

Rescue Fire Protection District

BOARD OF DIRECTORS AGENDA Regular Meeting November 09, 2022 6:00 P.M.

**5221 Deer Valley Road, Rescue, CA 95672
(P.O. Box 201)
(530) 677-1868**

ATTENTION

Residents planning to address the Board of Directors at this Board meeting: due to the concerns about the COVID-19 virus, we respectfully ask if you are feeling ill for any reason not to attend in person.

Please submit your comments in writing to admin@rescuefiredepartment.org and they will be entered into the public record. If you are healthy and chose to attend the meeting, we ask that you wear a mask and maintain a six-foot buffer between you and others, as suggested by the State Department of Public Health.

Thank you for your understanding during these challenging times.

NOTE

If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the Board Clerk at 916-933-6623; ext. 1038, at least two (2) days prior to the meeting.

1. **CALL TO ORDER**
2. **ROLL CALL/ESTABLISH QUORUM**
3. **FLAG SALUTE**
4. **APPROVAL OF AGENDA**
5. **PUBLIC COMMENTS and PUBLIC FORUM**

This item is for the public to discuss matters not on the agenda and within the jurisdiction of the District or to discuss the closed executive session item. Comments shall be limited to five minutes per person and twenty minutes for all comments unless otherwise authorized by the Board.
6. **CHIEF'S REPORT**
7. **CORRESPONDENCE and COMMUNICATIONS**
8. **CONSENT CALENDAR**
 - A. **Approve Minutes from the October 12, 2022 Board Meeting**
 - B. **Approve Financial Statements and Warrants Report for October 2022**
9. **BOARD COMMITTEES**
 - A. **Personnel Committee: Report**
 - B. **Budget Committee: Report**
 - C. **Buildings and Grounds: Report**
 - D. **JPA Committee: Report**
 - E. **LAFCO: Report**
 - F. **Transition Committee: Report**

Rescue Fire Protection District

10. **RVFA REPORT**
11. **OLD BUSINESS**
 - A. Review and approve proposal to acquire a medic unit from the El Dorado County Emergency Services Authority JPA
12. **FISCAL ITEMS**
13. **NEW BUSINESS**
 - A. Permitting an MOU process with El Dorado County Building Department
 - B. Development Impact Fee Study
 - C. First Responder User Fee Study
 - D. Community Facilities District Formation
 - E. Joint Operations Agreement
14. **GOOD TO THE ORDER**
15. **NEXT SCHEDULED MEETING/AGENDA ITEMS**

December 14, 2022
16. **ADJOURNMENT**

Rescue Fire Protection District

Rescue, CA

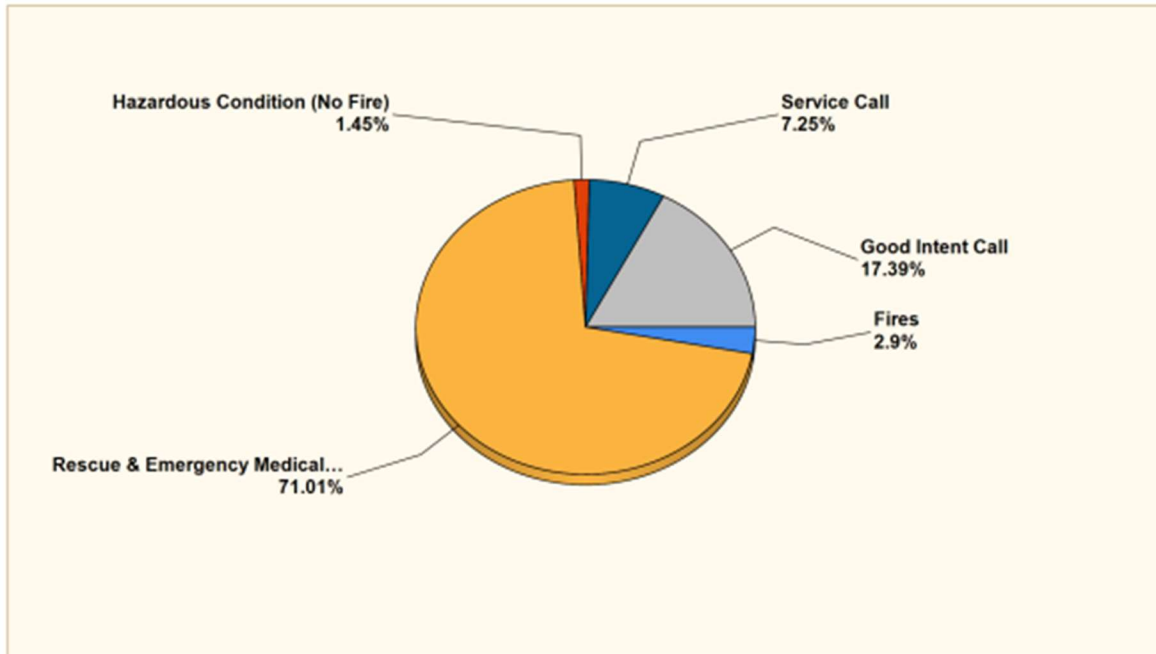
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Incident Count for Zone for Date Range

Zone: All Zones | Start Date: 10/01/2022 | End Date: 10/31/2022

| ZONE | NUMBER OF CALLS |
|--------------------------|-----------------|
| 25 - Placerville | 1 |
| 26 - Placerville | 1 |
| 27 - Gold Hill | 2 |
| 35 - Grizzly Flat | 1 |
| 47 - Sleepy Hollow | 3 |
| 48 - Missouri Flat | 4 |
| 74 - Coloma | 5 |
| 81 - North Rescue | 16 |
| 82 - West Rescue | 11 |
| 83 - Central Rescue | 14 |
| 86 - East Eldorado Hills | 1 |
| 88 - North Cameron Park | 10 |
| TOTAL: | 69 |



Rescue Fire Protection District

BOARD OF DIRECTORS AGENDA Regular Meeting October 12, 2022

6:00 P.M.

**5221 Deer Valley Road, Rescue, CA 95672
(P.O. Box 201)
(530) 677-1868**

ATTENTION

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Thank you for your understanding during these challenging times.

NOTE

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1. CALL TO ORDER 1803

2. ROLL CALL/ESTABLISH QUORUM

Directors in attendance: Araujo, Humphreys, Koht, Smith, and Thorne.

3. FLAG SALUTE

APPROVAL OF AGENDA

Director Humphreys made a motion to approve the agenda, seconded by Director Smith, and motion unanimously carried.

4. Swearing in Firefighter Engineer/Paramedic Scott Ramsey

Chief Ransdell swore in Engineer/Paramedic Scott Ramsey.

5. PUBLIC COMMENTS and PUBLIC FORUM

None

6. CHIEF'S REPORT

- Received the Grant Funding Agreement for the Transient Occupancy Tax Fund and was awarded 288,000.00.
- A thanks to Captain Warman, Engineer English, Director Humphreys, and Director Koht for their hard work in getting this grant. We will see the funding when we purchase the new engine.
- The Medic Proposal will be presented next month to the Board.
- Captain Warman has been working on the job description, pay scales, and the budget for the Medic Proposal.

Rescue Fire Protection District

- Bringing the Medic Proposal to the JPA would be the next after presenting to the Board of Directors.
- Outfitting Station 81 with personal: Interns and Volunteers. Captain Balak is reviewing seven candidates.
- Last step from transitioning from El Dorado Hills Fire Department is Prevention.
- Cal fire is providing Battalion Chief Coverage running Duty Officer for us a no cost.
- Providing Prevention Education to the kids in the community 3rd grade and 5th grade.
- New phone systems from VoIP
- Researching for IT Companies and receiving bids.
- Diligently looking for a District Attorney they will be interviewed by the Board of Directors prior to hire.

7. CORRESPONDENCE and COMMUNICATIONS
NONE.

8. CONSENT CALENDAR

- A. Approve Minutes from the October 12, 2022 Board Meeting**
B. Approve Financial Statements and Warrants Report for September 2022

Director Koht made a motion to approve the consent calendar, seconded by Director Smith, and motion unanimously carried.

9. BOARD COMMITTEES

- A. Personnel Committee:** No Report.
B. Budget Committee: No Report.
C. Buildings and Grounds: Confirmed that Station 81 is ready for the insulation to be installed.
D. JPA Committee: Strategic Planning meeting October 26th.
E. LAFCO: No Report.
F. Transition Committee: No report.

10. RVFA REPORT

Pancake Breakfast will be on October 15th.

11. OLD BUSINESS

A. PUBLIC HEARING: ORDINANCE 2022-001 ADOPTING THE 2022 FIRE CODE, AS AMMENDED; INTRODUCTION AND FIRST READING OF ORDINANCE; SET PUBLIC HEARING FOR October 12, 2022.

Marshal Cox with the El Dorado Hills Fire Department is representing Rescue Fire Department on behalf of Chief Johnson and Fire Marshal Fields.

The reading was deferred by Chief Ransdell.

A Special Meeting was scheduled for October 27th, 2022.

B. Review and approve proposal to acquire a medic unit from the El Dorado County Emergency Services Authority JPA

No Report.

12. FISCAL ITEMS

NONE

Rescue Fire Protection District

13. **NEW BUSINESS**
NONE

14. **GOOD TO THE ORDER**
Recue Old Time BBQ October 29th from 4:00pm-8:00pm held at Rescue Community Center.

15. **NEXT SCHEDULED MEETING/AGENDA ITEMS**
November 9, 2022 October

16. **ADJOURNMENT**
The meeting was adjourned at 1845.

Prepared By:

Approved By:

Aja Mercado, Board Clerk
Rescue Fire Protection District

Matt Koht, Board President
Rescue Fire Protection District



**Rescue Fire Protection District
Warrants Report
October 2022**

| Invoice Number | VENDOR NAME | DESCRIPTION | GL Code | Journal Year | Journal Period | NET AMOUNT | INVOICE DATE | RECEIVED DATE |
|--------------------|--------------------------------|--|---------|--------------|----------------|------------|--------------|---------------|
| 242920 | ALLSTAR FIRE EQUIPMENT INC | RFPD Inv: 242920; PPE | 4020 | 2023 | 2 | 1054.21 | 10/01/2022 | 10/30/2022 |
| INV637706 | LN CURTIS & SONS | RFPD Inv: INV637706; Hurst Equipment Service | 4140 | 2023 | 2 | 1137.02 | 10/01/2022 | 10/30/2022 |
| 600698 | MEL DAWSON INC (Dawson Oil Co) | RFPD Inv: 600698; Fuel | 4515 | 2023 | 2 | 2005.47 | 10/01/2022 | 10/30/2022 |
| BE005175337 | DELTA DENTAL OF CALIFORNIA | RFPD Inv: BE005175337; Dental Insurance | 3040 | 2023 | 2 | 1051.19 | 10/01/2022 | 10/30/2022 |
| 1257155 | LIFE ASSIST INC | RFPD Inv: 1257155; Medical Supplies | 4201 | 2023 | 2 | 153.05 | 10/01/2022 | 10/30/2022 |
| 1257474 | LIFE ASSIST INC | RFPD Inv: 1257474; Medical Suplies | 4201 | 2023 | 2 | 179.21 | 10/01/2022 | 10/30/2022 |
| 14740 | BLUE RIBBON PERSONNEL SERVICES | RFPD Inv: 14740; Temporary Services | 4300 | 2023 | 2 | 804.50 | 10/01/2022 | 10/30/2022 |
| 14795 | BLUE RIBBON PERSONNEL SERVICES | RFPD Inv: 14795; Temporary Services | 4300 | 2023 | 2 | 975.75 | 10/01/2022 | 10/30/2022 |
| 38275 | SCOTTS PPE RECON INC | RFPD Inv: 38275; Uniform Repairs | 4020 | 2023 | 2 | 223.79 | 10/01/2022 | 10/30/2022 |
| Total October 2022 | | | | | | \$7,584.19 | | |

Memorandum of Understanding
Between the
County of El Dorado and the Rescue Fire Protection District Regarding
the
Delegation of Enforcement of Certain Fire and Panic Safety Provisions
Found in the 2019 California Building Standards Code

I. Purpose

California Health and Safety Code Section 13146 requires the responsibility for enforcement of building standards adopted by the State Fire Marshal related to fire and panic safety in R-3 dwellings, as described in Section 310.4 of Part 2 of the California Code of Regulations Title 24, to be delegated to either the chief of the fire authority or the chief building official of the county. The purpose of this Memorandum of Understanding (MOU) is to define those responsibilities, as described in El Dorado County Resolution No. 038-2020 of the Board of Supervisors of the County of El Dorado, where they pertain to R-3 dwellings located in the jurisdiction of both the County of El Dorado and the Rescue Fire Protection District and known collectively as “parties” to this agreement.

II. Scope

This MOU applies to the delegation of enforcement related to those fire and panic safety provisions for R-3 dwellings as found in California Code of Regulations Title 14, Division 1.5, Chapter 7, Subchapter 2 and Title 24, Parts 1 through 12.

III. Roles and Responsibilities

NOW, THEREFORE, it is hereby agreed by and between the parties as follows:

- a. The COUNTY OF EL DORADO *Chief Building Official*, or their designee, shall be responsible for the enforcement of the following fire and panic safety provisions related to R-3 dwellings located in the jurisdiction of the Rescue Fire Protection District.

DRAFT

| | | Part 23 | Part 2.54 | Part 55 | Part 96 |
|---|----|----------|-----------|---------|----------|
| Occupancy Classification and Use | NA | 302 | NA | NA | 202 |
| Means of Egress | NA | Ch. 10 | R311 | NA | Ch. 10 |
| Emergency Escape/Rescue Windows | NA | 1030 | R310 | NA | 1030 |
| Dwelling/Garage Fire Separation | NA | 406.3 | R302.6 | NA | NA |
| Fire Protection of Floors-Walls-Roof | NA | 704 /706 | R302.11 | NA | NA |
| Draft Stopping/Fireblocking | NA | 708.4.2 | R302 | NA | NA |
| Exterior Wildfire Exposure Const. | NA | 701A | R337 | NA | 4905 |
| Roof Coverings | NA | 1507 | R905 | NA | 4905 |
| Solar Photovoltaic Power Systems | NA | 3111 | R324 | NA | 1204 |
| Smoke Alarms/Carbon Monoxide Alarms | NA | 907/915 | R314 | NA | 915/1103 |
| Automatic Fire Sprinkler Systems | NA | 903.2.8 | R313 | 612 | 903.2.8 |
| Manufactured Home Automatic Sprinkler System Water Supply ^{viii} | NA | NA | R313.3.5 | NA | 507 |

- b. The Rescue Fire Protection District *Fire Chief*, or their designee, shall be responsible for the enforcement of the following fire and panic safety provisions related to R-3 dwellings located in the jurisdiction of the Rescue Fire Protection District.

| Fire & Panic Provision | T14 Fire Safe | T24 CA Building Standards Code | | | |
|---|---------------|--------------------------------|----------|--------|--------|
| | | Part 2 | Part 2.5 | Part 5 | Part 9 |
| Address Identification | 1274 | 502.1 | R319.1 | NA | 505.1 |
| Fire Apparatus Access Roads | 1273 | NA | NA | NA | 503 |
| Fire Access to Buildings and Roofs | NA | NA | NA | NA | 316.4 |
| Fire Protection Water Supplies | 1275 | NA | NA | NA | 507 |
| Liquid Petroleum Gas Systems ⁷ Underground Tank Installations | NA | NA | NA | Ch. 12 | Ch. 61 |
| Vegetation Management Compliance | 1276 | 701A.5 | R337.1.5 | NA | 4906 |

- c. Both parties agree to enforce all applicable local fire and panic safety codes and ordinances related to R-3 dwellings during the course of their enforcement activities.
- d. Both parties agree that when a new or substantially revised fire and panic safety provision related to R-3 dwellings is identified in writing by either party, or the State Fire Marshal, during the term of this MOU that the parties shall as soon as practical meet and develop interim guidance for the enforcement of that provision until such time that an MOU amendment can be agreed on.
- e. Both parties agree that all appeals of orders, decisions or determinations of provisions found in this MOU shall be made utilizing the applicable Board of Appeal provisions described in California Code of Regulations Title 24, Part 2 or Part 9.

IV. Reporting Requirements

Parties agree to utilize the County of El Dorado's current permit tracking program to record the status of all related plan review/inspections performed as part of a R-3 dwelling construction project.

V. Amendments

This MOU shall be in force upon the signature of authorized representatives from both parties, may be amended by mutual consent of the parties, and shall remain in effect until terminated under Section VII. At the conclusion of the triennial code adoption process for the regulations identified in Section II, the parties anticipate that amendments may be appropriate and, upon such a request by either party, the parties agree to meet and consider any proposed amendments in good faith.

VI. Limits

This MOU pertains to items associated with the enforcement of fire and panic safety provisions for R-3 dwellings as described in the California Building Standards Code only. This MOU does not pertain to all other occupancy types or subjects found in this code.

VII. Termination of MOU

Each party shall have the right to terminate the MOU by giving 60 days written notice in writing to the other party at any time. If the MOU is terminated by either party, steps shall be taken to ensure that the termination does not affect any prior obligation, project, or activity already in progress. Any such notice or any other written notice provided under this MOU shall be in writing and served by depositing the same in the United States Post Office, postage prepaid, and addressed as follows:

FOR COUNTY:

Don Ashton
Chief Administrative Officer or successor
330 Fair Lane
Placerville, CA 95667

with a copy to:

Chief Building Official
County of El Dorado
Planning and Building Department
2850 Fairlane Court
Placerville, CA 95667

FOR FIRE DISTRICT:

Rescue Fire Protection District
P.O. Box 201
Rescue, CA 95672

VIII. Costs and Liability

Both parties agree that this MOU does not provide for remuneration for the enforcement responsibilities allocated herein. Consistent with Health and Safety Code section 13146(b), each party may establish its own applicant fees to recover the reasonable costs of providing a service under this MOU, but neither party will seek to recover such costs from the other. Each party shall remain responsible for its own acts or omissions in carrying out the enforcement responsibilities allocated herein.

IX. Approvals

The terms and conditions of this MOU are executed by the representatives whose signatures appear below on behalf of their respective agencies. The parties to this MOU represent that the undersigned individuals executing this MOU on their respective behalf are fully authorized to do so by law or other appropriate instrument and to bind said parties to obligations set forth herein.

County of El Dorado

Rescue Fire Protection District

Don Ashton
Chief Administrative Officer

Date

Bryan Ransdell, Fire Chief

Date

End Notes

ⁱ T14 refers to California Code of Regulations Title 14 Natural Resources Division 1.5 Department of Forestry Chapter 7 - Fire Protection Subchapter 2 SRA Fire Safe Regulations), 2020 edition.

² Columns below describe the relevant code section where this topic is found. Additional sections of the code may also describe the topic but are not listed here for use in interpreting this MOU.

ⁱⁱⁱ Part 2 refers to the California Building Code, 2019 edition.

⁴ Part 2.5 refers to the California Residential Code, 2019 edition.

⁵ Part 5 refers to the California Plumbing Code, 2019 edition.

⁶ Part 9 refers to the California Fire Code, 2019 edition.

⁷ Includes LPG Storage Tank and all external piping to the building.

^{viii} The Fire Authority shall be responsible for Automatic Sprinkler System plan review, and shall provide the following information to the Building Department: size of pipe, length of run from the meter to the connection, elevation changes, and pressure required.



www.FinanceDTA.com

SCOPE OF WORK AND FEE PROPOSAL

RESCUE FIRE PROTECTION DISTRICT
DEVELOPMENT IMPACT FEE STUDY, FIRST
RESPONDER USER FEE STUDY, AND
COMMUNITY FACILITIES DISTRICT
FORMATION

October 7, 2022

Public Finance
Public-Private Partnerships
Development Economics
Clean Energy Bonds

*Newport Beach | San Jose | San Francisco | Riverside
Dallas | Houston | Raleigh | Tampa*



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99 Almaden Blvd., Suite 875
San Jose, CA 95113

RESCUE FIRE PROTECTION DISTRICT



DEVELOPMENT IMPACT FEE STUDY, FIRST RESPONDER USER FEE STUDY, AND COMMUNITY FACILITIES DISTRICT FORMATION

OCTOBER 7, 2022

Prepared for:

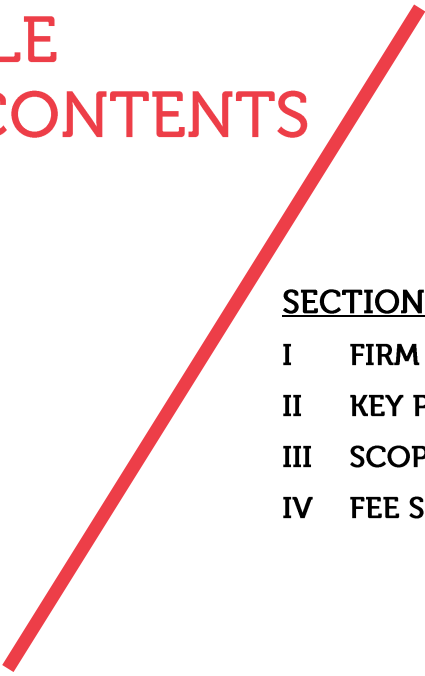
Rescue Fire Protection District

5221 Green Valley Road

Rescue, CA 95672

Attention: Bryan Ransdell, Fire Chief

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I FIRM QUALIFICATIONS

DTA is pleased to submit this proposal to the Rescue Fire Protection District (the "District"). It is our understanding that the District is seeking a qualified consultant to conduct an Assembly Bill ("AB") 1600 Development Impact Fee ("DIF") Nexus Study ("DIF Study"), perform a First Responder User Fee study ("User Fee Study"), and assist the District with the formation of an annexable Community Facilities District ("CFD") to fund authorized fire protection services.

DTA is a public finance and urban economics consulting firm specializing in infrastructure and public services finance. Our firm, which was founded in 1985, provides public finance consulting services to both public and private sector clients. We have offices in Newport Beach, San Francisco, San Jose, and Riverside, California, as well as Dallas and Houston, Texas, Raleigh, North Carolina, and Tampa, Florida. Additional information on DTA is available on our website (www.FinanceDTA.com).

DTA has a demonstrated capacity to perform the required services. We have been performing public facilities fee consulting services for over 35 years, since DIFs were enacted in 1987 under AB 1600 by the California Legislature and codified under California Government Code §66000 *et seq.*, also called the Mitigation Fee Act (the "Act" or "AB 1600"). DTA has extensive experience preparing DIF studies that have complied with Section 66000 *et seq.* of the Government Code and withstood legal scrutiny to the extent that **none of our prior studies have been subject to any litigation.**

DTA has a diverse, multidisciplinary staff of approximately 50 employees, all of whom are directly involved solely in public finance. Staff members come from backgrounds in several fields, including land development, public administration, civil engineering, investment banking, economic consulting, redevelopment, law, non-profit administration, and land use planning. This diversity of experience and expertise allows DTA to meet a wide variety of challenges related to both the actual work product and client management. DTA's staff members have considerable experience in computer-based financial analyses and modeling, which is a key component of the firm's consulting services. This ensures that the development of any computer model(s) will be in experienced hands.

Since its formation in 1985, DTA has assisted over 3,000 public and private sector clients in meeting their infrastructure and public services goals. **DTA has been licensed and registered with the SEC and MSRB as a Municipal Advisor (No. 867-01160) and is following all the fiduciary requirements associated with this designation.**

DTA's consulting services include the following:

- **Proposition ("Prop") 218 and AB 1600-compliant impact fee studies;**
- **Public infrastructure and public services financing strategies;**
- Assessment engineering and special tax consulting;
- Annual administration of Assessment Districts ("ADs") and CFDs;
- Public-private partnerships;
- Enhanced Infrastructure Financing District ("EIFD") formation and ongoing management;

- Fiscal and economic impact analyses;
- Clean Energy Bonds;
- Federal and state grant, loan, and tax credit applications;
- Economic development and revitalization studies; and
- Public improvement construction management services.

DTA has been involved in the formation of over 2,000 public finance districts, with total authorized bonded indebtedness over \$75 billion. Our financing programs have utilized a variety of public financing mechanisms, such as CFDs, 1913/1915 Act ADs, 1972 Act Landscaping and Lighting Districts (“LLDs”), EIFDs, Certificates of Participation, Tax Allocation Bonds, Sewer and Water Revenue Bonds, Marks-Roos Bond Pools, Integrated Financing Districts, and various types of fee programs. **DTA’s level of experience with special district formations is unequalled as our firm is the State of California’s leading special tax and assessment consultant, having prepared special tax and assessment formulas on behalf of public agencies for the establishment of over 1,500 CFDs, ADs, and LLDs.** DTA also has considerable experience establishing a variety of financing districts and property owner associations for the purpose of funding public service shortfalls created by new development.

DTA has considerable experience with virtually every CFD/AD scenario imaginable. We have participated in districts with single and multiple property owners, improvement areas or zones, single and multiple series of bonds, escrowed bonds, fixed and variable rate and capital appreciation bonds, and residential and non-residential land uses. DTA has developed apportionment methodologies for the financing of Master Plan capital improvements, local subdivision improvements, public services, and even the undergrounding of existing overhead utilities. We have participated in the formation of land-secured districts containing fewer than 20 dwelling units and those with more than 38,000 dwelling units. Our staff has participated in numerous refundings and restructurings as well. This experience gives us the ability to analyze our clients’ needs and match those needs with the financing mechanism that will maximize the capacity of the financing program while minimizing burdens on homebuyers and other property owners. Furthermore, the variety of financing structures for which we have provided these services have given us a perspective and level of skill that is unmatched. DTA’s financial consulting services and work products reflect the scrutiny and refinement that can only come through such extensive experience. This proficiency can be crucial in identifying and resolving issues and helping our clients avoid the pitfalls that we have seen cause problems for other municipalities.

On a Statewide basis, DTA has planned and implemented Public Facilities Financing Plans (“PFFPs”) that have ranged from the quantitative analysis of a single financing mechanism for an individual facility to the preparation of a comprehensive financing plan covering multiple facilities and public services through a series of financing mechanisms. Our financial analyses provide public officials, landowners, and other interested parties with the level of information needed to make fully informed decisions regarding land use, infrastructure, and public services financing issues. DTA staff has extensive experience working with various stakeholder groups, including public agencies, public agency municipal staff, residents, local chapters of the Building Industry Association (“BIA”), local Chambers of Commerce, and other interested parties.

With respect to DIF Nexus Studies, each of DTA’s AB 1600 studies, similar to our AD formation work, includes a cost-benefit analysis and the determination of nexus between the facilities financed and specific financing mechanism, which in this case would be the DIF(s). DTA has prepared approximately 500 fee justification studies to date for a variety of public improvements, including transportation, water, sewer and flood control facilities, fire and police stations, parks, libraries, and other types of infrastructure. In recent years, our firm has prepared AB 1600-compliant DIF justification studies for the Cities of Anaheim, Blythe, Brawley, Calexico, Campbell, Cathedral City, Cerritos, Chino Hills, Colton, Costa Mesa, Desert Hot Springs, Fontana, Fowler, Hesperia, King City, Los Banos, Mammoth Lakes, Palo Alto, Pasadena, Paso Robles, Perris, Redlands, San Bernardino, San Francisco, San Jacinto, San Jose, San Luis Obispo, Temple City, Torrance, Tustin, and Victorville and the Counties of Fresno, San Bernardino, San Jose, San Luis Obispo, Santa Barbara, Shasta, and Yuba, among others. **Most recently, DTA has been hired by the County of San Bernardino, City of Coronado, City of Redlands, City of Upland, and City of Yucaipa to prepare comprehensive fee updates in compliance with AB 602.**

In addition, DTA has closely followed the evolution of **AB 602** and is prepared to implement recently amended Government Code Sections 65940.1 and 66019 and the added Section 66016.5, as necessary. These will be required for the District’s DIF Study as the District will be adopting its new DIF ordinance after July 1, 2022.

DTA’s special assessment formulas, some of which have been in use since 1985, are based on a variety of methodologies that have withstood the test of time and legal scrutiny. Our firm’s objective has been to take a balanced approach and utilize innovative and state-of-the-art techniques that enable all parties to receive the maximum benefit from public financing. DTA’s knowledge and experience have enabled our firm to maximize the capacity of land-secured financing programs while minimizing burdens on homebuyers and other property owners.

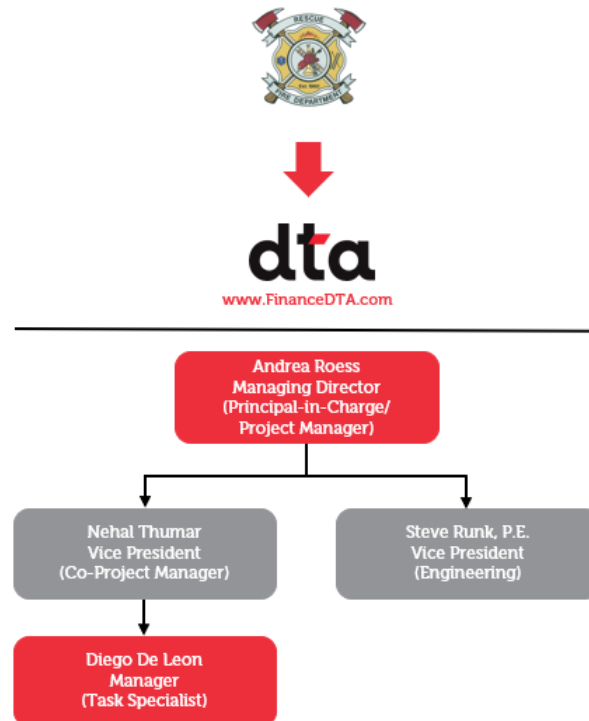
DTA has earned the trust of public agencies, bond investors, and other industry participants. Our name is synonymous with quality, accuracy, and responsiveness. Our clients understand there is a quantifiable difference to our consulting services that gives us a clear edge over the competition. Notably, DTA is committed to excellence and innovation, which allows us to attract and retain the most experienced and knowledgeable personnel in the industry.

The result of this experience and expertise is that in 37 years of work establishing over 2,000 financing districts and bond programs, DTA has never once been sued. Our quality control is without peer and one of the key components in ensuring our firm’s success. DTA continues to seek innovative solutions and refine our work product to better serve and protect our clients.

II KEY PERSONNEL

DTA has assigned personnel to this project who bring experience and technical expertise to each unique element of study. Our team organization is illustrated below. Project roles of our key team members are described below and followed by professional resumes. All personnel will be available full-time (100%) for the duration of the project.

Figure 1: Team Organization Chart



DTA has assembled a project team for the District with the breadth of experience required to provide public finance consulting services in a professional and timely manner. **This project would be primarily handled out of DTA’s San Jose office.** Andrea Roess, a Managing Director at DTA, would serve as the Principal-in-Charge of DTA’s project team and handle primary account responsibilities for this engagement. Ms. Roess will attend meetings as necessary and supervise all project staff.

Ms. Roess will also serve as the Project Manager for the DTA team and be the District’s primary point of contact throughout this engagement. She will oversee all day-to-day activities and attend all meetings. This will include scheduled meetings with District staff at which she will provide regular updates regarding progress and any problems that have arisen. In addition, Ms. Roess will be setting up conference calls with District staff and other interested parties whenever necessary. She may schedule these conference calls once per month on a date in-between any scheduled meetings with District staff.

Ms. Roess will handle the ongoing execution and completion of the entire Scope of Work and match DTA's work and deliverables with the District's needs and objectives. She will also manage the work of DTA's project team, including leading data collection efforts, providing senior-level analysis, reviewing progress and work products with District staff and stakeholders, and presenting findings at project meetings. Ms. Roess will be assisted in these tasks by Mr. Thumar and Mr. De Leon.

Mr. Runk will provide engineering expertise, assist in the selection of facilities to be included on the facilities needs list, prepare and/or review facilities cost estimates, and contribute to apportionment analyses for specific facilities to be included in the fee program.

Key personnel will be available to the extent proposed, or designated by the District, for the duration of the project and no person designated as "key" to the project shall be removed or replaced without the prior written concurrence of the District. In addition, DTA is not behind schedule or past the completion date for any active projects and has a long history of delivering projects on a timely basis and adhering to agreements.

DTA has an enviable reputation for producing high-quality work in a quick and efficient manner to correspond with even the most aggressive project schedule. DTA's clients also receive high levels of personal attention from senior staff, with a Principal, Senior Vice President, or Vice President always available to meet with public agency staff and other groups.

According to the SEC, as of September 12, 2017 (due to a new regulatory requirement), representatives of Municipal Advisor firms must have earned the Series 50 license to engage in municipal advisory activities. DTA managers at the Vice President level and above are Series 50 licensed and therefore duly authorized by the SEC/MSRB to engage in municipal advisory activities.

A DTA Team Biographies

Andrea Roess

Managing Director | Andrea@FinanceDTA.com

Project Role – Principal-in-Charge/Project Manager



Since joining DTA in 1992, Ms. Roess has participated in all aspects of the formation and implementation of special finance districts to fund infrastructure and services. She has managed the formation and annual administration of more than 300 land-secured financing districts, including several Property Assessed Clean Energy ("PACE") programs. In addition, Ms. Roess established and manages DTA's water and sewer practice and is a leader in the development of PACE programs.

Ms. Roess has utilized her computer skills to develop numerous state-of-the art computer models that evaluate cash flows related to funding infrastructure and public services. This ability has enabled her to develop sophisticated bond structuring concepts for CFDs and ADs, as well as complex fiscal impact and fee impact models. She has also prepared hundreds of Engineer's Reports for ADs and been involved in the development of escrow release formulas and bond pool financing structures.

Ms. Roess has experience in the preparation of PFFPs, Water/Sewer Revenue Bond analyses, and tax increment analyses. She is also the Project Manager in charge of annual special tax administration

for more than 120 financing districts throughout California, Hawaii, and Nevada. In addition, Ms. Roess has prepared numerous fee studies for various public agencies, including cities, counties, and water districts, a sampling of which have been listed below.

- City of Anaheim;
- City of Brawley;
- City of Hesperia;
- City of Redlands;
- County of Riverside;
- Jurupa Area Recreation and Park District; and
- San Geronio Pass Water Agency.

In addition, Ms. Roess has become an influential voice in the world of CFDs and public finance through an intimate understanding of CFD subject matter that is unrivaled in the industry. Her hands-on approach to solving problems has led to a variety of innovative and successful solutions for her clients. This success has not gone unnoticed in the CFD circle. For years, industry professionals have sought her guidance and insights on a wide variety of issues that they faced. She is regularly asked to participate at speaking engagements and conferences to share her experiences and knowledge related to CFD structuring and other public finance topics.

For your reference, listed below is a sampling of current clients to whom Ms. Roess provides both CFD formation and annual administration consulting services.

- City of Anaheim;
- City of Brawley;
- City of Calexico;
- City of Los Angeles;
- City of Oceanside;
- County of Imperial;
- County of Orange;
- County of San Bernardino;
- Poway Unified School District; and
- Riverside Unified School District.

Ms. Roess holds an M.B.A. degree with a concentration in finance from San Francisco State University and a B.A. in psychology/public policy analysis from Pomona College.

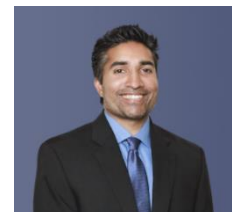
Ms. Roess is also active in industry groups, including the California Society of Municipal Finance Officers (“CSMFO”), the Association of Women in Water, Energy, and Environment (“AWWEE”), and many others. Notably, Ms. Roess has been elected the Co-Vice President of Programs of the Women in Public Finance Los Angeles Chapter Board and has participated on numerous panels and workshops related to public financing. **She also holds a Series 50 license as a registered Municipal Advisor with the SEC/MSRB under rules promulgated following the Dodd-Frank Act in 2010.**

Nehal Thumar

Vice President | Nehal@FinanceDTA.com

Project Role – Co-Project Manager

Since joining DTA in 2000, Mr. Thumar has been involved in all aspects of the formation and implementation of numerous Mello-Roos CFDs located throughout California. His responsibilities related to these CFDs have included the preparation of tax spread proforma analyses, Rates and Methods of Apportionment (“RMAs”), Public Reports, and overlapping debt analyses. In addition, Mr. Thumar has managed the annual administration of over 25 CFDs in Southern California and prepared due diligence, tax projections, and Disclosure Reports related to land-secured bond issuances for numerous clients in Arizona,



California, and Nevada.

Mr. Thumar has worked on the preparation of numerous fee studies for various public agencies, including cities, counties, and water districts. His work during the impact fee justification and apportionment analysis process for each respective project has included the preparation of capital improvement and public facilities needs lists, fee model development, report writing, data collection, and interactions with city/county staff and key stakeholders. **In recent years, Mr. Thumar has completed impact fee studies for numerous municipalities, a sampling of which have been listed below.** In addition, he has also prepared Fiscal Impact Reports (“FIRs”) for various public agency clients.

- City of Anaheim;
- City of Brawley;
- City of Hesperia;
- City of Redlands; and;
- Jurupa Area Recreation and Park District.

Additionally, Mr. Thumar’s involvement on both the CFD formation and annual administration side has provided him with a unique perspective. For instance, he has reviewed numerous CFD formation and legal documents from the standpoint of how each CFD may impact interested stakeholders down the line through an annual administration point of view. This type of exposure to both CFD formation and annual administration has afforded Mr. Thumar the ability to identify any future pitfalls prior to the actual formation of a district. For your reference, listed below is a sampling of current clients to whom Mr. Thumar provides both CFD formation and annual administration consulting services.

- City of Anaheim;
- City of Brawley;
- City of Calexico;
- City of Los Angeles;
- County of Imperial;
- County of Orange;
- County of San Bernardino;
- Poway Unified School District; and
- Riverside Unified School District.

Mr. Thumar attained an M.B.A. degree with a concentration in finance and a B.A. in economics from the University of Southern California. **He also holds a Series 50 license as a registered Municipal Advisor with the SEC/MSRB under rules promulgated following the Dodd-Frank Act in 2010.**

Steve Runk, P.E.

Vice President, Engineering Services | Steve@FinanceDTA.com

Project Role – Engineer (State License Number C23473 – California Registered Civil Engineer)



Mr. Runk has over 45 years of experience in the design and construction management of major civil engineering projects, including roadways, bridges, sewer and water improvements, and flood control facilities, grading for public works projects, and construction of commercial and industrial buildings. Mr. Runk’s specific responsibilities have included design, quality control, specifications, estimates, construction bid packages, construction coordination and management, cost analyses and cost control, scheduling, manpower forecasting, staffing, and marketing. He has also assisted public agencies and developers in the procurement of funding from the California Department of Transportation (“Caltrans”) and other Federal and state agencies.

Mr. Runk has a proven track record of meeting schedules and adhering to budgets. Since joining DTA in 2000, he has worked with local agencies to resolve community issues and negotiate scope changes with contractors to ensure the timely and satisfactory completion of construction projects. He has also acted as the Project Manager for the establishment of ADs and preparation of numerous AB 1600 DIF justification studies. Mr. Runk specializes in preparing assessment apportionment formulas and fee studies for roads, storm drains, and water and wastewater facilities. **He has been involved in preparing needs lists and apportioning facilities costs for many of DTA's AB 1600 studies developed on behalf of municipalities, a sampling of which have been listed below.**

- City of Anaheim;
- City of Brawley;
- City of Coachella;
- City of Chino Hills;
- City of Hesperia;
- City of Paso Robles;
- City of San Luis Obispo;
- City of Tustin;
- City of Victorville;
- County of Riverside;
- County of San Bernardino; and
- San Geronio Pass Water Agency.

Prior to joining DTA, Mr. Runk, as the Senior Construction Manager for Holmes & Narver, Inc., successfully completed the construction of the SR-41 Freeway in Fresno County, which was the County's first Measure "C" sales tax-funded freeway. Prior to this project, Mr. Runk successfully completed the construction of the SR-71 Freeway in Chino/Chino Hills, California. This \$98 million project was the first Measure "M" sales tax-funded project for the San Bernardino Associated Governments ("SANBAG"). Mr. Runk's responsibilities on both projects included contract management, quality control, public relations, cash flow analyses, project closeout, and compliance with Federal and State funding requirements.

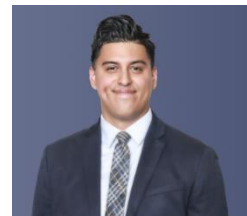
Previously, Mr. Runk held positions with various public and private engineering entities in which he delivered projects requiring a wide variety of engineering expertise. He holds a B.S. in engineering from the University of California at Los Angeles and an M.S. in civil engineering from California State University at Long Beach. Mr. Runk is a registered Civil Engineer in the State of California.

Diego De Leon

Manager | Diego@FinanceDTA.com

Project Role – Task Specialist

Mr. De Leon has a background in economics and accounting. He joined DTA in the summer of 2015 and has since assisted in the formation and administration of over 50 CFDs and ADs within California. Mr. De Leon has been responsible for conducting due diligence, performing overlapping debt and value-to-lien analyses, and reviewing account statements. Additionally, his annual CFD administration duties have involved the preparation of numerous Administrative Reports and Disclosure Reports pertaining to land-secured CFD bond issuances. With respect to special district formation, Mr. De Leon has experience in the preparation of tax spread proforma analyses, RMAs, CFD Reports, and overlapping debt analyses.



Mr. De Leon has worked on the preparation of numerous fee studies for various public agencies, including cities, counties, and water districts. His work during the impact fee justification and apportionment analysis process for each respective project has included the preparation of capital

improvement and public facilities needs lists, fee model development, report writing, data collection, and interactions with city/county staff and key stakeholders. **In recent years, Mr. De Leon has completed impact fee studies and/or prepared the Annual-Five-Year Reports for numerous municipalities, a sampling of which have been listed below.**

- City of Brawley;
- City of Hesperia;
- City of Redlands; and
- Romoland School District.

Additionally, Mr. De Leon's involvement on both the CFD formation and annual administration side has provided him with a unique perspective. For instance, he has reviewed numerous CFD formation and legal documents from the standpoint of how each CFD may impact interested stakeholders down the line through an annual administration point of view. This type of exposure to both CFD formation and annual administration has afforded Mr. De Leon the ability to identify any future pitfalls prior to the actual formation of a district. For your reference, listed below is a sampling of current clients to whom Mr. De Leon provides both CFD formation and annual administration consulting services.

- City of Brawley;
- City of Calexico;
- City of Los Angeles;
- City of Oceanside;
- County of Imperial;
- County of Orange;
- County of San Bernardino;
- Poway Unified School District; and
- Riverside Unified School District.

Mr. De Leon has also assisted with the preparation of DIF justification studies. His work during the impact fee justification and apportionment analysis process for each respective project has included the fee model development, report writing, data collection, and interactions with city/county staff and key stakeholders.

He received his B.A. in economics, with a minor in accounting, in 2015 from the University of California, Irvine.

III SCOPE OF WORK

DTA is please to submit this proposal to the District. It is our understanding that the District is seeking a qualified consultant to conduct a DIF Study, perform a User Fee Study, and assist the District with the formation of an annexable CFD to fund authorized fire protection services.

A DIF Study

With respect to the DIF Study, DTA would provide all-inclusive professional and technical support to the District in developing a conceptual project scope, in addition to reviewing any existing District DIF studies, the District’s General Plan, Specific Plans, and the Capital Improvement Program (“CIP”). DTA’s comprehensive review of required impact fee levels shall be documented in a formal Nexus Study prepared under California Government Code 66000 *et seq.* DTA’s Final Report would present a fee methodology that satisfies the “rational nexus” tests used by the courts to determine the legality of development exactions. Having previously been subject to legal and developer scrutiny, DTA has developed a streamlined approach and methodology that establishes a rational and substantial nexus between new development and the need for public facilities.

DTA has an enviable reputation for producing high-quality work in a quick and efficient manner to correspond with even the most aggressive project schedule. DTA’s clients also receive high levels of personal attention from senior staff, with the President or senior management always available to meet with public agency staff and other groups.

Task 1 – Development of Project Strategy and Kickoff Meeting

DTA staff will meet with District staff in a project kickoff meeting to finalize the details of the project, deliverables, timetables, and tasks, discuss the fee methodologies and best practices, identify needed information (i.e., reports, project/needs lists, stakeholder groups, data, etc.), prepare the final schedule, discuss the public process, and resolve other concerns, as appropriate.

Task 2 – Develop Population and Dwelling Unit Projections

DTA will compile and document existing and future population and development estimates for the District. The projections resulting from this task will ultimately calculate fee levels. At this stage, DTA will evaluate District resources, influences, all factors affecting the existing DIF Study, and pertinent impact fee(s) as outlined by the District. This task comprises four subtasks.

Subtask 2A – Population Projections

DTA will gather existing information on present and future population for the District from various sources, including District staff, the General Plan, existing Master Plans, the U.S. Census, the El Dorado County Transportation Commission (“EDCTC”), the State Department of Finance, and other data sources, including the District’s CIP.

Subtask 2B – Conduct Entitlement Research and Projections

DTA will coordinate with District staff to determine existing and future residential and non-residential development within the District over the planning horizon (**5 years**, or otherwise). To complete this subtask, DTA will review the General Plan/CIP and related plans to determine expected development land use patterns in the District, assess District

records to identify existing entitlements for dwelling units and commercial/industrial development, and Project the number of new dwelling units and commercial/industrial development based on existing entitlements and population projections through 2042, or such other target year as selected by District staff.

Subtask 2C – Review Current District Fee Structure

DTA shall review and summarize the District’s current development fee structures, District policies and procedures, and other regulatory requirements affecting potential fee structures and revenue program requirements.

Subtask 2D – Review Prior District Fee Justification Studies

DTA shall review the approach and methodology utilized in prior District fee justification studies so they can be evaluated in light of the District’s current needs.

Task 3 – Review Facility/Capital Needs and Levels of Service

This task entails the review of the facilities and capital needs required to serve the new development in the study area projected in Task 2. DTA will use existing District materials as base documents and focus our effort on updating this information.

For any fee program to be comprehensive in its scope, it is necessary to complete a thorough identification and review of all the facilities that will be impacted by additional growth, including those already discussed in the General Plan or CIP. This task will require close coordination with all appropriate District staff.

Subtask 3A – Survey/Interview District Staff

DTA shall survey/interview District staff to review projected facilities in the District, along with major equipment needs, the timing at which improvements will be needed, and any physical data that would assist in developing the costs estimated below in Subtask 3C. Based upon the results of the surveys and interviews, DTA will verify and, if appropriate, expand the list of new facilities found in the General Plan/CIP to be included within the fee program for the District.

Subtask 3B – Facilities List

Based on the information collected in Subtask 3A, DTA shall prepare a facilities needs list that details the new facilities and equipment to serve new development in the District.

Subtask 3C – Review Cost Estimates

DTA’s engineering and technical staff will, as necessary, consult with District staff and/or engineering staff or equivalent to ascertain and understand in-house cost data for existing and projected facilities and equipment, apply inflation and cost-of-living escalators to the list of projected public facilities to determine future costs, review and/or refine existing cost data, examine major sources of revenue to fund the construction of new public facilities, and provide a proportional estimate between projected costs for new facilities and estimated revenue from mitigation fees and other sources.

Task 4 – Develop Methodology for Calculating New Fee Amounts

This task entails developing the methodology used to establish the fee amount for each fee component to the extent appropriate. There are two critical issues that must be considered in developing a fee program. The fee program must generate revenues in a timely manner and the methodology must meet the nexus or benefit requirements of AB 1600. Since fees of any sort are controversial, it is critical that any fee established be legally defensible.

DTA's DIF Study methodology must meet the nexus or benefit requirements of AB 1600, which requires that there be a nexus between the fees imposed, use of the fees, and development projects on which the fees are imposed. Furthermore, there must be a relationship between the amount of the fee and cost of the improvements. In order to impose a fee as a condition for a development project, the methodology must accomplish the following:

- Identify the purpose of the fee;
- Ascertain the use to which the fee is to be put (e.g., if the use is financing public facilities, the facilities must be identified);
- Establish how there is a reasonable relationship between the fee's use and type of development project on which the fee is imposed; and
- Determine how there is a reasonable relationship between the need for the public facility and type of development project on which the fee is being imposed.

Implicit in these requirements is a stipulation that a public agency cannot impose a fee to cure existing deficiencies in public facilities or improve public facilities beyond what is required based on the specific impacts of new development. The benefit methodology established in this task will be documented in the Report.

DTA shall analyze available methodologies and their respective pros and cons and review examples of other counties' or agencies' impact fee programs. Methodologies to review will include programs based on population, square footages, or household units, etc. We will also evaluate context-sensitive adjustments and "credits" for capital improvements required as part of a project application. DTA will recommend a fee expenditure plan to ensure that projects can be fully funded and implemented within any required time limits for expenditures of such funds and possible flexibility to allow collected fees to be used to provide the District with a match for grant applications.

Task 5 – Determine Fee Levels

This task entails calculating the fee amounts based upon the dwelling unit and commercial/industrial development projections completed in Task 2, facilities needs and costs determined in Task 3, and methodology selected in Task 4.

Subtask 5A – Calculate Recommended Fee Amounts

DTA shall calculate fees for the District by inputting the data compiled under the preceding tasks and computing each fee to be levied. This work will be done in a spreadsheet format that can be updated annually. **DTA will also evaluate this data in comparison to surrounding communities so as to arrive at comparable and palatable**

fee levels.

Subtask 5B – Document Fee Derivation

DTA shall document the methodology utilized for the fee calculation model that can be understood by the District and public. DTA shall prepare written statements documenting the validity of the methodology for deriving each of the fees for the District. These statements will be made to meet the requirements of AB 1600 and documented in the Final Report discussed below.

Task 6 – Prepare Draft and Final Reports

This task entails the preparation of the Draft and Final Reports for consideration by the District Board of Directors (“Board”) and District staff.

Subtask 6A – Prepare Draft Report For Comments

Based on the work completed in Tasks 1-5, DTA will prepare the Draft Report for review and consideration by District staff. The Draft Report will be prepared under the standards of AB 1600 and is expected to include an executive summary, population projections, a facilities and improvements list, areas of benefit (if applicable), fee calculations, recommended fee levels, and the suggested process for keeping fees current.

Subtask 6B – Prepare Final Report

Based on the incorporation of District staff comments and concerns on the Draft Report, DTA will prepare the Report for presentation to the District Board and District staff.

Deliverable: Draft and Final Reports

Task 7 – Attend Meetings and Public Outreach

This task entails attendance at a total of three (3) virtual meetings/workshops, including the kickoff meeting, to be conducted via conference call or an online meeting software. DTA shall meet with the District Chief (or similar), other District staff, focus groups, stakeholders, and the District Board to present information regarding the status of the fee program update, draft study, and Report to obtain input. During these meetings, DTA will take community and stakeholder input into account. For this purpose, DTA will develop handouts for these meetings that summarize the findings and analysis from the Public Review Draft.

DTA will also prepare and distribute updated information, as necessary, to facilitate discussion in Focus Group Meetings in which DTA is unable to attend.

Task 8 – Conduct Focus Group Meetings (Optional)

DTA will be prepared to lead meetings and workshops with selected groups to gain better project understanding, gauge community sentiment, and determine the key objectives.

B User Fee Study

DTA will prepare a User Fee Study evaluating the proposed First Responder User Fee to defray the staffing and operational costs associated with the District's Advanced Life Support ("ALS") engines, referred to hereafter as the District's "services." The scope of services herein memorializes an approach that will enable DTA to identify the "full cost of service" associated with District services to ensure full cost recovery, determine the amounts of current fee adjustments that are justified and desired, and identify potential services for which the proposed fee may be desired. DTA will also survey surrounding communities to determine how the proposed fee level compares with that imposed by other communities. The outcome of this User Fee Study will be a defensible First Responder User Fee that provides allowable cost recovery for District services so that the General Fund is not subsidizing services to the development community and public. The fee model will be developed with the District's future use and sustainability in mind.

To ensure the sustainability of the User Fee Study's findings and technical tools delivered for the District's future use, DTA will work with District staff to develop a methodology for calculating the First Responder User Fee using the least burdensome manner of data collection without compromising the defensibility of the results. If collecting the original data is not feasible, then the likelihood of the First Responder User Fee being consistently and accurately updated is decreased.

Throughout the User Fee Study, DTA will request that various levels of District staff provide data on, verify, or propose District cost recovery policy and review interim findings. In evaluating the full cost of providing services, staff time information proves to be the best measurement for defensibly establishing the First Responder User Fee. DTA will coordinate with key staff members who work on key services to generate self-reported time estimates. DTA and District staff will jointly plan and prepare detailed worksheets to be completed by staff members who provide key services. The District and District's leaders will need to be involved in interim review meetings to discuss full cost findings, review cost recovery goals, and discuss alternative fee structures. DTA will undertake the tasks detailed below to prepare the User Fee Study.

Task 1 – Comparative Analysis with Neighboring Agencies

We will collect comparable First Responder User Fee data from five (5) comparable communities in the vicinity of the District to establish a baseline of current fee levels in surrounding communities. Where possible, DTA will prepare a table comparing similar First Responder User Fees in these five (5) communities.

Task 2 – Data Collection and Analysis

DTA shall coordinate with District staff to develop a format for the survey to be completed by staff regarding the time they spend on the activity and any other tasks identified. Timekeeping data will be collected through department records, or if records are unavailable, self-reported estimates by department staff in their responses to the survey. Self-reported estimates will be gathered through a structured data collection form. DTA will assist department staff through the completion of the form to ensure the collection of the necessary level of detail describing staff time.

Task 3 – Full Cost Calculations

Subtask 3A – Calculate Direct Costs

Using the time and salary data gathered under Task 2, a spreadsheet outlining the direct costs of fee-generating services and activities will be created. Direct costs will be those that can be identified specifically with a particular final cost objective. Typical direct costs include the compensation of employees for the time devoted and identified specifically to the objective, cost of materials acquired, consumed, or expended, equipment and other approved capital expenditures, and travel expenses.

Subtask 3B – Calculate Indirect Costs

Indirect cost figures derived from the District’s existing Cost Allocation Plan (“CAP”) or other District data will be incorporated to identify an appropriate overhead allocation in our indirect cost calculations. Indirect costs are those incurred for a common or joint purpose benefitting more than one cost objective and not readily assignable to the cost objectives specifically benefitted.

Subtask 3C – Calculate the Full Cost of Service

The results of the previous subtasks will be combined to create a full cost of the fee-generating service. The full cost of service may be expressed as a flat fee, dollars per direct hour, and/or total dollars. Some or all of the following cost categories will be represented in the full cost of services:

- Overhead (departmental);
- Direct (fee-generating) service provision;
- Indirect (non-fee-generating) support activities;
- Indirect activities allocated between fee-generating and non-fee-generating work, such as paid absences and training; and
- Associated non-labor costs.

Task 4 – Fee Evaluation

Subtask 4A – Identify Current Cost Recovery

DTA will prepare a comparison of the full costs of the fee-generating service versus the projected revenues for the current budget year and actual revenues in the prior fiscal year.

Subtask 4B – Formulate Cost Recovery Objectives

Since costs not recovered from fees are paid for from other revenues, such as taxes, less than full cost recovery may be justifiable due to the benefit the service provides to the public at large based on the District’s policy or the practical consideration of whether the market can bear the full cost fee. DTA will work with District staff to identify alternative cost recovery levels, where appropriate.

Subtask 4C – Calculate the First Responder User Fee

Applying the cost recovery objectives defined above to the full cost findings in Task 3, DTA will calculate the recommended First Responder User Fee.

Subtask 4D – Finalize Model for Delivery

DTA will prepare the final fee model and User Fee Study for delivery to District staff.

Task 5 – Draft and Final User Fee Study Reports

Subtask 5A – Draft User Fee Study Executive Summary

DTA will prepare a Draft User Fee Study Report that documents the methods used and objectives and clearly explains the fee development approach. This report will be written at an executive level of detail summarizing the results of the User Fee Study. User Fee Study findings, conclusions, and recommendations will be submitted for District staff review and input. Revisions will be reflected, as appropriate, to incorporate warranted changes suggested by the District.

Subtask 5B – Final User Fee Study Executive Summary

DTA will prepare a Final User Fee Study Report based on revisions suggested by the District. The detail of the analysis will be included as a technical appendix that will provide the background for the First Responder User Fee.

C Services CFD Formation

DTA will assist the District in establishing an annexable CFD to fund authorized fire protection services. Our responsibilities under this Scope of Work include the following tasks:

Task 1 – Research

DTA will gather the necessary data from the District. The District will be responsible for providing and verifying data describing types of development. DTA will rely on such data provided by the District and shall not be responsible for verifying its accuracy. We shall also compile Assessor’s data for the project area.

Based on the information provided, DTA will calculate the annual services costs to be funded by the CFD. DTA shall assist the District in determining the annual services costs associated with development within the Project.

Task 2 – Preparation of Boundary Map

DTA will prepare the CFD boundary map, as required under the Mello-Roos Act, and record the map at the El Dorado County (“County”) Recorder’s Office. Such map will include the initial CFD area as well as the future annexation area, if applicable.

Task 3 – Special Tax Apportionment Formula

DTA will prepare the special tax apportionment methodology, subject to District constraints, financing objectives, and policy guidelines. This task includes the preparation of the RMA. The RMA will include the apportionment methodology for the services special tax. We will also revise the initial RMA based on input from the District and other parties, as applicable.

Task 4 – Preliminary Tax Spread

DTA shall prepare a preliminary spread of special taxes (the "Tax Spread") to estimate CFD revenues and expenses for the initial property included in the CFD. In addition, we will determine supportable annual services costs and the special tax rates required to fund the desired public services and estimate the total effective property tax rate.

As requested, DTA will prepare additional Tax Spreads based on varying land use types, absorption, and other assumptions. DTA's Tax Spreads shall provide the special tax structures necessary to support the proposed services, with a variety of combinations of tax levels to be applied to various land use types. These Tax Spreads will allow District staff to evaluate alternative special tax scenarios to determine the most politically attractive set of tax rates. DTA may recommend alternative techniques to apportion special taxes to enhance project feasibility. DTA shall prepare Tax Spread revisions until all parties are satisfied.

Task 5 – Registrar of Voter's Certification

DTA will request from the County Registrar of Voters confirmation of registered voters' statuses residing in the boundaries of the CFD prior to the adoption of the Resolution of Formation (Government Code Section §53322).

Task 6 – Public Report

DTA will prepare the Public Report, as described in Section 53321.5 of the California Government Code, containing descriptions of the proposed services, their estimated costs, and maximum annual special tax rates.

Task 7 – Document Review and Preparation

DTA will assist District's CFD Legal Counsel with preparing required documents, including the CFD Goals and Policies, Resolution of Intention, Resolution of Formation, and other related items. We will also provide necessary data and advice to the District's CFD Legal Counsel regarding the implementation of the CFD, including policies that address future annexations.

Task 8 – Notice of Special Tax Lien

We will provide a list of Assessor's parcels of the property included in the initial CFD area to be attached to the Notice of Special Tax Lien and coordinate its recordation with the County under the Streets and Highway Code §3114.5.

IV FEE SCHEDULE

Fees for services shall be charged on an hourly basis according to the rates set forth in the **fee schedule** below, with invoices being submitted to the District monthly. The estimated fees for services for the DIF Study, User Fee Study, and formation of a CFD, excluding out-of-pocket expenses, are detailed below in Table 1. Fees for services shall be charged according to the professional services fee schedule identified in Table 2.

Table 1: Proposed Budget

| Task | Description | Est. Cost* |
|--------------|------------------------|-----------------|
| 1-7 | DIF Study | \$23,000 |
| 1-5 | User Fee Study | \$10,000 |
| 1-8 | Services CFD Formation | \$25,000 |
| Total | | \$58,000 |

*Note: These costs listed do not include out-of-pocket expenses.

For your reference, DTA’s hourly rate schedules are provided in the table below.

Table 2: DTA’s Fee Schedule

| Labor Category | Labor Rate |
|-----------------------------|------------|
| President/Managing Director | \$300/Hour |
| Senior Vice President | \$275/Hour |
| Vice President | \$250/Hour |
| Manager | \$210/Hour |
| Senior Associate | \$200/Hour |
| Associate III | \$190/Hour |
| Associate II | \$175/Hour |
| Associate I | \$165/Hour |
| Research Associate II | \$150/Hour |
| Research Associate I | \$140/Hour |
| President/Managing Director | \$125/Hour |

The proposed budget includes attendance at virtual meetings, to be conducted via conference call or an online meeting software, with District staff to the extent allowable under the maximum budget. DTA staff shall also schedule standing conference calls (i.e., weekly or bi-weekly) with District staff to stay on track with tasks and deliverables. Attendance at any in-person meetings shall be charged at the rate of **\$2,500 per in-person meeting**.

Out-of-pocket and administrative expenses shall be equal to 3% of DTA’s billings for labor, plus travel expenses and any outside vendor payments, not to exceed \$2,000. All hourly rates for services apply through December 31, 2023, and are subject to a cost-of-living increase. On or about the first two weeks of each month during which consulting services are rendered hereunder, DTA shall present to the District an invoice covering the current consulting services

performed and reimbursable expenses incurred pursuant to this Notice of Authorization. Invoices shall be paid by the District within 30 days of the date of each invoice. A 1.2% charge may be imposed monthly against accounts that are not paid within 45 days of the date of each invoice. The prevailing party in any legal action brought by one party against the other and arising out of this Consultant Agreement shall be entitled, in addition to any other rights and remedies it may have, to reimbursement for its expenses, including court costs and reasonable attorneys' fees.

A Limitations

A.1 DIF Study

The labor costs in the table above include attendance at a total of three (3) formal meetings with District staff, stakeholders, and the District Board, including the kickoff meeting. Attendance at more than three (3) meetings, detailed written responses to resolve disputes, or the preparation of more than one set of major revisions to the Draft Report will be classified as additional work and may require further billing at the hourly rates identified in the table above if the maximum fee levels have been exceeded. Other examples of additional work shall include:

- Additional analyses based on revised assumptions requested by the District, including possible changes in the facilities needs list, infrastructure costs, population projections, and related data once the preparation of the Draft Report has been initiated, as well as adjustments to assumptions once the Draft Report has been approved;
- Negotiations with stakeholders once the Report has been prepared;
- Time expended related to obtaining data assigned to the District under "Information to be Provided by the District";
- Actual implementation of the fee program(s); and
- Reproduction of more than five bound copies of the Report.

The maximum fees listed above assume the review and implementation of the fee program with a schedule between initiation of services and public outreach that is within the proposed time frame according to the District's specifications.

A.2 User Fee Study

Attendance at any meetings, detailed written responses to resolve disputes, or preparation of more than one set of major revisions to the Draft User Fee Study Report will be classified as Additional Work and may require additional billing at hourly rates identified in Table 2 if the proposed budget has been exceeded.

Other examples of Additional Work shall include:

- Analyses of more than just one (1) fee, i.e., this current scope of work only includes evaluation of the proposed First Responder User Fee;

- Additional analyses based on revised assumptions requested by the District, including possible changes once the preparation of Draft User Fee Study Report has been initiated and adjustments to assumptions once the Draft User Fee Study Report has been approved;
- Attendance at any meetings or any presentations to the District’s Board;
- Negotiations with stakeholders once the Final User Fee Study Report has been prepared; and
- Actual implementation of a fee program.

The proposed budget assumes the review and implementation of the fee program with a schedule between initiation of services and public outreach that is no longer than 6 months.

A.3 Services CFD Formation

This budget covers only those tasks outlined in Section III. Additional consulting services beyond those included in Section III (“Additional Work”) may be provided for additional fees if they cause the budget maximum to be exceeded. In particular, should extensive negotiations be required between the District and the multiple groups of property owners involved in the project, such negotiations would be considered Additional Work should it cause DTA’s labor expenses to exceed the \$25,000 maximum stated in the Fee Schedule.

The proposed compensation amount assumes the formation of an annexable CFD with a schedule between initiation of work and adoption of the Resolution of Formation that is no longer than 9 months. If the tasks in the Scope of Work are not completed within 9 months, at any point thereafter, DTA may request an increase in the maximum compensation if total hourly billings to date exceed the proposed compensation levels listed above. Future annexations to the CFD would require additional budget.



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GARDEN VALLEY FIRE PROTECTION DISTRICT
GEORGETOWN FIRE PROTECTION DISTRICT
MOSQUITO FIRE PROTECTION DISTRICT
AND
PIONEER FIRE PROTECTION DISTRICT

**MASTER AGREEMENT BETWEEN THE GARDEN VALLEY, GEORGETOWN
MOSQUITO AND PIONEER FIRE PROTECTION DISTRICTS FOR THE
PURPOSE OF PROVIDING RECIPROCAL FIRE PROTECTION AND RELATED
SERVICES UNDER THIS JOINT OPERATIONS AGREEMENT**

THIS MASTER JOINT OPERATIONS AGREEMENT ("JOA") is made and entered into this 12th day of November, 2020 by and between the Garden Valley Fire Protection District (GVFD), an independent fire district, the Georgetown Fire Protection District (GFD), an independent fire district, Mosquito Fire Protection District (MFD), an independent fire district, and the Pioneer Fire Protection District (PFPD), an independent fire district. Each party may be referred to in this JOA as "party" or collectively as "parties."

RECITALS

WHEREAS, GVFD, GFD, MFD, and PFPD are public agencies providing fire protection services within El Dorado County, State of California; and

WHEREAS, the jurisdictions of GVFD, GFD, MFD, and PFPD are located in El Dorado County; and

WHEREAS, the Board of Directors of GVFD, GFD, MFD, and PFPD are desirous to provide the highest level of services within budgetary constraints; and

WHEREAS, within this one agreement, each of the districts has agreed to cooperate with the others in sharing personnel and equipment resources in an effort to provide cross-training, efficient utilization of personnel and resources, firefighting response, emergency medical response within all the districts, and cost savings.

AGREEMENT

1. **Personnel Deployment.** In order to assure cross-training, the adequate deployment of emergency medical personnel and firefighting personnel within all the districts as well as economic efficiency, the chief officers of each district are hereby authorized to utilize personnel on emergency and non-emergency incidents in the other districts. Personnel are encouraged to respond directly to incidents or to fire stations for staffing, with the exception of vegetation fires where all personnel are to respond only to stations and not directly to incident scenes.
2. **Training.** Personnel from all districts are allowed and encouraged to participate in training, including ride alongs, in the other districts.

| | |
|-------|------------------------|
| Date: | 12/1/20 |
| GVFD: | Int. <u> </u> |
| GFD: | Int. <u> </u> |
| MFD: | Int. <u> </u> |
| PFPD: | Int. <u> </u> |

GARDEN VALLEY FIRE PROTECTION DISTRICT
 GEORGETOWN FIRE PROTECTION DISTRICT
 MOSQUITO FIRE PROTECTION DISTRICT
 AND
 PIONEER FIRE PROTECTION DISTRICT

3. **Duty Chief Coverage.** Each district is allowed to participate in the joint coverage for Duty Chief officers for the other districts. This must be agreed to by the Fire Chiefs of the districts on a case by case basis.
4. **Costs.** Each district shall be responsible for the payment of any wages/benefits due to their employees from participation in any incidents and/or training in any of the districts.
5. **Chain of Command/Incident Command.** This Agreement shall not affect the existing chain of command established in the respective districts and/or the El Dorado County Automatic/Mutual Aid system. Personnel responding into another agency will report to the Incident Commander (IC) for assignment and will work under the IC or their designate. If personnel from one of the other districts is assigned/assumes IC (only if one has not been established) they will relinquish that position when qualified personnel from the district where the incident is occurring arrives on the scene and requests to assume the role of IC.
6. **Employer-Employee Relationship.** Nothing contained herein shall affect existing employer/employee status. All personnel shall remain at all times employed by the existing employer. All personnel shall remain subject to the existing Rules and Regulations, Memorandums of Understanding and other governing documents of the employer district.
7. **Equipment Deployment.** Equipment of any district may be deployed to another district to cover out-of-service or non-operational equipment in an effort to reduce operating expenses and maintain maximum operating capacity within each district. This will be completed on a loan basis and the equipment will remain the property of the loaning district.
8. **Amendments to this Agreement.** This Agreement may be supplemented, amended or supplanted from time to time by mutual agreement of the districts. For purposes of this Agreement, mutual agreement shall require a majority vote of the Board of Directors at each district as to the proposed change. Modifications or amendments to this Agreement which the Fire Chief of each district agrees are necessary to protect either the residents or the employees of each of the districts shall be made on an interim basis and shall be immediately effective for a period of time sufficient to allow each of the Boards of Directors to meet at its regularly scheduled meetings.

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| Date: | 12/1/80 |
| GVFD: Int. | JJA |
| GFD: Int. | 2/1/81 |
| MFD: Int. | |
| PFPD: Int. | |

GARDEN VALLEY FIRE PROTECTION DISTRICT
GEORGETOWN FIRE PROTECTION DISTRICT
MOSQUITO FIRE PROTECTION DISTRICT
AND
PIONEER FIRE PROTECTION DISTRICT

9. **Workers Compensation Insurance/Liability Insurance.** Each of the districts will be responsible for providing Workers Compensation Insurance/Liability Insurance for all of their own employees throughout the term of this agreement.
10. **Indemnification.** The parties hereto mutually indemnify, defend save and hold harmless each the other of and from:
- a. Any and all claims, demands, causes of action, costs, expenses, losses or liabilities in law or in equity of every kind and nature whatsoever for, but not limited to: injury or death of any employee, or damage to or destruction of property arising out of or in any matter directly or indirectly related or connected with the work to be performed under this contract.
 - b. Any and all claims, actions or suits arising out of the alleged violation of any law, regulation or compliance issue which is the responsibility of each district.
 - c. Each district agrees to continuously maintain at least one million dollars in liability insurance at all times.
11. **Term/Termination.** This Agreement shall become effective on signing by all district signatories below. Any party may terminate their participation in this Agreement upon providing the other parties with thirty (30) days written notice of intention to so terminate. If one of the parties terminates their participation, the agreement will remain in force for the remaining districts.
12. **Entire Agreement.** The Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other agreement, statement or promise relating to the subject matter of this Agreement, which is not contained herein, shall be valid or binding unless formally adopted as an amendment by each of the participating District's Governing Boards.
13. **Attorney's Fees.** If any action of law or in equity is brought to enforce or interrupt the provisions of this contract, the substantially prevailing party in any such action shall be entitled to reasonable attorney's fees in addition to any other remedy or relief to which they may be entitled. Refer to attached addendum, "Atwood Statement of Coverage."
14. **Governing Law.** The validity of this Agreement and of any of its terms or provisions, as well as the rights and duties of the parties hereunder, shall be governed by the laws of the State of California.
15. **Voluntary Participation.** Nothing in this agreement constitutes a requirement for districts, but only allows for the sharing of personnel and resources on an as available and as approved basis by each Fire Chief of each organization.

| | |
|------------|---------|
| Date: | 12/1/20 |
| GVFD: Int: | ____ |
| GFD: Int: | ____ |
| MFD: Int: | ____ |
| PFPD: Int: | ____ |

GARDEN VALLEY FIRE PROTECTION DISTRICT
GEORGETOWN FIRE PROTECTION DISTRICT
MOSQUITO FIRE PROTECTION DISTRICT
AND
PIONEER FIRE PROTECTION DISTRICT

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed the day and year first above written.

GARDEN VALLEY FIRE PROTECTION DISTRICT

By 
President, Board of Directors

Fire Chief

GEORGETOWN FIRE PROTECTION DISTRICT

By 
President, Board of Directors

Fire Chief

MOSQUITO FIRE PROTECTION DISTRICT

By _____
President, Board of Directors

Fire Chief

PIONEER FIRE PROTECTION DISTRICT

By _____
Chairperson, Board of Directors

Fire Chief

| | |
|-------|-----------------|
| Date: | <u>12/1/20</u> |
| GVFD: | Int. <u>AJS</u> |
| GFD: | Int. <u>ans</u> |
| MFD: | Int. _____ |
| PFPD: | Int. _____ |