



PLACER HILLS FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS

Established 1949

Alex Harvey

Fred Lofrano

Russell McCray

Nicole Paskey

Mark Wright

NOTICE of a REGULAR MEETING and AGENDA

Wednesday, November 20, 2025 at 6 p.m.

17020 Placer Hills Road, Unit 2A, Meadow Vista CA 95722

1. Call to Order, Pledge of Allegiance and Roll Call
2. Agenda Approval; Board action may be taken on any item on this agenda.
3. Minutes Approval; Prior meeting(s) minutes:
4. Public Comment; Persons may address the Board on matters not on the agenda. Topics should be of jurisdictional interest to the Fire District. Please limit your comments to 5 min. as the Board is not permitted to take any action on non-agenda items.
5. Correspondence (not covered in agenda items):
6. Information Items:
 - a. Fire Chief Ian Gow's report
 - b. Fire Marshal Mark D'Ambrogio's report
 - c. Battalion Chiefs Report: Nelson, Slusher, Williamson
 - d. Placer Hills Firefighters Association report:
 - e. Nevada County Professional Firefighters (Local 3800) report
 - f. Board Committee reports:
 - i. Finance Committee: Lofrano and McCray
 - ii. Ad Hoc Committee for reorganizations: Harvey and Wright
7. Discussion and Action Items:
 - a. Board to review and discuss upcoming LAFCO meetings
 - b. Status on Placer County Local Hazard Mitigation Plan update for 2026
 - c. Consider and adopt Resolution 2025-10 Adoption of the annual fee report, capital improvement plan and fee increase (action)
 - d. Consider and approve the Sub-Joint Operations Agreement by and between Placer Hills Fire Protection District and Auburn City Fire Department (action)
 - e. Consider and approve changing board meeting dates (action)
 - f. Approve the budget update and monthly expenses (action)
 - g. Closed Sessions
 - i. Pursuant to California Govt. Code § 54957.6(a) **LABOR NEGOTIATIONS**; Discussion of the Memorandum of Understanding with Local 3800, District negotiators: Harvey and Lofrano.

Reconvene and report any action taken in Closed Session.
8. Director's comments; This time is designated for Directors to:
 - a. Report on activities of interest to the District which the Director is engaged in or is considering. No action will be taken on these items at this meeting.
 - b. Request item(s) for inclusion in subsequent meetings, or request a Special Meeting.
 - c. Reminder of the next Board meeting (regular or special) date, time and location.
9. Adjournment

Next meeting: December 16, 2025

PO Box 350 Meadow Vista CA 95722 (530) 878-0405 www.placerhillsfire.org

Note: Placer Hills Fire District is committed to ensuring that persons with disabilities are provided the resources to participate fully in its public meetings. Please contact the District Office at (530) 878-0405 in advance of the meeting to enable the District to arrange reasonable accommodations for participation in the meeting. Except for records that are exempt from disclosure under the California Public Records Act, agendas and other writings relating to this agenda and meeting which are distributed to the Board Members prior to or at this meeting are available to the public.

BOARD OF DIRECTORS

PLACER HILLS FIRE PROTECTION DISTRICT
P.O. Box 350, Meadow Vista, CA 95722
(530) 878-0405 Fax (530) 878-0959
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Alex Harvey
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Russell McCray
Nicole Paskey
Mark Wright

MINUTES OF THE REGULAR MEETING: October 22 2025

17020 Placer Hills Rd. Suite 2A, Meadow Vista

1. Call to order; Flag salute; Roll call:

Director Harvey convened the regular meeting at 6:00 p.m.

Directors in attendance: Harvey, Lofrano, McCray, Paskey, and Wright

Directors absent: N/A

Staff in attendance: Fire Chief Ian Gow, District Manager Armstrong, Battalion Chief Williamson, and Battalion Chief Slusher.

2. Agenda approval:

Director Harvey suggested that we remove the closed session from the agenda. Wright moved to approve the amended agenda. Director Lofrano seconded the motion which passed 5 to 0.

3. Approval of the minutes:

Director McCray moved to approve the minutes. Director Paskey seconded the motion which passed 5 to 0.

4. Public Comment: N/A

5. Correspondence (not covered in Agenda items below): N/A

6. Information Items:

a. Fire Chief Gow's Report

- i. Recently sold the surplus SCBA's at Penryn.
- ii. The Hope Way development, a state mandated affordable housing, is under planning in Penryn. There is a large outcry against it by the public and was recently heard by the planning commission. The planning commission voted the application down, against advice of their counsel. The public's concerns are that it will adversely affect the call volume, there is no ladder truck in the area, and the possibility of evacuation routes being impacted by a roundabout that is planned.
- iii. Had an ISO evaluation, met with staff for all 3 districts. Held a 3-hour meeting where old data was reviewed and updated as needed.
- iv. Continue to work with the City of Auburn about the sharing of command staff, City Chief will be presenting to the city council next month. The proposal will be firmed up and presented at a future board meeting.
- v. Lexipol policy manual is almost completed, new ones will need to be ratified and have moved over the paper policies to Lexipol.
- vi. Attended events on behalf of our districts; funerals for Captain Charles Bridges from Dutch Flat and Battalion Chief Gary Kirk from Foresthill, and Patrice Metz retirement from Foresthill

b. Battalion Chief Williamson

- i. Completed plan review for 2 single family dwellings, 3 hydros and 3 finals.

c. Battalion Chief Slusher

- i. 100 calls for service, a little lower than last years total call volume likely due to vegetation fires being down
 - ii. Participated in real smoke trainings with South Placer Fire, included searching with thermal cameras and forcible entry under smokey conditions
 - d. Placer Hills Firefighters Association report: N/A
 - e. Local 3800: Battalion Chief Slusher reported that elections occurred and Eric Reams will become the Placer County Vice President and Dillon Burbank was elected as the rank and file shop steward. The changes will take place at the beginning of the year.
 - f. Board Committee reports:
 - i. Finance Committee: N/A
 - ii. Ad hoc Committee for reorganizations: Director Harvey reported that they had a directors meeting where a presentation about our reorganization was given, along with a presentation from South Placer on ambulance services and the possibility of expanding services.
7. Discussion and Action Items:
- a. Board to review and discuss upcoming LAFCO Meetings

Chief Gow reported that the only item we are waiting on is the resolution from the County CEO's office regarding the tax share agreement, for our application to be complete. We are anticipating it being on the Board of Supervisors agenda Nov 4th as a consent item. At that point our application should be considered complete and have been told that it will be presented at the January LAFCo commission meeting for final review. Command staff met with new interim LAFCo director and part time assistant, Amanda Ross.

Battalion Chief Slusher reported that they also submitted for a grant for a defibrillator, to prepare for the reorganization.
 - b. Board to review and discuss the Draft Employee Physical Exam Position Paper

Chief Gow reported that we found another company that provides the physicals and have added it to our packet, it will be discussed during our upcoming negotiations meeting. Plan to present at next month's board meeting.
 - c. Status on Placer County Local Hazard Mitigation Plan update for 2026

Battalion Chief John Williamson reported that the survey is now closed, information is being gathered. Our next meeting is scheduled for the 28th.
 - d. Adoption of the 2025 California Fire Code with amendments, conduct a Public Hearing for a second reading, by title only, and by resolution, adopt Ordinance Number 2025-01 (action)

Battalion Chief Williamson reported that this action is to adopt the new code that primarily includes chapter and section changes.

Public hearing opened at 6:27pm

Public hearing closed at 6:27pm

Director McCray motions to approved Ordinance 2025-01 by resolution. Director Harvey seconded the motion, which passed by roll call 5-0.
 - e. Approve the budget update and monthly expenses (action)

Director Wright motions to approve the budget update and monthly expenses. Director Paskey seconded the motion, which passed 5-0.
 - f. Item removed
8. Directors' comments:

- a. *Report on activities of interest to the District which the Director is engaged in or is considering.*
No action will be taken on these items at this meeting.

Director Harvey was interested to see that Homeland Security had Pierce on the agenda to justify the cost of fire apparatus and length of time it takes to complete.

Director McCray requested that we discuss the end of the year meeting date and consider permanently changing our meeting dates.

- b. *Reminder of next Board meeting(s):* Regular Meeting on November 20, 2025.

9. Adjournment:

There being no further business, the meeting was adjourned at 6:36pm.

Respectfully submitted by:



Michelle Armstrong, District Manager



PLACER HILLS-NEWCASTLE-PENRYN FIRE PROTECTION DISTRICTS

STAFF REPORT

To:	Board of Directors, Placer Hills Fire Protection District
From:	Ian Gow, Fire Chief
By:	Mark D'Ambrogi, Fire Marshal
Date:	November 20, 2025
Subject:	Public Hearing: Review of the Capital Improvement Plan, Mitigation Fee Reports, and Mitigation Fee Increase

The Issue

Shall the Board conduct a Public Hearing to review and adopt the annual fee reports, capital improvement plan, and fee increase to update the Fire Facilities Impact and Mitigation Fee schedule for Fiscal Year 26/27?

Conclusion and Recommendation

Staff recommends the Board conduct a Public Hearing to review and approve the annual fee reports, capital improvement plan, and fee increase to update the Fire Facilities Impact and Mitigation Fee schedule for Fiscal Year 25/26.

Background

Government Code 66000 et seq allows local agencies to collect fees from new development to offset the impacts of that development on local services. Placer County Code Chapter 15.36.010 identifies the requirements for fire protection districts to follow to collect such fees. The Placer County Board of Supervisors has the final approval to the adoption and adjustment to any fees imposed by fire districts.

As part of the requirements an annual Capital Improvement Plan (CIP) and annual report on mitigation fees, need to be reviewed and adopted by the Board of Directors at a public hearing. The annual mitigation fee report may include an adjustment to the fee schedule based on the California Construction Cost Index (CCCI) published by the *Engineering News-Record* as posted by the Department of General Services (DGS).

The CIP provides information on facilities, apparatus, and capital equipment, depreciation programs; estimated costs, schedule of replacement/purchase, and

long-term capital projects. The CIP provides an effective planning tool for the District and assists in the annual budget process.

The Mitigation Review and Reports identify the amount of mitigation fees collected, the amount of fees spent on capital purchases, and the types of purchases made with mitigation fees.

Every 5-8 years a Fire Facilities Impact Study is performed by the Fire District to make any adjustments to the Fire Facilities Impact Fee Schedule.

The last Fire Facilities Fee increase was adopted by the Board of Supervisors on May 13, 2025.

An adjustment to the fee is recommended and reflects an adjustment of 2.3% based on the average of the California Construction Cost Index (CCCI) of the San Francisco area as produced by Engineering News Record (ENR) as posted by the Department of General Services (DGS) from January 1 through December 31, 2024. It is recommended this increase of 2.3% be used as the basis to increase the Fire Facilities Impact and Mitigation Fee.

Current and Proposed Fee Schedule:

Residential, additions,

garages, storage: \$1.17 per sq. foot to **\$1.20 per sq. foot**

Commercial: \$1.17 per sq. foot to **\$1.20 per sq. foot**

Office: \$1.17 per sq. foot to **\$1.20 per sq. foot**

Industrial: \$1.17 per sq. foot to **\$1.20 per sq. foot**

The fee schedule will be implemented and imposed on all new construction sixty (60) days after the Approval by the Placer County Board of Supervisors.

Alternatives Available to the Board

1. Conduct a Public Hearing and adopt by resolution, the Capital Improvement Plan (CIP) and Mitigation Fee Review and Report;
2. Take no action, the District will be unable to make adjustments to the current Mitigation Fee schedule.

Fiscal Impact

No fiscal impact or costs incurred to the budget is associated by this action. Future mitigation fees may be increased bringing added funding to the fire fee mitigation account.



PLACER HILLS FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS

Established 1949

Alex Harvey

Fred Lofrano

Russell McCray

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Mark Wright

RESOLUTION NO. 2025-10

RESOLUTION OF THE BOARD OF DIRECTORS OF THE PLACER HILLS FIRE PROTECTION DISTRICT ADOPTING AN ANNUAL FEE REPORTS, CAPITAL IMPROVEMENT PLAN, AND FEE INCREASE TO UPDATE THE FIRE FACILITIES IMPACT AND MITIGATION FEE SCHEDULE

WHEREAS, the Placer County Board of Supervisors approved the Placer Hills Fire Protection District Fire Facilities Impact Fee (Impact Fee) based on the 2020 Nexus Fee Study on October 27, 2020, pursuant to Placer County Code section 15.36.010 and the Mitigation Fee Act; *and*

WHEREAS, the 2020 Nexus Fee Study authorized annual adjustments to the Impact Fee based on the California Construction Cost Index (CCCI) as produced by Engineering News Record (ENR), and posted by the Department of General Services (DGS); *and*

WHEREAS, consistent with the Mitigation Fee Act (Gov. Code, sections 66000, et seq.) and Placer County Code, the Placer Hills Fire Protection District has prepared an Annual Mitigation Fee Review and Reports for 2024/2025 (Annual Report) and Capital Improvement Plan (CIP); *and*

WHEREAS, the Board of Directors of the Placer Hills Fire Protection District has reviewed and considered the Annual Fee Reports and CIP at a duly noticed public hearing; *and*

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of the Placer Hills Fire Protection District does hereby adopt the Annual Report and CIP, which support a new 2026/2027 fee of \$1.20 per square foot for new construction, including residential, additions, garages/storage, commercial, office, and industrial building space as well as to additions to existing buildings which requires the issuance of a permit or approval from the County of Placer.

BE IT FURTHER RESOLVED, this adjustment reflects an adjustment of 2.3% over the prior year based on the average of the California Construction Cost Index (CCCI) of the San Francisco area as produced by Engineering News Record (ENR) and posted by the Department of General Services (DGS) from January 1 through December 31, 2024.

BE IT FURTHER RESOLVED, the above fee shall be imposed sixty (60) days after the approval by the Placer County Board of Supervisors.

APPROVED, PASSED AND ADOPTED at a regular meeting of the Governing Board of the Placer Hills Fire Protection District at Meadow Vista, California on November 20, 2025, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED: _____

Alex Harvey, Board President

ATTEST: _____

Nicole Paskey, Board Secretary

**PLACER HILLS FIRE PROTECTION
DISTRICT**



**CAPITAL IMPROVEMENT PLAN
(CIP)**

**AND
MITIGATION FEE REVIEW, INCREASE,
AND REPORTS
2025**

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Attachment

District Capital Replacement Schedule

Overview

The Capital Improvement Plan (CIP) is considered a planning process for the Placer Hills Fire Protection District. This plan attempts to identify the capital needs of the organization not only the immediate needs but also seeks to identify longer-term capital needs. In general, the CIP is a planning document that is updated annually through the budget process and subject to change as the needs of the organization and community become more defined and projects move along in their respective planning and budgeting processes. The use of a CIP provides for considerable advance project identification, planning, evaluation, scope, definition, design, public discussion, cost estimating, and financial planning.

Objectives used to develop the CIP include:

- To preserve and improve the infrastructure of the organization through capital asset procurement in a sustainable manner.
- To maximize the useful life of capital investments by scheduling major renovations, modifications, and procurement at the appropriate time.
- To identify and examine current and future infrastructure and equipment needs and establish priorities among projects so that available resources are used to the best advantage; and
- To improve financial planning and stability by comparing needs with resources, estimating future funding issues, and identifying potential fiscal implications.

This plan will serve several specific purposes such as a guide for the District Board and its administration towards current and future capital improvement needs, informs the district's personnel, the community, business, and other interested parties about the capital needs of the district and the projected costs of those needs, and identifies financial decisions, allocations, and needs over a prescribed period of time whether funding is available or not.

The Fire District

The Fire Protection District provides all hazard services to the communities of Meadow Vista, Applegate, Weimar, Clipper Gap, and Eden Valley, in Placer County. The district's jurisdiction includes over 34 square miles of rural and suburban area and provides emergency medical services (EMS), fire response and suppression, fire prevention inspections, code enforcement, fire investigation, rescue operations, vehicle extrication, hazardous materials response, fire district administration, staff training, public education, and participates in the California Master Mutual Aid System through the Office of Emergency Services (OES) Fire & Rescue Branch. Recommended standards for fire protection and emergency medical services are issued by the National Fire Protection Association (NFPA) and often considered industry standards. In addition are the Public Protection Classification Surveys performed by the Insurance Services Office (ISO) for the insurance industry. These surveys have a direct bearing on the premiums charged by companies for fire insurance. A major area of importance of these surveys include apparatus, equipment, and facilities.

Capital Improvement Components

Capital improvement components contain, but not limited to the following:

Apparatus: Purchase and replacement of Type I Engines, Type III Engines, rescue vehicles, water tenders, command vehicles, utility vehicles, and support vehicles.

Major Equipment: Purchase and or replacement of personal protective equipment (PPEs), self-contained breathing apparatus (SCBAs), rescue tools, life support equipment, fire hose, communications equipment, information technology related devices and hardware, and small/portable equipment.

Facilities: New construction, renovation, and or replacement of fire stations, vehicle maintenance facilities, training facilities (both didactic classrooms and manipulative drill ground buildings and props), and administrative and support offices.

Property acquisition may also be considered a capital purchase to serve future needs of the fire district.

Capital Acquisitions Apparatus

The Fire District has established some standard apparatus and equipment depreciation and replacement schedules. Primary funding is now provided through general funds, loans, mitigation fees, and or through grants.

Type I Engine Replacement Recommendations: Continue to follow and implement an apparatus replacement schedule of 15 years of frontline service for all Type I firefighting apparatus, with a minimum of 5 years reserve service before consideration of decommissioning the apparatus. Apparatus refurbishment may also be a consideration.

Type III Engine Replacement Recommendations: Continue to follow and implement an apparatus replacement schedule of 20 years of frontline service for all Type III firefighting apparatus. Apparatus refurbishment may also be a consideration.

Water Tender Replacement Recommendations: Continue to follow and implement an apparatus replacement schedule of 25 years of frontline service for all Water Tender apparatus. Apparatus refurbishment may also be a consideration.

Light Duty Vehicle Replacement Recommendations: It is recommended that light vehicles should be considered for a replacement of 10 years for Command Vehicles and utility vehicles (due to intense, high mileage use).

Specialized Apparatus and Vehicles Recommendations: Specialized vehicles such as air units, rescues, and ATV units are recommended to be replaced as needs of the Fire District determine and based on the type of use and condition of such unit(s). Typical replacement may occur between 15 and 25 years. Refurbishment may also be a consideration.

See Attachment for District Capital Replacement Schedule

Capital Acquisitions Major Equipment

This section discusses the replacement of major equipment in the on-going business of fire, rescue, and EMS service delivery by the Fire District. It includes personal protective equipment (PPE) turnout gear, self-contained breathing apparatus (SCBA), rescue extrication tools, life support cardiac monitoring/intervention equipment, fire hose, small equipment, radios, and information technology related devices. While some items may not be considered a capital asset by policy, they are included as a way of presenting ongoing equipment needs.

Personal Protective Equipment (PPE): PPE's are recommended to be replaced every 5 years, or when such turnout gear has met its life expectancy, or whenever the equipment is damaged beyond repair or fails an inspection. Wildland gear are recommend to be replaced between 3-5 years or has met its life expectancy, or whenever the equipment is damaged beyond repair or fails an inspection.

Fire Hose and Nozzles: The National Fire Protection Association's (NFPA) Standard-1962 calls for annual hose testing and allows for keeping hose as long as it passes the annual service test. However, a generally accepted practice is to remove hose from service after 20 years, as recommended by the NFPA in Standard-1962 (2008 Edition), Annex A.7.1., which states "While all users should establish their own retirement schedule, fire departments should give careful consideration to a 10-year maximum service life under normal operating conditions."

Rescue Tools: Hydraulic rescue tools are mission critical equipment for delivering service. These units should be replaced every 10 years depending on advances in technology and the cost of maintenance and repairs to each unit. "Jaws" that have been purchased and used in the last 5-10 years can have a life expectancy of up to 20 years.

EMS Equipment: The defibrillators and CPR Lucas devices are an integral part of the EMS delivery the Fire District provides. These units are recommended to be replaced every 15 years depending on advances in technology and the cost of maintenance and repairs to each unit.

Self-Contained Breathing Apparatus (SCBA): All SCBA cylinders require periodic hydrostatic testing as required by 49 CFR 180.205. Wrapped carbon fiber cylinders should be tested every five years and have a 15- year service life. Therefore the life expectancy of a SCBA is 15 years and the recommended replacement schedule.

Communication Equipment: Communication equipment such as radios, tablets, and pagers are ever changing due to new technology and need to be replaced when such technology no longer supports the Fire District mission. As new technology advances communication equipment need to adapt to the environment to ensure the safest and most efficient means for personnel to perform in the field.

See Attachment for District Capital Replacement Schedule

Capital Acquisitions Facilities

Capital improvements and investments in facilities can represent some of the largest expenditures of a Capital Improvement Plan, especially if new fire facilities are contemplated. The following is the list of facilities within the Fire District with estimated replacement values and future long term capital improvements.

Placer Hills Fire Protection District Facilities

Fire Station #84, 16999 Placer Hills Rd, Meadow Vista, CA

Fire Station #86, 100 W. Weimar Cross Rd, Weimar, CA

Fire Station #85 maintenance facility, 18016 Applegate Rd, Applegate, CA

Administrative Office Building, 17020 Placer Hills Rd, Meadow Vista, CA

Fire District Facilities	Facility Type	Replacement Cost
Fire Station #84	Fire Station	\$13,500,000.00
Fire Station #85	Fire Station/Maintenance	\$2,500,000.00
Fire Station #86	Fire Station	\$4,500,000.00
Offices	Administrative Building	\$1,000,000.00
Total		\$21,500,000.00

Future Long Term Capital Improvements: Facilities

Facility	Description	Status	Estimated Costs
Station #84	Replace	In FY 21/22 financing was explored for this project. Initial projected cost was approximately \$6,500,000.00. After consultation, project costs came back at \$13,500,000.00, due to increased costs and labor. The Fire District could not secure reasonable and stable funding for this project at this time. Schedule-TBD Unfunded Project	\$13,500,000.00
Station #86	Training Facility	Secured FEMA AFG grant of \$40,000.00. An additional \$20,000.00 of General Funding to be used. Partial funded project in process. Identify future funding sources, budgeted project. Schedule- In Process Partial Funded Project	\$120,000.00
Station #85	Renovation/ Addition	Addition and renovation to building and equipment to enhance maintenance and equipment repair needs. Schedule-TBD Unfunded Project	\$750,000.00

Funding Sources for Capital Improvement

Sources for capital improvements derive from a number of sources. Funds are generated through local property tax allotment, assessments, fees, charges for services, and outside funding such as grants and loans. The availability of funds fluctuates on a number of factors including assessed property values, employee costs, consultants and service contracts, insurance costs, and general economic cost increases. Other funding sources for capital purchases may include:

General Fund. General funds are monies collected from property tax apportionment, fees for services, assessments, and other revenue generation in relation to services provided. Unless designated, general funds are spent on the operations of the organization, including capital expenditures.

Loan Financing. Loan financing is generated through the borrowing of funds (principal) at a cost (interest) through a financial institute and or governmental agency and can include the sale of municipal bonds. Loans are typically used for specific one-time capital purchases.

Grant Funding. Grant funding is made available for capital purchases primarily through the Federal Emergency Management Agency (FEMA) through the Assistance to Firefighter's Grants (AFG). This program is offered on a national level and is extremely competitive throughout the United States Fire Service.

Mitigation and Facility Impact Fees. These fees derive from development within the fire district and are intended to off-set impacts development may have on the fire district in providing services. These fees may be restrictive in what they can be used for regarding capital projects.

Review, Reporting, and Increase of Fire Facility Impact and Mitigation Fees

The Fire District, under Government Code § 66000 *et. seq.*, is allowed to collect fees from new development to offset the impacts on local services. This is known as the Fire Facilities Impact and Mitigation Fee. The fee is collected on all new construction including additions and is applied towards capital expenditures such as fire facilities, apparatus, and firefighting equipment to meet future service demands of the Fire District.

The most important part of AB 1600 is the requirement for findings that connect any impact stemming from a development project to the type and amount of the fee imposed or what is commonly referred to as the “Nexus” requirement. Government Code Section 66001 states that in any action “establishing, increasing, or imposing a fee as a condition of approval of a development project,” the local agency shall do all of the following:

- 1) Identify the purpose of the fee.
- 2) Identify how the fee is to be used. If the use is for financing public facilities, the facilities shall be identified.
- 3) Determine how a reasonable relationship exists between the fee's use and the type of development project on which the fee is imposed.
- 4) Determine how a reasonable relationship exists between the need for the public facility and the type of development project on which the fee is imposed.
- 5) Determine how there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed.

Purpose of the Fee

The purpose of this development impact fee is to ensure that new development within the District pays its proportionate share of the capital investments to be made by the District along with its share of future capital costs, which are necessary to provide fire protection, fire suppression and other fire safety services adequate to accommodate a growing service population. The District is prudent in requiring that new development will not burden existing property owners with the cost of public facilities required to accommodate growth. The District can further this objective through the imposition of development impact fees. The purpose of the development impact fee is to implement this policy by providing a funding source from new development for capital improvements to serve that development. The fee helps to ensure that the level of service is maintained as new development offsets the increased costs of providing service as growth occurs.

Use of the Fee

The development impact fee will fund new construction of fire stations, apparatus, vehicles, and capital equipment needed to serve new development. All facilities and capital equipment will be located within the boundaries of the District. As identified in the Capital Improvement Plan, these facilities include:

- ◆ land for new fire stations

- ◆ fire station construction or expansion
- ◆ fire apparatus acquisition
- ◆ vehicle acquisition
- ◆ capital equipment acquisition
- ◆ financing costs associated with the above listed capital expenditures

Benefit Relationship

The Fire District will restrict fee revenues to the acquisition of land, construction/reconstruction, expansion of buildings, and purchase of apparatus, vehicles and capital equipment, and related financing costs to serve new development. Fire facilities and capital equipment funded by the fee will further the District-wide network of services accessible to the additional residences and businesses associated with new development. Thus, there is a reasonable relationship between the use of fee revenues and the residential and non-residential types of new development that will pay the fee.

Burden Relationship

The purpose of assessing an impact fee is to provide the capital resources necessary to sustain a constant level of service for fire protection, emergency medical response, rescue and extrication, containment and mitigation of hazardous materials exposure, and other life safety services that is required of a growing service population. Based on the District's historical experience in responding to calls for service among the varying types of development in its boundaries, it is appropriate to assess the fee on a uniform basis in order to share the costs on a pro rata basis among existing and new development. Thus, there is a reasonable relationship between the use of the fee and the type of development served by the capital resources funded by the fee.

Proportionality

The reasonable proportionality relationship can be established by identifying the facility costs attributable to future development, then establishing fee rates that allocate those costs in proportion to the demands created by each type of development project. The fee apportions costs between the existing population and new development in a manner proportional to their contribution of the need for that facility. Further, fees are imposed based on building size as measured by habitable and enclosed square feet of each building.

The Fire District utilizes the services of a consultant to perform a "nexus" study. This study is intended to update the development impact fee imposed by the District. This report summarizes an analysis of the need for fire facilities and equipment to accommodate new development within the District's boundaries and documents a reasonable relationship between new development, the fee, and the facilities and capital equipment to be funded.

The study updates the development impact fee based on the current values of all fire equipment and facilities necessary to protect current residents at current service levels. This fee is translated into a per square foot cost that is imposed on any new construction which may occur. Impact fees

paid will allow for the District to provide the necessary facilities, vehicles, and equipment necessary to maintain current service levels.

The nexus study for this district was approved by the Placer County Board of Supervisors on October 27, 2020. California Government Code 66015.5 requires a nexus study at least every eight (8) years. The Placer Hills Fire Protection District intends to conduct the next nexus study within this time frame in anticipation of the reorganization with the Newcastle Fire Protection District into the Placer Hills Fire Protection District, currently in LAFCO process.

Placer County has and will continue to experience growth. Consequently, local fire districts are faced with the challenge of providing service to an expanding customer base with limited resources for upgrading the infrastructure necessary to accommodate such expansion. The Fire District too faces the challenge of providing fire facilities and services to service new development within its boundaries. The impact fees collected as a result of new construction provides a funding source for the construction of fire facilities and purchase of vehicles and equipment necessary for this purpose.

Increase of Fire Facility Impact and Mitigation Fees

The Fire Facilities Impact and Mitigation Fee can be adjusted annually based on the California Construction Cost Index (CCCI) as produced by Engineering News Record (ENR) and posted by the Department of General Services (DGS).

For the 2024 calendar year, January 1 through December 31, the CCCI indicated a 2.3% average increase in construction costs. It is recommended this construction cost increase of 2.3% be used as the basis to increase the Fire Facilities Impact and Mitigation Fee.

Current and Proposed Fee Schedule:

Construction Type	Current Fee	Proposed Fee
Residential, additions, garages/storage	\$1.17 per sq. foot	\$1.20 per sq. foot
Commercial	\$1.17 per sq. foot	\$1.20 per sq. foot
Office	\$1.17 per sq. foot	\$1.20 per sq. foot
Industrial	\$1.17 per sq. foot	\$1.20 per sq. foot

Placer Hills Fire Protection District Annual Mitigation Fee Reporting for FY 24/25

	FY 24/25	Budgeted 25/26
Revenue		
Mitigation Fees	147,856	110,000
Investment Income	1,877	1,000
Total Revenue	149,733	111,000
Expense		
Nexus Study		9,000
Building Improvements		
Fixed Assets- Equipment		15,750
Admin Building Interest ¹	485	
Admin Building Principal ¹	32,558	
2020 Type 1 engine Interest ¹	14,317	
2020 Type 1 engine Principal ¹	94,040	
2023 Type 1 engine Interest		9,571
2023 Type 1 engine Principal		72,618
Total Expense	141,400	106,939
Net Revenue	8,333	4,061
 Beginning Balance	 55,228	 63,561
Ending Balance	63,561	67,622

For FY 24/25 the Placer Hills Fire Protection District began with a mitigation fee balance of \$55,228, mitigation fee revenues of \$149,912 with expenditures of \$141,400, with a mitigation fee balance of \$63,561.

Placer Hills Fire Protection District Five Year Mitigation Fee Reporting FY'S 2020-2025

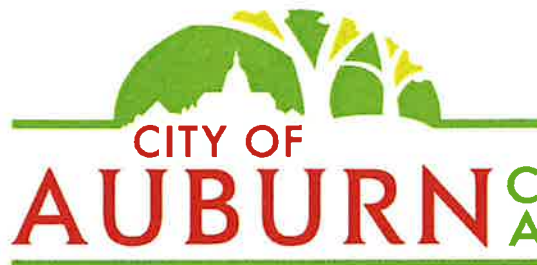
The following Five Year Mitigation Fee Report is based on Government Code 66001 (d)(1) (A)(B)(C)(D)

Description	Justification
Identify the purpose of the fee	For the purchase and acquisition of facilities and equipment to maintain levels of service as development impacts the needs for services
Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.	Development creates impact to services provided by the Fire District, fees for development will assist in off-setting costs for increased facilities and equipment to provide additional services
Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements	Sources for funding facilities and equipment are derived from the general operating budget and Fire Facility Mitigation Fees, amounts of each are dependent annually on the amount of fees collected verses amount(s) of committed general funding
Designate the approximate dates on which the funding is expected to be deposited into the appropriate account or fund.	Annually Fire Facility Mitigation Fees are collected at time of new development permitting and deposited into the Fire District Fire Fee Mitigation Fund as held by the Placer County Treasurer

Placer Hills Fire Protection District Five Year Mitigation Fee Report

	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	Funding Sources
Revenue						
Mitigation Fees	141,246.23	116,638.63	146,130.41	101,799.44	147,856.41	
Investment Income	374.57	134.44	1,245.22	2,714.81	1,877.27	
Total Revenue	141,620.80	116,773.07	147,375.63	104,514.25	149,733.68	
Expense						
Fixed Assets- Buildings		66,917.30	66,931.30	66,038.63	33,042.47	50% GF/50% Mit Fees
Fixed Assets- Apparatus	105,730.11	89,836.64	52,336.64	52,336.64	108,357.65	50% GF/50% Mit Fees
Fixed Assets- Equipment						
Contracted Services	5,000.00					Nexus Study
Refunds				5,001.00		
Total Expense	\$110,730.11	\$156,753.94	\$119,267.94	\$123,376.27	\$141,400.12	
Net Revenue	\$30,890.69	-\$39,980.87	\$28,107.69	-\$18,862.02	\$8,333.56	
Beginning Balance	55,071.95	85,962.64	45,981.77	74,089.46	55,227.44	
Ending Balance	85,962.64	45,981.77	74,089.46	55,227.44	63,561.00	

Capital Asset Funding Obligations through FY 2035/2036 can be found in the District Capital Replacement Schedule (CIP Schedule).



AUBURN CITY COUNCIL STAFF REPORT

TO:	Honorable Mayor and Members of the City Council
FROM:	John Rogers, Fire Chief
BUSINESS TYPE:	Council Business
MEETING DATE:	November 10, 2025
SUBJECT:	Sub-Joint Operations Agreement with the Placer Hills Fire Protection District

Action Requested

By Resolution, authorize the Fire Chief to enter into a Sub-Joint Operations Agreement with the Placer Hills Fire Protection District for Shared Administrative, Command and Control, Fire Prevention, and Related Services.

Background

On July 24, 2023, the City Council authorized the Fire Chief to enter a Joint Operations Agreement with the Placer Hills, Newcastle, Penryn, and Foresthill Fire Protection Districts to increase cooperation between the parties in providing emergency services through shared resources, including personnel. This agreement has been utilized to provide shared staffing throughout the represented agencies with success. This agreement also allows sub-Joint Operations Agreements between the individual parties, such as the one attached to this staff report.

The Auburn Fire Department and the Placer Hills Fire Protection District, who also administers the Newcastle and Penryn Fire Protection Districts, are facing growing challenges, including budget constraints, staffing limitations, and increasing service demands. These issues, while not unique, strain the agencies' ability to provide high-quality administrative support for critical functions such as fire prevention, training, personnel management, and financial oversight.

The 2023 Joint Operations Agreement has assisted all represented agencies with maintaining constant operational staffing at the engine company level. This is accomplished by sharing personnel between the city and districts. Creating a Sub-Joint Operations Agreement for Shared Administrative, Command and Control, Fire Prevention, and Related Services will provide an opportunity to address administrative, operational, and prevention related challenges collaboratively, while optimizing available resources and enhancing service delivery in both jurisdictions.

No compensation will be given or received by either party to the proposed Sub-Joint Operations Agreement, making it a sustainable approach to improving efficiency and service quality. By working together, both agencies can reduce duplication of efforts, stabilize administrative costs, and strengthen the depth of support for programs such as fire inspections, personnel training and succession planning, program development and implementation, grant acquisition and management, community risk assessments, and emergency response coordination.

This collaborative approach reflects the administrative responsibility to manage limited funding in an efficient and effective manner for the benefit of the public. Sharing staff from both agencies would also increase operational depth across administrative functions, enhance command and control capabilities, and strengthen support for day-to-day operations.

Community Benefit

This collaboration will provide the citizens of Auburn with more reliable fire prevention, training, and emergency services, supported by stronger and more efficient administrative services.

Alternatives to Recommended Action

The City Council may choose not to approve the Sub-JOA. However, staff advises against this option. Without this action, the Auburn Fire Department will continue to see a strain on administrative functions, reduced efficiency, and missed opportunities for program development and implementation.

CEQA Requirements

This item does not qualify as a project under CEQA and is therefore exempt from its requirements.

Fiscal Impact

No compensation will be given or received by either party to the proposed Sub-Joint Operations Agreement. It allows the Auburn Fire Department to share personnel to perform Administrative, Command and Control, Fire Prevention and Related Services.

Attachments

- A. Sub-Joint Operations Agreement
- B. Resolution
- C. Shared Administrative Services Presentation

**SUB-JOINT OPERATIONS AGREEMENT BY AND BETWEEN
PLACER HILLS FIRE PROTECTION DISTRICT AND AUBURN CITY FIRE
DEPARTMENT FOR SHARED ADMINISTRATIVE, COMMAND AND
CONTROL, FIRE PREVENTION AND RELATED SERVICES**

THIS SUB-JOINT OPERATIONS AGREEMENT ("SUB-JOA") is made and entered into this XX day of XXXX, 2025 by and between the Placer Hills Fire Protection District ("PHFPD"), an independent fire district, and the Auburn City Fire Department ("ACFD") (hereinafter each may be referred to as "Party" or collectively as "Parties").

**I.
RECITALS**

WHEREAS, the PHFPD and the ACFD seek to collaborate on administrative, non-disciplinary command and control, fire prevention, and other related fire service functions; and

WHEREAS, both Parties acknowledge that improved collaboration enhances regional efficiency, public safety, and fire service effectiveness; and

WHEREAS, the Parties have previously entered into a Master Joint Operations Agreement ("Master JOA") dated July 26, 2023 with each other and the Penryn Fire Protection District, Newcastle Fire Protection District, and Foresthill Fire Protection District, for the purpose of supporting joint fire operations; and

WHEREAS, this SUB-JOA is being entered into pursuant to and in support of that Master JOA and outlines specific terms related to administrative, non-disciplinary command and control, fire prevention, and related functions.

NOW, THEREFORE, pursuant to the authority granted by Government Code sections 6502 and Health & Safety Code section 13050, and in consideration of the mutual promises and obligations as set forth herein, the Parties hereby agree that this SUB-JOA between the Parties is hereby established as follows:

**II.
TERMS AND CONDITIONS**

A. INTENT

1. The Parties agree that this SUB-JOA contemplates and allows for circumstances in which one agency may enter into individual agreements with other fire agencies, including other Parties to the Master and SUB-JOA, to provide fire related services.
2. This SUB-JOA constitutes an agreement by the Parties to cooperate in sharing certain services relating to fire administration, fire prevention, and firefighting,

activities, EMS and emergency/disaster management in the collective geographic services areas of Auburn and Placer Hills. The Parties desire to maximize the use of existing resources, create cost containment opportunities, maintain local control and continue to deliver firefighting, rescue and emergency medical services. The Parties do not intend this SUB-JOA to be a mechanism for the provision of new or extended services within either Party's jurisdiction; to the extent Government Code section 56133 applies to this SUB-JOA, this SUB-JOA is between two public agencies, consistent with Government Code section 56133(e)(1), to provide public services as an alternative to, or substitute for, public services already being provided, with the level of services to be provided under this SUB-JOA being consistent with the existing level of service contemplated. This SUB-JOA shall not constitute a "fire protection contract," as the term is used in Government Code section 56134 because: (i) it is not entered into pursuant to Government Code section 55600 et seq. or Public Resources Code section 4141 et seq., and (ii) there shall be no transfer of responsibility for providing fire protection services from one Party to the other under this SUB-JOA and no change in employment status of employees of either Party hereunder; rather the Parties shall jointly administer fire protection services with the ultimate responsibility for providing fire protection services remaining with each Party for its jurisdiction. During the duration of this SUB-JOA, the Parties will continue to explore further opportunities to work jointly in delivering efficient emergency and fire related services to the public.

B. SHARED ADMINISTRATIVE SERVICES

1. The Parties agree that sharing of administrative services is a strategic means of achieving efficiencies and cost stabilization through economies of scale and will provide a higher level of service to the citizens and visitors of both jurisdictions and is in both Parties' best interests.
2. The Parties shall establish protocols to support the SUB-JOA. Protocols may include items relating to administrative, non-disciplinary command and control, fire prevention, and related services.

C. COMMAND AND CONTROL

The Parties shall establish protocols for the supervision and incident command of emergency personnel and resources of the Parties. Such protocols shall be approved by the chief officers of the respective Parties. Any such protocols may include, but are not limited to, a provision for the assignment of shift supervision and the incident command responsibility between the officers of the respective fire departments and to establish joint supervisory resources of the respective fire departments, subject to the limitations set forth herein.

1. Officers of a Party's fire department serving in the capacity of joint or unified

command or as the regular assigned supervision of another Party's employees shall be entitled to exercise the power and authority as if such officer was an officer employed by all Parties, except as to discipline, as defined in subsection (3) below, which shall be exclusively administered by the employing Party. Such officer shall also be entitled to the immunities set forth in State and/or federal law for all decisions and actions taken on behalf of employees and officers of the respective Parties when serving in a joint or cooperative manner of supervision or incident command for all Parties.

2. For the purposes of this SUB-JOA, discipline is defined as a formal or adverse action resulting in a punitive result for an employee (e.g., written reprimand, suspension without pay, demotion, reduction of pay, or dismissal). Each Party shall make reasonable efforts to cooperate in an employment investigation at the request of the other Party. Discipline, as herein defined, shall only be administered by the employing Party, providing for one level of administrative oversight above that of the individual providing the final decision, to allow for a level for any potential appeals. For the purposes of this JOA, the final level of appeals would follow the Party's applicable labor and employment Memorandum of Understandings ("MOU's") for its respective bargaining units and/or personnel rules.

D. FIRE PREVENTION

1. The Parties shall establish protocols for shared fire prevention and related services. Such protocols shall be approved by the chief officers of the respective Parties. Any such protocols may include, but are not limited to, fire prevention activities of a complex nature, promoting community awareness of public safety, and emergency preparedness activities.

E. JOINT USE OF PERSONNEL

1. Each Party, upon request of the other Party, shall provide support for administrative, non-disciplinary command and control, and other fire prevention related services in the same manner as if the previously listed functions were being completed by the requesting Party's personnel.
2. The Parties agree that this is a cost neutral agreement, and no compensation will be given or received by either Party. Each Party is responsible for all of their incurred personnel costs.
3. This SUB-JOA authorizes PHFPD and ACFD to share designated personnel as mutually agreed upon. Shared positions may include all chief officers, fire prevention personnel, administrative staff, and any other support personnel.

4. In no event shall this SUB-JOA be interpreted to, nor shall it: (i) transfer responsibility for providing services in the jurisdictional boundaries of the Parties, or (ii) change the employment status of any employee of the Parties. Nothing herein shall impact, impair, or alter any existing labor and employment MOUs for the bargaining units for the respective Parties.
5. ACFD and/or the City of Auburn shall be solely responsible for all salary, benefits, retirement, worker's compensation, and insurance for the ACFD employees performing services pursuant to this SUB-JOA and they shall only be considered employees of ACFD and/or the City of Auburn for all supervisory, disciplinary, grievances, complaints, and other employment related purposes.
6. PHFPD shall be solely responsible for all salary, benefits, retirement, worker's compensation and insurance for the PHFPD employees performing services pursuant to this SUB-JOA and they shall only be considered employees of PHFPD for all supervisory, disciplinary, grievances, complaints, and other employment related purposes.
7. Auburn's City Manager will supervise the ACFD Fire Chief on Auburn matters, and will provide direction to the ACFD Fire Chief regarding any desired special projects or services to be performed for Auburn. The PHFPD Board of Supervisors will supervise the PHFPD's Fire Chief on PHFPD matters, and will provide direction to the PHFPD Fire Chief regarding any desired special projects or services to be performed for PHFPD.
8. The Parties agree to collaborate as needed to avoid duplication of efforts and to maximize benefits to both organizations.

F. AREAS OF COOPERATION

1. The Parties may adopt other policies or protocols or enter into separate contracts or sub-agreements in the furtherance of the intent of this SUB-JOA. Such policies or protocols, or contracts or sub-agreements, shall not be detrimental to the Master JOA or this SUB-JOA or any Party to the Master JOA or SUB-JOA and may include, but not be limited to, items regarding: public and firefighter safety, training, fire prevention, public education, equipment standardization, joint use of facilities, or equipment or provision or cost sharing of operations, administrative or management services or other administrative or support staff.
2. Unless otherwise indicated by the specific project or service, the standard terms and conditions set forth in the Master and SUB-JOA shall apply to the other areas of cooperation established under this section.

G. INDEMNITY

1. To the furthest extent permitted by California law, each of the Parties (“Indemnifying Party”) shall indemnify, defend, and hold free and harmless each of the other Party and its officers, officials, board members, employees, agents, and volunteers (the “Indemnified Party”) from and against any and all actions, assessments, counts, citations, claims, costs (including without limitation litigation cost and attorney, expert witness, and consultant fees), damages, demands, judgments, liabilities (legal, administrative, or otherwise), losses, notices, expenses, fines, penalties, proceedings, responsibilities, violations, and causes of action of every kind and nature arising out of or related to the Indemnifying Party’s performance under this SUB-JOA, including but not limited to any claims raised by an Indemnifying Party’s employee regarding actual or alleged violation(s) of federal, state, or local employment law; entitlement to employment benefits or other compensation; and/or breach of any labor and employment MOU or personnel rules, except when caused by and only to the extent of the sole negligence or willful misconduct of the Indemnified Party.
2. Any Indemnified Party may accept or reject legal counsel that an Indemnifying Party proposes to defend the Indemnified Party, and in its sole and absolute discretion may thereafter appoint legal counsel to defend the Indemnified Party at the Indemnifying Party’s expense against a Claim.
3. The Parties agree that the covenants contained in this Paragraph G of this SUB-JOA shall survive the expiration or termination of this SUB-JOA.

H. INSURANCE

As a material condition of this SUB-JOA, both Parties shall maintain insurance or lawful self-insurance meeting or exceeding the requirements set forth in Paragraph G of the Master JOA, incorporated herein by reference, as may be amended from time to time.

I. ADDITIONAL PARTIES

Other Placer County fire agencies may make a written request to the Master JOA membership to become a member of the Master JOA, as provided therein. The request shall indicate a commitment to the intent of the Master JOA and all provisions of Master JOA. Once a member of the Master JOA, new members may petition the Parties to this SUB-JOA to participate in this SUB-JOA. Approval to participate in the Master JOA or this SUB-JOA requires concurrence of all signatory Parties of the Master JOA and SUB- JOA, as applicable.

J. TERMINATION

Either Party may terminate this SUB-JOA without penalty upon ninety (90) days' written notice to the other Party. Such terminating Party shall perform all obligations under this SUB-JOA until the noticed date of termination. Termination from the SUB-JOA will have

no impact to the Master JOA, unless the Party has also requested to withdraw from the Master JOA in accordance with Paragraph I of the Master JOA, incorporated herein by reference, as may be amended from time to time.

K. RELATIONSHIP OF PARTIES

Nothing in this SUB-JOA shall be construed to create an association, joint venture, trust, or partnership, or to impose a trust or partnership covenant, obligation, or liability on or with regard to any Party. Neither Party shall have any power to incur any debt, obligation, or liability on behalf of the other Party or otherwise to act on behalf of the other Party as an agent. Neither Party nor any of its agents shall have control over the conduct of the other Party or any of the other Party's employees, except as set forth in this SUB-JOA. Neither Party shall represent that it is, or that any of its agents or employees are, in any manner employees of the other Party. Under no circumstances shall a Party or its employees look to the other Party as an employer nor shall any employee of a Party be entitled to any employment related benefits from the other Party.

L. INDEPENDENT CONTRACTOR

Each Party, in the performance of this SUB-JOA, is and shall act as an independent contractor. Each Party understands and agrees that each Party's employees shall not be considered officers, employees, agents, partner, or joint venture of any other Party, and are not entitled to benefits of any kind or nature normally provided employees of another party and/or to which any other Party's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Each Party shall assume full responsibility for payment of all federal, State, and local taxes or contributions, including but not limited to unemployment insurance, retirement, worker's compensation, social security, and income taxes with respect to its employees.

M. NO THIRD-PARTY BENEFICIARIES

This SUB-JOA shall not be construed to create any third-party beneficiaries. Except as otherwise expressly provided herein, this SUB-JOA is for the sole benefit of the Parties hereto. This SUB-JOA, however, shall not preclude each of the Parties from entering into agreements similar in nature and intent with other entities.

N. GOVERNING LAWS

Except as otherwise required by law, this SUB-JOA shall be interpreted, governed by, and construed under the laws of the State of California.

O. COMPLIANCE WITH APPLICABLE STATUTES, ORDINANCES, AND REGULATIONS

As an express covenant of this SUB-JOA, the Parties shall comply with all applicable laws in performing services under this SUB-JOA.

O. STANDARD OF CARE

In performing services under this SUB-JOA, each Party shall exercise reasonable care consistent with generally and currently accepted principles and practices of his/her profession for services to fire protection districts.

P. NOTICES

Any required notice may be given either by personal service or by deposit (postage prepaid) in the U.S. Mail addressed as follows:

Placer Hills Fire Protection District
P.O. Box 350
Meadow Vista, CA 95722
Attn: Fire Chief

Auburn City Fire Department
1225 Lincoln Way
Auburn, CA 95603
Attn: Fire Chief

Q. ENTIRE AGREEMENT

The Parties agree that the Master JOA and this SUB-JOA constitute the sole and only agreements between them representing shared administrative, non-disciplinary command and control, fire prevention, and related services and correctly sets forth their obligations and duties with respect to each other.

R. MODIFICATION OF AGREEMENT

This SUB-JOA may be modified or amended only by a subsequent written agreement approved and executed by all Parties.

S. WAIVER

No provision of this SUB-JOA shall be considered waived by any Party unless such waiver is set forth in writing.

T. SEVERABILITY

Should any provision of this SUB-JOA be held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall continue in full force and

effect, unless to do so would frustrate the intent and purpose of this SUB-JOA.

U. COUNTERPARTS

This SUB-JOA may be executed in identical counterparts, each of which shall constitute a duplicate original. Each Party shall provide a true and correct copy of this SUB-JOA to the other Party.

V. EXECUTION

By executing this SUB-JOA, the Parties acknowledge that they have carefully read and agree to be bound by all the terms and conditions contained in this SUB-JOA.

W. CONSTRUCTION

Each Party to this SUB-JOA has consulted with legal counsel regarding the terms of this SUB-JOA, or has voluntarily chosen not to engage legal counsel, and each Party fully understands each term contained herein. Each Party knowingly and voluntarily enters into this SUB-JOA and knowingly and voluntarily agrees to each term contained herein. All of the undersigned Parties agree that they and their legal counsel, as applicable, have reviewed and have had an opportunity to revise this SUB-JOA, that no single Party shall be deemed to have drafted this SUB-JOA or any portion thereof, and that any rule of construction to the effect that ambiguities are to be resolved against the drafting Party shall not apply in the interpretation of this SUB-JOA.

X. WARRANTY OF AUTHORIZATION

Each Party represents and warrants that the person executing this SUB-JOA is a duly authorized representative with actual authority to bind the Party to each and every term, condition, and obligation contained in this SUB-JOA and that all requirements relating to such authority have been fulfilled.

Y. FORCE MAJEURE

No Party shall be liable to any other Party for any loss or damage of any kind or for any default or delay in the performance of its obligations under this Agreement if and to the extent that the same is caused, directly or indirectly, by fire, flood, earthquake, elements of nature, epidemics, pandemics, quarantines, acts of God, acts of war, terrorism, civil unrest or political, religious, civil or economic strife, or any other cause beyond a Party's reasonable control.

[Signatures on following page.]

IN WITNESS WHEREOF, the Parties have executed this Joint Operations Agreement on the dates indicated below.

PLACER HILLS FIRE PROTECTION
DISTRICT

By:

Date:

Alex Harvey, President
Board of Directors

Date:

AUBURN CITY FIRE DEPARTMENT

By:

John Rogers, Fire Chief

RESOLUTION NO. 25-

RESOLUTION AUTHORIZING THE FIRE CHIEF TO ENTER INTO A SUB-JOINT
OPERATIONS AGREEMENT WITH THE PLACER HILLS FIRE PROTECTION
DISTRICT FOR SHARED ADMINISTRATIVE, COMMAND AND CONTROL, FIRE
PREVENTION AND RELATED SERVICES.

THE CITY COUNCIL OF THE CITY OF AUBURN DOES HEREBY APPROVE:

That the City Council of the City of Auburn does hereby authorize the
the Fire Chief to enter into a Sub-Joint Operations Agreement with the Placer
Hills Fire Protection District for Shared Administrative, Command and Control,
Fire Prevention and Related Services, attached hereto as Exhibit "A" (the "SUB-
JOA") and incorporated herein by this reference, and authorizes the Fire Chief
to execute the SUB-JOA on behalf of the City.

DATED: November 10, 2025

Sandra Amara, Mayor

ATTEST:

Amy Lind, City Clerk

I, Amy Lind, City Clerk of the City of Auburn, hereby certify that the foregoing
resolution was duly passed at a regular meeting of the City Council of the City
of Auburn held on November 10th, 2025 by the following vote on roll call:

Ayes:
Noes:
Absent:

Amy Lind, City Clerk



Item 6

**SUB-JOINT OPERATIONS AGREEMENT FOR SHARED
ADMINISTRATIVE, COMMAND & CONTROL, FIRE PREVENTION, AND
RELATED SERVICES SERVICES**

WHY ARE WE HERE? PURPOSE?

- **EXPAND ON THE EXISTING JOINT OPERATIONS AGREEMENT**
 - **ORIGINAL AGREEMENT HIGHLIGHTS AREAS OF COOPERATION, INCLUDING:**
 - **FIRE PREVENTION**
 - **OPERATIONS**
 - **ADMINISTRATIVE SERVICES**

WHERE ARE WE?

- **FIRE SERVICE DELIVERY HAS SIGNIFICANTLY INCREASED IN COST**
- **STAFFING LEVELS HAVE BEEN REDUCED**
- **UNFUNDED STATE MANDATES**
- **COMMUNITY EXPECTATIONS CONTINUE TO EVOLVE AND INCREASE**
- **FINANCIAL SUPPORT IS LIMITED**

WHAT CAN WE DO TO IMPROVE?

- **EXPLORE EFFICIENCY MODELS**
- **COLLABORATE**
- **REDUCE/ELIMINATE DUPLICATION OF EFFORTS**
- **STABILIZE COSTS**
- **ENHANCE THE QUALITY OF SERVICES TO OUR COMMUNITIES**

CHALLENGES:

- **DUPLICATION OF EFFORTS**
- **LIMITATIONS TO:**
 - **SPECIALIZED ROLES; LIMITS ABILITY TO MEET ADMINISTRATIVE DEMANDS AND FULFIL MANDATES**
- **SERVICE DELIVERY EXPECTATIONS**
- **REGIONAL REPRESENTATION**

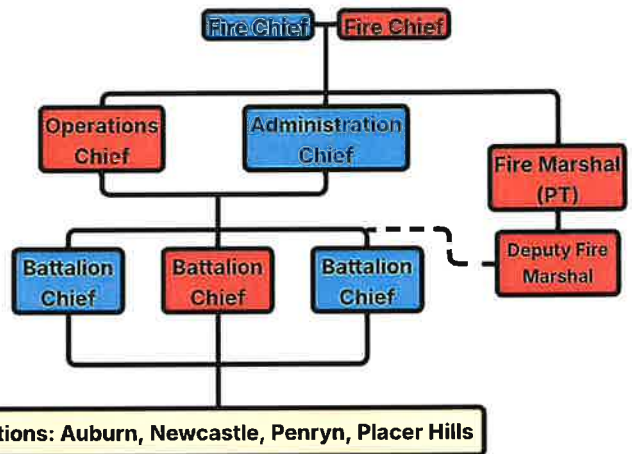
BENEFITS:

- **ENHANCE SERVICE**
- **IMPROVE INTEROPERABILITY**
- **INCREASE COLLABORATION**
- **OPTIMIZE RESOURCES**
- **CREATE OPPORTUNITIES**
- **OPTIMIZE FUNDING OPPORTUNITIES**
- **STABILIZE COSTS**
- **INCREASE COMMUNITY ENGAGEMENT**
- **IMPROVED COMMUNICATION**

SHARED FUNCTIONS:



HOW IT WILL LOOK:



PHFD
AFD

QUESTIONS AND DISCUSSION

- **SHARED ADMINISTRATIVE, COMMAND & CONTROL, FIRE PREVENTION, AND RELATED SERVICES BETWEEN THE AUBURN FIRE DEPARTMENT AND THE PLACER HILLS FIRE PROTECTION DISTRICT**

Placer Hills Fire District
Revenues and Expenses Budget vs. Actual
11/14/2025 42% FY elapsed

	Jul 1 - Nov 14, 25	Budget	% of Budget
Ordinary Income/Expense			
Income			
Revenue			
42010 Rental income	9,550.00	22,920.00	41.7%
Taxes			
40010 Current Secured Property	0.00	1,586,481.00	0.0%
40040 Railroad Unitary Property	0.00	1,564.00	0.0%
40050 Unitary Non-Unitary	0.00	30,874.00	0.0%
40060 Current Unsecured Prprty	30,728.79	34,773.00	88.4%
40090 Delinquent Unsecured	14.61	0.00	100.0%
40100 Current Supplemental	594.00	34,610.00	1.7%
40110 Delinquent Supplemental	3.12	0.00	100.0%
40180 PHFD FEE	0.00	439,403.00	0.0%
Total Taxes	31,340.52	2,127,705.00	1.5%
Non-operating Revenue			
42010 Investment income	14,144.83	45,000.00	31.4%
Total Non-operating Revenue	14,144.83	45,000.00	31.4%
Intergovernmental Revenue			
44350 Homeowners Tax Relief	0.00	7,567.00	0.0%
Total Intergovernmental Revenue	0.00	7,567.00	0.0%
Charges for Services			
46030 Direct Charges			
46030 PHFD FEE 2004	0.00	360,966.00	0.0%
46030 MEASURE A	0.00	1,115,941.00	0.0%
Total 46030 Direct Charges	0.00	1,476,907.00	0.0%
46350 Fire Services			
Cal Fire requested resources	1,536.68	5,000.00	30.7%
Total 46350 Fire Services	1,536.68	5,000.00	30.7%
46360 Other Fees and Charges			
JOA Staffing reimbursement	10,140.19	15,000.00	67.6%
Adminstrative Services	48,602.50	376,000.00	12.9%
Code Inspection Fees	7,500.00	20,000.00	37.5%
Response recovery fees	451.50	2,500.00	18.1%
Total 46360 Other Fees and Charges	66,694.19	413,500.00	16.1%
Total Charges for Services	68,230.87	1,895,407.00	3.6%
48030 Miscellaneous Revenues			
Fleet Services	9,870.19	25,000.00	39.5%
48030 Miscellaneous Revenues - Other	2,545.38	10,000.00	25.5%
Total 48030 Miscellaneous Revenues	12,415.57	35,000.00	35.5%
47010 Donations	0.49	200.00	0.2%
Grants			
California Fire Foundation	23,000.00	23,000.00	100.0%
EMS improvement Fund	12,140.70	12,141.00	100.0%
Total Grants	35,140.70	35,141.00	100.0%
Total Revenue	170,822.98	4,168,940.00	4.1%
Total Income	170,822.98	4,168,940.00	4.1%
Gross Profit	170,822.98	4,168,940.00	4.1%
Expense			
Pension Obligation Bond	65,518.19	72,175.00	90.8%
Dues and Subscriptions	100.00	2,000.00	5.0%
Fire Prevention	2,024.97	3,700.00	54.7%
Gas, Diesel and Oil	14,677.06	55,000.00	26.7%
Insurance	151,236.50	256,078.00	59.1%

Placer Hills Fire District Revenues and Expenses Budget vs. Actual

11/14/2025 42% FY elapsed

	Jul 1 - Nov 14, 25	Budget	% of Budget
Lease Payments	1,945.73	10,500.00	18.5%
Legal Fees	6,664.51	10,000.00	66.6%
Medical	3,911.95	17,500.00	22.4%
Miscellaneous	4,683.44	3,500.00	133.8%
Office	1,673.77	7,500.00	22.3%
Payroll Expenses			
JOA staffing	13,612.33	0.00	100.0%
Benefits			
CalPERS retirement	97,088.68	267,722.00	36.3%
CalPERS UAL annual contribution	62,326.00	62,226.00	100.2%
Health/Dental/Life benefits	130,328.30	281,050.00	46.4%
457 Deferred Compensation	64,419.23	169,386.00	38.0%
Total Benefits	354,162.21	780,384.00	45.4%
Wages			
51010 Salaries and Wages	714,316.81	2,083,571.00	34.3%
51030 Extra Help	31,845.37	48,490.00	65.7%
51120 Uniform Allowance	6,000.00	27,300.00	22.0%
51040 Overtime	263,211.43	302,500.00	87.0%
Total Wages	1,015,373.61	2,461,861.00	41.2%
51220 Payroll Taxes	19,366.39	40,460.00	47.9%
51370 Disability/Absence Com	18,007.73	0.00	100.0%
Unemployment Insurance	0.00	4,000.00	0.0%
Total Payroll Expenses	1,420,522.27	3,286,705.00	43.2%
Planned Expenditure			
Grant Expenditures			
CA Fire Foundation	0.00	23,000.00	0.0%
EMS Improvement Fund	12,140.70	12,141.00	100.0%
Total Grant Expenditures	12,140.70	35,141.00	34.5%
Safety Equipment	0.00	4,000.00	0.0%
Planned Assets			
Apparatus	0.00	82,189.00	0.0%
Total Planned Assets	0.00	82,189.00	0.0%
Total Planned Expenditure	12,140.70	121,330.00	10.0%
Professional Fees	34,988.01	80,685.00	43.4%
Repairs and Maintenance			
PPE repairs and maintenance	233.45	2,500.00	9.3%
Facilities	6,221.08	19,000.00	32.7%
Equipment Repairs	31,199.28	100,000.00	31.2%
Total Repairs and Maintenance	37,653.81	121,500.00	31.0%
Station Supplies & Tools	1,625.43	6,000.00	27.1%
Tax Collections	0.00	47,043.00	0.0%
Training and Fitness	9,159.54	17,500.00	52.3%
Uniform Costs	0.00	6,500.00	0.0%
Utilities	31,747.71	70,000.00	45.4%
Volunteer Awards	475.00	4,000.00	11.9%
Total Expense	1,800,748.59	4,199,216.00	42.9%
Net Ordinary Income	-1,629,925.61	-30,276.00	5,383.6%
Net Income	-1,629,925.61	-30,276.00	5,383.6%

Placer Hills Fire District

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Register: Placer County Treasury

From 10/17/2025 through 11/14/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/17/2025			-split-	Deposit			1,375.00	967,092.14
10/22/2025			-split-	Deposit			1,400.00	968,492.14
10/23/2025			Revenue:Charges for S...	Deposit			59,728.45	1,028,220.59
10/23/2025	To Print	AT&T Calnet	Accounts Payable		164.10			1,028,056.49
10/23/2025	To Print	Cal PERS Health	Accounts Payable		28,279.60			999,776.89
10/23/2025	To Print	Code 3 Rescue	Accounts Payable		1,350.00			998,426.89
10/23/2025	To Print	CoPower	Accounts Payable		354.50			998,072.39
10/23/2025	To Print	Foresthill FPD	Accounts Payable		1,591.52			996,480.87
10/23/2025	To Print	Gillian M Lofrano	Accounts Payable		3,000.00			993,480.87
10/23/2025	To Print	Hunt & Sons, Inc	Accounts Payable	Account # 89473	685.28			992,795.59
10/23/2025	To Print	KP Research Service...	Accounts Payable		1,500.00			991,295.59
10/23/2025	To Print	Newcastle Fire Prote...	Accounts Payable		3,660.80			987,634.79
10/23/2025	To Print	Optimum	Accounts Payable		204.65			987,430.14
10/23/2025	To Print	Penryn Fire Protectio...	Accounts Payable		5,722.65			981,707.49
10/23/2025	To Print	PG & E	Accounts Payable	Acct 45044653...	426.28			981,281.21
10/23/2025	To Print	Reliable Auto Glass	Accounts Payable		60.00			981,221.21
10/23/2025	To Print	Smith & Newell CPAs	Accounts Payable		6,700.00			974,521.21
10/23/2025	To Print	UnitedHealthcare Ins...	Accounts Payable		149.18			974,372.03
10/23/2025	To Print	US Bank	Accounts Payable		12,617.29			961,754.74
10/23/2025	To Print	William L Adams PC	Accounts Payable		4,131.00			957,623.74
10/28/2025			Revenue:48030 Miscel...	Deposit			900.00	958,523.74
10/28/2025	To Print	Howell's Garage Doo...	Accounts Payable		640.00			957,883.74
10/28/2025	To Print	Shell Small Business	Accounts Payable		199.09			957,684.65
10/28/2025	To Print	South Placer Fire Dis...	Accounts Payable		20,550.00			937,134.65
10/28/2025	To Print	T-Mobile	Accounts Payable	993933274	188.10			936,946.55
10/28/2025	To Print	The Police & Sheriff...	Accounts Payable		20.00			936,926.55
11/05/2025			Revenue:47010 Donati...	Deposit			0.49	936,927.04
11/05/2025			-split-	Deposit			1,625.00	938,552.04
11/06/2025	To Print	Culligan of Sacramen...	Accounts Payable	Account 833170	139.35			938,412.69
11/06/2025	To Print	Fire Apparatus Soluti...	Accounts Payable		626.58			937,786.11
11/06/2025	To Print	Gold Mountain News...	Accounts Payable		68.17			937,717.94
11/06/2025	To Print	Kingsley Bogard LLP	Accounts Payable	26804	839.97			936,877.97
11/06/2025	To Print	Meadow Vista Water...	Accounts Payable		197.65			936,680.32
11/06/2025	To Print	Mid-Sierra Towing ...	Accounts Payable		352.50			936,327.82
11/06/2025	To Print	North State Grocery, ...	Accounts Payable	Cust 610002	13.72			936,314.10
11/06/2025	To Print	PG & E	Accounts Payable	Acct 45044653...	446.29			935,867.81
11/06/2025	To Print	Principal Life	Accounts Payable		2,939.59			932,928.22
11/06/2025	To Print	Rooker's Collision C...	Accounts Payable		924.00			932,004.22
11/06/2025	To Print	US Bank Equipment ...	Accounts Payable	Acct 36187600	360.28			931,643.94
11/06/2025	To Print	William L Adams PC	Accounts Payable		416.25			931,227.69

Placer Hills Fire District

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Register: Placer County Treasury

From 10/17/2025 through 11/14/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/07/2025			-split-	Deposit			1,585.00	932,812.69
11/14/2025	To Print	Burton's Fire Appar...	Accounts Payable	100-0352	535.61			932,277.08
11/14/2025	To Print	CoPower	Accounts Payable		364.90			931,912.18
11/14/2025	To Print	Fire Apparatus Soluti...	Accounts Payable		82.23			931,829.95
11/14/2025	To Print	Hunt & Sons, Inc	Accounts Payable	Account # 89473	859.13			930,970.82
11/14/2025	To Print	Kelly Spicers Faciliti...	Accounts Payable		436.27			930,534.55
11/14/2025	To Print	Kone	Accounts Payable		173.68			930,360.87
11/14/2025	To Print	Meadow Vista Hard...	Accounts Payable	Acct 2405n	38.56			930,322.31
11/14/2025	To Print	Napa Auto Parts	Accounts Payable	p	505.20			929,817.11
11/14/2025	To Print	PG & E	Accounts Payable	Acct 45044653...	650.08			929,167.03
11/14/2025	To Print	Recology Auburn Pla...	Accounts Payable	Accounts 0421...	339.82			928,827.21

PLACER HILLS FIRE MITIGATION
Revenues and Expenses Budget vs. Actual
July 1 through November 14, 2025

	Jul 1 - Nov 14, 25	Budget	\$ Over Budget	% of Budget
Income				
PG700022 Mitigation Fees				
Revenues				
Mitigation Fees	53,569.82	110,000.00	-56,430.18	48.7%
Total Revenues	53,569.82	110,000.00	-56,430.18	48.7%
42010 Investment Income	753.11	1,000.00	-246.89	75.3%
Total PG700022 Mitigation Fees	54,322.93	111,000.00	-56,677.07	48.9%
Total Income	54,322.93	111,000.00	-56,677.07	48.9%
Expense				
GL52260 Misc Expense	0.00	24,750.00	-24,750.00	0.0%
GL54460 Fixed Assets				
2024 Smeal Principal	69,681.89	72,618.00	-2,936.11	96.0%
2024 Smeal Interest	12,507.43	9,571.00	2,936.43	130.7%
Total GL54460 Fixed Assets	82,189.32	82,189.00	0.32	100.0%
Total Expense	82,189.32	106,939.00	-24,749.68	76.9%
Net Income	-27,866.39	4,061.00	-31,927.39	-686.2%