boundaries of the Sierra County Fire Protection District No. 1, from \$1.96 per building square foot to \$2.02 per building square foot, in accordance with the Fire Development Impact Fee Nexus Study prepared by Hansford Economic Consulting, dated July 15, 2020 and Sierra County Resolution 2021-018.

Members of the public may provide public comment during the hearing and may submit written comments on this matter by U.S. Mail or email at clerk-recorder@sierracounty.ca.gov. The Board of Supervisors will consider all written comments received prior to the posted hearing date.

This meeting will be open to in-person attendance and available to the public via teleconference.

The public may observe and provide public comments during the hearing by using the Teams options below:

By Phone: 1-323-892-2486
Access Code: 599 321 59#

By PC: <https://tinyurl.com/12202022BOS>

Posted: December 8, 2022
Published: December 8, 2022 and December 15, 2022

BOARD OF SUPERVISORS, COUNTY OF SIERRA, STATE OF CALIFORNIA

RESOLUTION NO. 2022-

**RESOLUTION AMENDING THE SIERRA COUNTY
FIRE PROTECTION DISTRICT #1 FIRE DEVELOPMENT IMPACT FEE**

WHEREAS, Sierra County Code Section 12.06.050 establishes development fees within the boundaries of the Sierra County Fire Protection District #1; and

WHEREAS, said fees may be amended by resolution adopted by the Board of Supervisors upon presentation by the District of an appropriate impact analysis; and

WHEREAS, the Sierra County Fire Protection District adopted Resolution No. 2020-004 and Resolution 2020-007 approving the Capital Asset and Replacement Study and the Nexus Study prepared by Hansford Economic Consulting, dated July 15, 2020; and

WHEREAS, said Nexus Study recommends an increase each fiscal year, using the Engineering News Record San Francisco Construction Cost Index March to March percentage change for the prior twelve months, and

WHEREAS, the Sierra County Board of Supervisors adopted Resolution 2021-018 approving an increase in the fire development impact fees and authorizing an automatic increase upon annual review by the Board of Supervisors, not to exceed 3%, and in conjunction with the receipt of the annual report regarding expenditure of fees; and

WHEREAS, on December 6, 2022, the Board of Supervisors reviewed the Sierra County Fire Protection District No. 1 Fiscal Year 2021/2022 annual report for the District's Fee Mitigation Program and the District's updated Capital Improvement Plan.

NOW, THEREFORE, BE IT RESOLVED that the Sierra County Board of Supervisors, County of Sierra, State of California does hereby approve an increase in the fire development impact fees authorized by Sierra County Code Section 12.06.040 within the boundaries of the Sierra County Fire Protection District No. 1, from \$1.96 per building square foot to \$2.02 per building square foot.

ADOPTED, by the Board of Supervisors on the 20th day of December 2022 by the following roll call vote, to-wit:

AYES: Supervisor

NOES: Supervisor

ABSTAIN:

ABSENT:

COUNTY OF SIERRA

PAUL ROEN
CHAIR, BOARD OF SUPERVISORS

ATTEST:

APPROVED AS TO FORM:

HEATHER FOSTER
CLERK OF THE BOARD

DAVID PRENTICE
COUNTY COUNSEL



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

Commissioners
Shawn Burt– Chairman
Rick Maddalena
Thomas Archer
Tom Rowson
Jeff McCollum
Candy Hunter
Victoria Fisher

October 18, 2022

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

RE: A) FY 22/23 Capital Investment Plan
B) FY 21/22 Annual Report on Fire Mitigation Fee Collection and Expenditures
C) Request for Adoption of Fee Escalation to Account for Inflation

Dear Supervisors:

Revised Capitol Investment Plan: Following a public hearing held on August 16, 2022, the Sierra County Fire Protection District #1 (the District) adopted the attached revised Capitol Investment Plan by Resolution 2202-07. The adopted plan and resolution are attached as Exhibits A and B.

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

Balance Brought Forward July 1 2022: \$0.00

Amount Held Longer Than 5 Years: \$0.00

Accounts Receivable (Accrued but not received) from Prior Periods: \$4,820

FY 21/22 Collections Received from Auditor: \$22,179.78

FY 21/22 Collections Received from Building Dept: \$22,179.78

Expenditures Made with Mitigation Fees in FY 21/22: \$10,000

Net Receipts Pooled for Future Investments: \$46,426

Request for Fee Increase: Consistent with the Sierra County Resolution 2021-018 and County processes clarified in March of 2022 leading to Resolution No. 2022-031, the District requests the fire mitigation fee be increased by 3% from \$1.96 per building square foot to \$2.02 per square foot to adjust for inflation in accordance with the Fire Development Impact Fee Nexus Study prepared by Hansford Economic Consulting, dated July 15, 2020 and Sierra County Resolution 2021-018. The Engineering News Record, San Francisco Construction Cost Index March 2021 to March 2022 percentage change is 8.9%. Sierra County Resolution No. 2021-018 caps the fee increase at 3%. The District asks that the Public Hearing on the fee increase be held in the Eastern part of the County to maximize the opportunity for public and District participation.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Shawn Burt', with a long horizontal flourish extending to the right.

Shawn Burt, Chair
Sierra Co. FPD #1

**2022/2023 CAPITAL IMPROVEMENT PLAN
SIERRA COUNTY FIRE PROTECTION DISTRICT #1**

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

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

The content of this report will outline the spending plan for those fees collected up to and including fiscal year ending 6/30/2022 as well as 5 year projections.

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

FIRE IMPACT FEE SCHEDULE

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

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

PLANNED FACILITIES, APPARATUS, VEHICLE & EQUIPMENT

| | | |
|---|----|-----------|
| ADA Building Compliance/Bathroom Remodel-Station 82 Sierraville | \$ | 50,000 |
| Upstairs Completion/ADA Compliance/Exterior Access-Station 84 Calpine | \$ | 170,000 |
| New 3 Bay Station & Maintenance Facility-Sattley | \$ | 1,044,770 |
| Replacement Water Tender (2) | \$ | 650,000 |
| Command Vehicle-Purchased 6/2021 | \$ | 4,023 |
| Type II Engine-Purchased 9/2021 | \$ | 5,000 |
| Rescue 4WD Vehicle UTV Truck Style/Stokes EMS Equipment | \$ | 45,000 |
| Well/Water Storage Tank-Loyalton Pines Area | \$ | 60,000 |
| Dog Valley Fire Lane-Purchased 8/2020 | \$ | 5,000 |
| CIP & Impact Fee Analysis Study | \$ | 33,207 |
| | \$ | 2,067,000 |

| | |
|-------------|---------------|
| Current Fee | Proposed Fee* |
| \$1.96 | \$2.02 |

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

March 2021-March 2022 - 8.9%

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

Following is an account of the 2020/2021 and the 2021/2022 impact fee collection and expenditure detail through June 30th, 2022 with projected 2023-2027 collection and expenditures:

| | Annual Expenditures | Cost | Total % Funded- Impact Fees | ACTUAL | ACTUAL | PROJECTED | PROJECTED | PROJECTED | PROJECTED | PROJECTED | PROJECTED |
|--|---------------------|--------------|--------------------------------|------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| | | | | 2020/2021 | 2021/2022 | 2022/2023 | 2023/2024 | 2024/2025 | 2025/2026 | 2026/2027 | |
| Beginning Fund Balance | | | | \$ 964 | \$ - | \$ 46,426 | \$ 56,426 | \$ 36,426 | \$ 16,426 | \$ 18,426 | \$ 18,426 |
| Annual Fees Collected | | | | \$ 10,401 | \$ 46,606 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 |
| Interest Earned | | | | \$ (1,135) | \$ 4,820 | | | | | | |
| Adjustment* | | | | | | | | | | | |
| Refunds | | | | | | | | | | | |
| Total Revenue | | | | \$ 10,230 | \$ 51,426 | \$ 56,426 | \$ 66,426 | \$ 46,426 | \$ 26,426 | \$ 26,426 | \$ 28,426 |
| Annual Expenditures | | | | | | | | | | | |
| Station 82 - ADA Bldg | | \$ 50,000 | | | | | | | | | |
| Compliance/Bathroom Remodel | | \$ 50,000 | | | | | | | | | |
| Station 84 - Upstairs Completion/ADA | | \$ 170,000 | | | | | | | | | |
| Compliance/Exterior Access | | \$ 170,000 | | | | | | | | | |
| Station 83-New 3 bay Maint. Fac./Fire Stn. | | \$ 1,045,977 | | | | | | | | | |
| Command Vehicle | | \$ 11,992 | 34% | \$ 4,023 | | | | | | | |
| Replacement Water Tender (2) | | \$ 650,000 | | | | | | | | | |
| Rescue UTV/Stokes EMS Equip. | | \$ 45,000 | | | \$ 5,000 | | | | | | |
| Type II Engine | | \$ 5,000 | 100% | | | | | | | | |
| Well/Water Storage Tank | | \$ 60,000 | 100% | | | | \$ 30,000 | \$ 30,000 | | | |
| Dog Valley Fire Lane | | \$ 5,000 | 100% | \$ 5,000 | | | | | | | |
| CIP & Impact Fee Analysis Update | | \$ 33,207 | 100% | \$ 1,207 | | | | | \$ 8,000 | | |
| Office Expense/Bank Fees | | | | | | | | | | | |
| Total Expenditures by Year | | | | \$ 10,230 | \$ 5,000 | \$ - | \$ 30,000 | \$ 30,000 | \$ 30,000 | \$ 8,000 | \$ - |
| Total Expenditures to Date | | | | \$ - | \$ 46,426 | \$ 56,426 | \$ 36,426 | \$ 16,426 | \$ 18,426 | \$ 28,426 | |
| IMPACT FEE BALANCE | | | | \$ - | \$ 46,426 | \$ 56,426 | \$ 36,426 | \$ 16,426 | \$ 18,426 | \$ 28,426 | |

*20/21 adjustments reflect \$1280 uncollected on permit and \$145 adjustment between Building Dept. & Auditor. 21/22 adjustments reflect anticipated payment of uncollected fees from prior years per Building Dept. Internal audit. All prior uncollected fees have been invoiced through County Auditor.



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

Commissioners
Shawn Burt– Chairman
Rick Maddalena
Thomas Archer
Tom Rowson
Jeff McCollum
Candy Hunter
Victoria Fisher

RESOLUTION 2022-07

A RESOLUTION OF THE BOARD OF COMMISSIONERS ADOPTING 2022-2023 CAPITAL IMPROVEMENT PLAN

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

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

BE IT HEREBY RESOLVED, as follows:

1. That Notice of Public Hearing regarding the Capital Improvement Plan was duly and properly published in advance in the Mountain Messenger, a publication of Countywide circulation and that said Notice was prominently posted in multiple places within the District's jurisdiction.
2. That the Capital Improvement Plan, attached as **Exhibit A**, is hereby Approved, and Adopted, this 16th Day of August, 2022 at the Regular Meeting of the Board of Commissioners of the Sierra County Fire Protection District #1, by the following Roll Call vote:

AYES: 5- Burt, McCollum, Maddalena, Fisher, Archer

NOES: 0

ABSENT: 2- Rowson, Hunter

ABSTAIN: 0

APPROVED:



Shawn Burt, Chairman

ATTEST:



Kelly Champion, District Clerk