



South Santa Clara County Fire District

15670 Monterey Street Morgan Hill, CA 95037 • (408) 779-2121 • www.sscbfd.com
Baraka Carter, Fire Chief

AGENDA

South Santa Clara County Fire Protection District Board of Commissioners Regular Meeting

Wednesday, June 12, 2024 – 6:00 p.m.

Masten Fire Station
10810 No Name Uno
Gilroy, CA 95021

1. Opening

- 1.1. CALL TO ORDER - Chairperson John Monaco
- 1.2. ROLL CALL - LaQueta Lynch
- 1.3. DECLARATION OF POSTING OF AGENDA
Per Government Code 54954.2 - Clerk LaQueta Lynch
- 1.4. Introductions

2. Public Participation

Member of the public may comment on an agenda item before action is taken and after the Board has discussed the item. The Chairperson of the Board of Commissioners will invite your comments regarding any item listed on our open session agenda. The Chairperson may request that comments be limited to three (3) minutes for any item NOT listed on the agenda. The Brown Act prohibits the Fire Board from responding to a request or taking any action not listed on the agenda.

3. Agenda Amendments and Changes

4. Approve Consent Agenda

Items removed from the Consent Agenda will be considered at the end of the regular agenda for discussion. The Board may also add items on the regular agenda to the Consent Agenda. Notice to the public: there is no separate discussion of Consent Agenda items, and the recommended actions are voted on in one motion. If an item is approved of the consent vote, the specific action recommended by Staff is adopted. Members of the public who wish to add to the Board on Consent Agenda items should comment under this item. Each speaker is limited to up to three (3) minutes total, as determined by Board Chair.

4(a) Minutes Approval

Possible Action:

- a. Approve the May 8, 2024, Regular Meeting minutes.

4(b) Expenditures Approval

Possible Action:

- a. Approve Expenditures from May 1, 2024 – May 31, 2024.

4(c) Staff Reports Approval

Possible Action:

- a. Approve Incident Statistical Report.
- b. Approve Inspector Statistical Report.
- c. Approve Mitigation Fees Report.

Regular Agenda Items for Discussion

5. Old Business Info/Action

5.1. Masten Station Solar Engineering Report - Information

Receive a report on the status of the solar project and Ribbon Cutting Ceremony at Masten Station.

5.2. Fire Apparatus Subcommittee – Information

Receive a report on the status of the purchase for the replacement engine.

5.3. Five -Year Plan Ad Hoc Subcommittee – Information

Receive a report from the Five–Year Plan Ad Hoc Subcommittee on the development of the proposed five-year plan.

5.4. Agreement with David Taussig & Associates, Inc. – Action

- a. Approve delegation of authority to the Fire Chief, or designee, to negotiate, execute, amend, or terminate Agreement between the South Santa Clara County Fire District and David Taussig & Associates, Inc. d/b/a DTA to provide a Study for Development Impact Fee Justification and a Fee for Service Study in an amount not to exceed forty-five thousand dollars (\$45,000), subject to review and approval by County Counsel as to form and legality. Delegation of authority shall expire on June 30, 2025.

5.5. General Business Manager Position – Information

Receive a report regarding District General Business Manager position.

5.6. Masten Station Roof repair – Information

Receive a report on the status of the roof repair for Masten Station.

5.7. Grant Writer – Information

Receive a report regarding the activities of the Grant Writer.

5.8 Administrative Consulting Services Contract – Action

Possible action:

- a. Receive a report, discuss and provide direction to staff regarding Agreement with Kathy Athey for Administrative Consulting Services
- b. Approve Fourth Amendment to Agreement with Kathy Athey for Administrative Consulting Services to extend the agreement for a 12-month period through June 30, 2025, that has been reviewed and approved by County Counsel as to form and legality.

5.9 Fire District Branding AD Hoc Subcommittee - Information

Receive a report and provide direction to staff regarding district website.

6. New Business

6.1. Hybrid meeting policy - Action

Receive a report and provide direction to staff regarding public participation via teleconference.

6.2 Nominate and Elect Chairperson South Santa Clara County Fire District Board of Commissioners – Action

Possible action:

- a. Nominate and elect Chairperson to serve from July 1, 2024, through June 30, 2025.

6.3 Nominate and elect Vice Chairperson South Santa Clara County Fire District Board of Commissioners – Action

Possible action:

- a. Nominate and elect Vice Chairperson to service from July 1, 2024, through June 30, 2025.

7. Request for Future Agenda Items

Note: in accordance with Government Code Section 54954.2(a), there shall be no discussion, debate and/or action taken on any request other than providing direction to Staff to place the matter of business on a future agenda.

8. Volunteer Firefighter Report – Brandon Winter

9. Battalion Chief Report – Chief Main

10. Chief's Report – Chief Carter

11. Commissioners' Comments

12. Recess to Closed Session to consider the Following item. – Action

- a. Possible Initiation of Litigation (Government Code Section 54956.9(d)(4)): It is the intention of the Board to meet in Closed Session to confer with Legal Counsel regarding one item of possible initiation of litigation.

13. Reconvene to open session to announce reportable actions, if any, taken in Closed Session.

14. Next Meeting is July 10, 2024

15. Adjourn Meeting



LaQueta Lynch, Clerk of the Board



South Santa Clara County Fire District

15670 Monterey Street Morgan Hill, CA 95037 • (408) 779-2121 • www.sccfd.com
Baraka Carter, Fire Chief

**MINUTES OF THE
SOUTH SANTA CLARA COUNTY FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS REGULAR MEETING OF
May 8, 2024**

1. Opening

1.1. CALL TO ORDER - Chairperson John Monaco

The regular meeting of the Board of Commissioners of the South Santa Clara County Fire Protection District was held on Wednesday, May 8, 2024, at the Masten Fire Station located at 10810 No Name Uno, Gilroy, CA 95021. Chairman Monaco called the meeting to order at 6:01 p.m. A quorum was present via in-person pursuant to Government Code 54953(e).

1.2. ROLL CALL - LaQueta Lynch

- a. Commissioners Present: Monaco, Keesling, Lewis, Lopez, Johnson and Acker
- b. Fire District Staff: Unit Chief Baraka Carter, Assistant Chief Venmer Deocariza, Deputy Chief Chuck Carroll, Volunteer Firefighter Brandon Winter
- c. Absent: Ludewig

1.3. DECLARATION OF POSTING OF AGENDA
Per Government Code 54954.2 - Clerk LaQueta Lynch

1.4. Introductions

Fire Inspector Craig Black, Grant Writer Carla Ruigh

2. Public Participation

None.

3. Agenda Amendments and Changes

LaQueta Lynch requested that item 6.1 be changed to 5.10 under Old Business.

4. Approve Consent Agenda

Items removed from the Consent Agenda will be considered at the end of the regular agenda for discussion. The Board may also add items on the regular agenda to the Consent Agenda. Notice to the public: there is no separate discussion of Consent Agenda items, and the recommended actions are voted on in one motion. If an item is approved of the consent vote, the specific action recommended by Staff is adopted. Members of the public who wish to add to the Board on Consent Agenda items should comment under this item. Each speaker is limited to up to three (3) minutes total, as determined by Board Chair.

4(a) Minutes Approval

Possible Action:

- a. Approve the April 10, 2024, Regular Meeting minutes.

4(a) RESULT:	APPROVED [UNANIMOUS]
MOVER:	Lewis
SECONDER:	Keesling
AYES:	Monaco, Lewis, Acker, Lopez, Johnson, Keesling
ABSENT:	Ludewig

4(b) Expenditures Approval

Possible Action:

- a. Approve Expenditures from April 1, 2024 – April 30, 2024.
- b. Approve Expenditures from February 1, 2024 – March 31, 2024.

4(c)

4(a) RESULT:	APPROVED [UNANIMOUS]
MOVER:	Lewis
SECONDER:	Acker
AYES:	Monaco, Lewis, Acker, Lopez, Johnson, Keesling
ABSENT:	Ludewig

Staff Reports Approval

Possible Action:

- a. Approve Incident Statistical Report.
- b. Approve Mitigation Fees Report.

4(a) RESULT:	APPROVED [UNANIMOUS]
MOVER:	Lewis
SECONDER:	Acker
AYES:	Monaco, Lewis, Acker, Lopez, Johnson, Keesling
ABSENT:	Ludewig

Regular Agenda Items for Discussion

5. Old Business Info/Action

5.1. Masten Station Solar Engineering Report – Information

Receive a report and provide direction to staff regarding the Ribbon cutting ceremony for the Solar project at Masten Station.

Commissioner Lewis reported that she had a conference call with Silicon Valley Energy regarding the ribbon cutting ceremony. She stated that they would like the following for the ceremony:

- Fire trucks on display.
- Potential speakers: Chief’s, the Mayors of Morgan Hill & Gilroy
- News coverage
- Maybe Supervisor Sylvia Arenas

The Board of commissioners also appointed Commissioner Johnson as backup and to help with planning.

5.2. Fire support vehicle – Action

Chief Deocariza reported that the quote for the support vehicle does include sales tax. He also stated that the dealership does have a contract with State of California. Commissioner Lopez asked why did the price go up? Chief Deocariza stated that the last quote did not include the sales tax or a pad if the price goes up for options that may have been overlooked from the last quote. Deputy County counsel Aaron Forbath asked if this will be a piggyback from another contract. Chief Deocariza stated that it is a piggyback from another agency.

Possible action:

- a. Approve delegation of authority to Fire Chief, or designee, to negotiate, execute, amend, and terminate purchase agreement and any and all other documents deemed necessary for purchase of 2024 Chevrolet Tahoe from Winner Chevrolet in an amount not to exceed seventy thousand dollars (\$70,000), following approval by County Counsel as to form and legality, and approval by the Board of Directors. Delegation of authority shall expire on May 31, 2025.

4(a) RESULT:	APPROVED [UNANIMOUS]
MOVER:	Acker
SECONDER:	Johnson
AYES:	Monaco, Lewis, Acker, Lopez, Johnson, Keesling
ABSENT:	Ludewig

5.3. Fire Apparatus Subcommittee – Information

Receive a report on the status of the purchase of the replacement engine.

Commissioner Acker reported that he did send via email to the chief the entire specs for the Type 1 Fire Apparatus from Hi-Tech. He asked a question regarding what is the status of the legislative file and the purchase contract? Chief Carter stated that if the entire specs have been received then the Fleet Equipment manager will need time to review the specs to make sure it meets the district requirements for the Type 1 Fire Apparatus.

Aaron Forbath explained what is needed for the legislative file before it goes to the Board of Supervisors.

5.4. Five-Year Plan Ad Hoc Subcommittee – Information

Receive a report from the Five-Year Plan Ad Hoc Subcommittee on the development of the proposed five-year plan.

Commissioner Lopez reported that the subcommittee has meet and is putting together the proposal to submit to the Board of Commissioners soon.

5.5. Fees for Services Justification Study – Information

Receive a report on the status of the Fee for Service Justification Study.

LaQueta Lynch reported that the agreement has been created and is with county counsel for review.

5.6. General Business Manager Position – Information

Receive a report regarding District General Business Manager position.

Commissioner Acker reported that the General Business Manager position is being worked on and will have more information soon.

5.7. Masten Station Roof repair – Information

Receive a report on the status of the roof repair for Masten Station.

LaQueta Lynch reported that a draft of the agreement was prepared and sent to county counsel for review. She also stated that the legislative file was created and sent to the Board of Supervisors.

5.8. Fire Inspector – Information

Receive a report regarding the Fire inspections for the District.

Chief Alcantar reported that he spent a few days training the Fire Inspector on the software to complete fire inspections and some field work training. He stated that there are 227 businesses listed in the District. The Fire Inspector and the Fire Stations have inspected 59 business in the District so far since in last few months.

The commissioners asked if there will be a monthly report and if invoices have been sent out for the inspections. Chief Alcantar stated that yes there will be a monthly report and that invoices will be sent out very soon.

5.9 Grant Writer – Information

Receive a report regarding the status of the Grant Writer

Chief Deocariza reported that the Grant Writer is researching open & close dates for certain grants the district can apply for and what information is need for the grants. The current grant she is currently working on is the VFG Grant for the Volunteer Firefighters.

5.10 LG Contracts – Information

Receive a report on financial status of agreements 17600 and 17650 between the District and CAL FIRE ending June 30, 2025

Chief Carter reported that an email was sent out to the Board of Commissioners on what the projected budget for fiscal year 24/25. He suggested to the Board of Commissioners that a letter should be drafted and sent to the Board of Supervisors regarding the budget for the district. Commissioner Acker stated the 5-year subcommittee will draft the letter to the Board of Supervisors.

6. New Business

6.1. Emergency Medical Services Agreement – Action

Chief Deocariza reported that the EMS agency was a little behind in getting the agreement to the District to be renewed.

Possible Action:

- a. Recommend approval of the Agreement between The County of Santa Clara and the South Santa Clara County Fire District for funding for the Emergency Medical Service data system support and supplies in an amount not to exceed forty-four thousand five hundred three dollars and ninety-six cents (\$44,503.96), to the Board of Directors subject to review and approval by County Counsel as to form and legality.

4(a) RESULT:	APPROVED [UNANIMOUS]
MOVER:	Keesling
SECONDER:	Johnson
AYES:	Monaco, Lewis, Acker, Lopez, Johnson, Keesling
ABSENT:	Ludewig

7. Request for Future Agenda Items

Note: in accordance with Government Code Section 54954.2(a), there shall be no discussion, debate and/or action taken on any request other than providing direction to Staff to place the matter of business on a future agenda.

- 1. Masten Station Solar Project.
- 2. Fire Support Vehicle.
- 3. Fire Apparatus Ad Hoc Committee.
- 4. Five-Year Plan Ad Hoc Committee.
- 5. Fees for Service Study.
- 6. General Business Manager.
- 7. Masten Roof Repair.
- 8. Grant Writer.
- 9. Create a policy for meetings via Zoom or MS-Teams
- 10. New Website for SSCCFD
- 11. Elections for Chairperson
- 12. Renew District Consultation Contract
- 13. Company 70 procedures
- 14. Update on Nov 2023 E-68 Accident

8. Volunteer Firefighter Report – Brandon Winter

Brandon Winter reported:

- Request for 10 additional volunteers would be no additional cost to the district for insurance through Myers-Stevens & Toohey & Co. and State Compensation Insurance Fund
- Request for Policy change review to be put on the next agenda for June 12, 2024.
- The 1st group of new company 70 volunteers is at the end of their 6-month training and will start to do ride along very soon.
- The 2nd group of new company 70 volunteers is testing.

9. Battalion Chief Report – Chief Deocariza

Chief Deocariza reported:

- Chief Main’s health continues to improve, and he hopes to be back to work sometime later in June 2024.
- The Board of Commissioners can come by the Headquarter station and get as South Santa Clara County Fire District identification card made.
- Report on the vehicle miles and maintenance cost for the water tenders. Commissioner Acker asked if new chassis can be put on them? Chief Deocariza stated that he will do some research and get back to them.
- Went over the statistics report.

10. Chief’s Report – Chief Carter

- Review and revise the district policies.
- Personal move from winter staffing to peak staffing in June
- Agenda timeline process
- Policy for volunteer companies when representing the district and operations.

11. Commissioners’ Comments

- Commissioner Acker asked if the new Morgan Hill Fire station will impact the response times for calls. Chief Carroll stated that it should not impact the response times.

12. Next Meeting is June 12, 2024

13. Adjourn Meeting

There being no further business, the meeting was adjourned at 7:53 pm.

ATTEST _____

John Monaco, Chairperson

LaQueta Lynch, Clerk of the Board

4B

4.b May 2024 Fund 1574 Expenditures						
Date	Doc #	Object	Ven #	Vendor Name	Description	Amount
5/2/2024	461	5255100	1002328	City of Morgan Hill-Finance Dept	Fire Invoice Reimbursement	\$ 432.00
5/2/2024	462	5205100	1038415	Frontier Communications	Stn 2 Service 4/22/2024 - 5/21/2024 #3713	\$ 248.85
5/2/2024	463	5205100	1038415	Frontier Communications	Stn 3 Service 4/22/2024 - 5/21/2024 #3138	\$ 358.21
5/2/2024	464	5255500a	5004130	Stanford Health care	EMS Medical Director Fee 5/2024	\$ 1,625.00
5/2/2024	465	5220100	1003884	FAIRA	Insurance Deductibles	\$ 15,000.00
5/2/2024	466	5231000	1050205	Pest Tech Ready Inc.	Stn 2 Pest Control April	\$ 275.00
5/2/2024	467	5255510	5002820	CAL FIRE	3rd Quarter actuals 17600 Sch A Jan 2024 to Mar 2024	\$ 1,379,489.09
5/2/2024	468	5230300	1023423	US Bank	Parts	\$ 661.18
5/2/2024	468	5230400	1023423	US Bank	Maint equipment	\$ 65.21
5/2/2024	468	5250100	1023423	US Bank	Office Expenses	\$ 223.23
5/2/2024	468	5350440	1023423	US Bank	Supplies	\$ 2,717.99
5/6/2024	469	5350440	1003225	Dish Network	Stn2 5/18/2024 - 6/17/2024	\$ 135.10
5/6/2024	470	5255500	1000874	Athey, Kathy	Consultant Service 4/1/2024 - 4/11/2024	\$ 1,015.00
5/6/2024	471	5350440	1003225	Dish Network	Stn2 5/18/2024 - 6/17/2024	\$ 120.92
5/7/2024	472	5255510	5002820	CAL FIRE	3rd Quarter actuals 17650 Sch A Jan 2024 to Mar 2024	\$ 229,930.05
5/14/2024	473	5270100	1001439	Gilroy Family Gardens	Stn 3 Rent - May 2024	\$ 1,819.67
5/14/2024	474	5290100	1009250	Valley Water	Invoice period 7/1/2023 - 12/31/2023	\$ 230.89
5/15/2024	475	5235110	1031872	Simmitri	Sta. 2 - Solar Project	\$ 5,437.90
5/15/2024	476	5350440	1015089	Crystal Springs Water	Stn 3 4/4/2024	\$ 20.00
5/15/2024	477	5350440	1015089	Crystal Springs Water	Stn 3 4/11/2024	\$ 22.50
5/15/2024	478	5350440	1015089	Crystal Springs Water	Stn 3 4/18/2024	\$ 15.00
5/15/2024	479	5350440	1015089	Crystal Springs Water	Stn 3 4/25/2024	\$ 15.00
5/15/2024	480	5350440	1015089	Crystal Springs Water	Stn 2 4/5/2024	\$ 35.00
5/15/2024	481	5350440	1015089	Crystal Springs Water	Stn 2 4/12/2024	\$ 15.00
5/15/2024	482	5350440	1015089	Crystal Springs Water	Stn 2 4/19/2024	\$ 30.00
5/15/2024	483	5350440	1015089	Crystal Springs Water	Stn 2 4/26/2024	\$ 22.50
5/15/2024	484	5215700	5002477	Greenwaste	Stn 3 5/1/2024 - 5/31/2024	\$ 141.10
5/15/2024	485	5215700	5002477	Greenwaste	Stn 2 5/1/2024 - 5/31/2024	\$ 574.52
5/15/2024	486	5257400	1001477	Bound Tree	Medical Supply	\$ 491.69
5/15/2024	487	5257400	1001477	Bound Tree	Medical Supply	\$ 123.16
5/15/2024	488	5257400	1001477	Bound Tree	Medical Supply	\$ 972.92
5/15/2024	489	5220100	1007192	Myers-Stevens	Insurance Premium Services	\$ 2,800.00
5/15/2024	490	5290100	5003891	Suburban Propane	Generator Tank	\$ 281.64
5/15/2024	491	5350440	1014805	South Valley Internet	SSCC Fire #1 6/9/2024 - 7/9/2024	\$ 155.00
5/15/2024	492	5290100	1007754	PG & E	Stn 2 service from 3/29/2024 - 4/7/2024	\$ 698.45
5/15/2024	493	5255500	1005134	Life Assist	Medical Supplies	\$ 271.38
5/21/2024	494	5255500a	5003515	Verizon Wireless	Service Apr 13, 2024 - May 12, 2024	\$ 42.14
5/21/2024	495	5205100	5003436	AT&T	Long Distance	\$ 41.40
5/21/2024	496	5231000	1021740	Sharp Business System	Station 2 - Copier Maintenance	\$ 17.64
5/21/2024	497	5230100	1042897	Diesel Direct West	Fuel for Stn 2	\$ 3,154.95
5/21/2024	498	5255500a	1005134	Life Assist	Medical Supplies	\$ 6.31
5/21/2024	499	5255500	1000874	Athey, Kathy	Consultant Service 5/2/2024 - 5/15/2024	\$ 1,032.50
5/21/2024	500	5205100	1038415	Frontier Communications	Station 1 service 5/7/2024 - 6/6/2024 #7353	\$ 119.61
5/21/2024	501	5255500	1054874	Teleflex	Stn 2 Medical Supplies	\$ 271.40
5/21/2024	502	5255500	1046336	Craig Black	Consultant Services 5/7/2024 - 5/10/2024	\$ 1,610.00
5/21/2024	503	5255500	1046336	Craig Black	Consultant Services 4/30/2024 - 5/2/2024	\$ 1,330.00

Total \$ 1,654,096.10

SOUTH SANTA CLARA COUNTY FIRE DISTRICT
5/31/2024

4b
4b

REVENUE FUND 1574 COST CENTER 9118

GL ACCOUNT	DESCRIPTION	BUDGETED FY 2024	RECEIPTS TO DATE	BALANCE	FY 2023 ACTUAL	DIFFERENCE
4001100	Prop Taxes Curr Secured	\$ 5,953,000.00	\$ -	\$ 5,953,000.00	\$ 5,199,710.33	\$ (5,199,710.33)
4001200	Prop Taxes Unitary	\$ 61,000.00	\$ -	\$ 61,000.00	\$ 60,944.12	\$ (60,944.12)
4001210	Prop Taxes - Unitary Railroad	\$ 1,100.00	\$ -	\$ 1,100.00	\$ 1,061.48	\$ (1,061.48)
4002100	Prop Taxes Curr Unsecured	\$ 306,000.00	\$ -	\$ 306,000.00	\$ 316,451.23	\$ (316,451.23)
4006100	Prop Taxes SB813	\$ 136,000.00	\$ -	\$ 136,000.00	\$ 192,852.81	\$ (192,852.81)
4301100	Interest-Deposits	\$ 60,000.00	\$ -	\$ 60,000.00	\$ 77,636.64	\$ (77,636.64)
4419100	Homeowners Prop Tax	\$ 16,800.00	\$ -	\$ 16,800.00	\$ 14,550.06	\$ (14,550.06)
4422300	State Grants & Aids	\$ 20,000.00	\$ -	\$ 20,000.00	\$ (153,164.24)	\$ 153,164.24
4580100	Other Grants & Aids	\$ -	\$ -	\$ -	\$ -	\$ -
4580200	Federal Grants	\$ -	\$ -	\$ -	\$ -	\$ -
4727700	Misc. Fees	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 7,182.00	\$ (7,182.00)
4813450	Misc Income - Charge	\$ 200,000.00	\$ -	\$ 200,000.00	\$ 55,551.85	\$ (55,551.85)
4920120	IC-Transfers In	\$ 1,500,000.00	\$ -	\$ 1,500,000.00	\$ -	\$ -
	TOTAL REVENUE	\$ 8,258,900.00	\$ -	\$ 8,258,900.00	\$ 5,772,776.28	\$ (5,772,776.28)

EXPENDITURES FUND 1574 COST CENTER 9118

GL ACCOUNT	DESCRIPTION	BUDGETED FY 2024	RECEIPTS TO DATE	BALANCE	FY 2023 ACTUAL	DIFFERENCE
5205100	Communications/Telephone	\$ 7,850.00	\$ 768.07	\$ 7,081.93	\$ 7,539.27	\$ (6,771.20)
5205200	IC - Radio Maintenance Internal	\$ -	\$ -	\$ -	\$ -	\$ -
5215700	Garbage	\$ 8,180.00	\$ 715.62	\$ 7,464.38	\$ 7,507.15	\$ (6,791.53)
5220100	Insurance Premiums	\$ 60,000.00	\$ 17,800.00	\$ 42,200.00	\$ 58,005.00	\$ (40,205.00)
5225500	Commissioner Fee	\$ 4,200.00	\$ -	\$ 4,200.00	\$ 41,772.55	\$ (41,772.55)
5230100	Lubes, Oils, & Fluids	\$ 55,000.00	\$ 3,154.95	\$ 51,845.05	\$ 41,961.91	\$ (38,806.96)
5230200	Tires	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 8,633.59	\$ (8,633.59)
5230300	Vehicle Parts	\$ 100,000.00	\$ 661.18	\$ 99,338.82	\$ 76,487.31	\$ (75,826.13)
5230400	Maint - Equip. Other	\$ 33,000.00	\$ 65.21	\$ 32,934.79	\$ 19,319.15	\$ (19,253.94)
5231000	Contract Maint.	\$ 3,600.00	\$ 292.64	\$ 3,307.36	\$ 2,849.67	\$ (2,557.03)
5235110	Maint. Struc. -Grounds/Bldg	\$ 45,000.00	\$ 5,437.90	\$ 39,562.10	\$ 12,393.89	\$ (6,955.99)
5235120	Maint. Grounds-Rd &Walk	\$ 2,500.00	\$ -	\$ 2,500.00	\$ 520.81	\$ (520.81)
5245100	Membership Dues	\$ 4,000.00	\$ -	\$ 4,000.00	\$ 3,833.56	\$ (3,833.56)
5250100	Office Expenses	\$ 7,500.00	\$ 223.23	\$ 7,276.77	\$ 5,274.52	\$ (5,051.29)
5250600	Education Materials	\$ 3,000.00	\$ -	\$ 3,000.00	\$ -	\$ -
5250700	Printing External	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 570.51	\$ (570.51)
5250800	PC Software	\$ 500.00	\$ -	\$ 500.00	\$ 228.00	\$ (228.00)
5250930	Prof. Devel. Seminars	\$ 500.00	\$ -	\$ 500.00	\$ 709.40	\$ (709.40)
5251000	Workshop, Conf &Seminar	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ -
5255100	Prof & Specialized Services	\$ 18,000.00	\$ 432.00	\$ 17,568.00	\$ 15,273.38	\$ (14,841.38)
5255500	Contract Services	\$ 80,000.00	\$ 5,530.28	\$ 74,469.72	\$ 49,526.11	\$ (43,995.83)
5255510	Svc Other - Professional Svc	\$ 8,013,347.00	\$ 1,609,419.14	\$ 6,403,927.86	\$ 4,310,567.14	\$ (2,701,148.00)
5255800	Legal Expenses	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 18,356.80	\$ (18,356.80)
5255900	Investigation Expense	\$ -	\$ -	\$ -	\$ -	\$ -
5257200	Training Services	\$ 600.00	\$ -	\$ 600.00	\$ 1,705.00	\$ (1,705.00)
5257400	Medical Prof. Fees	\$ 500.00	\$ -	\$ 500.00	\$ 74.00	\$ (74.00)
5258200	Prof Svc - Internal	\$ -	\$ -	\$ -	\$ -	\$ -
5259200	Property Tax Admin Fee	\$ 55,000.00	\$ -	\$ 55,000.00	\$ 54,096.12	\$ (54,096.12)
5265100	Equipment - Other- Rents/Leases	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ -
5270100	Rents & Leases- Bldg & Improv.	\$ 28,000.00	\$ 1,819.67	\$ 26,180.33	\$ 22,214.94	\$ (20,395.27)
5275100	Small Tools	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 939.51	\$ (939.51)
5275200	PC Hardware	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 3,465.92	\$ (3,465.92)
5275500	Non Capitalized Equip.	\$ 70,000.00	\$ -	\$ 70,000.00	\$ 23,619.96	\$ (23,619.96)
5280000	Special Dept. Expense	\$ 425.00	\$ -	\$ 425.00	\$ 434.00	\$ (434.00)
5281610	IC - Cost Allocation Plan	\$ 12,572.00	\$ -	\$ 12,572.00	\$ 23,538.00	\$ (23,538.00)
5282200	Projects / Programs	\$ 17,800.00	\$ -	\$ 17,800.00	\$ 19,514.00	\$ (19,514.00)
5285200	Automobile Services/Travel	\$ 250.00	\$ -	\$ 250.00	\$ -	\$ -
5285800	Business Travel	\$ 250.00	\$ -	\$ 250.00	\$ 957.76	\$ (957.76)
5290100	Utilities	\$ 16,400.00	\$ 1,210.98	\$ 15,189.02	\$ 14,852.11	\$ (13,641.13)
5350300	Operating Expense - Other	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ -
5350400	Ser./Supplies - Other	\$ 58,000.00	\$ 3,304.01	\$ -	\$ 1,177.94	\$ -
5350440	Ser./Supplies	\$ 63,922.00	\$ -	\$ 63,922.00	\$ 21,773.40	\$ (21,773.40)
5400200	Debt Svcs - Principal	\$ 6,350.00	\$ -	\$ 6,350.00	\$ -	\$ -
5420100	Interest Expense	\$ 1,333,050.00	\$ -	\$ 1,333,050.00	\$ 5,774.66	\$ (5,774.66)
5561300	Special District Equip. Acquisition	\$ -	\$ -	\$ -	\$ 298,885.19	\$ (298,885.19)
	TOTAL SERVICES & SUPPLIES	\$ 10,148,296.00	\$ 1,650,834.88	\$ 8,497,461.12	\$ 5,174,352.23	\$ (3,523,517.35)

REVENUE FUND 1574 COST CENTER 9120

GL ACCOUNT	DESCRIPTION	BUDGETED FY 2024	RECEIPTS TO DATE	BALANCE	FY 2023 ACTUAL	DIFFERENCE
4727725	First Responder	\$ 223,485.00	\$ -	\$ 223,485.00	\$ 228,411.17	\$ (228,411.17)
	TOTAL REVENUE	\$ 223,485.00	\$ -	\$ 223,485.00	\$ 228,411.17	\$ (228,411.17)

EXPENDITURES FUND 1574 COST CENTER 9120

GL ACCOUNT	DESCRIPTION	BUDGETED FY 2024	RECEIPTS TO DATE	BALANCE	FY 2023 ACTUAL	DIFFERENCE
5255500	Contract Services	\$ 123,485.00	\$ 1,673.45	\$ 121,811.55	\$ 98,002.52	\$ (96,329.07)

GL ACCOUNT	DESCRIPTION	BUDGETED FY 2024	RECEIPTS TO DATE	BALANCE	FY 2023 ACTUAL	DIFFERENCE
5255510	Svc Other - Professional Svc	\$ 100,000.00	\$ -	\$ 100,000.00	\$ -	
5561300	Special District Equip. Acquisition	\$ -	\$ -	\$ -	\$ -	
5400200	Debt Svcs - Principal		\$ -	\$ -	\$ -	
5420100	Interest Expense	\$ -	\$ -	\$ -	\$ -	
	TOTAL SERVICES & SUPPLIES	\$ 223,485.00	\$ 1,673.45	\$ 221,811.55	\$ 98,002.52	\$ (96,329.07)

2280050	ADVANCES FROM OTHER FUNDS	\$ 447,450.34	\$ -	\$ 447,450.34	\$ 527,352.19	\$ (79,901.85)
3400000	FUND BALANCE/RETAINED EARNINGS	\$ (89,275.95)	\$ -	\$ (89,275.95)	\$ -	\$ (89,275.95)
3400250	FUND BALANCE/ASSIGNED	\$ 3,799,900.13	\$ -	\$ 3,799,900.13	\$ 1,874,159.49	\$ 1,925,740.64
	TOTAL FUND BALANCE	\$ 4,158,074.52	\$ -	\$ 4,158,074.52	\$ 2,401,511.68	\$ 1,756,562.84

REVENUE FUND 1575 COST CENTER 9121

GL ACCOUNT	DESCRIPTION	BUDGETED FY 2023	RECEIPTS TO DATE	BALANCE	FY 2022 ACTUAL	DIFFERENCE
4727670	FP Svcs-Assem Permit	\$ 95,000.00	\$ 80,852.88	\$ 14,147.12	\$ 68,310.42	\$ 12,542.46
4301100	Interest-Deposits	\$ 8,000.00	\$ 6,182.26	\$ 1,817.74	\$ 2,183.11	\$ 3,999.15

	TOTAL REVENUE	\$ 103,000.00	\$ 87,035.14	\$ 15,964.86	\$ 70,493.53	\$ 16,541.61
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EXPENDITURES FUND 1575 COST CENTER 9121

GL ACCOUNT	DESCRIPTION	BUDGETED FY 2023	RECEIPTS TO DATE	BALANCE	FY 2022 ACTUAL	DIFFERENCE
5400200	Debt Svcs - Principal	\$ -	\$ -	\$ -	\$ -	\$ -
5420100	Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -
5255100	Professional and Specialized Services	\$ -	\$ -	\$ -	\$ -	\$ -
5561000	Special District. Equip. Acq.	\$ 166,950.00	\$ -	\$ 166,950.00	\$ -	\$ -

	TOTAL NET EXPENDITURES	\$ 166,950.00	\$ -	\$ 166,950.00	\$ -	\$ -
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3400000	FUND BALANCE/RETAINED EARNINGS	\$ 115,362.95	\$ -	\$ 115,362.95	\$ -	\$ 115,362.95
3400100	FUND BALANCE/NONSPENDABLE	\$ -	\$ -	\$ -	\$ -	\$ -
3400250	FUND BALANCE/ASSIGNED	\$ 441,787.57	\$ -	\$ 441,787.57	\$ 76.00	\$ 441,711.57
	TOTAL FUND BALANCE	\$ 557,150.52	\$ -	\$ 557,150.52	\$ 76.00	\$ 557,074.52

P.O. BOX 6343
FARGO ND 58125-6343

4b



ACCOUNT NUMBER
STATEMENT DATE 05-22-2024
AMOUNT DUE \$13,194.77
NEW BALANCE \$13,194.77
PAYMENT DUE ON RECEIPT

000001213 01 SP 106481043286965 P
SO SANTA CLARA CO FIRE
ATTN SSA
15670 MONTEREY STREET
MORGAN HILL CA 95037-5431

AMOUNT ENCLOSED
\$

Please make check payable to "U.S. Bank"

U.S. BANK CORPORATE PAYMENT SYSTEMS
P.O. BOX 790428
ST. LOUIS, MO 63179-0428

Please tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY									
SO SANTA CLARA CO FI	Previous Balance	Purchases And Other + Charges	Cash Advances +	Cash Advance Fees +	Late Payment Charges	- Credits	- Payments	New Balance	
Company Total	\$15,384.78	\$1,488.51	\$0.00	\$0.00	\$79.59	\$80.50	\$3,667.61	\$13,194.77	

MARKETING MESSAGES

Cardholder _____ Date _____ Approver _____ Date _____

CORPORATE ACCOUNT ACTIVITY					
SO SANTA CLARA CO FIRE					TOTAL CORPORATE ACTIVITY
					\$3,598.02 CR
Post Date	Tran Date	Reference Number	Transaction Description		Amount
05-09	05-09	74798284130000000000014	PAYMENT - 0001023423 00000 A		3,667.61 PY
05-22	05-22		LATE PAYMENT CHARGE		79.59

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER		ACCOUNT SUMMARY		
	STATEMENT DATE 05/22/24	DISPUTED AMOUNT .00	PREVIOUS BALANCE 15,384.78 PURCHASES & OTHER CHARGES 1,488.51 CASH ADVANCES .00 CASH ADVANCE FEES .00 LATE PAYMENT CHARGES 79.59 CREDITS 80.50 PAYMENTS 3,667.61 ACCOUNT BALANCE 13,194.77		
SEND BILLING INQUIRIES TO: U.S. Bank National Association C/O U.S. Bancorp Purchasing Card Program P.O. Box 6343 Fargo, ND 58125-6343	AMOUNT DUE 13,194.77				





Company Name: SO SANTA CLARA CO FIRE
Corporate Account Number:
Statement Date: 05-22-2024

NEW ACTIVITY					
KEVIN MURRAY		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$197.07	\$0.00	\$197.07
Post Date	Tran Date	Reference Number	Transaction Description		Amount
04-29	04-28	24431054118838000010015	HOLLISTER AUTO 0024822 HOLLISTER CA		8.19
05-01	05-01	24492184122000005835980	GOLDEN STATE EVS GOLDENSTATEFI CA		163.84
05-03	05-01	24431054123838000010018	HOLLISTER AUTO 0024822 HOLLISTER CA		25.04
JAMES LOPEZ		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$130.95	\$0.00	\$130.95
Post Date	Tran Date	Reference Number	Transaction Description		Amount
04-24	04-23	24717054114271141102098	CHAPARRAL SIGNS AUTO GRAP MORGAN HILL CA		130.95
BRAD TERRY		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$223.28	\$0.00	\$223.28
Post Date	Tran Date	Reference Number	Transaction Description		Amount
05-07	05-08	24892164127109081022871	AMZN MKTP US*806115XY3 AMZN.COM/BILL WA		116.69
05-20	05-17	24943014139010190202121	THE HOME DEPOT #8672 MORGAN HILL CA		108.59
STEVEN RODBERG		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$90.50	\$577.63	\$0.00	\$487.13
Post Date	Tran Date	Reference Number	Transaction Description		Amount
04-29	04-26	24755424118151180009398	GRAINGER 877-2022594 IL		187.64
05-06	05-03	24943014125010185598166	THE HOME DEPOT #8677 GILROY CA		129.25
05-09	05-07	74943014129010185690337	THE HOME DEPOT #8677 GILROY CA		25.06 CR
05-09	05-08	24228384130360614414651	WAL-MART #2002 GILROY CA		65.44
05-09	05-08	24445004130400170369938	WM SUPERCENTER #2002 GILROY CA		65.44
05-09	05-07	24943014129010185691629	THE HOME DEPOT #8677 GILROY CA		129.86
05-10	05-08	74445004130400256422127	WM SUPERCENTER #2002 GILROY CA		65.44 CR
DAVID RILEY		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$359.58	\$0.00	\$359.58
Post Date	Tran Date	Reference Number	Transaction Description		Amount
04-23	04-22	24011344113000061717107	SP EMS LOGIK HTTPSEMSLOGIK UT		359.58



Company Name: SO SANTA CLARA CO FIRE
Corporate Account Number:
Statement Date: 05-22-2024

Department: 00000 Total:
Division: 00000 Total:

\$1,388.01
\$1,388.01

May 2024 P-Card				
C/H	GL Code	Amount	FY	Justification
K. Murray	5230300	\$ 8.19	23/24	Part for R1637
K. Murray	5230300	\$ 163.84	23/24	Part for E168
K. Murray	5230300	\$ 25.04	23/24	Part for UTV68
Lopez	5230300	\$ 130.95	23/24	Auto Grap
	5230300 Total	\$ 328.02		
Riley	5255500a	\$ 359.58	23/24	EMS med tags
	5255500a Total	\$ 359.58		
Terry	5350440	\$ 116.69	23/24	Cleaning Supplies
Terry	5350440	\$ 106.59	23/24	Supply for E67
Rodberg	5350440	\$ 187.64	23/24	Station 2 Supply
Rodberg	5350440	\$ 129.25	23/24	Station 2 Supply
Rodberg	5350440	\$ (25.06)	23/24	Station 2 Supply
Rodberg	5350440	\$ 65.44	23/24	Station 2 Supply
Rodberg	5350440	\$ 65.44	23/24	Station 2 Supply
Rodberg	5350440	\$ 129.86	23/24	Station 2 Supply
Rodberg	5350440	\$ (65.44)	23/24	Station 2 Supply
	5350440 Total	\$ 710.41		

Grand Total \$ 1,398.01

4C.a.

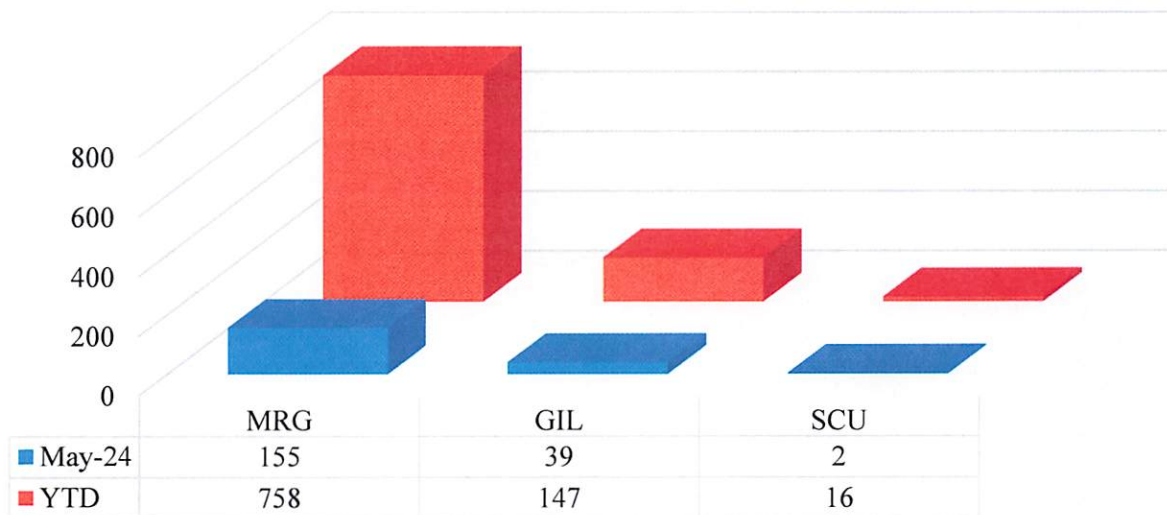


South Santa Clara County Fire District

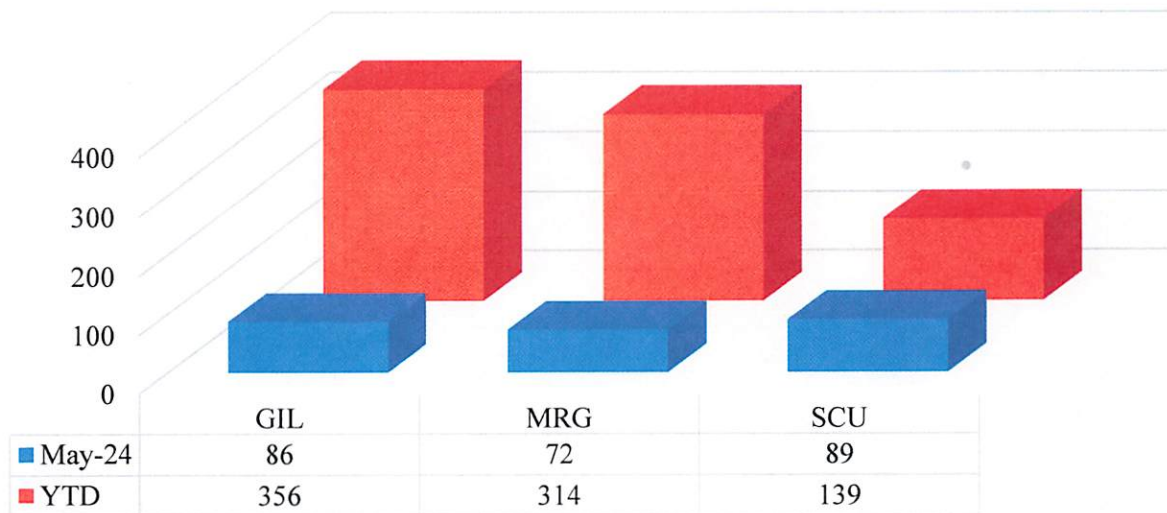
15670 Monterey Street, Morgan Hill, CA 95037 • (408) 779-2121 • www.sccfd.com
Baraka Carter, Fire Chief

SSCCFD Monthly Call Volume - May 2024

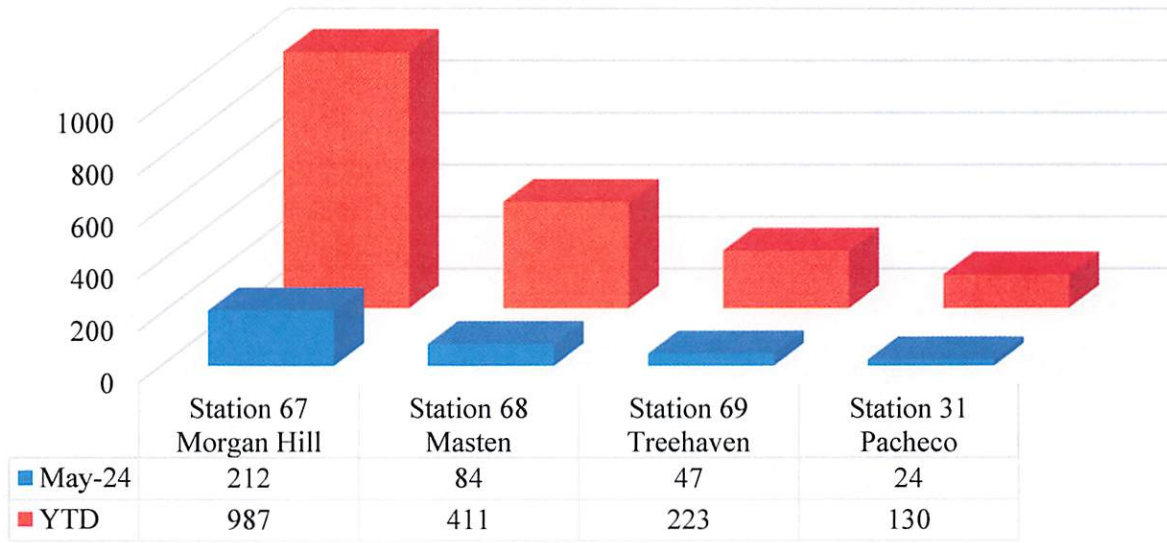
Aid Responses Provided By Jurisdiction



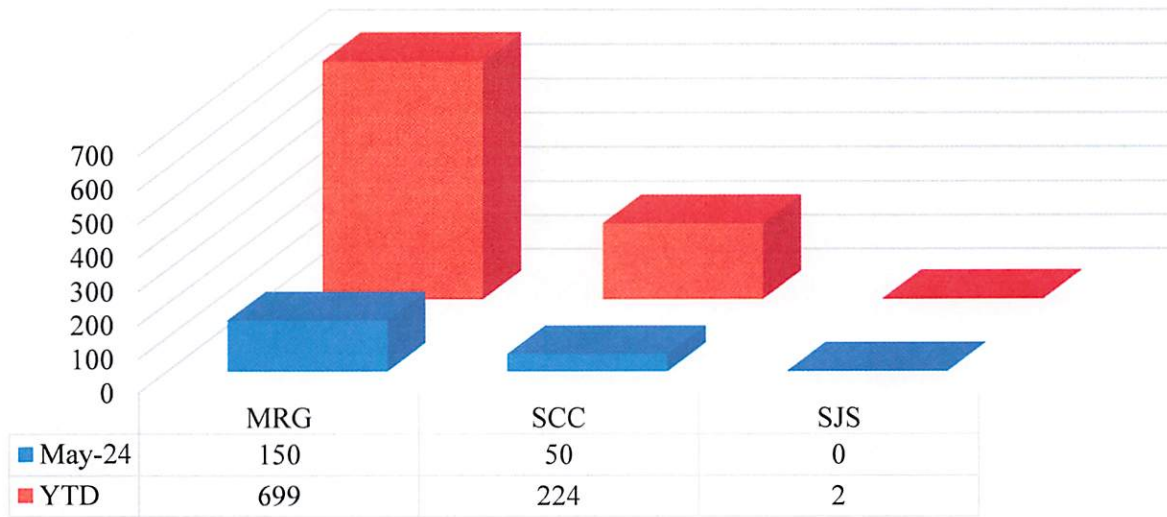
Aid Responses Received By Jurisdiction



Call Volume By Station



Engine 67's Call Volume By Jurisdiction



4c.b.

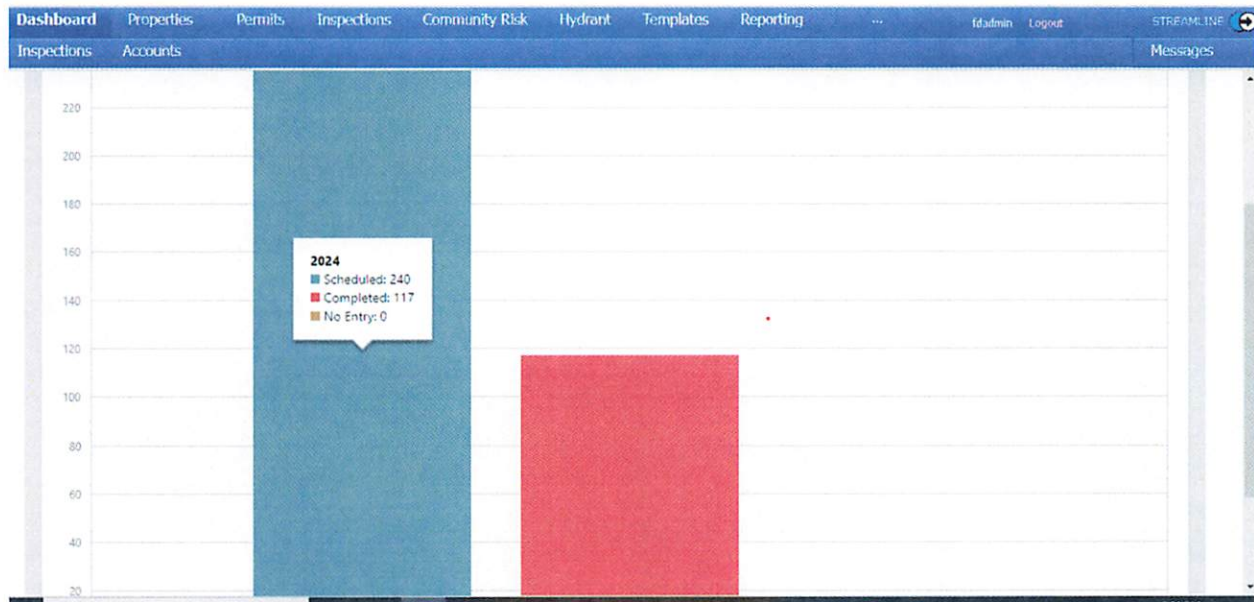


South Santa Clara County Fire District

15670 Monterey Street Morgan Hill, CA 95037 • (408) 779-2121 • www.sccfd.com
Baraka Carter, Fire Chief

Fire Inspector Statistical Report

May 1, 2024 – May 31, 2024



The Engine crews and the Fire Inspector completed a total of 117 inspection out of 240 businesses in the District.

4c.c.



South Santa Clara County Fire District

15670 Monterey Street Morgan Hill, CA 95037 • (408) 779-2121 • www.sscbfd.com
Baraka Carter, Fire Chief

ITEM 4(c)3 – MITIGATION FEES BI-MONTHLY REPORT FOR May 1, 2024 – May 31, 2024

Submitted to the
SOUTH SANTA CLARA COUNTY FIRE DISTRICT BOARD OF COMMISSIONERS

Monthly Reports

The *South Santa Clara County Fire District Board of Commissioners* requires reports of mitigation activity to include collections and expenditures to be submitted to the Board Bi-Monthly.

Background

On September 28, 2004, Board of Supervisors of Santa Clara County adopted Ordinance No. NS-1104 establishing authority for imposing on and charging to development in the County of Santa Clara impact fees to pay for such developments equitable share of the cost of public improvements needed to mitigate the impacts of new development.

Section C19-2 of the Santa Clara County Ordinance Code authorizes imposition of development fees necessary to fund fire protection facilities and equipment.

On January 11, 2005, the Board of Directors of the South Santa Clara County Fire District adopted a resolution establishing fire protection mitigation fees.

On July 8, 2015, David Taussig and Associates completed a Development Impact Fee Justification Study for the South Santa Clara County Fire District. The study included an updated Fire Capital Facilities Plan and recommendations for increases to the current Impact Fee rates.

On August 25, 2015, the Board of Directors of the South Santa Clara County Fire District adopted Resolution No. SCCFD – 2015 – 01 adopting the District's Development Impact Fee Justification Study and Plan and intent to update the District's Development Impact Fees.

On October 6, 2015, the Board of Supervisors of Santa Clara County adopted Resolution No. BOS – 2015 – 137 modifying the District's Development Impact Mitigation Fees and accepting the Capital Facilities and Equipment Plan.

On December 15, 2015, the Board of Directors of the South Santa Clara County Fire Protection District adopted Resolution No. SCFD – 2015 – 03 accepting the five-year findings related to the unexpended fund balance for Development Impact/Mitigation Fees.

On June 18, 2019, the Board of Directors of the South Santa Clara County Fire Protection District adopted Resolution No. BOS – 2019 – 96 modifying the District's Development Impact Mitigation Fees.

On October 20, 2020, the Board of Directors of the South Santa Clara County Fire Protection District adopted Resolution No. SCFD – 2020 – 1 accepting the five-year findings related to the unexpended fund balance for Development Impact/Mitigation Fees.

On July 1, 2021, fees were increased in accordance with Resolution No. SCFD – 2019 – 96 passed by the Board of Directors on June 18, 2019. This Resolution states that the Districts' mitigation fees shall be indexed annually to the average of the San Francisco-Oakland-San Jose, CA Consumer Price Index, as published by the Bureau of Labor Statistics, for the twelve-month period ending May of the previous fiscal year, and not to exceed three percent in any given year to ensure that the fee continues to reflect actual cost.

On July 1, 2022, fees were increased by 3% in accordance with Resolution No. SCFD – 2019 – 96 passed by the Board of Directors on June 18, 2019. The Resolution states that the Districts' mitigation fees shall be indexed annually to average of the San Francisco-Oakland-San Jose, CA Consumer Price Index, as published by the Bureau of Labor Statistics, for the twelve-month ending May of the previous fiscal year, and not to exceed three percent in any given year to ensure that the fee continues to reflect actual cost.

Mitigation Expenditures

There were \$611.49 funds expended from the Mitigation Fees for the reporting period 2022/2023 for a refund on a cancelled project.

Committed Funds

The South Santa Clara County Fire District has committed mitigation funds collected through FY 2021-22 which are currently held in reserve for capital improvements at Masten Station located at 10810 No Name Uno, Gilroy, CA and Treehaven Station located at 3050 Hecker Pass, Gilroy, CA. The SSCCFD will expand the stations to

accommodate additional staffing added to engines. The additional staffing was needed to protect new development within the District boundaries.

Cash Receipts

During the reporting period, May 1, 2024, to May 31, 2024, \$3,201.64 in fees were collected. The fees collected reflect 4 single family residences, 1 garages, 1 covered porch, 4 covered patio.

Construction Type	Square Footage	Rate	Fee Amount
Residential	6,157	\$0.52	\$ *0.52
Non-Res Moderate Commercial/Industrial		\$1.07	\$ 0.00
Non-Res Heavy Commercial/Industrial		\$1.59	\$ 0.00
Non-Res Accessory with Sprinklers		\$0.27	\$ 0.00
Non-Res Accessory without Sprinklers		\$0.52	\$ 0.00
Total	6,157		\$ 3,201.64

Month	Beginning Balance	Mitigation Collected	Investment Interest	Mitigation Expended	Ending Balance
July	\$ 557,150.52	\$ 8,381.36	\$		\$ 565,531.88
August	\$ 565,531.88	\$ 72,160.82	\$	-\$611.49	\$ 637,081.21
September	\$ 637,081.21	\$ 11,913.72	\$		\$ 648,994.93
October	\$ 648,994.93	\$ 5,259.08	\$		\$ 654,254.01
November	\$ 654,254.01	\$ 3,142.88	\$ 2,551.71		\$ 659,948.60
December	\$ 659,948.60	\$ 5,693.48	\$ 4,688.88	-1,882.40	\$ 668,448.56
January	\$ 668,448.56	\$ 976.04	\$		\$ 669,424.60
February	\$ 669,424.60	\$ 1,635.40	\$ 7,752.46		\$ 678,812.46
March	\$ 678,812.46	\$ 6,068.92	\$		\$ 684,881.38
April	\$ 684,881.38	\$ 19,027.80	\$		\$ 703,909.18
May	\$ 703,909.18	\$ 3,201.64			\$ 707,110.82
June	\$ 707,110.82	\$	\$	\$	\$
Total	\$	\$ 137,461.14	\$ 14,993.05	\$ -2,493.89	\$