

Ebbetts Pass Fire District



BOARD OF DIRECTORS NOTICE OF REGULAR MEETING

**Tuesday, July 18, 2017
1037 Blagen Road, Arnold
9:00 A.M.**

MEMBERS OF THE BOARD

**Jon Dashner, President J. Scott McKinney, Secretary
Ron Andrade Daniel Leary Thomas Sullivan**

Concerning Public Comment

Please Note: The Board of Directors offers the opportunity for the public to speak to specific agenda items during the time that agenda item is discussed by the Board. The Board also allows an opportunity for the public to speak on non-agenda items during "public comments" prior to the conclusion of the meeting. The Board may not make any decision related to non-agendized items until the next Board meeting.

AGENDA

1. **Call to Order, Flag Salute, Roll Call**
2. **Public Appearances/Comment:** The Board will hear public comment on any agendized or non-agendized item. The Board may discuss public comment but may not take action.
3. **Consent Items:** Board action limited to discussion and approval of:
 - 3.1. Acceptance of June 2017 Checks Listing and Authorize to File for Audit
4. **Committee Reports:** The Board will discuss the status of the following matters. The Board may take action on recommendations and/or give direction to staff or committee members related to follow-up on specific matters addressed by the committee.
 - 4.1. **Finance Committee** (Directors Andrade & Leary)
 - 4.1.1. Intra-Account Budget Transfer for End of Fiscal Year 2016-17
 - 4.2. **Personnel Committee** (Directors Leary & Sullivan)
 - 4.3. **Fire Prevention Committee** (Directors Andrade & Sullivan)
5. **Scheduled Items:** The Board will discuss and take action on the specific items listed below.
 - 5.1. California Special Districts Association: 2017 Board Elections
 - 5.2. Special District Risk Management Authority: SDRMA's Board of Directors Election Ballot Instructions
 - 5.2.1. Resolution: Election of Directors to the Special District Risk Management Authority Board of Directors
 - 5.3. Thank you from Peggy Rourke: Special Thanks to our Staff for Providing Service
 - 5.4. Begin 30-Day Review: Ebbetts Pass Fire Protection District Fire Ordinance Update - Draft

NOTICE OF REGULAR MEETING - continued

July 18, 2017

6. **Reports:** The Board will hear reports on the following matters. The Board may discuss information contained in these reports.
 - 6.1. Administrative Report
 - 6.2. Legislative Report
 - 6.3. Fire Prevention
 - 6.4. Administrative - EMS

7. **Comments, Questions, and Consideration:** The Board will entertain comments and questions from the following individuals or representatives. The Board may discuss these comments or questions on these items but may not take action.
 - 7.1. Board Members
 - 7.2. Firefighters' Association
 - 7.3. Employees' Group
 - 7.4. Public Comments

8. **Adjournment of Regular Meeting**

ADMINISTRATIVE STAFF:
Michael Johnson, Fire Chief
Cheryl Howard, Secretary

County of Calaveras
General Ledger Summary
Balance Sheet Accounts

As of 6/30/2017 - NOT FINAL

Fund 2290 Ebbetts Pass Fire

<u>Object Code</u>	<u>Object Description</u>		<u>Balance</u>
<u>Assets</u>			
1006	Cash in Treasury	22900000	154,741.12
1007	Outstanding Checks	22900000	(9,007.77)
1016	Imprest Cash	22900000	40,000.00
Total Assets			<u>\$185,733.35</u>
<u>Liabilities</u>			
2002	Accounts Payable	22900000	1,163.60
2002	Accounts Payable	22900010	(1,163.60)
2009	Sales Tax Payable	22900010	268.17
2091	Accts Payable - Staledated Cks	22900010	570.48
Total Liabilities			<u>\$838.65</u>
<u>Fund Balance</u>			
3002	Fund Bal Unreserv/Undesign	22900000	479,834.73
3040	Reserve - General	22900000	(235,657.74)
3043	Reserve for Imprest Cash	22900000	40,000.00
Total Fund Balance			<u>\$284,176.99</u>
Year-to-Date Revenues			\$3,920,635.62
Year-to-Date Expenditures			\$3,994,377.78
Year-to-Date Transfers In			\$0.00
Year-to-Date Transfers Out			\$0.00
Year-to-Date Clearing Accounts			<u>(\$25,540.13)</u>
Total Fund Equity			<u>\$184,894.70</u>
Total Liabilities and Fund Equity			<u>\$185,733.35</u>

**County of Calaveras
Budget and Actuals by Budget Class**

As of 6/30/2017 - NOT FINAL

Fiscal Year: 2016

	Budget Version-	Budget	Encumbrance	Y-T-D Actuals	Balance	% Remaining
Org Key: 22900010 Ebbetts Pass Fire						
<u>Not Applicable</u>						
8001	Refunds	0.00	0.00	(25,540.13)	25,540.13	0.00 %
Total Not Applicable		0.00	0.00	(25,540.13)	25,540.13	0.00
<u>Taxes</u>						
4010	Current Secured Taxes	1,761,055.00	0.00	1,709,317.08	51,737.92	2.93 %
4013	SB2557 Reduction	(38,394.00)	0.00	(33,931.93)	(4,462.07)	11.62 %
4015	Unitary Taxes	36,688.00	0.00	39,049.92	(2,361.92)	-6.43 %
4017	Suppl Current Secured Taxes	29,134.00	0.00	13,931.09	15,202.91	52.18 %
4020	Current Unsecured Taxes	28,658.00	0.00	25,719.88	2,938.12	10.25 %
4027	Suppl Current Unsecured Taxes	312.00	0.00	330.58	(18.58)	-5.95 %
4040	Prior Unsecured Taxes	1,357.00	0.00	551.90	805.10	59.32 %
4077	Special Tax, Fire Districts	1,191,489.00	0.00	1,125,969.80	65,519.20	5.49 %
Total Taxes		3,010,299.00	0.00	2,880,938.32	129,360.68	4.29
<u>Revenue From Use of Money/ Property</u>						
4300	Interest	1,000.00	0.00	(1,458.83)	2,458.83	245.88 %
Total Revenue From Use of Money/ Property		1,000.00	0.00	(1,458.83)	2,458.83	245.88
<u>Intergovernmental Revenue- State</u>						
4455	State Grants	0.00	0.00	5,665.00	(5,665.00)	0.00 %
4463	State Homeowners Prop Tax Rel	23,251.00	0.00	19,910.49	3,340.51	14.36 %
4465	State Timber Tax	1.00	0.00	16.76	(15.76)	-1,576.00
4479	State Other Programs	60,000.00	0.00	203,622.82	(143,622.82)	-239.37 %
4542	State Firefighter Reimb	30,000.00	0.00	34,970.81	(4,970.81)	-16.56 %
4543	State District Equipment Reimb	5,000.00	0.00	3,016.81	1,983.19	39.66 %
4580	State Other Aid	0.00	0.00	17,681.26	(17,681.26)	0.00 %
Total Intergovernmental Revenue- State		118,252.00	0.00	284,883.95	(166,631.95)	-140.91
<u>Intergovernmental Revenue- Fed</u>						
4505	Federal Grant	0.00	0.00	4,000.00	(4,000.00)	0.00 %
Total Intergovernmental Revenue- Fed		0.00	0.00	4,000.00	(4,000.00)	0.00
<u>Charges for Services</u>						
4592	Haz Mat Rel Resp Plan	0.00	0.00	45.00	(45.00)	0.00 %
4593	Vital Records	0.00	0.00	15.00	(15.00)	0.00 %
4603	Administrative Costs	0.00	0.00	0.00	0.00	0.00 %
4660	Emergency Medical Service	600,000.00	0.00	688,777.02	(88,777.02)	-14.79 %
4679	Charges for Current Services	10,500.00	0.00	350.00	10,150.00	96.66 %
4689	Training Fees	0.00	0.00	6,440.00	(6,440.00)	0.00 %
Total Charges for Services		610,500.00	0.00	695,627.02	(85,127.02)	-13.94
<u>Misc. Revenue</u>						
4707	Gifts/Donations	0.00	0.00	225.00	(225.00)	0.00 %
4708	Refund - Miscellaneous	500.00	0.00	4,675.66	(4,175.66)	-835.13 %
4712	Other Revenue	0.00	0.00	7,585.99	(7,585.99)	0.00 %
4713	Miscellaneous Revenue	0.00	0.00	1,064.27	(1,064.27)	0.00 %

**County of Calaveras
Budget and Actuals by Budget Class**

As of 6/30/2017 *NOT FINAL*

Fiscal Year: 2016

Budget Version-		Budget	Encumbrance	Y-T-D Actuals	Balance	% Remaining
4724	Other Miscellaneous Revenue	0.00	0.00	1,273.00	(1,273.00)	0.00 %
4743	Refunds - Insurance	0.00	0.00	41,761.24	(41,761.24)	0.00 %
Total Misc. Revenue		500.00	0.00	56,585.16	(56,085.16)	-11,217.03
<u>Sale of assets</u>						
4800	Sale of Surplus Property	0.00	0.00	60.00	(60.00)	0.00 %
Total Sale of assets		0.00	0.00	60.00	(60.00)	0.00
Total Revenue		3,740,551.00	0.00	3,920,635.62	(180,084.62)	
<u>Salaries and Employee Benefits</u>						
5001	Salaries/Wages - Permanent	3,177,691.00	0.00	3,127,871.88	49,819.12	1.56 %
Total Salaries and Employee Benefits		3,177,691.00	0.00	3,127,871.88	49,819.12	1.56
<u>Services and Supplies</u>						
5111	Clothing/Personal Supplies	721,805.00	0.00	587,019.75	134,785.25	18.67 %
5403	Bank Charges	1,800.00	0.00	1,816.39	(16.39)	-0.91 %
5411	Special Department Expense	11,899.00	0.00	11,910.41	(11.41)	-0.09 %
5449	Prior Year Expense	0.00	0.00	7,510.72	(7,510.72)	0.00 %
Total Services and Supplies		735,504.00	0.00	608,257.27	127,246.73	17.30
<u>Other Charges</u>						
5612	Refunds	10,000.00	0.00	0.00	10,000.00	100.00 %
5627	LAFCO Assessment	2,477.00	0.00	2,850.58	(373.58)	-15.08 %
Total Other Charges		12,477.00	0.00	2,850.58	9,626.42	77.15
<u>Capital Assets</u>						
5640	Structures/Improvements	274,760.00	0.00	242,898.05	31,861.95	11.59 %
5701	Capital Equipment	12,500.00	0.00	12,500.00	0.00	0.00 %
Total Capital Assets		287,260.00	0.00	255,398.05	31,861.95	11.09
Total Expenses		4,212,932.00	0.00	3,994,377.78	218,554.22	
Total Revenue		3,740,551.00	0.00	3,920,635.62	(180,084.62)	
Total Expenses		4,212,932.00	0.00	3,994,377.78	218,554.22	
Key Total for	22900010	(472,381.00)	0.00	(73,742.16)	(398,638.84)	

County of Calaveras
Budget and Actuals by Budget Class

As of 6/30/2017 - NOT FINAL

Fiscal Year: 2016

Budget Version-	Budget	Encumbrance	Y-T-D Actuals	Balance	% Remaining
Report Revenues	3,740,551.00	0.00	3,920,635.62	(180,084.62)	
Report Expenses	4,212,932.00	0.00	3,994,377.78	218,554.22	
REPORT TOTAL	(472,381.00)	0.00	(73,742.16)	(398,638.84)	

REVENUE ACCOUNT SUMMARY SHEET - Jun 2017 - NOT FINAL

ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
Fire Operations:					
Property Tax - Current Secured	4010	1,761,055		1,709,317.08	97%
Administrative Fee (SB2557)	4013	(38,394)		(33,931.93)	88%
Unitary Tax	4015	36,688		39,049.92	106%
Supplemental Tax - Current Secured	4017	29,134		13,931.09	48%
Property Tax - Current Unsecured	4020	28,658		25,719.88	90%
Supplemental Tax - Current Unsecured	4027	312		330.58	106%
Prior Unsecured Taxes	4040	1,357		551.90	41%
Interest	4300	1,000		(1,458.83)	-146%
State Grants	4455	-	-	5,665.00	
HOPTR	4463	23,251	-	19,910.49	86%
Timber Tax	4465	1	16.76	16.76	1676%
Grant	4505	-	-	4,000.00	
Reimbursement - Personnel	4542	30,000	27,879.79	34,970.81	117%
Reimbursement - Equipment	4543	5,000	2,016.00	3,016.81	
* Butte Fire Tax Backfill Apportionment	4580	-	17,681.26	17,681.26	
HazMat Release Response Plan	4592	-	0.00	45.00	
Report Fees	4593	-	-	15.00	
Administrative Costs - Eng. Para. Reimb	4603	18,114	-	18,114.00	100%
Administrative Costs - Sta. 3 A Reimb	4603	41,461	-	45,261.00	109%
Charges for Current Service (hydrants)	4679	10,500	-	350.00	3%
Other Refund - Prior Year Taxes	4684	-	-	-	
Training Fees	4689	-	400.00	6,440.00	
Gifts/Donations	4707	-	-	225.00	
Refund - Misc.	4708	-	213.91	4,675.66	
Staledated Checks	4710	-	-	4,885.99	
Other Revenue	4712	-	2,700.00	3,764.27	
Miscellaneous Revenue	4713	500	-	-	
Refunds - Insurance	4743	-	-	28,978.26	
Sale of Surplus Property	4800	-	-	60.00	
Total		1,948,637	50,907.72	1,951,585.00	100%

ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
EMS/Paramedic Program					
Special Tax	4077	362,276		396,996.36	110%
Refunds - Insurance	4743	-	0.00	-	
Total		362,276	0.00	396,996.36	110%

ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
Station 3 AMBULANCE A					
Special Tax	4077	829,213		908,678.40	110%
Other Programs - State (GEMT)	4479	6,000	-	203,622.82	3394%
EMS Transport Revenue	4660	600,000	77,385.51	688,777.02	
Refunds - Insurance	4743	-	3652.28	12,782.98	
Total		1,435,213	81037.79	1,813,861.22	126%

FIRE OPERATIONS ACCOUNT SUMMARY SHEET - JUN 2017

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001.1-					
Salaries/Wages	-001	913,393	84,865.96	1,022,511.26	(109,118.26)	112%
Extra Hire	-002	10,000	550.88	5,237.71	4,762.29	52%
Extra Hire - Intern	-003	40,000	182.61	16,723.59	23,276.41	42%
ST/TF FF Payments	-004	30,000	0.00	19,094.55	10,905.45	0%
Volunteer FF Relief	-005	45,600	367.02	32,260.21	13,339.79	71%
Retirement	-050	163,655	2,653.84	151,943.29	11,711.71	93%
Group Insurance	-055	158,136	11,634.40	174,133.54	(15,997.54)	110%
Uniform Allowance	-062	3,750	0.00	2,800.00	950.00	75%
SERVICES & SUPPLIES	5111.1-					
Safety Clothing	-111	10,000	-277.04	842.24	9,157.76	8%
Safety Equipment	-115	6,000	0.00	791.64	5,208.36	13%
Communications-Radios	-121	7,000	0.00	1,605.71	5,394.29	23%
Communications-Phone	-124	14,610	864.28	10,841.63	3,768.37	74%
Food - Fire Line Meals	-131	2,000	353.78	622.80	1,377.20	31%
Housekeeping	-141	7,914	1,131.58	7,661.45	252.55	97%
Insurance-Prop/Liability	-151	18,000	0.00	12,068.80	5,931.20	67%
Insurance-Workers Comp	-153	60,000	0.00	58,961.31	1,038.69	98%
Maintenance-Apparatus	-181	37,550	-65.53	39,684.70	(2,134.70)	106%
Maintenance-Utilities	-182	8,250	59.79	6,699.24	1,550.76	81%
Building Maintenance	-201	12,500	2,029.71	19,179.20	(6,679.20)	153%
Emergency Care/Rescue	-211	1,275	347.73	914.67	360.33	72%
Memberships	-221	4,400	0.00	6,676.00	(2,276.00)	152%
Office Expense	-241	12,050	1,643.63	12,027.60	22.40	100%
Office Expense-Postage	-243	1,000	106.86	716.56	283.44	72%
Office Expense-Copies	-245	1,500	107.50	1,190.34	309.66	79%
Professional Services	-271	12,000	4,710.89	42,333.11	(30,333.11)	353%
Small Tools/FF Equipment	-401	13,050	146.43	11,822.71	1,227.29	91%
Small Tools-Hose/SCBA	-402	9,225	0.00	7,121.55	2,103.45	77%
Special District Expense	-411	19,450	-42.35	11,579.90	7,870.10	60%
SDE--Health Maintenance	-412	7,500	0.00	1,291.51	6,208.49	17%
Training	-422	7,000	0.00	4,134.46	2,865.54	59%
Travel/Education	-478	12,000	100.00	4,501.19	7,498.81	38%
Transportation Fuel	-480	32,750	1,440.55	10,461.14	22,288.86	32%
Utilities - Water/Sewer	-501	8,400	0.00	9,210.24	(810.24)	110%
Utilities - Electrical	-504	10,000	1,076.51	13,241.77	(3,241.77)	132%
Utilities - Propane	-505	26,000	453.62	15,555.07	10,444.93	60%
LAFCO Fee	5627	2,477	0.00	2,850.58	(373.58)	115%
FIXED ASSETS						
Building Fund: Structures	5640	274,760	0.00	242,898.05	31,861.95	88%
Equipment	5701	12,500	0.00	12,500.00	-	100%
Fire Operation Fund Totals		2,015,695	114,442.65	1,994,689.32	21,005.68	99%

CHECKS ISSUED LISTING - JUN 2017 FIRE OPERATIONS

Check No.	PAID TO	PURPOSE	AMOUNT
5001.1.001: SALARIES			
11782, 11891	Payroll / Statutory Elective Withholding		83,694.49
11782, 11891	Paychex Fee	employer cost	267.85
1036740, 1038076	PARS	EE withholding	224.42
11783, 11892	EPFF Local #3581	dues and meals withholding	679.20
5001.1.002: EXTRA HIRE			<i>none issued</i>
5001.1.003: EXTRA HIRE - SPECIAL			
10128, 10217	Payroll / Statutory Elective Withholding		2,029.32
1019142, 102128	PARS	EE withholding	162.00
5001.1.004: Expenditure: ST/TF Firefighter Payment			<i>none issued</i>
5001.1.005: Expenditure: Volunteer Firefighter Payment			
10128, 10217	Payroll / Statutory Withholding / Elective Withholding		62.03
1019142, 102128	PARS	EE withholding	225.21
1018875	PARS	trust admin fee	416.16
5001.1.050: RETIREMENT (PERS)			
	PERS	employer portion	<i>none issued</i>
11912	PERS	Accrued Unfunded Liability-June	2,653.84
5001.1.055: GROUP INSURANCE			
11782, 11891	Supplemental Life Premium Withholding		-85.60
	FDAC-EBA	vision/dental/life premium	issued July
1038068	SDRMA-Employee Benefit Service - medical premium		10,851.00
1038063	Hometown Health	medical premium	869.00
5001.1.062: UNIFORM ALLOWANCE			<i>none issued</i>
5111.1.111: SAFETY CLOTHING			
1038476	Petty Cash	uniform tees purchased	-393.50
11891	EPFD: Chris Rhodes	uniform pant reimbursement	116.46
5111.1.115: SAFETY EQUIPMENT			<i>none issued</i>
5111.1.121: COMMUNICATIONS: RADIOS			<i>none issued</i>

CHECKS ISSUED LISTING - JUN 2017 FIRE OPERATIONS

5111.1.124: COMMUNICATIONS: TELEPHONE

1038071 Verizon Wireless	monthly service	198.15
1038056 AT&T	monthly service	268.51
1038059 Comcast	monthly service	397.62

5111.1.131: FOOD/FIRE LINE MEALS

1038476 Petty Cash	meals during tests, veh transfers	353.78
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5111.1.141: HOUSEHOLD EXPENSE

1038054 AmeriPride Services, Inc.	rags service	142.20
1038058 CA Waste Recovery	trash removal	179.76
1035061 Ebbetts Pass Lumber	cleaning items/supplies	750.65
1038070 US Bank	bulbs pack	58.97

5111.1.151: INSURANCE: PROPERTY/LIABILITY

none issued

5111.1.153: INSURANCE: WORKER'S COMPENSATION

none issued

5111.1.181: MAINTENANCE: APPARATUS

1038055 Arnold Auto supply	U1002: halogen lamp	17.15
1038476 Petty Cash	core returns	-82.68

5111.1.182: MAINTENANCE: UTILITIES

1038055 Arnold Auto supply	U3018: belt dressing, cetane	59.79
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5111.1.201: BUILDING & GROUNDS MAINTENANCE

1038062 Foothill Pump Service	repair diesel pump	1,739.71
1038070 US Bank (Valley Gate)	service gate	290.00

5111.1.211: EMERGENCY CARE

1038053 Airgas	oxygen	347.73
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5111.1.221: MEMBERSHIPS/SUBSCRIPTIONS

none issued

5111.1.241: OFFICE EXPENSE

1038072 Wiley Computer Works	order/setup Capt comp; router repr	600.00
1038070 US Bank	website security, anti-virus, com	965.16
1038476 Petty Cash	markers, notary fees	78.47

5111.1.243: OFFICE EXPENSE: POSTAGE

JE Calaveras County	checks postage	
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CHECKS ISSUED LISTING - JUN 2017 FIRE OPERATIONS

5111.1.245: OFFICE EXPENSE: COPIES

1038073 Zoom Imaging Solutions	copier maintenance	107.50
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5111.1.271: PROFESSIONAL SERVICES

1038067 Simas & Associates	legal assistance PERS issue	4,710.89
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5111.1.401: SMALL TOOLS/FF EQUIPMENT

1038055 Arnold Auto Supply	pigtail items	17.15
1038476 Petty Cash		129.28

5111.1.402: SMALL TOOLS: HOSE / SCBA

none issued

5111.1.411: SPECIAL DISTRICT EXPENSE

1038070 US Bank: SAMBA .	CA EPN FleetWatch report	54.52
1038070 US Bank (OES, BLM)	ICS guide, IRPG	103.13
1038476 Petty Cash	tire purchase payment	-200.00

5111.1.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE

none issued

5111.1.422: TRAINING

none issued

5111.1.478: TRAVEL/EDUCATION/TRAINING

1038070 US Bank (LCW)	webinar recording	100.00
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5111.1.480: TRANSPORTATION FUEL

1038060 Ebbetts Pass Gas Service	fuel	1,355.55
1038476 Petty Cash	fuel	85.00

5111.1.501: UTILITIES: WATER/SEWER

none issued

5111.1.504: UTILITIES: ELECTRICITY

JE CPPA	electricity	1,076.51
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5111.1.505: UTILITIES: PROPANE

1038060 Ebbetts Pass Gas Service	propane	453.62
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5640 F: STRUCTURES

none issued

5701 F: EQUIPMENT

none issued

ENGINE PARAMEDIC PROGRAM ACCOUNT SUMMARY SHEET - JUN 2017

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001					
Salaries/Wages	-.001	283,184	19,736.82	269,501.81	13,682.19	95%
Retirement	-.050	60,510	1,415.96	57,256.98	3,253.02	95%
Group Insurance	-.055	77,131	5,605.00	78,422.94	(1,291.94)	102%
Uniform Allowance	-.062	1,200	0.00	1,200.00	-	100%
SERVICES & SUPPLIES	5111					
Safety Clothing	-.111	1,500	0.00	0.00	1,500.00	0%
Safety Equipment	-.115	1,000	0.00	0.00	1,000.00	0%
Communications-Radios	-.121	1,000	0.00	323.89	676.11	32%
Communications-Phone	-.124	615	50.22	587.23	27.77	95%
Housekeeping	-.141	1,883	56.88	1,567.70	315.30	83%
Insurance-Prop/Liability	-.151	2,204	0.00	2,200.00	4.00	100%
Insurance-Workers Comp	-.153	17,050	0.00	17,000.00	50.00	100%
Maintenance-Apparatus	-.181	1,900	0.00	1,668.69	231.31	88%
Building Maintenance	-.201	-	0.00	0.00	-	
Emergency Care/Rescue	-.211	-	0.00	0.00	-	
Office Expense	-.241	-	0.00	0.00	-	
Office Expense-Copies	-.245	-	0.00	0.00	-	
Professional Services	-.271	2,200	0.00	1,323.35	876.65	60%
Small Tools/FF Equipment	-.401	-	0.00	0.00	-	
Small Tools-Hose/SCBA	-.402	500	0.00	0.00	500.00	0%
Special District Expense	-.411	700	2.70	532.40	167.60	76%
SDE--Health Maintenance	-.412	3,000	0.00	127.00	2,873.00	4%
SDE--Administration Fee	-.413	18,114	0.00	18,114.00	-	100%
Training	-.422	1,500	0.00	958.40	541.60	64%
Travel/Education	-.478	2,700	0.00	0.00	2,700.00	0%
Transportation Fuel	-.480	6,500	527.58	5,108.00	1,392.00	79%
SPECIAL TAX HANDLING FEE	5411	3,623	0.00	3,621.40	1.60	100%
Engine Paramedic Program Totals		488,014	27,395.16	459,513.79	28,500.21	94%

CHECKS ISSUED LISTING - JUN 2017 ENGINE PARAMEDIC

Check No.	PAID TO	PURPOSE	AMOUNT
5001.2.001: SALARIES			
	11782, 11891 Payroll / Statutory Elective Withholding		19,327.30
	11782, 11891 Paychex Fee	employer cost	69.92
1036740, 1038076	PARS	EE withholding	0.00
	11783, 11892 EPFF Local #3581	dues and meals withholding	339.60
5001.2.050: RETIREMENT (PERS)			
	PERS	employer portion	none issued
	11912 PERS	Accrued Unfunded Liability-June	1,415.96
5001.2.055: GROUP INSURANCE			
	11782, 11891 Supplemental Life Premium Withholding		-42.00
	FDAC-EBA	vision/dental/life premium	issued July
	1038068 SDRMA-Employee Benefit Service - medical premium		5,647.00
5001.2.062: UNIFORM ALLOWANCE			<i>none issued</i>
5111.2.111: SAFETY CLOTHING			<i>none issued</i>
5111.2.115: SAFETY EQUIPMENT			<i>none issued</i>
5111.2.121: COMMUNICATIONS: RADIOS			<i>none issued</i>
5111.2.124: COMMUNICATIONS: TELEPHONE			
	1038059 Comcast	monthly service	50.00
	1038071 Verizon Wireless	monthly service	0.22
5111.2.131: FOOD/FIRE LINE MEALS			<i>none issued</i>
5111.2.141: HOUSEHOLD EXPENSE			
	1038054 AmeriPride Services, Inc.	rag service	56.88
5111.2.151: INSURANCE: PROPERTY/LIABILITY			<i>none issued</i>
5111.2.153: INSURANCE: WORKER'S COMPENSATION			<i>none issued</i>
5111.2.181: MAINTENANCE: APPARATUS			<i>none issued</i>
5111.2.201: BUILDING & GROUNDS MAINTENANCE			<i>none issued</i>

CHECKS ISSUED LISTING - JUN 2017 ENGINE PARAMEDIC

5111.2.211: EMERGENCY CARE

none issued

5111.2.241: OFFICE EXPENSE

1019223 US Bank

website security, backup

21.49

5111.2.245: OFFICE EXPENSE: COPIES

none issued

5111.2.271: PROFESSIONAL SERVICES

none issued

5111.2.401: SMALL TOOLS / ALS EQUIPMENT

none issued

5111.2.402: SMALL TOOLS: HOSE / SCBA

none issued

5111.2.411: SPECIAL DISTRICT EXPENSE

1038070 US Bank: SAMBA .

CA EPN FleetWatch report

2.70

5111.2.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE *none issued*

5111.2.413: SPECIAL DISTRICT EXPENSE: ADMINISTRATIVE FEE *none issued*

5111.2.422: TRAINING

none issued

5111.2.478: TRAVEL/EDUCATION/TRAINING

none issued

5111.2.480: TRANSPORTATION FUEL

1038060 Ebbetts Pass Gas Service

fuel

527.58

5411 P: SPECIAL TAX HANDLING FEE

none issued

STATION 3 A ACCOUNT SUMMARY SHEET - Jun 2017

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
SALARIES & BENEFITS	5001					
Salaries/Wages	-.001	933,372	84,592.70	897,346.22	36,025.78	96%
Retirement	-.050	192,998	3,776.81	168,259.96	24,738.04	87%
Group Insurance	-.055	260,970	17,241.40	229,661.15	31,308.85	88%
Uniform Allowance	-.062	3,792	0.00	4,000.00	(208.00)	105%
SERVICES & SUPPLIES	5111					
Safety Clothing	-.111	2,500	0.00	0.00	2,500.00	0%
Safety Equipment	-.115	2,250	0.00	0.00	2,250.00	0%
Communications-Radios	-.121	4,500	0.00	1,476.36	3,023.64	33%
Communications-Phone	-.124	3,325	234.64	2,683.16	641.84	81%
Food - Fire Line Meals	-.131	400	0.00	0.00	400.00	0%
Housekeeping	-.141	4,624	285.68	4,033.98	590.02	87%
Insurance-Prop/Liability	-.151	6,000	0.00	6,000.00	-	100%
Insurance-Workers Comp	-.153	50,000	0.00	50,000.00	-	100%
Maintenance-Apparatus	-.181	6,300	0.00	2,559.30	3,740.70	41%
Maintenance-Ambulances	-.183	31,250	497.51	41,624.17	(10,374.17)	133%
Building Maintenance	-.201	5,000	619.50	2,208.88	2,791.12	44%
Emergency Care/Rescue	-.211	30,000	4,804.69	38,353.57	(8,353.57)	128%
Memberships	-.221	150	0.00	0.00	150.00	0%
Office Expense	-.241	1,800	525.00	814.07	985.93	45%
Professional Services	-.271	54,750	4,455.95	43,691.39	11,058.61	80%
Small Tools/FF Equipment	-.401	6,000	5,916.19	9,915.93	(3,915.93)	165%
Small Tools-Hose/SCBA	-.402	1,050	0.00	188.49	861.51	18%
Special District Expense	-.411	14,756	594.43	14,341.43	414.57	97%
SDE--Health Maintenance	-.412	3,000	0.00	825.00	2,175.00	28%
SDE--Administrative Fee	-.413	45,261	0.00	45,261.00	-	100%
Training	-.422	2,000	0.00	1,946.05	53.95	97%
Travel/Education	-.478	4,500	0.00	2,235.00	2,265.00	50%
Transportation Fuel	-.480	11,000	928.63	15,641.03	(4,641.03)	142%
Utilities - Water/Sewer	-.501	800	0.00	846.70	(46.70)	106%
Utilities - Electrical	-.504	1,800	140.71	1,837.38	(37.38)	102%
Utilities - Propane	-.505	5,000	0.00	2,318.67	2,681.33	46%
BANK CHARGES - Lockbox Account	5403	1,800	304.14	1,816.39	(16.39)	101%
SPECIAL TAX HANDLING FEE	5411	8,276	0.00	8,289.06	(13.06)	100%
REFUND OVERPAYMENT	5612	10,000	0.00	26,003.50	(16,003.50)	260%
FIXED ASSETS						
Building Fund: Structures	5640	-	0.00	0.00	-	
Equipment	5701	-	0.00	0.00	-	
Fire Operation Fund Totals		1,709,224	124,917.98	1,624,177.84	85,046.16	95%

CHECKS ISSUED LISTING - JUN 2017**STATION 3 A**

Check No.	PAID TO	PURPOSE	AMOUNT
5001.3.001: SALARIES			
11782, 11891	Payroll / Statutory Elective Withholding		82,509.38
11782, 11891	Paychex Fee	employer cost	279.66
1036740, 1038076	PARS	EE withholding	501.96
11783, 11892	EPFF Local #3581	dues and meals withholding	1,301.70
5001.3.050: RETIREMENT (PERS)			
	PERS	employer portion	none issued
11912	PERS	Accrued Unfunded Liability-June	3,776.81
5001.3.055: GROUP INSURANCE			
11782, 11891	Supplemental Life Premium Withholding		-134.60
	FDAC-EBA	vision/dental/life premium	issued July
1038068	SDRMA-Employee Benefit Service - medical premium		17,376.00
5001.3.062: UNIFORM ALLOWANCE			<i>none issued</i>
5111.3.111: SAFETY CLOTHING			<i>none issued</i>
5111.3.115: SAFETY EQUIPMENT			<i>none issued</i>
5111.3.121: COMMUNICATIONS: RADIOS			<i>none issued</i>
5111.3.124: COMMUNICATIONS: TELEPHONE			
1038059	Comcast	monthly service	109.10
1038071	Verizon Wireless	monthly service	7.14
5111.3.131: FOOD/FIRE LINE MEALS			<i>none issued</i>
5111.3.141: HOUSEHOLD EXPENSE			
1038054	AmeriPride Services, Inc.	rags service	85.32
1038058	CA Waste Recovery	trash removal	69.63
1035061	Ebbetts Pass Lumber	cleaning items/supplies	69.74
1038476	Petty Cash	dryer fuse, oven igniter	60.99
5111.3.151: INSURANCE: PROPERTY/LIABILITY			<i>none issued</i>
5111.3.153: INSURANCE: WORKER'S COMPENSATION			<i>none issued</i>

CHECKS ISSUED LISTING - JUN 2017**STATION 3 A****5111.3.181: MAINTENANCE: APPARATUS***none issued***5111.3.183: MAINTENANCE: AMBULANCES**

1038055 Arnold Auto	U3502: ATF; U3507: DEF	63.80
1038070 US Bank (Sonora Ford)	U3507: repair alt, testing mat'ls	433.71

5111.3.201: BUILDING & GROUNDS MAINTENANCE

1038064 Modesto Overhead Door	service amb bay door	619.50
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5111.3.211: EMERGENCY CARE

1038057 Bound Tree Medical LLC	medical supplies	4,692.74
1038070 US Bank	medications	111.95

5111.3.221: MEMBERSHIPS/SUBSCRIPTIONS*none issued***5111.3.241: OFFICE EXPENSE**

1038072 Wiley Computer Works	move comp to PCR use	250.00
1038072 Wiley Computer Works	repair admin router for PCR use	275.00

5111.3.271: PROFESSIONAL SERVICES

JE Cal Co Sheriff's Office	dispatch fee Mar/Apr	3,620.20
1038065 Mountain-Valley EMS Agency	4th Qtr Emerg Transport Fee	835.75

5111.3.401: SMALL TOOLS/FF EQUIPMENT

1038052 Adventist Health	preventative maint on defibs	2,000.00
1038070 US Bank (Kimtek Corp)	Medlite Transport (SPI grant)	3,916.19

5111.3.402: SMALL TOOLS: HOSE / SCBA*none issued***5111.3.411: SPECIAL DISTRICT EXPENSE**

1038070 US Bank: SAMBA .	CA EPN FleetWatch report	10.80
1038069 Stericycle	medical waste disposal	583.63

5111.3.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANC *none issued***5111.3.413: SPECIAL DISTRICT EXPENSE: ADMINISTRATIVE FEE** *none issued***5111.3.422: TRAINING***none issued***5111.3.478: TRAVEL/EDUCATION/TRAINING***none issued*

CHECKS ISSUED LISTING - JUN 2017**STATION 3 A****5111.3.480: TRANSPORTATION FUEL**

1038060 Ebbetts Pass Gas Service	fuel	928.63
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5111.3.501: UTILITIES: WATER/SEWER*none issued***5111.3.504: UTILITIES: ELECTRICITY**

JE CPPA	electricity	140.71
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5111.3.505: UTILITIES: PROPANE*none issued***5403 A: BANK CHARGES**

JE WestAmerica Bank	lockbox account fee	\$156.32
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JE WestAmerica Bank	lockbox account fee	\$147.82
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5411 A: SPECIAL TAX HANDLING FEE*none issued***5640 A: STRUCTURES***none issued***5701 A: EQUIPMENT***none issued***8001/5612 A: REFUNDS***none issued*



**California Special
Districts Association**
Districts Stronger Together

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

2017 BOARD ELECTIONS

UPDATED MAIL BALLOT INFORMATION

Dear Member:

An updated ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in your Network for Seat C. Please discard the original ballot you received, as it did not include all 3 nominees. If you have already sent in your original ballot, it will not be counted. Please review the enclosed information for all three nominees and send in the new ballot.

Each of CSDA's six (6) networks has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your network. Each Regular Member (district) in good standing shall be entitled to vote for one (1) person to represent its network.

We have enclosed the candidate information for each candidate who submitted one. Please vote for **only one** candidate to represent your network in Seat C, **unless otherwise noted on the actual ballot**, and be sure to sign, date and fill in your member district information. If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 4, 2017.**

If you do not use the enclosed envelope, please mail in your ballot to:
California Special Districts Association
Attn: 2017 Board Elections
1112 I Street, Suite 200
Sacramento, CA 95814

Please contact Beth Hummel at 877.924.2732 or bethh@cda.net with any questions.

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CSDA BOARD OF DIRECTORS 2017 ELECTION



**SIERRA
NETWORK**

SEAT C
term ends 2020

Please vote for only one.

UPDATED BALLOT

- ☐ **Peter J. Kampa***
Saddle Creek Community Services District
- ☐ **Orlando Fuentes**
Cosumnes Community Services District
- ☐ **Scott R. Holbrook**
Auburn Area Recreation & Park District

All fields must be completed for ballot to be counted.

** incumbent running for re-election*

SIGNATURE:

DATE:

MEMBER DISTRICT:

Must be received by **5pm, August 4, 2017**. CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814

CSDA BOARD OF DIRECTORS 2017 ELECTION



**SIERRA
NETWORK**

SEAT C
term ends 2020

Please vote for only one.

- ☐ **Peter J. Kampa***
Saddle Creek Community Services District
- ☐ **Scott R. Holbrook**
Auburn Area Recreation & Park District

All fields must be completed for ballot to be counted.

** incumbent running for re-election*

SIGNATURE:

DATE:

MEMBER DISTRICT:

Must be received by **5pm, August 4, 2017**. CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814



California Special
Districts Association
Districts Stronger Together

2017 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Peter J Kampa

District/Company: Saddle Creek Community Services District

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: 3 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Pete has served on the CSDA Board since 1998 and on each of its committees. He currently serves on the finance and professional development committees. He is an instructor for the CSDA Leadership Academy, present regularly at the GM Leadership Conference and Annual Conference, and attends other CSDA training continuously. He also serves on the Public Works Task force for CSDA.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

He has served on the ACWA and Mountain Counties Water Resources Association Legislative Committee and Delta Plan task forces.

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Tuolumne County Chamber of Commerce

4. List civic organization involvement:

None at this time as he is 100% dedicated to special districts at this time.

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after May 31, 2017 will not be included with the ballot.

Candidate's Statement
CSDA Board of Directors

I have proudly served on the Board of Directors for the California Special Districts Association (CSDA) since 1998, and I respectfully request your vote as I seek re-election for Region 2, Seat C this year. Since 1994 and while serving on the CSDA Board of Directors, I have also served as General Manager for community services districts throughout California providing diverse services including water, wastewater, park and recreation, fire protection, road maintenance, solid waste, ambulance, library, street lighting and snow removal. In addition to providing special district management consulting services throughout the state, I currently manage three community services districts, two of which are located in Region 2.

Each of the districts I have managed are located in rural areas with their associated infrastructure, funding, and staffing challenges which are a part of life with special districts. I believe my background and experience provides an excellent tool kit from which to draw as a Board member of CSDA.

As your CSDA Board representative, I feel I have contributed greatly to the successes of the CSDA organization, through solid support for CSDA management and by informing Board decisions with decades of experience on the Board and within the industry. I believe strongly in the CSDA staff and will ensure that they have the direction and resources to provide the highest level of services to special districts of all sizes and types.

I have been active in the expansion of "affiliated" CSDA Chapters; spearheaded and assisted in the creation of the Gold Country CSDA Chapter. I understand the budgetary and operational needs of small districts and intend to dedicate significant effort to maintain solid small district representation by CSDA.

The Saddle Creek Community Services District Board of Directors unanimously supports and directs my active involvement in CSDA.



California Special
Districts Association
Districts Stronger Together

2017 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: ORLANDO FUENTES
District/Company: OSUMNES CSD
Title: DIRECTOR, (member of Board)
Elected/Appointed/Staff: ELECTED
Length of Service with District: 5 months

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

No

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

No

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

No

4. List civic organization involvement:

CITY OF ELK GROVE MULTICULTURAL COMMITTEE
RESTORATIVE SCHOOLS VISION PROJECT on RESTORATIVE
LULAC - LEAGUE of UNITED LATIN AMERICAN CITIZENS JUSTICE

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after May 31, 2017 will not be included with the ballot.

**ORLANDO FUENTES, BOARD MEMBER
COSUMNES CSD**

I am in my first elected position on the Cosumnes CSD, elected November 8, 2016. This was preceded by seven solid years of political organizing experience. I have gotten to know my elected officials and they know me by name: my councilpersons, the Mayor, my Senator, my Assemblyman, other board members such as school board, SMUD and water district. I like to know those who are representing our citizens and advocating for them.

I strive to develop my skills and abilities for the betterment of all lives in my community , my state and beyond. Involvement with the California Special Districts Association will allow me the opportunity to expand my knowledge, and will allow me to draw from years of both my professional and civic experience serving in several non-partisan organizations to advance the CSDA's mission of legislative advocacy, trainings and conferences for professional development and technical assistance. A few of those organizations include:

- El Hogar Mental Health Agency: Board Member, 4 years
- City of Elk Grove Multicultural Committee: Founding Member and Founding Chairperson, 5 years
- Restorative Schools Vision Project: Dedicated to reducing the use of suspensions and expulsions through restorative justice practices. Statewide Coalition. Legislative advocacy. Trainer and practitioner.
- LULAC – League of United Latin American Citizens – A nonpartisan organization dedicated to increase civic engagement of Latinos through voter education and registration, student scholarships and improving high school graduation rates.

My professional career involves 26 years of California State government, in program development and implementation, policy development and implementation, operations oversight, training and middle management.

As a CSDA Board Member I will endeavor to promote the District' vision, educate others about its mission, advocate for the education and training of its members, and offer a fresh perspective that only a new member can offer.



California Special
Districts Association
Districts Stronger Together

2017 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information MUST accompany your nomination form and Resolution/minute order:

Name:

Jeff Holbeck

District/Company:

Arden Area Recreation Park District

Title:

Director

(A&D)

Elected/Appointed/Staff:

Length of Service with District:

19 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Have attended numerous events, classes!
otherwise

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

NO

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

In addition to A&D I, City of Arden Recreation
Oversight Committee, Nevada County advisory Committee.

4. List civic organization involvement:

Arden Exchange Club, Chamber of Commerce -

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after May 31, 2017 will not be included with the ballot.

Candidate Statement from Scott Holbrook, Board Member with the Auburn Area Recreation and Park District (19 years)

I wanted to give a little glimpse as to my record and passions. I am a husband, father, small business owner and long-time member of the Auburn Area Recreation and Park District (ARD). I am passionate about making my community the best possible place to live and raise a family.

I am proud of my tenure at ARD, be it the overcoming of a corrupt and ugly situation that involved board, staff, the Placer County Grand Jury and District Attorney, the fiscal and other policies that have allowed us to remain fiscally strong throughout some very tough times (and setting us up for the future), or my work developing some of the biggest and most enjoyed community events in the area.

I believe in the Special District concept, and have worked hard to fight for it and represent it well. I have continually worked to increase my knowledge, be it with CSDA activities or other venues. I look forward to the opportunity of keeping the CSDA strong and pertinent, working to be a valuable member of the board, supporting advocacy for individual districts, and maintaining a strong voice in legislative matters, be they locally, state-wide or nationally.

Feel free to reach out - I would be happy to address any questions or concerns. In the meantime, I thank you for your consideration and support of my candidacy. And as always, keep smilin'.



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

1112 I Street, Suite 300
Sacramento, California 95814-2865
T 916.231.4141 or 800.537.7790 • F 916.231.4111

Maximizing Protection. Minimizing Risk. • www.sdrma.org

SDRMA'S BOARD OF DIRECTORS ELECTION BALLOT INSTRUCTIONS

Notification of nominations for four (4) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors was mailed to the membership in February 2017.

On May 11, 2017, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2017-03 Establishing Guidelines for Director Elections. The Election Committee confirmed that seven (7) candidates met the qualification requirements and those names are included on the Official Election Resolution Ballot.

Enclosed is the Official Election Resolution Ballot along with a Statement of Qualifications as submitted by each candidate. Election instructions are as follows:

1. The enclosed combined Official Election Resolution Ballot must be used to ensure the integrity of the balloting process.
2. After selecting up to four (4) candidates, your agency's governing body must approve the enclosed Official Election Resolution Ballot. **Ballots containing more than four (4) candidate selections will be considered invalid and not counted.**
3. The signed Official Election Resolution Ballot **MUST** be sealed and received by mail or hand delivery at SDRMA's office on or before 4:30 p.m. on Tuesday, August 29, 2017 to the address below. Faxes or electronic transmissions are NOT acceptable. A self-addressed, stamped envelope is enclosed.

Special District Risk Management Authority
Election Committee
1112 "I" Street, Suite 300
Sacramento, California 95814

5. The four-year terms for newly elected Directors will begin on January 1, 2018 and terminate on December 31, 2021.
6. Important balloting and election dates are:

August 29, 2017 - Deadline for members to return the signed Official Election Resolution Ballot

August 30, 2017 - Ballots are opened and counted

August 31, 2017 - Election results are announced and candidates notified

September 27, 2017 - Newly elected Directors are introduced at the SDRMA Annual Breakfast to be held in Monterey at the CSDA Annual Conference

November 1-2, 2017 - Newly elected Directors are invited to attend SDRMA board meeting (Sacramento)

January 2018 - Newly elected Directors are seated and Board officer elections are held

Please do not hesitate to call SDRMA's Chief Operating Officer Paul Frydendal at 800.537.7790 if you have any questions regarding the election and balloting process.

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NOV 22 2017

EBHANE DISTRICT

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

I feel that community history is very important and am a volunteer with the local Historical Society. I also have sat on the local school board and have been involved with our youth through our church as well as our community through sports and especially by giving our young people a safe and entertaining place to visit after our home football games.

This being said, I feel that I am a committed and thorough person who knows that to get things done you must be involved and be able to think out of the box in difficult situations. You must listen to those around you and sometimes that means keeping one's mouth shut.

I have worked as a Manager for many years and understand the needs of special districts. What SDRMA offers is an integral part of special district operations and I feel that I can bring a passion for the practical needs of Special Districts.

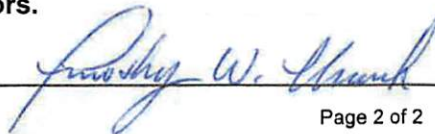
What is your overall vision for SDRMA? (Response Required)

SDRMA has shown great concern for the Special Districts in California as is seen in their commitment to meeting our insurance needs. This is done by listening to the membership and continuing to work on being a better and complete insurance stop. I feel that the Health Insurance part of their programs will be the next large growth area. As we deal with PERB's and the needs of our work force, this area will help to meet the needs of our agencies.

Their education is excellent and they have defined their role in local government very well. It will be necessary to maintain this role and work to educate the membership. SDRMA's commitment to be a cost-effective insurance provider has work well in the past and will continue to do so as long as the Board and staff work together to fulfill their mission statement.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date: April 24, 2017

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate Timothy Unruh
District/Agency Kern County Cemetery District No.1
Work Address 18662 Santa Fe Way, PO Box 354, Shafter, CA 93263
Work Phone 661-746-3921 Home Phone 661-746-6725

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

The work of SDRMA is critical to the everyday operations of a Special District. Knowing that the district and the board is protected gives a 'Peace of Mind' to our daily operations. Sitting on this Board will give me an opportunity to give back to SDRMA and its membership. As a manager of a moderate sized Special District, I am especially interested in maintaining an involvement from that small district perspective. It is imperative that SDRMA maintains cost effective service to the Special District community and it's important that smaller districts have a voice in their insurance needs.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I spent three years as a Director for CSDA including one year as Legislation Committee Chairman. I currently sit on the CSDA Legislation Committee and am a Special District Administrator (SDA). Our District is in its fourth term as a District of Distinction which now includes the Transparency Certification. I currently sit as a Director with a city appointment on Kern Mosquito and Vector board. I have been a Director of the California Association of Public Cemeteries for 15 years and currently am Chairman of the Legislation Committee. I have been involved with the Kern County Special Districts Association since 1995 from when we worked to obtain LAFCo representation for Special Districts.

Most importantly, I have been a manager for the Kern County Cemetery District for 30 years and work daily to keep our cemetery district strong and effective in our community. To that end, I have the SDRMA General Safety Specialist Certification and with that training I work for a compliant, safe and healthy working relationship with our staff.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – ~~no attachments will be accepted~~. No statements are endorsed by SDRMA.

Nominee/Candidate	James M. Hamlin (Jim)
District/Agency	Burney Water & Sewer District
Work Address	20541 Burney Court, Burney, Ca. 96013
Work Phone	(530) 335-2040 Home Phone (530) 335-2040

Why do you want to serve on the SDRMA Board of Directors? ~~(Response Required)~~

Able to look at acturail evidence. Being able to set adequate rates for both
Insurance program and districts. SDRMA needs to operate as a business.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) ~~(Response Required)~~

Servved on hospital district for 24 1/2 years, California Hospital District board
for 8 years, Burney water Sewer board for three years. I had my own insurance
brokerage for 43 years. I did not have an E & O Claim.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

(Response Required)

see previous question

What is your overall vision for SDRMA? (Response Required)

SDRMA must operate as a viable business. Many district carriers and board members are reluctant to raise rates. When I served on Ca. Hospital Board, many of the board members were not willing to operate as a business because it would affect their hospitals bottom line.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature

James M. Hamlin Date 4-1-2017

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate **MIKE SCHEAFER**
District/Agency **COSTA MESA SANITARY DISTRICT**
Work Address **1551-B BAKER ST, COSTA MESA, CA 92626**
Work Phone **714-435-0300** Home Phone **714-552-9858**

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

As an incumbent on the SDRMA Board I wish to continue providing the service and knowledge that I have been consistent with during my current term. As an insurance professional for over 44 years I bring the experience needed to manage the risks Districts are faced with. Over my term I have consistently made decisions to provide the protections necessary at the most affordable cost. Districts continue to encounter new challenges to their risk management programs. My years of experience, my continued involvement in insurance education and my desire to protect make me a sound choice to continue on the Board of SDRMA.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

Current SDRMA Board Member. President Costa Mesa Sanitary District Board of Directors. Former City Councilmember for the City of Costa Mesa. Former Parks and Recreation Commissioner for the City of Costa Mesa.

Leadership positions, including Board President for the following: Little League Baseball, Boys and Girls Club of the Harbor Area, Costa Mesa Senior Center, The Albert Dixon Memorial Foundation (non profit providing funds for other non-profit agencies).

Over 30 years experience with Lions Clubs International. Served as District Governor, Club President several times. Chaired the California Convention Committee several times. Membership in the organization continues.

My leadership role in all these organizations gave, and give, me experience in the risks that face each. My insurance experience helps me make prudent decisions when challenged with those risks.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

Many of the organizations that I have either been elected to or volunteered for quickly put me in a leadership role. They recognized my ability to handle the risks and challenges the organizations meet. I was able to steer those organizations in a clear path to minimize the risk.

I continue to hold a teaching credential in Insurance Education with the local community college District. Additionally I was a professor of Insurance Continuing Education for many years. I have a passion for passing on the knowledge I have acquired over my career.

I have always faced the risk management challenges of any organization with the confidence that the desired outcomes would be realized.

What is your overall vision for SDRMA? (Response Required)

My vision is to continue providing the protection and service to the Special Districts that make them strong in their risk management efforts. I will continue to work for those ends while keeping strong my conviction that rates need to be adequate yet affordable for the Districts.

New technologies, changes in legislation, make it extremely difficult for Districts to keep up with the factors posing new challenges to risk management, insurance, etc. My experience in those areas, my position as an elected official, make me keenly aware of how to protect the Districts.

I will continue to be committed to making SDRMA the leader in protecting the risk management needs of our Special Districts.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature _____



Date _____

4/25/17

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate Michael J. Karen
District/Agency Apple Valley Fire Board
Work Address N/A
Work Phone N/A Home Phone 760-713-3273

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I would be honored to serve on the SDRMA Board of Directors because I am interested in not only risk management, but insurance as well. I have run my own company and have seen first hand how accidents can affect the bottom line.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I was appointed to the Apple Valley Fire Board in February of 2016. I was re-elected the same year. During my time on the board, I have already been a part of many great things. The board and I helped to pass Measure A which funds our district in perpetuity. We also passed and have streamlined the budget. I have also been a part of evaluations as well.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates - ~~no attachments will be accepted~~. No statements are endorsed by SDRMA.

Nominee/Candidate

DAVID Aranda

District/Agency

Mountain Meadows Community Services District

Work Address

17780 Highline Rd - Tehachapi CA 93561

Work Phone

661-822-7616

Home Phone

661-300-1231

Why do you want to serve on the SDRMA Board of Directors? ~~(Response Required)~~

Working with six other board members and the staff,
as a team is challenging and rewarding.

Over the years of my service on the SDRMA Board
I hope the members have found my input to be
beneficial and it is my desire to continue to look
after the members receiving the best service at a
fair cost.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) ~~(Response Required)~~

Service on SDRMA

Service on SDWCA - I was part of the group that
consolidate two entities into one entity which was
very cost effective.

Service on SDLF

Past Service on CSDA - current Education Committee member

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

(Response Required)

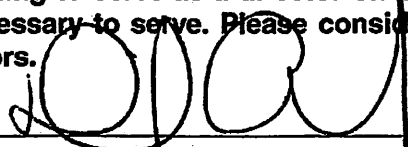
Serving as a General MANAGER over the past twenty plus years and serving as a Board Member assists me in understanding the proper process that benefits the operation of SDRMA. Eighteen years of experience with SDRMA provides a good knowledge base to benefit the members.

What is your overall vision for SDRMA? **(Response Required)**

- 1) Continue to provide excellent service
- 2) Continue the balance of a financially strong pool that provides great policy coverage at the best pricing possible.
- 3) Serve the members with cutting edge software customer service oriented employees and a Board that remembers who we are serving!

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4-20-17

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate	Cindi Beaudet
District/Agency	Temecula Public Cemetery District
Work Address	41911 C Street, Temecula CA 92592
Work Phone	(951)699-1630
Home Phone	(951)541-8736

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

As a member of SDRMA, I've learned first hand the risk and challenges that comes with my type of Special District. I think it is important to have an active and knowledgeable voice representing our industry and districts and that understands the role special districts play and their importance. I will bring sound policy principles to the table and work with my fellow board members in the spirit of collaboration to ensure SDRMA continues to be a cost effective, high quality risk management service.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I have played an active role in the cemetery industry in both the private sector and with special districts for almost two decades and was elected in 2006 to the Board of California Association of Public Cemeteries (CAPC). While on the Board for CAPC one of my roles was Education Committee Chair, working with executive staff to identify learning and certification opportunities for our members. This experience has provided me with the skills and knowledge of board development, procedures, protocol and policy development.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

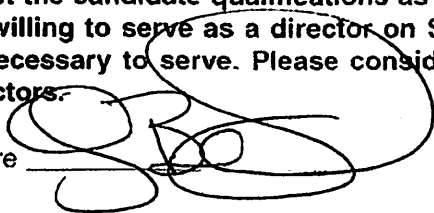
Since 2004 I have served as General Manager to the Temecula Public Cemetery District. I consider myself to be well versed in cemetery leadership, risk mitigation, best management practices and risk reduction. I hold a life insurance license from the State of California. I am an advocate for the cemetery profession, serving as a formal mentor for CAPC. I am engaged and involved heavily in my community and understand first hand the challenges and risk associated with cemetery operations and management.

What is your overall vision for SDRMA? (Response Required)

My overall vision for SDRMA is that it appropriately and accurately addresses the risk and mitigation needs of all its members in a thoughtful and deliberate manner, considering the size, scope and nuances of each type of public agency. This thoughtful consideration will provide better service to our members while maintaining the cost effective quality programs SDRMA continues to offer.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4/27/17

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate Jean Bracy, SDA
District/Agency Mojave Desert Air Quality Management District
Work Address 14306 Park Ave., Victorville, CA 92392
Work Phone 760-245-1661

Why do you want to serve on the SDRMA Board of Directors?

I have served on the SDRMA Board of Directors since 2010. In 2017 I was elected by the Board to be the **Board President**. The Board strives to provide a variety of avenues for members to be successful and has adopted many important programs and policies aimed to provide members **cost effective coverage**. Each year, the Board **carefully considered** rates for services and from 2009 to 2016 voted to hold rates flat for the property/liability program. Through strategic planning SDRMA has a **strong financial base**. SDRMA has included **Cyber Coverage**; provided a **FREE Law Legal Hotline**; established a **multiple-policy discount (5%)** for each member who belongs to both the property/liability and the workers compensation programs; shares investment earnings with members through a **longevity distribution**; established the **loss prevention allowance funds** which reimburses members for safety-related costs up to \$1,000; launched and enhanced the SDRMA **interactive website**; provided **FREE online training** through Target Solutions; launched a **Safety Specialist Certificate** program; and contracted with Company Nurse to provide **FREE screening services** for work-related injury cases. I have worked closely with **SDRMA for 17 years**. I am attracted to its member-focused, pro-active, and positive mission. I would like to see – and be a part of – SDRMA continue this member-centric approach.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

I am serving my eighth year on the **SDRMA Board of Directors** and in 2017 I am the Board President. I am serving my fifth year on the Board of Directors for the **Special District Leadership Foundation (SDLF)** and I am the Board Secretary. On this Board I have been part of the continuing expansion of the SDLF programs, including the premier program, **District of Distinction**, also the Special District Administrator Certificate, the Recognition of Special District Governance, and the District Transparency Certificate of Excellence.

My career experience with special districts has helped me to understand the issues specific to smaller organizations. I have learned what it really means for an organization to do more with less. I have also learned that political realities for special districts are distinct from other forms of governments. As the Deputy Director – Administration for the Mojave Desert Air Quality Management District, I am the staff representative to the Governing Board Committees for Budget and Personnel. I am a member of and have chaired the California Air Pollution Control Officers Association (CAPCOA), statewide committees for Fiscal and Human Resource officers. I organized and have chaired the Alternate Fuel Task Force for the Mojave Desert air basin; I have represented the District in the Antelope Valley Clean Cities Coalition.

My working opportunities have crossed several public service types. I served as the Victorville city representative to the Technical Advisory Committee for the Victor Valley Transit Authority and as the City representative and officer on the Executive Committee of the Regional Economic Development Authority. I volunteered four years on the Board of Directors of the Victor Valley Federal Credit Union. For six years, I worked as an adjunct professor at Victor Valley Community College teaching Public Works Administration.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

As professional and as a volunteer, I have a wide range of experiences with organizational structures, long term and vision planning, development of staff and volunteers, and resource and program management. My experience of leading organizational activities and implementing change for growth includes bringing together intergenerational and multicultural groups to achieve common goals.

I am an effective manager with expertise in efficient and productive management implementing process improvements in finance, human resources, risk management, and a wide variety of related administrative and organizational functions. I have led highly skilled teams to support the achievement of overall agency goals and objectives.

I earned a Master's Degree in Public Administration from California State University, San Bernardino

I earned the Special District Administrator Certification from the Special Districts Leadership Foundation

I earned the Recognition of Special District Governance from the Special Districts Leadership Foundation

I earned the Masters Certification in Labor Relations from the California Public Employers Labor Relations Association (CALPELRA)

What is your overall vision for SDRMA?

I want to continue contributing my experience and expertise to SDRMA's overall function to further strengthen and enhance the lines of services provided by SDRMA. I want to see members educated to be wise in their management to reduce costs and deliver their very important missions to their communities. I want to be part of the mission to enhance the member's experience through claims management and education that leads to loss prevention.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature

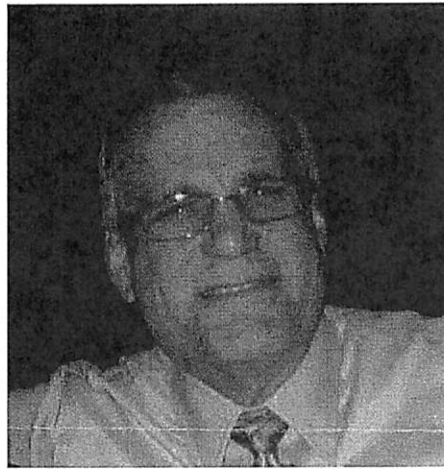


Date

2-27-17

Hello,

My name is Tim Unruh, SDA and I am running for a seat in the 2017 SDRMA Board of Directors election. I have been the District Manager of the Kern County Cemetery District for the past 30 years which consists of two cemeteries, including Shafter Memorial Park and Wasco Memorial Park. I am also a Director for the Kern Mosquito and Vector Control District which covers 1,657 square miles of Kern County. My education includes a B.A. in Ag-Business with an emphasis in Economics from Tabor College with postgraduate work in Business from Cal State – Bakersfield.



Previously, I was a representative for what is now Network 4 when I was elected to the CSDA Board of Directors in 2002. I chaired the CSDA Legislation Committee for 2003 and currently sit on the Legislation Committee.

In 2015, our District was the recipient of the SDRMA Earl Sayre "Excellence in Safety" award. This was accomplished through hard work and training. My desire is to take that same hard work and commitment to work for all special districts as a Director on the SDRMA board.

What I will contribute as a SDRMA Director is to be actively involved by advocating for special districts in California. Each of our districts, whether small or large, have insurance needs that impact us. These needs must be listened to and I want to work through SDRMA to do just that. Together, our involvement in SDRMA has created the ability to work as a cohesive body that can help special districts with their insurance. As a group, this allows for a greater impact to work for the issues of special districts. I understand what it means to wear multiple hats as both a General Manager and a Director. I know the difficulties that face special districts every day. I feel I can add a dimension to the SDRMA board that will help with the decisions this board will consider.

I also understand the need for continuing education for districts to stay on top of the legislation and requirements that come out of Sacramento. I have a General Safety Specialist Certification from SDRMA and a Special District Administrator Certification from CSDA. I have taken advantage of various education programs. I have seen the positive results from education and will be involved to promote more district participation in what SDRMA offers.

I want to encourage you to vote in this SDRMA election and to thank you for your vote for me as well as the opportunity to work for your special district on the SDRMA Board of Directors.

Respectfully Submitted,

Tim Unruh
General Manager
Kern County Cemetery District

RECEIVED

JUN - 6 2017

Elkhart Pass Fire District



**OFFICIAL 2017 ELECTION BALLOT
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
BOARD OF DIRECTORS**

VOTE FOR ONLY FOUR (4) CANDIDATES

Mark each selection directly onto the ballot, voting for no more than four (4) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than four (4) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery in the enclosed self-addressed, stamped envelope at SDRMA on or before 4:30 p.m., Tuesday, August 29, 2017. Faxes or electronic transmissions are NOT acceptable.

- ☐ **TIMOTHY UNRUH**
District Manager, Kern County Cemetery District No. 1

- ☐ **JAMES M. HAMLIN (Jim)**
Board Director, Burney Water District

- ☐ **MIKE SCHEAFER (INCUMBENT)**
Director/President, Costa Mesa Sanitary District

- ☐ **MICHAEL J. KAREN**
Board Director, Apple Valley Fire Protection District

- ☐ **DAVID ARANDA (INCUMBENT)**
General Manager, Mountain Meadows Community Services District

- ☐ **CINDI BEAUDET**
General Manager, Temecula Public Cemetery District

- ☐ **JEAN BRACY, SDA (INCUMBENT)**
Deputy Director – Administration, Mojave Desert Air Quality Management District

ADOPTED this ____ day of _____, 2017 by the Ebbetts Pass Fire District by the following roll call votes listed by name:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

ATTEST:

APPROVED:

RESOLUTION NO. _____

**A RESOLUTION OF THE GOVERNING BODY OF THE
Ebbetts Pass Fire District
FOR THE ELECTION OF DIRECTORS TO THE SPECIAL DISTRICT
RISK MANAGEMENT AUTHORITY BOARD OF DIRECTORS**

WHEREAS, Special District Risk Management Authority (SDRMA) is a Joint Powers Authority formed under California Government Code Section 6500 et seq., for the purpose of providing risk management and risk financing for California special districts and other local government agencies; and

WHEREAS, SDRMA's Sixth Amended and Restated Joint Powers Agreement specifies SDRMA shall be governed by a seven member Board of Directors nominated and elected from the members who have executed the current operative agreement and are participating in a joint protection program; and

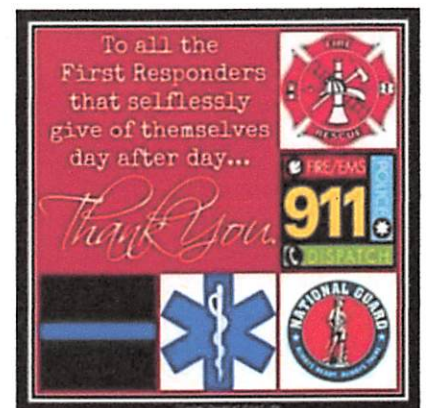
WHEREAS, SDRMA's Sixth Amended and Restated Joint Powers Agreement Article 7 - Board of Directors specifies that the procedures for director elections shall be established by SDRMA's Board of Directors; and

WHEREAS, SDRMA's Board of Directors approved Policy No. 2017-03 Establishing Guidelines for Director Elections specifies director qualifications, terms of office and election requirements; and

WHEREAS, Policy No. 2017-03 specifies that member agencies desiring to participate in the balloting and election of candidates to serve on SDRMA's Board of Directors must be made by resolution adopted by the member agency's governing body.

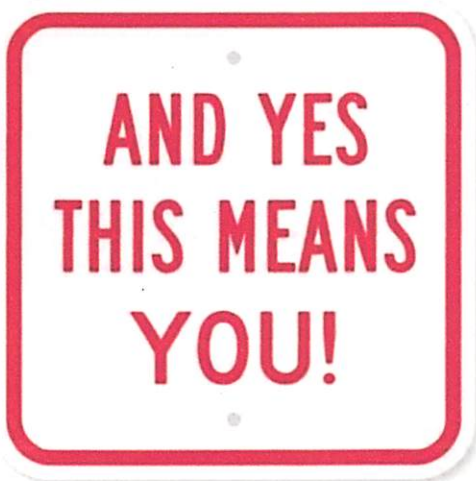
NOW, THEREFORE, BE IT RESOLVED that the governing body of the Ebbetts Pass Fire District selects the following candidates to serve as Directors on the SDRMA Board of Directors:

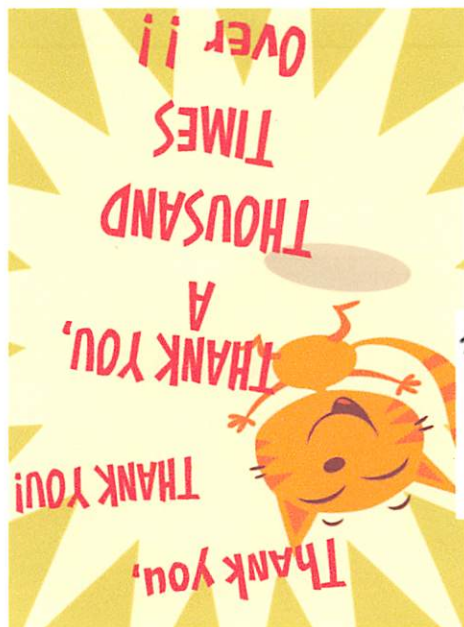
(continued)



Sometimes the ones
who work the hardest
& give the most
are the quietest about
what they've done.
That's called honor.
They inspire the rest of us.
That's called pride.
Thanks for
all you are & all you do.
I have to say thank you...
we haven't seen each
other in such a long time.
YIPPEE !!!

Peggy
June 13, 2016

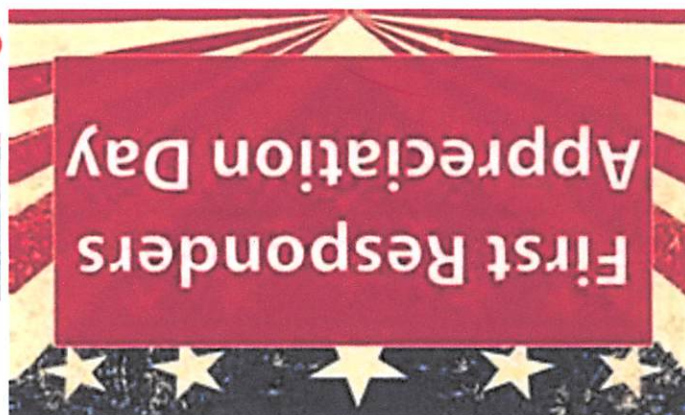




STATION 1
EMPD



FIRST RESPONDERS



Rough Draft amendment 2017

EBBETTS PASS FIRE PROTECTION DISTRICT FIRE ORDINANCE ~~2012~~2017

AN ORDINANCE OF THE EBBETTS PASS FIRE PROTECTION DISTRICT
REPLACING IN WHOLE ALL PROCEEDING FIRE ORDINANCES
ONCE ADOPTED BY THIS FIRE DISTRICT

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**EBBETTS PASS FIRE PROTECTION DISTRICT
FIRE ORDINANCE ~~2012~~2017**

INTRODUCTION

Within the boundaries of the Ebbetts Fire Protection District, fire and life safety regulations are enforced by:

1. The California Department of Forestry and Fire Protection by the application and enforcement of regulations contained in Public Resources Code 4290 and 4291;
2. The County of Calaveras by the application and enforcement of codes contained in the California Building Code, the California Fire Code and other such regulations as may be contained in the Calaveras County Code of Ordinances; and
3. The Ebbetts Pass Fire Protection District by the application and enforcement of various amendments to the above-mentioned codes as contained in Ebbetts Pass Fire District Ordinance ~~2012~~2017.

TITLE: Ebbetts Pass Fire District Ordinance ~~2012~~2017; An ordinance of the Ebbetts Pass Fire Protection District, herein referred to as EPFD Ordinance ~~2012~~2017, adopting the most recent edition of the California Fire Code, Calaveras County Fire and Life Safety Regulations and California Public Resources Code 4290 and 4291, regulating and governing the safeguarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises in the Ebbetts Pass Fire Protection District; providing for the issuance of permits and collection of fees therefor; amending certain sections of the California Fire Code, Calaveras County Fire and Life Safety Regulations and California Public Resources Code 4290 and 4291 based upon findings of fact, and repealing Ordinance 2003 of the Ebbetts Pass Fire Protection District and all other ordinances and parts of ordinances in conflict therewith.

SECTION 1: ADOPTION

The Board of Directors of the **EBBETTS PASS FIRE PROTECTION DISTRICT** does ordain as follows:

1.1. That a certain document, three (3) copies of which are on file in the office of Ebbetts Pass Fire Protection District Station One, being marked and designated as the California Fire Code, 2010 edition, including Appendix B, Appendix C, and Appendix D, as published by the International Code Council, be and is hereby adopted with certain amendments as the Ebbetts Pass Fire Protection District Fire Ordinance 2012 in the State of California regulating and governing the safeguarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises as herein provided; providing for the issuance of permits and collection of fees therefor; and each and all of the regulations, provisions, penalties, conditions and terms of said Fire Code on file in this office of the Ebbetts Pass Fire Protection District are hereby referred to and adopted and made part of, as fully set out in EPFD Ordinance 2012, with the additions, amendments, insertions, deletions and changes, if any, as prescribed below.

1.2. That the geographic limits referred to in certain sections of the 2009 California Fire Code are established, unless otherwise approved by the District's Fire Code Official, as being within the boundaries of the Ebbetts Pass Fire Protection District.

1.3. That Ebbetts Pass Fire Protection District adopts by reference the most current published version of the California Fire Code (CFC), California Public Resources Codes (PRC), Section 8.10 of the Calaveras County Code of Ordinances, Ebbetts Pass Fire District Clearance Requirements for Unimproved Lots, and declares such codes are fully in force and in effect as though fully set forth herein except as the same may be modified by the amendments and additions thereto hereinafter set forth below.

1.4. That the California Fire Code, Calaveras County Code of Fire and Life Safety Regulations and the California Public Resources Code 4290 and 4291 have been modified to establish a more restrictive standard deemed reasonably necessary because of local climatic, geologic or topographical conditions.

Amendments to the above-referenced codes can be found in the Amendment and Addition Matrix below. A more detailed description can be found in Appendix A.

AMENDMENT SUMMARY MATRIX – See Appendix A for a more detailed description

Referenced Code	Referenced Code Section	Title/Subject	EPFD Ordinance Section
California Fire Code	104.2	Applications/Permits	4.1
Calaveras County Code	8.10.320	Fire Management Plans	4.3
California Fire Code	3404.1	Flammable Liquid Storage	5.1
California Fire Code	3804.2	Installation of LPG Tanks	5.2A
California Fire Code	3807	LPG Safety Devices	5.2.B - D
California Fire Code	3308	Fireworks	6
California Fire Code	907.2	Automatic Fire Detection Systems-New Buildings	7.1 and 7.5
California Fire Code	907.3	Automatic Fire Detection Systems-Existing Buildings	7.2 and 7.5
California Fire Code	907.7.5	Automatic Fire Detection and Automatic Fire Sprinkler Systems-Monitoring	7.4
California Fire Code	903.2	Automatic Fire Sprinkler Systems-New Buildings	7.8
California Fire Code	903.6	Automatic Fire Sprinkler Systems-Existing Buildings	7.8
California Fire Code	903.3	Automatic Fire Sprinkler Systems-Installation	7.9
California Fire Code	904.4	Automatic Fire Sprinkler Systems-Inspection/Testing	7.9/7.10
Calaveras County Code	8.10.340	Roads and Driveways	8.2
California Fire Code	Appendix D	Fire Apparatus Access Roads	8.2
Calaveras County Code	8.10.200	Premises Identification	8.5 - 8.7
Public Resources Code	4291 (a) and 4290	Defensible Space	9.4
California Fire Code	4601	Existing Buildings – Adequate Water Supplies	10.3
Calaveras County Code	8.10.520	Water Supply Systems	10.4 - 10.5
California Fire Code	Appendix C C105	Distribution of Fire Hydrants	10.10 - 10.12
California Fire Code	507.5.4/507.5.5/507.5.6	Hydrant Protection and Marking	10.19 - 10.28

1.5. That Ordinance 2003 of the Ebbetts Pass Fire Protection entitled Ebbetts Pass Fire Protection District Fire Ordinance 2003 is hereby repealed.

1.6. That if any section, subsection, sentence, clause or phrase of EPFD Ordinance ~~2012-2017~~ is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of EPFD Ordinance 2012. The Board of Directors of the Ebbetts Pass Fire Protection District hereby declares that it would have passed EPFD Ordinance 2012, and each section, subsection, clause or phrase thereof, irrespective of the fact that one or more sections, subsections, sentences, clauses, and phrases be declared unconstitutional.

1.7. That nothing in EPFD Ordinance 2012 or in the Fire Code hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section 1.5 of EPFD Ordinance 2012; nor shall any just or legal right or remedy of any character be lost, impaired or affected by EPFD Ordinance 2012.

1.8. That the Ebbetts Pass Fire Protection District is hereby ordered and directed to cause EPFD Ordinance 2012 to be published and or posted in accordance with Government Code 25124.

1.9. That EPFD Ordinance ~~2012-2017~~ and the rules, regulations, provisions, requirements, orders and matters established and adopted shall take place and be in full force and effect 30 days from and after the date of its final passage and adoption.

SECTION 2: FINDINGS OF FACT AND AMENDMENTS TO ADOPTED CODES

Findings of Fact and Amendments to Adopted Codes

2.1. The Board of Directors of the Ebbetts Pass Fire Protection District finds that the unique characteristics of the topography, geography, and climatic conditions within the District, combined with the intermix of residential and commercial structures within the wildlands of the District, requires modifications/amendments of the California Fire Code, California Public Resources Codes and other such administrative codes in order to better protect the health, safety, welfare, material wealth, and economic wellbeing of the residents and property owners within the area known as the Ebbetts Pass Fire Protection District. These modifications/amendments to State and Local Government (County) adopted standards are found reasonably necessary because of the "Findings of Fact" adopted as part of EPFD Ordinance 2012.

2.2. Within the adoptive ordinance, specific amendments have been established which are more restrictive in nature than those adopted by the State of California commonly referred to as the California Fire Code, and the Public Resources Codes, and the Calaveras County Fire and Life Safety Code. These amendments have been recognized by the Ebbetts Pass Fire Protection District to address the fire protection problems, concerns and future direction by which the District can establish and maintain an environment which will work towards affording a level of safety to all who live, work and visit within its boundary.

2.3. Pursuant to Section 4117 of the Public Resources Code, Section 13869.7 (A) of the Fire Protection District Law and Sections 17958.5 and 17958.7 of the Health and Safety Code, the report contained herein is submitted as the "Findings of Fact" document with regard to the adopting ordinance of the Ebbetts Pass Fire Protection District.

2.4. Under the provisions of Section 17958.5 of the Health and Safety Code, local amendments of State adopted standards shall be based on CLIMATE, GEOGRAPHICAL, and TOPOGRAPHICAL conditions. The Findings of Fact contained herein shall address each of these situations and shall present the local situation which, either singularly or in combination, caused the established amendments to be adopted. Additionally, the California Department of Forestry and Fire Protection (Cal-Fire) has determined that the State Responsibility Areas (SRA) within the County of Calaveras, where in which the Ebbetts Pass Fire Protection District is located, to be a "Very High Fire Hazard Zone."

Finding of Facts –Climatic Considerations

2.5. The Ebbetts Pass Fire Protection District is located within the heart of the Stanislaus National Forest. Elevations within the District range from 2,500 to 5,500 feet. The annual rainfall averages 21 inches, very often diminished rainfall amounts create a condition of drought and extreme fire danger. Most precipitation falls between the months of November and April. Snowfall can vary from an average of one to four feet in commercial areas of the District and between two to six feet in those residential areas at the higher elevations.

During dry periods of the year between May and November, high temperatures average 90-95 degrees. Low fuel moistures and relative humidities and high burn indexes are the norm for six months or more of each year. "Red flag" conditions are common. In combinations, these

conditions subject the District to severe and often critical fire seasons most every year.

The temperatures and terrain features also blend to create gusty, prevailing winds and wind changes to occur regularly, further adding to the dry conditions and flammability of wildland fuels. During the winter season, snowfalls create problems in regard to access, response times and premises identification, with snowfall amounts varying from year to year. The Fire District is dependent upon local snow removal contractors for keeping access roads clear. Snow removal from private driveways and roadways is the responsibility of property owners.

Findings of Fact—Geographical and Topographical Considerations

2.6. The vast majority of structures within the Ebbetts Pass Fire Protection District lie upon moderate to steep sloping terrain features amid varying types of 10-hour, 100-hour and 1,000-hour fuel types. It is most common for residential structures to be built into, and blended in, with the timber and wildland vegetation common to these elevations. The District is a true example of mixing urban development within the wildlands that has commonly become known as the urban/wildland intermix. Fuel loads average 45 to 80 tons per acre in developed residential areas and 80-125 tons per acre in adjacent areas. Geographical and terrain features are such that residential structures have been built on slopes, in chimneys, and on ridge tops. Long, narrow, steep driveways are common, limiting access to individual properties and dwellings.

Ingress and egress from residential developments all originate from State Highway 4. Many of the ingress roads are narrow and substandard, built prior to the adoption of road standards. In the majority of residential developments, most subdivision streets converge onto one main artery which in turn, intersects with the State Highway. This creates the potential for heavy traffic congestion should the need for evacuation occur. Congestion is common during peak seasons when rentals and second homes are likely to be occupied. Peak seasonal periods coincide with the fire season.

Amendments to Adopted Codes

2.7. To mitigate the potential of devastating loss of property and life which can result from the wildland/intermix fire and the effect of the above-described combination of climatic, geographical and topographical factors on the ability of fire suppression forces to manage the wildland intermix fire, the Ebbetts Pass Fire Protection District has incorporated amendments and modification of the California Fire Code, Public Resources Code and other published fire and life safety standards.

2.8. Building Fires; The amendments and modifications to the aforementioned are deemed reasonably necessary to support the District's efforts to keep Building fires small so they can be controlled by a limited number of resources before spreading to the wildland. It is believed that more restrictive requirements pertaining to the installation of Automatic Fire Detection systems which provide for the early detection of fires, Automatic Fire Extinguishing Systems, and Automatic Fire Sprinkler Systems that suppress fires before they become large, the use of fire resistive building materials, the provision of adequate water supplies for fire suppression, and improved access support that effort.

2.9. Wildland Fires; The amendments and modifications to the aforementioned codes are deemed reasonably necessary to the District's efforts to keep wildland fires originating within the District's boundaries small so they too can be controlled by a limited number of resources before becoming a conflagration. It is believed that more restrictive requirements pertaining to clearance of defensible space around structures and the reduction of fuel loads on unimproved properties within and adjacent to, residential and commercial developments support that effort.

2.10. Finding; It is the District's finding that the modifications to the adopted standards contained herein are reasonably necessary to: 1); Provide early detection of building fires which provides increased opportunity to contain the fire to the Building and help prevent spread to the wildland; and 2) Amendments related to fuel loads on lots and around structures also help provide increased opportunities for rapid control of a wildland fire and the prevention of a conflagration as well as provide added elements of safety for fire suppression forces. While it is clearly understood that the adoption of such regulations may not prevent the incidence of fire, the ongoing enforcement of the California Fire Code, Public Resources Codes, Calaveras County Fire and Life Safety Code, and the amendments to those Codes contained herein, may reduce the severity and potential loss of life and property within the boundaries of the Ebbetts Pass Fire Protection District.

SECTION 3: DEFINITIONS

3.1. **Access Ways and/or Roads:** A road or means that provides fire apparatus and/or firefighting personnel access from a fire station to a Building, facility, or portion thereof. This is a general term inclusive of all other terms such as, but not necessarily limited to, fire lane, public street, private street, parking lot lane and access roadway.

3.2 **Adequate Water Supply:** Adequate Water Supply shall mean the available water flow (amount), supply (duration) and access (location) which the Fire Code Official or designee determines is necessary to protect any Building(s), structures, developments, or potential developments. This shall include private residential, commercial, and public Buildings on land to be developed or improved. This shall include adequate water flow and supply (duration) for potential Building/improvements on lots or parcels created for development as part of a subdivision of land.

3.3 **Alternate Means of Compliance:** An alternative method to meet the intent of a regulation or requirement allowed by the Fire Code Official which provides the same overall practical effect of the regulation or requirement.

3.4. **Approved:** Approved shall mean meeting all the requirements of the Fire Code Official as to the location, size, type of material and manner of installation.

3.5. **Automatic Fire–Detection System:** Approved heat or smoke detection devices, equipment and systems or combinations of systems used to detect a fire, activate an alarm, communicate the activation of a detection device to audible alarms and signal monitoring station, or any combination thereof.

3.6. **Automatic Fire–Extinguishing System:** An approved system of devices and equipment which automatically detects a fire and discharges an approved fire-extinguishing agent onto or in the area of a fire.

3.7. **Automatic Fire–Sprinkler System:** An Automatic Fire Sprinkler System, for fire protection purposes, is an approved integrated system of underground and overhead piping designed in accordance with fire protection engineering standards. The system includes a suitable water supply. The portion above ground is a network of specially sized piping to which automatic sprinklers are connected in a systematic pattern. The system is usually activated by heat from a fire and discharges water over the fire area. The system may also include fire flow alarms which sound upon activation of a sprinkler head. The system may also include communications equipment which, upon activation of a fire flow alarm, sends a signal to a monitoring (signal) station.

The system may also include Post Indicator Valves (PIV) which can control the water which supplies various zones or areas of the extinguishing system. PIVs may also have communication devices which monitor whether the valve is opened or closed and sends a signal to a monitoring (signal) station should the valve be closed. A system may also include fire department connections for the purpose of adding additional water pressure to the system during a fire event by using fire apparatus pumps.

3.8. **Board:** Board shall mean the Board of Directors of the Ebbetts Pass Fire Protection District.

3.9. **Building:** Building shall mean any structure built upon any lot, parcel, or property within the jurisdiction of the Ebbetts Pass Fire Protection District including, but not limited to, any dwelling classified as residential, commercial, and accessory.

3.10. **Central Signal Station:** An approved, certified and/or licensed location or facility staffed and equipped to monitor alarm systems and notify emergency services that a fire alarm system, Automatic Fire Protection System, Fire Sprinkler System, Automatic Fire Extinguishing System or other such fire protection devices have been activated.

3.11. **Chief:** Chief shall mean the Chief Officer of the Ebbetts Pass Fire Protection District having responsibility for the enforcement of this code and/or his/her authorized representative.

3.12. **Commercial Building:** Commercial Building shall mean any Building, dwelling, apartment, condominium, townhouse, motel, bed and breakfast or room used as a place of business, or any room, apartment, dwelling or Building rented or leased to others. **Exception:** Single Family Residential Dwellings having fewer than two dwelling units.

3.13. **Developer:** Developer shall mean any lot owner, parcel owner or other person, firm, corporation, association, partnership, trust, company, public or private, responsible for the improvement of land or project in question, be it for private or public use.

3.14. **Development Project:** Any project undertaken for the purpose of development, including a project involving the issuance of a permit for construction or reconstruction, but not a permit to operate.

3.15. **Division of Land:** A Division of Land shall mean the division, by any entity or developer, of any unit or units of improved or unimproved land or any portion thereof, shown on the most current equalized county assessment roll as a unit or contiguous units, for the purpose of sale, lease, financing, transfer, or building development, whether immediate or future. Property shall be considered as contiguous units even if separated by roads, streets, utility easements or railroad right-of-ways.

3.16. **Facilities:** Facilities shall mean such water mains, fire hydrants, appliances, appurtenances, Buildings, equipment, etc. thereto as are necessary for fire protection.

3.17. **Fire Code Official:** Fire Code Official shall mean the person(s) appointed by the Fire Chief to enforce the EPFD Fire Ordinance. The Fire Code Official may have various titles related to the specific duties to which they are assigned. The Fire Code Official is authorized by the Board of Directors of the Ebbetts Pass Fire District to enforce EPFD Ordinance 2012 and issue citations and/or arrest persons for violations of EPFD Ordinance 2012.

3.18. **Fire Flow**: Fire Flow shall include the amount of water in gallons per minute required for an individual structure, occupancy class or hazard, for more multiple structures, occupancies or hazards, total amount of water available in storage for fire protection of a structure, occupancy, or hazard, and/or total amount of water available in storage for fire protection of multiple structures, occupancies, or hazards. Fire flows shall be calculated above what is required/needed for domestic use.

3.19. **Fire Hazard**: Fire Hazard shall mean any thing or act which increases or may cause an increase of the hazard or menace of fire to a greater degree than is customarily recognized as normal by persons in the public service regularly engaged in preventing, suppressing, or extinguishing fires; or which may obstruct, delay, hinder or interfere with the operations of the fire district or the egress of occupants or the access of emergency equipment in the event of fire.

3.20. **Fire Management Plan**: A plan that addresses the fire protection needs of a Development, with implementation methods necessary to achieve the standards of EPFD Ordinance 2012 or having the same practical effect.

3.21. **Fire Protection Water Supply Systems**: Any combination of pipes, valves, appliances, devices, tanks, pumps, connections, etc. used to store or deliver water for the purpose of fire protection.

3.22. **Judgment**: Judgment shall mean the decision of the Fire Chief or designee based upon sound fire protection principles. Such judgment shall be conclusive unless overruled by the Board of Directors of the Ebbetts Pass Fire Protection District through a regular grievance or appeal process.

3.23. **Relief**: An exemption from all or part of a requirement or regulation approved by the Fire Code Official.

3.24. **Subdivision**: Subdivision shall mean the same as Division of Land. (3.14)

3.25. **To Develop Land**: To Develop Land shall mean any division or subdivision of land, change in zoning, improvement of land or change in permitted use of land.

3.26. **To Improve Land**: To Improve Land shall mean to make any improvements or do any work upon such land which would legally require the issuance of a building permit, whether actually issued or not, under the California Building Code or any other County or District Ordinance. It shall also be held to mean that to Divide Land is to Improve Land. This shall include properties zoned residential as well as commercial.

SECTION 4: SUBMISSION OF PLANS FOR REVIEW and FIRE MANAGEMENT PLANS

Submission of Plans for Review

4.1 Affected activities requiring the submittal of plans for review by the District's Fire Code Official include but are not limited to:

- A. Permitting or approval of new parcels, including subdivisions and/or divisions of land but excluding lot line adjustments.
- B. Application for a building permit for new, or additions to, any Building. Exception: R-3 Single Family Residential having less than two dwelling units.
- C. Application for use permit, change of zoning or change of occupancy classification

4.2. Permission for occupancy of any Building, or permission to proceed with the development of any property created as a result of a subdivision and/or division of land shall not be granted until such Building or Development Project has met the conditions of the District's Fire Code Official.

Fire Management Plans

4.3. As a conditional requirement for approval of any subdivision of land, commercial development projects, and/or commercial Building project, the Calaveras County Fire Ordinance and/or the District's Fire Code Official may require a Fire Management Plan.

4.4. In order to meet the requirements of EPFD Ordinance ~~2012~~ 2017 and the intent of its amendments made to other adopted ordinances or standards, the District may require provisions more stringent than those provisions and requirements of a Fire Management Plan required by the Calaveras County Fire Ordinance.

4.5. The Fire Management Plan shall be approved prior to the issuance of any building permit and shall address all aspects of fire protection requirements and mitigation measures.

4.6. A Fire Management Plan may, but is not necessarily limited to, address the following:

- A. Impact on the existing fire service delivery system's (agency's) ability to provide and/or maintain a level of service reasonably equal to services being currently provided.
- B. Availability of fire protection water, required fire flows and storage.
- C. Problems associated with ingress/egress, circulation and the response times of emergency equipment.
- D. Fire Hazards existing within the proposed project area or immediately adjacent to the area including vegetation and combustible fuels.
- E. Requirements of EPFD Ordinance 2012 which cannot be met due to project design or other constraints.
- F. Fire protection measures which are consistent with provisions of EPFD Ordinance 2012 and/or other recognized fire protection standards.

SECTION 5: STORAGE OF FLAMMABLE OR COMBUSTIBLE LIQUIDS and LIQUEFIED PETROLEUM GAS

Storage of Flammable or Combustible Liquids

5.1. The storage of Class 1, II and III liquids in aboveground tanks must be approved by the District's Fire Code Official.

Storage of Liquefied Petroleum Gas

5.2. The installation of storage containers for liquefied petroleum gas shall be restricted as follows:

- A. The installation of storage tanks in excess of 500 gallons either singly or in multiple of tanks with an aggregate capacity in excess of 500 gallons shall require approval of the Fire Code Official.
- B. Any tanks or aggregates of tanks in excess of 500 gallons shall be enclosed by a fence at least 6 feet in height and located a minimum of 3 feet from the tank(s). The fence shall have a gate on the side which faces the access route to the tank and shall be kept locked when unattended.
- C. All metering devices and shutoff valves to individual apartments, suites, dwellings, etc., that are serviced by one tank shall be marked in a manner that corresponds to the address, apartment or suite number that is served by that metering device and shutoff valve.
- D. Additional fire protection requirements may be established as a condition of approval in consideration of special features such as topographical conditions, nature of the occupancy, response distances, proximity to Buildings and the degree of life safety protection deemed needed.

These additional fire protection requirements include, but are not limited to, fire appliances, hydrants, Automatic Fire Detection, Automatic Fire Sprinkler System, and Automatic Fire Extinguishing System.

SECTION 6: FIREWORKS

6.1. The provisions of this section are not to be construed as all inclusive. References shall be made to the most recent standards, suggestions and procedures recommended by the California State Fire Marshal's Office in regard to the regulation of fireworks.

6.2. All definitions of fireworks, dangerous fireworks, and safe and sane (private use) fireworks shall have respective meanings ascribed to them in the California Health and Safety Code, or their most recent amendments or changes.

6.3. It shall be unlawful for any person to possess, store, to offer for sale, expose for sale, sell at retail, or use or explode any fireworks, dangerous fireworks or safe and sane (private use) fireworks within the jurisdiction of the EBBETTS PASS FIRE PROTECTION DISTRICT.

6.4. Public displays of safe and sane (private use) fireworks shall be allowed on a limited permit basis only.

SECTION 7: AUTOMATIC FIRE DETECTION AND AUTOMATIC FIRE SPRINKLER SYSTEMS

Automatic Fire Detection Systems:

7.1. Any Building constructed within the Ebbetts Pass Fire Protection District shall have an approved Automatic Fire Detection System. Exception: Unless otherwise required by the CFC, Single Family Residential having less than two dwelling units.

7.2. As part of any renovation and or addition to any Building in which the total value of renovations and/or repairs or additions exceeds 50% of the assessed value of the Building prior to renovation and/or repair, or additions to, an approved Automatic Fire Detection System shall be installed throughout. Exception: Unless otherwise required by the CFC, Single Family Residential having less than two dwelling units.

7.3. Any Automatic Fire Detection System installed within the Ebbetts Pass Fire Protection District shall be installed and certified by a licensed installer/contractor.

7.4. All Automatic Fire Detection System shall be monitored by a certified "Central Signal Station".

7.5. The Fire Code Official may require additional components such as bells, pull stations, detectors, outside indicating lights and other devices.

7.6. The Fire Code Official requires that alarm systems and Central Signal Stations be inspected and maintained in accordance with CFC and National Fire Protection Association (NFPA) standards and that inspections and maintenance be performed by a licensed alarm system installer/contractor.

7.7. With the exception of dwelling units and where may be otherwise required by the CFC, the installation of an Automatic Fire Detection System may be waived by the Fire Code Official in structures with Automatic Fire Sprinkler Systems installed throughout.

Automatic Fire Sprinkler Systems:

7.8. An approved Automatic Fire Sprinkler Systems shall be installed and maintained as set forth below:

Unless otherwise required by the CFC, any commercial/industrial Building having a total floor area which exceeds 3,600 square feet, or is otherwise required to do so by the CFC, shall have an Automatic Fire Sprinkler Systems installed throughout.

In lieu of an Automatic Fire Sprinkler Systems, commercial structures having a total floor area in excess of 3,600 square feet but less than 5,000 square feet may be divided into areas less than 3,600 square feet if separated by a two-hour fire/area separation.

All Indoor Cannabis or Cannabis Derivative cultivation facilities shall have an approved Automatic Fire Sprinkler Systems (adequate fire system flow and water source) installed throughout. * Cannabis processing is prohibited in any form.

Existing: Additions or alterations to existing Buildings having a total floor area in excess of 3,600 square feet in which the total value of renovations/repairs or additions exceeds 50% of the assessed value of the Building prior to renovation/repair or additions, shall have an approved Automatic Fire Sprinkler Systems installed throughout.

In lieu of an Automatic Fire Sprinkler Systems, additions to existing Buildings which increase the total floor area above 3,600 square feet but less than 5,000 square feet may be divided into areas less than 3,600 square feet by two-hour fire/area separations.

System Requirements

7.9. Anyone who installs an automatic fire detection or Automatic Fire Sprinkler Systems shall be a licensed and/or certified installer of automatic fire detection and/or fire extinguishing systems and such installers shall be able to provide by contract, services for the maintenance and testing of such systems.

7.10. Maintenance and testing of automatic fire detection and fire extinguishing systems shall be the responsibility of the building owner and certification of testing shall be provided by the owner upon request of the Fire Code Official.

SECTION 8: FIRE EQUIPMENT ACCESS, ROADS AND DRIVEWAYS, and PREMISES IDENTIFICATION

8.1. It shall be the responsibility of property owners and/or property developers to make such provisions that may be deemed necessary by the Fire Code Official in regard to roadways, streets, driveways and Access Ways that will provide a reasonable means of safe, timely egress for evacuation of residents and safe access for fire suppression equipment and personnel utilizing that equipment. These provisions may include, but are not necessary limited to additional ingress/egress routes or changes in road design.

Fire Lanes and Emergency Equipment Access

8.2. The Fire Code Official is given the authority to require areas, roads, driveways, to be cleared of obstructions and maintained as "FIRE LANES" or for emergency access. Such access may be required at any location where it is determined that without such emergency access for firefighting equipment, the entry by and use of fire apparatus and/or other emergency equipment would be obstructed or otherwise rendered unduly difficult.

8.3 As part of any development or Building project, the Fire Code Official is given authority to require provision for access and maneuvering of fire apparatus. Such provisions may include, but is not necessarily limited to, the provision of designated fire lanes, no parking areas, minimum turning radius and width of access ways, and emergency access roads.

Roads and Driveways

8.4. Roadway and Driveway standards to be in conformance with, and enforced by, Calaveras County through application of standards outlined in Section 8.10.340 of the CALAVERAS COUNTY FIRE AND LIFE SAFETY REGULATIONS.

Premises Identification and Signing

8.5 Premises identification and signing shall be in conformance with standards outlined in Section 8.10.340 of the CALAVERAS COUNTY FIRE AND LIFE SAFETY REGULATIONS and the regulations specified below.

8.6. Structures not readily visible from the roadway shall have premises identification numbers posted at the driveway/access entrance visible from both directions of roadway travel.

8.7. Numbers posted at driveway or other access entrances shall be posted at such a height above the ground to remain clear of snow.

8.8. Cannabis cultivation area registration will be clearly visible within 10 feet of the property ingress. It shall be posted between four and six feet above the ground on a durable, rigid, and rectangular signboard of no less than eighteen inches per side containing reflective material sufficient to allow an enforcement official to readily locate it with a flashlight after dark.

SECTION 9: FIRE HAZARD ABATEMENT, FUEL MODIFICATION and DEFENSIBLE SPACE

Purpose, Scope and Intent – Fire Hazard Abatement – Fuel Modification

9.1. Fire hazard abatement regulations pertaining to fuel modification are based upon the premise that: 1) people inhabiting structures and their associated activities in around their homes are the primary source of potential ignition of a fire within the inhabited subdivisions of the District; and 2) That fuel loading on improved or unimproved lots and/or parcels of land within, or adjacent to, inhabited areas can significantly contribute to the intensity and spread of a wildfire making it more difficult to control.

In an effort to reduce the chance of a structure (Building) fire spreading to the wildland and growing into a conflagration and in support of efforts to control a wildfire once an ignition occurs, it has been determined that modification and reduction of flammable vegetation within hillside developments and the provision of defensible space around structures is critical.

It has also been determined that modification and reduction of vegetation along roadways, driveways and on unimproved properties adjacent to structures reduce radiant heat and fire intensity, providing an increased margin of safety for fire suppression personnel, provides a point of attack and place of defense for the protection of structures and increased safety for evacuating civilians during a wildland fire.

FUEL MODIFICATION REGULATIONS

9.2. Regulations pertaining to fire safe clearance on properties within the District originate from two different ordinances which are enforced by two different agencies.

Improved Properties – Public Resources Code 4291

9.3. The California Public Resources Code 4291, enforced by the California Department of Forestry and Fire Protection (CalFire), requires homeowners to provide vegetation clearance and fuel reduction around homes and Buildings. These regulations require:

- 1) A "Defensible Space Zone" 30 feet around the structure and;
- 2) A "Reduced Clearance Zone" between 30 feet and 100 feet (or to the property line) of additional clearance.

Unimproved Properties – Ebbetts Pass Fire District Ordinance ~~2012~~2017

9.4. It is the purpose and intent of the regulations and requirements specified below to be used in support of PRC 4290 and 4291 and the Districts overall efforts to mitigate to some degree the potential for conflagration resulting from a wildland/intermix fire. This is accomplished by;

(1) extending the "Reduced Fuel Zone concept found in PRC 4291 to privately owned unimproved lots or parcels within and/or adjacent to subdivisions or developments and; (2) by extending the "Reduced Fuel Zone concept in support of PRC 4290, to the perimeters and Access Ways to all residential, commercial, and industrial Buildings.

The modification and reduction of fuels on unimproved lots or parcels located adjacent to lots or parcels with structures will help keep a wildfire from intensifying as it moves by reducing heat intensity, reducing flame lengths and help keep flames from spreading from the ground to the trees.

In combination, PRC 4291 and PRC 4290 regulations enforced by CalFire and the requirements of Ordinance ~~2012~~2017 work together to provide a greater margin of safety for the evacuation of civilians and enhance the effectiveness of firefighting efforts to protect homes and property should a wildfire occur.

Scope of Enforcement Efforts – EPFD Ordinance ~~2012~~2017

9.5. It is the intent of EPFD Ordinance ~~2012~~2017 that, over time, most dangerous unimproved lots or parcels will be addressed providing equal benefit to all similarly situated lot or parcel owners. It is also recognized, however, that because of the vast number of unimproved lots and parcels and the vast amount of combustible vegetation that would be required to be removed within the District, it is neither practical nor reasonable to expect that all dangerous unimproved lots or parcels be identified and addressed within any one calendar year or inspection/cleanup cycle.

Therefore, the provisions and requirements contained within this section shall be enforced on a priority basis. The focus of, and number of, inspections and requests for compliance shall be established by the Fire Code Official based upon the degree allowable by available funding and staffing.

Unimproved Properties – Reduced Clearance Zone Standards

9.6. Regulations pertaining to fuel modification and fuel reduction on unimproved lots and parcels shall be in accordance with standards contained within a separate STANDARDS AND DETAILS document entitled: Ebbetts Pass Fire District Clearance Requirements for Unimproved Lots and Parcels. (See Appendix B)

Waste Material

9.7. Disposal of waste material caused by site development, construction, fuel modification or reduction shall be in accordance with 8.10.24 of the Calaveras County Fire Ordinance.

SECTION 10: FIRE PROTECTION WATER SUPPLY SYSTEMS

Existing Buildings

10.1. Section 4601 of the CFC allows Fire Code Officials to require modifications to certain existing Buildings that do not comply with the minimum requirements of the CFC and EPFD Ordinance 2012. The intent of this section is to provide a minimum degree of fire and life safety to persons occupying existing Buildings.

10.2. EPFD Ordinance 2012 amends CFC Section 4601 to include Buildings which may not be in compliance with current requirements relating to water supplies for fire protection.

10.3. When an existing Building is to be renovated and/or modified and is found to be in excess of a reasonable working distance from an adequate water supply as defined within Appendix C of the CFC, the Fire Code official may require the owner to install an approved Automatic Fire Detection System or Automatic Fire Sprinkler System and/or Fire Protection Water System and/or provide a water supply capable of supplying the required fire flow within a reasonable working distance.

Where Required-Existing Parcels Within Existing Residential Subdivisions

10.4. At such time as any part of an existing Fire Protection Water Supply System is modified or improved including water mains, fire hydrants, storage capacity, valves, appliances, pressures, etc. the modifications, additions, improvements, etc. shall be reviewed and approved by the Fire Code Official.

In such cases where an existing Fire Protection Water Supply System is being improved in phases or parts, the Fire Code Official may allow reasonable exceptions to the requirements of EPFD Ordinance 1011, the CFC, and Section 8.10.520 of the Calaveras County Fire and Life Safety Code in order to accommodate existing geographical and topographical conditions that would otherwise impose unreasonable or prohibitive financial costs.

Where Required-New Residential Subdivisions

10.5. Any developer, divider or sub divider of land, who in so doing creates new parcels or lots that allows or creates a potential to increase Building density within the boundaries of the original parcel of land to exceed one house/Building per five acres of land, shall provide a Fire Protection Water Supply System which meets the standards of EPFD Ordinance 2012.

10.6. All facilities, which are part of any Fire Protection Water Supply System or other such fire protection/extinguishing devices or systems required to be installed by EPFD Ordinance 2012, shall meet the specifications and standards designated by the Fire Code Official.

10.7. All facilities or other such fire protection/extinguishing devices or systems required to be installed by EPFD Ordinance 2012 which are component parts tying the system into, or will receive water from, the Calaveras County Water District shall meet the standards and specifications designated by that agency.

Plan Review and Inspection

10.8 The Calaveras County Water District and/or the developer of any land and/or the builder of any Building that initiates construction of, or improvement to, any portion of a Fire Protection Water Supply System shall submit plans to the Fire Code Official for approval.

10.9 The Fire Code Official or designee shall approve the location for installation of any fire hydrant or other such water supply appliance or source.

Standards and Specifications

10.10. Fire hydrants serving residential structures/developments shall be spaced every 500 feet, as measured along the street, roadway, or approved means of access. The Fire Code Official may increase/decrease distance requirements in order to place hydrants in a more functional location.

10.11. Fire hydrants serving commercial/industrial developments and/or Buildings shall be spaced every 250 feet. The Fire Code Official may increase/decrease distance requirements in order to place hydrants in a more functional location.

10.12. Additional fire hydrants may be required to meet the criteria of having an adequate source of water within a "reasonable working distance" from facilities/Buildings.

10.13. No fire hydrant shall be served by a main of less than six inches and each main shall be part of a looped system where practical. The Fire Code Official may require 8" mains to enhance fire flows or provide for future expansion of the system.

10.14. Minor distribution lines supplying residential areas shall be no less than six inches in diameter and, when practical, arranged so they form a gridiron in all areas of the distribution system. The Fire Code Official may require 8" mains to enhance fire flows or provide for future expansion of the system.

10.15. Eight-inch or larger distribution mains shall be used in commercial/industrial areas for all long runs of pipe, for dead ends, or where the topography of the land or layout of the streets is not well adapted to looping, forming a gridiron, or where future expansion of the system has the potential to occur.

Types of Hydrants

10.16. Hydrants shall be "DRY BARREL", breakaway type with full 5-1/4" valve opening. Inlet construction shall be hub or flanged 6-inch inside diameter pipe and the direction of opening shall be counter clockwise.

10.17. The hose connections for each hydrant shall be National Standard Fire Hose Threads, and each hydrant shall have two (2) 2-1/2" outlets and one (1) 4-1/2" steamer outlet.

Hydrant On/Off Valve and Discharge Risers (Extensions)

10.18. The Fire Code Official may require the provision of hydrant on/off valve and discharge risers to allow hydrants to be used when buried in snow. Any such device, including the height of risers, fire department connections, etc. must have the approval of the Fire Code Official before installation.

Snow Markers

10.19. Snow markers (stakes) shall be provided as part of the installation of each hydrant.

10.20. Snow markers, unless otherwise specified, shall be constructed of 2" X 2" X 1/8" angle iron of sufficient length to project 8 feet above the ground, shall be cemented into the thrust block, and shall be at least 18 inches from the hydrant.

10.21. Snow markers shall be painted with yellow enamel paint to match the color of the hydrant.

10.22. Snow markers shall have the topmost 12" painted red, orange, green or blue, whichever color corresponds with the hydrant's tested/calculated fire flow.

10.23. Snow markers shall have a 4" reflective stripe or tape 13" below the top of the stake.

Color Coding

10.24. Each fire hydrant shall be given three (3) coats of metal paint, color yellow, in compliance with Federal Color Specifications TT-C-595, Color No. 1305.

10.25. The fire hydrant's top and the three outlet caps shall be color coded to correspond with the calculated/tested GPM flow from that hydrant. Color coding of hydrants shall be as follows:

- A. 1500 GPM or greater shall be **BLUE**.
- B. 1000-1500 GPM shall be **GREEN**.
- C. 500-1000 GPM shall be **ORANGE**.
- D. Less than 500 GPM shall be **RED**.

Hydrant Installation/Protection

10.26. Unless otherwise approved by the Fire Code Official, no hydrant shall be installed in excess of 10 feet from the roadway edge.

10.27. Unless otherwise approved by the Fire Code Official, no hydrant shall be installed with the bottom edge of any outlet closer than 15 inches from the surrounding ground level and the outlets shall be positioned for best access by fire apparatus utilizing the roadway.

10.28. The Fire Code Official may require the installation of retaining walls, barriers, additional excavating or other such means as a way to protect a hydrant from becoming buried by soil erosion and/or conditions which may cause a hydrant to become inaccessible over time. Any such installation shall be engineered and meet the approval of the Fire Code Official and the Calaveras County Department of Public Works.

Valves and Connections

10.29. All hydrant laterals shall have a shutoff valve between the main and the hydrant.

10.30. In residential districts, valves shall be placed in the main distribution lines so as to not have more than two fire hydrants between valves or to exceed a linear distance of 800 feet between valves.

10.31. In commercial/residential districts, valves shall be placed in the main distribution lines so as to have not more than two fire hydrants between valves not to exceed a linear distance of 500 feet between valves.

10.32. The connection to the street main shall not be less than 6" inside diameter for hydrants that serve residential districts.

10.33. The connection to the street main shall not be less than 8" inside diameter for hydrants that serve commercial/industrial districts.

SECTION 11: INSPECTIONS, APPROVALS, CERTIFICATION FOR OCCUPANCY

11.1. No final inspection as required by EPFD Ordinance 2012 as to all or any portion of the Building and/or Development Project, Access Ways, installation of Automatic Fire Detection Systems, Automatic Fire Sprinkler Systems, Automatic Fire Extinguishing Systems, and/or Fire Protection Water Supply Systems shall be deemed completed until the installation of the required Automatic Fire Detection Systems, Automatic Fire Sprinkler Systems, Automatic Fire Extinguishing Systems, and/or Fire Protection Water Supply System, or Access Way and/or Road for that Building and/or Development Project has been inspected and approved by the Fire Code Official.

11.2. Final inspection of the requirements specified within EPFD Ordinance 2012 for any development/Building project shall be conducted solely to implement the enforcement of such provisions of EPFD Ordinance 2012 and shall in no manner be deemed assurance on the part of any agency that said requirements are or will continue to remain in good working order.

SECTION 12: RELIEF, ALTERNATE MEANS OF COMPLIANCE, and APPEALS

12.1. With approval of the Fire Chief, the Fire Code Official shall have the authority to allow Relief from compliance with a section or sections of EPFD Ordinance 2012 or an Alternate Means of Compliance to sections of the CFC and the amendments herein. Granting Relief and/or allowing an Alternate Means of Compliance shall be allowed only when based upon special circumstances and/or findings as described below.

The granting of Relief shall be based upon the following:

- A. A finding that the Building and or Development Project cannot comply to the requirements because of special circumstances applicable to the property or Building such as when the physical characteristics of the property or engineering issues related to the design and construction of a Building.
- B. A finding that an Alternate Means of Compliance cannot be provided.
- C. A finding that providing Relief does not jeopardize life safety.
- D. Financial hardship, community benefit, or the worthiness of a project are not considerations in determining whether to grant relief.

Allowing an Alternate Means of Compliance:

- A. An Alternative Means of Compliance may be allowed only when based upon a finding that the purpose and intent of the requirement from which the Alternate Means of Compliance is granted will be substantially achieved by an alternative means or method.

12.2. Nothing in the sections above shall be interpreted or implied that an owner and or Developer has the right to Relief and/or the allowance of an Alternate Means of Compliance.

12.3. The Fire Chief, Fire Code Official, or his/her designee may impose conditions or improvements not specifically delineated within EPFD Ordinance 2012 that it finds necessary to implement the intent and purpose of EPFD Ordinance 2012.

Appeals

The Board of Directors of the Ebbetts Pass Fire District shall act as the final appellate body in matters regarding the implementation of requirements outlined in EPFD Ordinance 2012.

12.4. Any decision or requirement placed or made by the Fire Chief, Fire Code Official or his/her designee may be appealed in writing to the Ebbetts Pass Fire District Board of Directors within 15 days of the applicant's receipt of notice of the requirements. The written appeal shall state the requirements being appealed and the basis for which the appeal is being submitted. The written appeal may request deletion of a requirement, reduction in requirements, or a request for consideration of Relief or Alternate Means of Compliance.

12.5. The Appeal shall be agendized for hearing at a regular monthly Board meeting within 60 days following the date the appeal request was received. The appeal hearing may be postponed and rescheduled for a future Board meeting at the request of the applicant.

12.6. The applicant shall be notified as to the date and time of the regular Board meeting at which his/her request shall be considered.

12.7. The Board shall hear testimony by any and all parties involved and then make a determination to sustain, modify, overrule any condition or requirement, address any oversight, provide Relief, allow an Alternate Means of Compliance or any combination thereof.

12.8. The Board may postpone the final decision to gather more facts and/or hear additional testimony.

12.9. If new facts are presented during the appeal process, the matter shall be referred back to the Fire Chief and/or Fire Code Official for review, reconsideration and recommendations.

12.10. All actions taken by the Board regarding the granting or denial of the final appeal shall be documented as part of the minutes of the meeting during which the appeal was heard. Within ten days of a final decision being made, Board action shall be reported in writing to the applicant and any other affected person.

12.11. Any action taken by a Board, by the Fire Code Official or by the Fire Chief pursuant to EPFD Ordinance ~~2012-2017~~ regarding appeals, Relief or Alternate Means of Compliance shall not necessarily be deemed as a precedent for the granting of appeals, Relief or Alternate Means of Compliance subsequent to that action.

12.12. The Fire Chief and/or Fire Code Official maintain the authority to impose temporary requirements, impose restrictions and/or take necessary actions to ensure the safety of the public during the appeals process.

12.13. The filing of an appeal regarding any of the requirements of EPFD Ordinance 201~~7~~2017 shall not stay (postpone):

A. Proceedings for criminal prosecution for violations of EPFD Ordinance ~~2012~~2017.

B. An order for correction of a matter which, in the judgment of the Fire Code Official poses a serious and immediate threat to life or property.

SECTION 13: PENALTIES

Fines and Penalties

13.1. Any person who violates any of the provisions of EPFD Ordinance 2012⁷ shall be guilty of an infraction and it shall be punishable by a fine not exceeding one ~~hundred-thousand~~ dollars for the first infraction and fine not exceeding ~~two-fifteen~~ hundred dollars for a second violation within a year.

13.2. The third and each successive violation of EPFD Ordinance 2012⁷ in the period of one year shall constitute a misdemeanor and shall be punishable by a ~~fine of not more than five hundred~~ minimum of ~~one thousand~~ dollars ~~or, or cost of work plus administrative costs, or~~ by imprisonment not to exceed six months, or by ~~both combination of~~ such fine and imprisonment.

13.3. Each and every day of which any violation of EPFD Ordinance ~~2012-2017~~ is committed, continued or permitted by any person shall constitute a separate violation hereof.

13.4. Pursuant to Penal Code Section 836.5, the Board of Directors of the Ebbetts Pass Fire District authorizes the following officer positions and employees to enforce EPFD Ordinance ~~2012-2017~~ as provided under Penal Code Section 836.5.

- Full-time paid Chief Officers (Fire Chief, Assistant Chief(s), Battalion Chiefs)
- Full-time paid Fire Captains or Acting Captains
- Fire Code Official whose primary duty is the enforcement of requirements related to fire prevention contained in EPFD Ordinance 2012⁷.

13.5. Proceedings against persons for violations of EPFD Ordinance ~~2012-2017~~ shall not serve as a bar to civil enforcement proceedings.

13.6. Any person who shall build a Building or improve land in violation of any conditional requirement imposed by the Fire Code Official, or who fails to submit plans for review as required by Section 5 of EPFD Ordinance ~~2012-2017~~, or who fails to meet conditions and/or requirements agreed upon by the builder/developer and the Fire Code Official and by which a certificate or approval of occupancy was conditionally granted, shall be guilty of an infraction.

13.7. Any person who violates or omits any of the requirements under which a permit, certificate or approval for occupancy was granted, shall be guilty of an infraction.

13.8. Any person who fails to comply with any order as affirmed or modified by the Board of Directors, Fire Code Official, and the District Chief or by a court of competent jurisdiction within the time frame indicated upon notice and/or fixed herein shall be guilty of an infraction.

13.9. The application and payment of fines and/or imprisonment shall not be held to prevent compliance with required corrections and or provision of requirements that initiated action against the developer/builder/owner.

Date of Effect

EPFD Ordinance ~~2012~~2017, having gone through the process of ordinance adoption as required by law, shall take effect and be in force thirty (30) days after duly being passed and adopted by the Board of Directors of the EBBETTS PASS FIRE PROTECTION DISTRICT and Calaveras County Board of Supervisors.

THE FOREGOING ORDINANCE WAS DULY PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE EBBETTS PASS FIRE PROTECTION DISTRICT ON:

THE ____ DAY OF _____, BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSENT:

President, Board of Directors

BOARD OF SUPERVISORS RATIFICATION

THE FOREGOING ORDINANCE WAS DULY PASSED AND ADOPTED BY THE BOARD OF SUPERVISORS OF CALAVERAS COUNTY ON THE ____ DAY OF _____, BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSENT:

Chairperson, Board of Supervisors

APPENDIX A - SUMMARY EXPLANATION OF AMENDMENTS

CFC = California Fire Code
PRC = Public Resources Code

CCC = Calaveras County Fire and Life Safety Ordinance

<u>CODE</u>	<u>Code Section</u>	<u>Title/Subject</u>	<u>EPFD Ordinance Section</u>	<u>Intent and Summary Requirements of Amendment</u>
CFC	104.2	Applications/Permits	4.1	To define which Building and development activities require submission of plans for District review.
CCC	8.10.320	Fire Management Plans	4.2	To allow the District to impose more stringent mitigations if found necessary.
CFC	3404.1	Flammable Liquid Storage	5.1	Requires District approval for the installation of any aboveground tank for the storage of Class I, II and III flammable liquids
CFC	3804.2	Installation of LPG Tanks	5.2A	Requires District approval for the installation of LPG tanks in excess of 500 gallons.
CFC	3807	LPG Safety Devices	5.2.B-D	Requires the addition of additional fire protection/safety measures for the protection of larger propane tanks
CFC	3308	Fireworks	6	Bans the sale and use of all fireworks within District boundaries
CFC	907.2	Fire Alarm Systems-Automatic Fire Detection Systems-New Buildings	7.1 and 7.5	Requires the installation of a monitored fire detection system in newly constructed commercial/industrial Buildings
CFC	907.3	Fire Alarm Systems-Automatic Fire Detection Systems-Existing Buildings	7.2 and 7.5	Requires the installation of a monitored fire detection system in existing commercial/industrial Buildings that are renovated
CFC	907.7.5	Automatic Fire Detection and Automatic Fire Sprinkler Systems-Monitoring	7.4	Requires the monitoring of all fire detection systems.
CFC	903.2	Automatic Fire Sprinkler Systems-New Buildings	7.8	Requires the installation of a fire extinguishing system in any new commercial or industrial Building in excess of 3600 square feet
CFC	903.6	Automatic Fire Sprinkler Systems-Existing Buildings	7.8	Requires the installation of a fire extinguishing system in any commercial or industrial Building in excess of 3600 square feet which is renovated
CFC	903.3	Automatic Fire Sprinkler Systems-Installation	7.9	Requires installers of fire alarm and fire extinguishing systems be licensed/certified.
CFC	904.4	Automatic Fire Sprinkler Systems-Inspection/Testing	7.9/7.10	Places responsibility for the testing and maintenance of fire alarm/extinguishing systems with the owner.

<u>CODE</u>	<u>Code Section</u>	<u>Title/Subject</u>	<u>EPFD Ordinance Section</u>	<u>Intent of Amendment</u>
CCC	8.10.340	Roads and Driveways	8.2	Gives authority to the District's Fire Code Official to require that fire access roads, driveways and areas be cleared of obstructions.
CFC	Appendix D	Fire Apparatus Access Roads	8.2	Gives authority to the District's Fire Code to require the provision of fire lanes, no parking areas, etc., found necessary but not otherwise required by the CFC or CCC.
CCC	8.10.200	Premises Identification	8.5 - 8.7	Gives authority to the District's Fire Code Official to modify the requirements contained within the CCC to accommodate local climactic and topographical conditions.
PRC	4291 (a) and 4290	Defensible Space	9.4	Extends the defensible space requirements contained in the reduced clearance zone to unimproved lots/parcels.
CFC	4601	Existing Buildings – Adequate Water Supplies	10.3	Gives authority to the District's Fire Code Official to require the installation of an adequate water supply when an existing Building is renovated.
CCC	8.10.520	Water Supply Systems	10.4 - 10.5	Requires that the District's Fire Code Official approve any modifications, additions, and improvements to existing water systems including the installation of additional hydrants. Allows the District's Fire Code Official to allow reasonable exceptions to required hydrant spacing and fire flow requirements to accommodate a phased improvement program of an existing water system. Requires the installation of a water distribution system for fire protection within any new subdivision.
CFC	Appendix C C105	Distribution of Fire Hydrants	10.10 - 10.12	Gives authority to the District's Fire Code Official to increase/decrease hydrant spacing in order to put hydrants in a more functional location.
CFC	507.5.4/507.5.5/507.5.6	Hydrant Protection, Marking and Access	10.19 - 10.28	Gives authority to the District's Fire Code Official to require additional means for protecting and marking hydrants and to require discharge risers.

APPENDIX B

Ebbetts Pass Fire District

Ebbetts Pass Fire District Clearance Requirements For Unimproved Lots and Parcels



Regulations pertaining to fire safe clearance on properties within the boundaries of the Ebbetts Pass Fire District originate from two different ordinances which are enforced by two different agencies.

Regulations Pertaining to Improved Properties

In January 2005, new regulations under Cal Fire's Public Resources Code 4291 became effective. These regulations require that homeowners provide additional clearance around buildings and structures built within the wildland/intermix areas of the state. This law requires homeowners provide a 30-foot Defensible Space Zone with an additional 70-foot Reduced Fuel Zone around structures. Cal Fire has primary responsibility for inspection and enforcement of fire hazard reduction regulations around homes and buildings. See Cal Fire's form for detailed information.

Regulations Pertaining to Unimproved Properties

In order to help enhance the effectiveness of PRC 4291 requirements and add to the safety of our homes, families, communities and the safety of Firefighters trying to protect homes and property from wildfires, **Ebbetts Pass Fire District Ordinance ~~2011~~2017, Section 9 extends the Reduced Fuel Zone concept to the unimproved** (vacant) subdivision parcels or lots.

The purpose of extending the Reduced Fuel Zone concept to unimproved lots and parcels is based on the premise that modifying the fuel load on a vacant lot or parcel will help keep a wildfire from intensifying as it moves. This modification on a vacant lot or parcel reduces heat intensity, reduces flame length and helps keep flames from spreading from the ground to the tree tops.

Ebbetts Pass Fire District Ordinance ~~2017~~2014 Section 9 covers:

- Unimproved lots or parcels within established subdivisions.
- An unimproved lot or parcel that is outside the boundaries of a subdivision but adjacent to improved parcels within the subdivision.
- Modification requirements for unimproved parcels or lots are the same as Cal-Fire's PRC 4291 requirements for the Reduced Fuel Zone.

The following criteria/explanation has been established so the property owner and the hired worker will know what is required to bring an unimproved lot or parcel into compliance with Ebbetts Pass Fire District Ordinance ~~2011~~2017, Section 9.

The primary goal of our fuel reduction program is to keep fire from going from the GROUND to the CROWN of trees. Information below will help you achieve that goal.

Cut down and remove dead trees. Remove limbs on cut and already downed trees and dispose of both properly.

If there are standing dead trees, they must be cut down. Newly cut trees and those which have fallen must be cut up and stacked or removed from the lot entirely. Do not stack next to or under live trees. Branches from these trees may NOT be left on the ground – they must be removed from the lot. Dead trees are both a fire and safety hazard. Contact your local forester for details about bug infested trees.

Remove dead branches and trees which are leaning into or against larger trees.

If dead branches or dead trees are leaning into or against live trees, they must be removed. Any trees, live or dead, that have fallen into other trees, (ex: “leaners”) must be dropped to the ground, cut up and stacked or removed from the lot. Dead branches and trees ignite quickly. If the “fire ladder” has not been eliminated, a fire within those trees will quickly “climb” the ladder of limbs and begin spreading faster, gaining heat and momentum with every tree consumed.

Remove and dispose of all dead tree limbs within six feet of the ground. You may be required to limb higher depending on slope of land.

The primary goal of our fuel reduction program is to keep fire from going from the GROUND to the CROWN of trees. Remove ALL dead tree limbs that are within six feet of the ground. This means that if ANY PORTION of the dead limb HANGS within six feet of the ground, the limb MUST be removed. Live limbs that hang closer than six feet to the ground must be removed. If there is a slope to the property, you may be requested to limb higher, so there are six feet of clearance between the ground and the first set of branches. If you are six feet tall and can walk under the tree without bending, you have limbed high enough. Properly dispose of limbs by hauling, chipping or by burning following legally established burning restrictions.

Remove dead branches on ground.

During most winters, dead branches are blown from trees. These must be removed from the ground so that they do not help fuel a fire and for the safety of the firefighter.

Remove all dead brush and brush growing under trees and bushes, such as manzanita, buck brush, wild lilac, etc.

Dead brush, whether under trees, bushes, or lying on the ground, is fire fuel. The more fire fuel, the hotter the fire and more damage to trees and nearby structures will occur. Maintain a vertical clearance space of at least 3 times the height of a shrub between any shrub and overhanging tree branch.

As an example, if an entire Manzanita or lilac bush is dead, REMOVE THE ENTIRE BUSH. If a portion of the bush is dead, you may opt to remove only the dead portion. If a few limbs are dead, removal of those dead limbs from that bush may be sufficient, depending on what is around or above the brush/bush.

Remove accumulations of dead materials and/or flammable ground vegetation from underneath and within manzanita and other brush.

This type of debris occurs because of weather. Wind causes limbs to break, dead pine needles to blow off the trees. This is typical “winter fall”. If this debris is not removed yearly, it continues to accumulate and cause a fire hazard. If this is removed yearly, it is usually not much of a chore to keep the fire fuel controlled on your lot. Piles of debris must not be left on your lot – they must be removed.

Thin manzanita.

Manzanita is highly flammable and volatile. If you wish to keep your manzanita, you must: remove all dead branches; clear around the bush, or clump of bushes. A simple guideline is to create space between plants equal to their height.

If manzanita is growing under a tree, and it was to catch on fire, the flames would be three times the length of the plant. If a plant was 6 feet tall, the flame length would be 18 feet! The manzanita should be removed, or the tree limbed at least 18 feet.

Accumulations and/or piles of dead and dying material must be removed.

Remove all debris lying on ground. When needles, grass, cones and leaves are raked into piles, the piles must be removed. Piles of debris are fuels that will carry a small, manageable fire and spread it throughout a lot and into the trees very rapidly. Downed wood and debris become kindling for a fire. Limbs will create flame lengths that carry fire into brush and trees. 3" – 4" of accumulated pine needles may be left on the lot forming a "carpet of needles" which helps hold moisture in the ground and helps prevent soil erosion. If the "fire ladder" has been removed, the pine needles are more easily managed because there is no fire ladder to carry the flames into the trees. A **FIRE LADDER** is the means by which a fire travels from the ground via flammable material, into a tree. Fire traveling to the top of a tree is called "**crowning**". Remove ladder fuels such as tree limbs, to a height of at least six feet. A SIX FOOT TALL PERSON SHOULD BE ABLE TO WALK FREELY UNDER YOUR TREES.

Remove All Dead Or Live Brush From Within Trees

Dead or live Brush removal and removal of debris from under trees slows the progression of fire.

Remove dead and/or dying smaller trees growing under and/or within the limbs of taller healthy trees.

This could act as a "fire ladder". These small, dying or dead trees are extremely flammable. If they are ignited, they carry fire very quickly into the trees, gaining heat and momentum with every tree consumed.

No Cannabis Cultivation on unimproved lots in areas Zoned R1, RR, GF, and Unimproved Commercial Property under 6 acres.

Cannabis is a form of vegetation that contributes to fire loading.

Thin saplings and/or small trees.

All of these saplings will not grow to maturity and they create ladder fuels that endanger the health of mature trees.

Cut bear clover and/or ground cover vegetation from around trees and brush to a height of 4 inches or lower, depending on what is growing above it.

Bear clover, also known as mountain misery is highly flammable. The taller this native plant grows, the more flammable it becomes. If you wish to keep the mountain misery, it should be maintained to be no higher than 4 inches. If the bear clover is growing underneath low-growing green bushes, or under saplings, the bear clover should be removed or cut as low as possible.

On parcels with uninterrupted low growing vegetation, create a fuel break around the perimeter of the parcel by cutting the ground vegetation to a height of no more than 4" from within 20 feet of the property line(s).

On parcels with "uninterrupted" ground cover vegetation, an area of at least twenty feet along

each property line must be cut to a height not to exceed 4 inches, especially along property lines adjacent to other properties with a house and/or properties that are upslope. If the ground cover is growing uninterrupted, you should create “islands” of groupings with areas cleared of ground cover between each grouping.

Cut ALL dead and/or dying grass and weeds.

Dry, cut grass, leaves and pine needles may stay on the ground, but may be no more than 3 – 4 inches deep.

IN ADDITION TO THE FOREGOING CRITERIA, if large areas of brush MUST be reduced. This can be accomplished in several ways:

- Create cleared areas or “spaces” around individual bushes. The size of the cleared area around the bush needs to equal the height of the bush that will remain. All flammable debris in that area must be removed. Leaving a pattern of bushes with space between them can be done throughout an entire parcel.
- Create “islands” of bushes. Numerous bushes can remain on the parcel in a group with a cleared area around the grouping. The cleared area must equal the diameter of the grouping or “island” of bushes.
- Create fuel breaks along property lines and within properties, especially along property lines which are adjacent to property with a home and properties which are upslope. These fuel breaks can be accomplished by removing all brush along a 15 to 20 foot strip, property line to property line. Properly dispose of all cut brush by hauling, chipping or by burning following legally established burning restrictions.

All cut and/or downed debris shall be disposed of by Hauling, Chipping, Burning (following legally established burning restrictions) or other methods of disposal approved by the property owner and by Ebbetts Pass Fire District. At NO TIME shall debris be buried on the parcel, deposited on the property of another, dumped into holes on the parcel or covered by pine needles.

Before burning always call the Air Quality Control number in San Andreas to ascertain if it is a “burn day”. Burn Information Line: 209-754-6600.

Under certain conditions, i.e. topography or fuel type, the Ebbetts Pass Fire District may require more or less fuel reduction on one parcel than on another.

Fire safety/prevention is every property owner’s responsibility. Please help us keep your property safe.

Thank you. Ebbetts Pass Fire District

For more information or assistance please call

Ebbetts Pass Fire District Fire Prevention
Joan Lark, Prevention Officer
209-795-7393

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