



Orlando Fuentes, President  
Jim Luttrell, Vice President  
Gil Albiani, Director  
Rod Brewer, Director  
Jaclyn Moreno, Director

Joshua Green, General Manager  
Michael McLaughlin, Fire Chief  
Sigrid Asmundson, District Counsel  
Nitish Sharma, Chief Administrative Officer  
Paul Mewton, Chief of Planning,  
Design and Construction

---

## **REGULAR BOARD OF DIRECTORS MEETING WEDNESDAY, MARCH 18, 2020**

**REGULAR MEETING – 6:30 P.M.  
Board Chambers  
8820 Elk Grove Blvd.  
Elk Grove, CA 95624**

### **AGENDA**

**Note:** *All items submitted for the Agenda must be in writing. The deadline for submitting these items is 4:00 P.M. on the Monday one week prior to the meeting. The Secretary of the Board receives all such items.*

#### **REGULAR BOARD MEETING – 6:30 P.M.**

##### **A. CALL TO ORDER**

1. Session Roll Call
2. Pledge of Allegiance
3. Moment of Silence

##### **B. ANNOUNCEMENTS/PRESENTATIONS**

4. Cal Fest Award Presentation

##### **C. DEPARTMENT REPORTS**

5. Administrative Services Department Report – (J. Ambrosini)
6. Parks and Recreation Department Report – (M. Dopson)
7. Fire Department Report – (M. McLaughlin)

**D. COMMUNICATIONS FROM THE PUBLIC (Non-agendized items):** This is the time and place for the general public to address the Board of Directors. State law prohibits the Board from addressing any items not previously included on the Agenda. The Board of Directors may receive testimony and set the matter for a subsequent meeting. Comments are to be limited to three minutes per individual at the discretion of the President. Individuals representing a group or an organization shall be permitted five minutes. Comments relating to similar issues should be brief, concise and non-repetitious. Speakers should state their home or business address when commenting to the Board.

**Note:** Under the provisions of the California Government Code, the Board is prohibited from discussing or taking immediate action on any non-agendized item unless it can be demonstrated to be of an emergency nature or the need to take immediate action arose after the posting of the agenda.

**E. CONSENT CALENDAR**

The following Consent Calendar items are expected to be routine and non-controversial. They may be acted upon by the Board at one time without discussion. Any item may be removed by a Board Member for discussion or clarification. Members of the public wishing to comment on any Consent Calendar item may do so before Board action.

- 8. Approve the March 4, 2020 Regular Board Meeting Minutes.
- 9. Approve Resolution No. 2020-19 Accepting Grant Deed for APN 132-0030-067.
- 10. Approve a Multi-year Agreement for Administration Building and Elk Grove Recreation Center Landscaping Services.
- 11. Award a One-year Agreement for District-Wide Electrostatic Painting Services.
- 12. Authorize the Purchase of Firefighter Personal Safety Systems (Bailout Kits).

**RECOMMENDATION:** Approve the Consent Calendar as presented.

**F. PUBLIC HEARINGS**

None

**G. STAFF REPORTS:**

The President will open the meeting for public input if the Board desires to take action on any item(s).

None

**H. INFORMATIONAL ITEMS**

- 13. District Programs and Events – March/April 2020

**I. BOARD OF DIRECTOR'S BUSINESS**

- 14. Miscellaneous Reports
- 15. Meeting/Event Approval
- 16. Meeting/Event Report

**J. IDENTIFICATION OF ITEMS FOR FUTURE MEETING:**

This is the time for the Board of Directors to identify the items they wish to discuss at a future meeting. These items will not be discussed at this meeting, only identified for a future meeting. This is also the time for scheduling of Board Workshops or special meetings.

**K. ADJOURNMENT**

**Note:** *Disabled Accommodations.*

*The Cosumnes Community Services District will make reasonable accommodations for persons having special needs due to disabilities. Please contact Elenice Gomez, Assistant to the General Manager, at 8820 Elk Grove Blvd. Elk Grove, CA 95624, phone (916) 405-7169, at least 48 hours prior to the meeting, to allow time to provide for special accommodations.*

**Note:** *Review and Copies of Agenda, Agenda Reports and Material.*

*Prior to each Meeting, copies of the Agenda, Agenda Reports and other materials, as well as any public record relating to an open session agenda item that is distributed within 72 hours prior to the meeting, are available for public review at the Cosumnes Community Services District's Administrative Office during normal working hours. In addition, a limited supply will be available on a first come, first serve basis at the meeting.*

*Certificate of Posting of Agenda*

*I hereby declare that the foregoing Agenda for the March 18 2020 Regular Meeting of the Cosumnes Community Services District Board of Directors was posted on March 13, 2020 at 8820 Elk Grove Blvd., Elk Grove, California, 95624, and was available for public review at that location.*

*Signed this 13<sup>th</sup> day of March 2020*



# STAFF REPORT

**DATE:** March 18, 2020

**TO:** Board of Directors

**FROM:** Nitish Sharma, Chief Administrative Officer

**SUBJECT: MONTHLY ADMINISTRATIVE SERVICES DEPARTMENT REPORT –  
FEBRUARY 2020**



**VISION:** A regional leader dedicated to providing superior fire, emergency medical and parks and recreation services that enrich the community and save lives.

**MISSION:** To enhance the quality of life for those residing in, doing business in and visiting the community. The CSD strives to provide balanced services to all areas of the community, while being responsive to individuals.

## **GOAL 1 – The CSD will make safety a priority in all operations.**

- Senior Management Analyst compiled draft Board policies for staff review.
- General Manager issued Executive Directive 20-04 Guidance to Plan and Respond to COVID-19.

## **GOAL 2 – The CSD will ensure its financial stability, accountability and transparency.**

- Finance development and buildout of District's AdastraGov labor costing software for upcoming budget utilization and future contract negotiations.
- Chief Administrative Officer, HR Director and IT Manager attended the Laserfiche conference to learn how to implement a trusted electronic document system, improve efficiencies and eliminate paper records and processes.
- Chief Administrative Officer and Finance Manager toured the District's Ambulance billing provider Wittman Enterprises, and learned about services provided and emergency medical services billing practices.

## **GOAL 3 – The CSD will promote a work environment where staff can thrive.**

- IT implemented a new two-year email retention policy for Leadership team members.
- The new Fire Annex building was linked to the Fire Headquarters network via fiber optic cable for high speed connectivity.
- Three SharePoint trainings were provided to members of the Leadership team providing the team with tools to better use the technology and develop more efficient work practices.
- IT worked with the Fire Department to establish an Apple developer account to facilitate the publishing of an employee wellness app to the Apple store.
- District contracted a new benefits broker who offers a broader range of services under one umbrella.

**GOAL 4 – The CSD will provide excellent services, programs, and facilities to address the distinct needs of the community.**

- Planning Design & Construction staff updated individual project budgets/schedules for the 2020-2025 District Capital Improvement Plan.
- Planning Design & Construction oversaw the installation and commissioning of the Administration building back-up generator.
- Climate Action Plan consultant provided the District with report on District emissions and a draft of preliminary list of reduction strategies being developed.

**GOAL 5 – The CSD will ensure access, equity and inclusion in all of its programs, services and operations.**

- Legal Counsel met with City of Elk Grove officials to discuss the needs of Elk Grove un-housed population.
- District staff completed site visits with individual Board Members to review design options for the Morse Park Recreation Center.

**Webpage Visits**

| February        | 2020   | 2019    | Change | Top Pages |                           | Users |
|-----------------|--------|---------|--------|-----------|---------------------------|-------|
| Sessions        | 28,010 | 33,219  | -15.7% | 1         | Home Page                 | 5,422 |
| Unique Visitors | 19,770 | 24,120  | -18%   | 2         | Activity-Guide            | 3,178 |
| Pageviews       | 71,704 | 106,295 | -32.5% | 3         | Parks-Recreation          | 1,811 |
|                 |        |         |        | 4         | Employment                | 1,381 |
|                 |        |         |        | 5         | Parks-Facilities-Stations | 894   |
|                 |        |         |        | 6         | Wackford-Aquatic-Complex  | 759   |
|                 |        |         |        | 7         | Pee-Wee-Soccer            | 736   |
|                 |        |         |        | 8         | Registration              | 719   |
|                 |        |         |        | 9         | T-Ball                    | 701   |
|                 |        |         |        | 10        | Fire                      | 689   |

## Planning, Design & Construction Project Status (Facilities & Parks)

| <i>Planning</i>                               |         |  |
|---|---------|--|
| 2020-25 District Capital Improvement Plan     | Goal 4  | Updated individual project budgets and schedules and added new projects  |
| Recreation Center @ Beeman Park               | Goal 2* | Completing temp office space for staff move in March. Architect Agreement Approved for Construction drawings. Naming Committee approved  |
| Climate Action Plan                           | Goal 4* | Draft list of CHG reduction strategies in staff review. CAP completion scheduled 5/29/20.  |
| Fire & Park Impact Updates                    | Goal 2  | Completing Fire Impact Fee Nexus Study. Approved consultant agreement for Park Impact Fee Nexus Study  |
| Morse Park Recreation Center                  | Goal 1* | Completed site visits w/ individual Board Members to review design options. Present Feasibility Study to Board May 6.  |
| Admin Building Solar Project                  | Goal 2  | Staff reviewed RFP for both Solar and Parking Lot Improvement which shall include CWTA now scheduled for April   |
| <i>Design &amp; Bidding</i>                   |         |  |
| Fire Station 77                               | Goal 4  | Design Development Plans 60% complete. City will approve temporary stormwater retention plan. Negotiating w/ SASD to allow access to offsite utilities. Estimate out to bid June 2020. |
| MacDonald Park Phase 2 (1 acre)               | Goal 1* | Staff working on Design Development 50% complete.  |
| Lichtenberger/Pederson Park Revitalization    | Goal 2* | Consultant has completed Design Development drawings for both sites.   |
| Administration Building Landscape Maintenance | Goal 4* | Opened Bids 2/27<br>Bid Award 3/18   |
| Playground Poured in Place Sealing            | Goal 4* | Opened Bids 2/27<br>Bid Award 3/18   |
| Electrostatic Painting                        | Goal 4* | Opened Bids 2/27<br>Bid Award 3/18   |

| <i>Construction</i>  |            |  |
|--|------------|--|
| Roof Repair Project  | Goal<br>3  | Kloss Complex completed. Town Hall scheduled for March   |
| Fire HQ North Building                                       | Goal<br>3  | Completed parking lot striping. In the process of patching and painting walls, creating offices, running electrical lines.   |
| Strauss Island   | Goal<br>4* | Staff are working on dressing room remodel.  |
| Administration Building                                      | Goal<br>4  | Back-up Generator installed and commissioned.  |
| Recreation Center @ Beeman                                   | Goal<br>3  | Completed trash removal post senior move out.  |
| Oasis Community Park<br>(20 acres)                           | Goal<br>1* | Construction is 60% complete. Shade structures and play equipment 80% complete. Installed fence fabric at Dog Park and Tennis Courts Phased opening, phase 1 open summer 2020 weather dependent. |
| Morse Dog Park Upgrade                                       | Goal<br>2* | Park Open. Park Opening even set for Mid May   |
| Fieldstone North/ Milestone Trail Corridor                   | Goal<br>1* | Performing Inspections on irrigation & landscaping, Construction at 70%  |
| Chain Link Fence Repairs –<br>Ballfields throughout District | Goal<br>4* | Completed  |
| Pebbleflex Settlement -<br>Surfacing Replacement             | Goal<br>4* | Completed site preparation for Fales and Wright Park. Remaining locations to be complete April 2020  |
| Administration Building –<br>Landscape                       | Goal<br>4* | Patio furniture assembled and installed. Pre-school Tot Lot play equipment delivered. Wood fiber, plants, concrete and set up labor donated by CSD contractors for helping hands project.        |
| Singh & Kaur Park (5 acres)                                  | Goal<br>1* | Held pre-con meeting w/ Environmental Solutions. Construction to start Mar/April 2020. Weather dependent   |

\* Indicates Goal from Parks and Recreation 2019-2022 Strategic Plan

## Finance: Accounts Payable

**793**  
INVOICES

**421**  
CHECKS

**221**  
RECEIVABLES

Updated individual project budgets/  
schedules and added new projects to the  
2020-2025 Capital Improvement Plan

## Human Resources



**181**  
APPLICANTS

**14**  
RECRUITMENTS

New Benefits Broker -  
better services for staff

## Leadership Staff

New 2 year Email Retention Policy  
for Leadership staff

## Information Systems



Fire Annex Building equipped  
with high speed connectivity

**117** Work Requests

**61**  
PARKS &  
RECREATION

**35**  
FIRE  
DEPARTMENT

**21**  
ADMINISTRATIVE  
SERVICES  
DEPARTMENT

**71,704** Page views on [yourcsd.com](http://yourcsd.com)

## Facilities



Parking lot stripping  
completed at Fire HQ  
North Building

**175** Work Requests



# STAFF REPORT

**DATE:** March 18, 2020

**TO:** Board of Directors

**FROM:** Kelly Gonzalez, Parks and Recreation Director

**SUBJECT: PARKS AND RECREATION DEPARTMENT REPORT – FEBRUARY 2020**



**VISION:** An inclusive and connected park, recreation, and trails system that delivers opportunities for health and wellness, social interaction, and delight to the Elk Grove community.

**MISSION:** At Cosumnes CSD, we provide exceptional parks and recreation services to our diverse Elk Grove community.



## **GOAL 1 – Meeting the Needs of Our Growing Community**

*Create responsive programs, parks and facilities for Elk Grove’s diverse and growing community.*

- The Community Engagement Committee met with Lysette Lemay, Elk Grove Unified School District Community Partnership Coordinator, with the Office of Family & Community Engagement, to determine future collaborations.
- The Teen Action Committee held its annual Unity Day Event on February 22. Fifty teens participated in a day of understanding, reflections, and creating new relationships. Teens participated in various activities and games; and listened to testimonies from two guest speakers.
- Staff attended the Elizabeth Pinkerton Middle School “7<sup>th</sup> Grade Night” held on February 26 and introduced Teen Center services: Afterschool and Summer Camp Programs, Teen Taxi Service and the teens’ enrichment, clubs and academic activities included in teen center programming.
- The Golf Course completed updates for the new Golfnow website enriching the customer’s experience with a more user-friendly and aesthetically pleasing site.
- The Sports section held a successful T-Ball Picture Day.
- The Home Run Snacks Concessions opened at BSP for the season.
- Held the first Princess Ball with an estimated attendance of 172.
- Held the second Family Dance with a Glow in the Dark theme to serve our diverse community in a fun environment for all ages.
- Modified the February dance series to provide diverse families with children of all ages many different ways to celebrate each other from inexpensive casual opportunities to more formal affairs.
- Preschool students participated in a valentine exchange to foster the value of sharing and caring for others.
- Preschool staff who attended workshops shared with other staff information about Human Trafficking and Anxiety in Children. Raising awareness of current issues, helping

staff understand behaviors and applying teaching techniques to help children cope with their emotions.

- Kid Central (KC) participated in the Jr. NBA Skills Challenge and hosted a local competition. The winner (from Kid Central-Markofer) had an outstanding score of 37 points and will be competing in the regional competition for a chance to compete in Nationals in New York.
- New photos were taken at the Youth Center to better show case the Kid Central WHY!

## **GOAL 2 – Revitalizing & Developing Community Spaces**



*Strengthen parks and recreation facilities for future generations.*

- The Golf Course implemented playing lessons with a Mentor League every Friday until clinics get started in April. Working with the participants on continuing game play and improving during the off season.
- Park Operations staff brought in 75 yards of ball field mix and completed the renovation of the three softball fields at BSP in preparation for the upcoming season.
- Park Operations staff completed the install of six concrete benches at Bartholomew Park.
- Landscape bark was installed in the Bartholomew Sports Complex parking lot and along Big Horn Blvd. to replenish and refresh the landscape beds.
- New concrete benches were installed in the Camden Creek Greenbelt and Perry Park. The old benches were removed, new concrete pads poured, and new benches installed.
- A Drinking fountain with bottle filler was installed at Kloss Complex at Elk Grove Park
- Fishing kiosks and rules signs were installed at the Elk Grove Park Lake, and the 'No Fishing' signs were removed.



## **GOAL 3 – Enhancing Community Connections**

*Foster collaborative partnerships that leverage strengths and resources to enhance recreation experiences.*

- Staff gave a presentation at the Laguna Sunrise Rotary Club: "Play for your Life!" The session focused on the role that Parks and Recreation services in creating opportunities for health and wellbeing in our community.
- Park Operations staff worked to complete the expansion of the rose garden at Laguna Town Hall with the Elk Grove Garden Club.
- Ten yards of baseball ballfield mix was delivered for baseball leagues to spread to prepare for the season at Strong, Simpson, Hill, Amundson, and Jones Park. And 60 yards of baseball mix was delivered for softball leagues to spread at Elk Grove Park (12 fields).
- Aquatics staff, Elk Grove Aquatics Club and the City of Elk Grove continue to collaborate to organize the Bill Rose Classic (Junior Olympics) in July.

- Aquatics team met with the Elk Grove Piranha's Aquatic Club, the Elk Grove Aquatics Club and the City of Elk Grove on February 25<sup>th</sup> to discuss best logistical practices and overlapping needs in preparation for this summer swimming season.
- The preliminary 2020-21 budget for The Elk Grove Aquatics Center was submitted for review on February 27<sup>th</sup>.
- Good Day Sacramento visited Elk Grove Aquatics Center to spotlight the Aqua Spin and Aqua Body Strong classes on February 6<sup>th</sup>.
- Collaborated with the City of Elk Grove in utilizing facility space at The Center at District56 to host the Father Daughter Dance series (3 dances).
- KC-Ehrhardt held a fundraising event for the Elk Grove Animal Shelter and collected pet food and supplies. The Shelter was able to visit KC with a shelter cat and share with the participants how their donations will be used and how we can all do more to help.
- Staff attended a Network Café event with Sac State Community Engagement Center. Event topic was volunteers and VOAD presented their action plans for volunteering after a disaster.
- Preschool Class Directories were distributed to guardians who may wish to connect with other families in programs.
- A Preschool parent and child came to school dressed in native Ukranian clothes exposing other children to cultural diversity. They brought in dolls, potteries, sang songs, and told stories about the culture.
- Preschools continued participation of an Active Adult and InAlliance volunteers help in the classrooms.



#### **GOAL 4 – Ensuring a Sustainable Parks & Recreation System**

*Allocate staff and resources based upon sound operational practices to ensure long-term operation and maintainability.*

- Golf Course maintenance staff updated the Range task list sheet, and will follow up daily with employees to ensure tasks are completed.
- The following approved 2020 Community Support Program (CSP) awardees occurred in the month of February :
  - South Area People First Meeting - Wackford Complex; hosted by South Area People First
  - Community Band Concert- Laguna Town Hall; hosted by Elk Grove Community Band
- Aquatics team visited a local career fair and three local high schools as part of Lifeguard Recruitment efforts. Staff also gave a presentation to students at Cosumnes Oaks High School showing the various opportunities afforded by lifeguard experience to those interested in the Medical Careers Pathway. These efforts resulted in a list of 60 interested individuals who will be assessed and potentially join the CSD team for the summer of 2020.
- Part-time Aquatics Staff attended Recreation Leadership Development.

- The Aquatics team facilitated an off-Season in-service training for part-time staff on February 8<sup>th</sup> at the Elk Grove Aquatics Center focusing on deep water lifesaving skills and oxygen procedures.
- Concessions staff had their first training of the year on February 15<sup>th</sup> to prepare for the opening of BSP.
- The Aquatics Division welcomed Adriana Orozco as Aquatics Administrative Assistant on February 18<sup>th</sup>.
- Staff have been updating the spaces inside the youth Center to help foster imagination and provide areas for imagination, reading and discovery.



New **Fishing Kiosks**  
at Elk Grove Park

**145**  
YARDS

**Ballfield Mix** installed  
in various ballfields  
throughout the District



The concession stand at  
**Bartholomew Sports Complex**  
is open for the season



**1,399**

Volunteer Hours Total



Rounds of Golf



**2,498**

**147**  
ADMISSIONS

**Drop-In Programs**

**191**

**Water Aerobics**  
participants



**RAD Dance**  
participants

**73**



**50**

**Teen Unity Day**  
participants



**Father Daughter Dance**  
series participants

**820**

**194**

**Family Dance**  
participants



#### SOCIAL MEDIA STATISTICS



**65.5k**

Impressions



**1,557**

Engagements



**41**

Link Clicks



#### Mission

At Cosumnes CSD, we provide exceptional parks and recreation services to our diverse Elk Grove community.

#### Vision

An inclusive and connected park, recreation, and trails system that delivers opportunities for health and wellness, social interaction, and delight to the Elk Grove community.



Drop-In Sports

# STAFF REPORT

**DATE:** March 18, 2020  
**TO:** Board of Directors  
**FROM:** Mike McLaughlin, Fire Chief  
**SUBJECT:** FIRE DEPARTMENT REPORT – FEBRUARY 2020



**VISION:** Committed to providing extraordinary service through prevention, preparedness, and emergency response.

**MISSION:** The Men and Women of the Cosumnes Fire Department strive to exceed expectations at all times.



**Administration – Achieve excellence through leadership, sound fiscal management, industry best practices, transparency, and innovation.**

- A Badge Pinning ceremony took place for Captains Steve Guthrie and Nicholas Santini. (Objective 2.b.)
- Staff attended training on the use of SharePoint as a tool for the District to collaborate remotely. (Objective 3.b.)
- Staff facilitated a CERT program meeting to collaborate on future volunteer leadership and various training opportunities for the volunteers. (Objective 4.a.)
- Staff attended the Media Training Workshop facilitated by Hermocillo-Azevedo Strategic Communications to learn how to better engage with the news media. (Objective 3.b.,5.b.)
- Staff completed Annexation no 25 in the Elk Grove Community Facilities District no.1 (Elk Grove Fire Protection).



**Operations – Provide exceptional emergency response operations consistent with the communities' needs and expectations.**

- Crews arrived on scene of emergency calls in 7 minutes and 22 seconds (07:22) from the receipt of the dispatch by Sacramento Regional Fire/EMS Communications Center Systems (SRFECC), 90% of the time for the month of February. The Cosumnes Fire Department's standard is seven minutes (07:00) from the time the call is received in SRFECC. (Objective 1.a.)
- 17 Academy Recruits graduated from the Cosumnes Fire Department Academy on February 21, successfully completing an intensive 24-week training program at the Cosumnes Fire Training Facility. The newest Firefighter Paramedics officially started duty on February 24. (Objective 1.b.)

- The Mandatory Captains meeting allowed staff to collaborate on creating efficiencies, improving processes, and the transition of Academy Recruits to Probationary Firefighters. (Objectives 2.d., 4.a., 4.b.)
- Chief Officers participated in the Regional Chiefs Summit, hosted by Sacramento Metro Fire Department. (Objectives 2.b., 3.a.)



**Emergency Medical Services – Provide exceptional medical care and customer service while supporting the needs and well-being of our members who provide that care.**

- Staff has been actively engaged with the developing COVID19 field response guide, patient monitoring, employee health, and supply chain disruptions. (Objective 1.c.)
- Support was provided for Academy 19-01 via instruction, final exams, and the graduation ceremony. (Objective 1.c.)
- Personnel responded to critical incidents to facilitate operational level learning in support of Didactic and Clinical education. (Objective 1.a.)
- Community CPR, “Stop the Bleed”, and career events were facilitated along with Cosumnes Oaks High School and Wilton Fire Protection District for a total of 96 students. (Objective 1.d.)
- Staff worked with Sacramento County EMS to draft a revised Multi Casualty Incident Response Plan. (Objective 2.c.)
- Ten subpoenas (10) and one thousand, two hundred and forty-six (1,246) Patient Care Reports were processed. (Objective 3.a.)
- Staff assisted four (4) personnel with licensure. (Objective 1.c.)



**Fire Prevention – Proactively improve life safety, minimize losses, and reduce the risks from fire through education, application of codes, and investigation.**

- Fire Investigators performed five fire investigation responses and issued three infractions for \$460 in fines. (Objective 1.a.,4.a.,4.b.,4.c.)
- 100% of the 176 requested construction inspections were completed within 48 hours. (Objective 3.c.)
- Staff Completed three state-mandated inspections representing 2% completion on all required inspections. (Objective 1.a)
- Fire and life safety information was provided at 19 different presentations/events. (Objective 4.b.)



**Fleet Management – Provide effective management of vehicles and equipment to ensure that they are safe, properly designed, and well maintained.**

- Staff completed 18 services and 92 other repairs. (Objective 1.b.)

- Staff began the implementation of the new Fuel Management System throughout the District. (Objective 2.b.)



### **Training & Special Operations – Create effectiveness through innovative and diverse training programs.**

- Staff facilitated a Thermal Imaging Camera (TIC) educational opportunity for neighboring volunteer agencies. (Objective 1.c.)
- Staff organized and facilitated the Emergency Vehicle Operations Course (EVOC) as well as the Driver/Operator 1A course to all recruits ensuring safe operations of department apparatus. (Objective 1.a., 1.b., 1.d.)
- Academy Staff organized and scheduled Recruit medic ride-a-longs to provide Sacramento County EMS orientation. (Objective 1.b., 1.d.)
- Academy staff planned and provided the graduation ceremony for Recruit Class 19-01. (Objective 1.d.)
- Staff administered 5 hours of Administration training, 280 hours of Daily Training, 104 hours of Emergency Medical Services Continued Education training, 1646 hours of Monthly training, and 8 hours of Taskbook Completions, totaling 2042 hours of training. (Objective 1.a)

### Total Number of Monthly Incidents

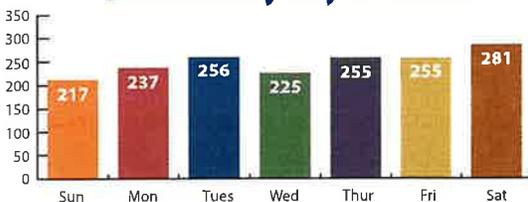
**1,726** ↑

|  |                            |              |
|--|----------------------------|--------------|
|    | Fire .....                 | <b>28</b>    |
|    | Explosion .....            | <b>1</b>     |
|    | EMS .....                  | <b>1,327</b> |
|    | Hazardous Conditions ..... | <b>14</b>    |
|    | Service Call .....         | <b>116</b>   |
|   | Good Intent .....          | <b>157</b>   |
|  | False Alarm .....          | <b>76</b>    |
|  | Severe Weather .....       | <b>0</b>     |
|  | Special Incidents .....    | <b>1</b>     |
|  | Not Reported .....         | <b>6</b>     |

### Total Loss from February Fires

**\$281,450**

### Incidents by Day of Week



### Total Responding Units

**3,088** ↑

February 2019  
2,973 Responding Units

### Response Time

Alarm to Arrival Emergent Only

90th Percentile  
CFD Standard is 7:00



**0:07:22**

### Average Commitment Time

Dispatch to Clearing Scene

**41:52**



### Unit Hour Utilization

Total hours for 30 days for 24 hours per day



Medic 45



Medic 46



Medic 71



Medic 72



Medic 73



Medic 74



Medic 76

### Public Education

|                      |     |
|----------------------|-----|
| Car Seats .....      | 10  |
| Site Visits .....    | 2   |
| Station Tours .....  | 7   |
| People Reached ..... | 324 |



**COSUMNES COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING – 6:30 PM  
WEDNESDAY, MARCH 4, 2020  
MINUTES**

**REGULAR BOARD MEETING – 6:30 PM**

**ATTENDANCE**

Directors present included Gil Albiani, Rod Brewer, Jim Luttrell and Jaclyn Moreno. Director Orlando Fuentes was absent and excused. Director Brewer joined the meeting at 6:38 p.m.

General Manager Josh Green, Fire Chief Mike McLaughlin, Chief Administrative Officer Nitish Sharma and District Counsel Sigrid Asmundson were also present.

**A. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

1. Vice President Luttrell called the meeting to order at 6:34 p.m.
2. Captain Julie Rider introduced the Elk Grove and Galt CERT Program and Program Coordinator June Cochran. Members of CERT led the Pledge of Allegiance.
3. A moment of silence was observed to honor for Retired Galt Fire Chief Templeton.

**B. ANNOUNCEMENTS/PRESENTATION**

None

**C. COMMUNICATIONS FROM THE PUBLIC**

Mr. Mark Graham addressed the Board and presented a video about the smart phones radiation effects on people.

**D. CONSENT CALENDAR**

4. Approve the February 19 Regular Board Meeting Minutes.
5. Approve Resolution No. 2020-15, Intention to Annex Territory to Community Facilities District No. 1 (Elk Grove Fire Protection).

Director Brewer moved to approve consent items 4 and 5; seconded by Director Moreno, vote was unanimous.

**E. PUBLIC HEARINGS**

None

**F. STAFF REPORTS**

6. **SUBJECT:** Full-time Unrepresented Employee Classification and Compensation Study and Approval of Resolution Adopting Part-time and Full-time Salary Schedules.

Human Resources Director Joe Ambrosini presented the staff report.

## **RECOMMENDATIONS:**

1. Approve the Final Classification Study by Koff and Associates, including job description updates and revisions, in Attachment A.
2. Approve the Final Compensation Study Report as recommended by Koff and Associates in Attachment B.
3. Adopt resolution 2020-16 authorizing revisions to the 2020 Full-Time Employee Salary Schedules effective March 16, 2020, and the Part-Time Employee Salary Schedules effective January 1, 2020.
4. Authorize staff to continue working with Koff and Associates on an as needed basis to conduct any outstanding desk audits.

Mr. Chris Schamber addressed the Board and commented on how thankful he was for all the dialogue and collaborations during this process, and recommended the Board accepts staff's recommendations.

After deliberating Director Albiani moved to accept staff's recommendations 1, 2, 3 and 4; seconded by Director Brewer, vote was unanimous.

## **G. INFORMATIONAL ITEMS**

7. Note from resident thanking Park Operations Worker Al Sanchez for taking great care of the facility he was working at (Fales Park).
8. Note from resident thanking Park Operations Worker Billy Daniels for the continued support and great service offered when working with the Elk Grove Garden Club.
9. Note thanking Parks Operations for replacing the trash cans at Johnson Park.

## **H. BOARD OF DIRECTORS BUSINESS**

10. City of Elk Grove Liaison
11. City of Elk Grove Two by Two
12. City of Galt Liaison
13. City of Galt Two by Two
14. Elk Grove Cosumnes Cemetery District Two by Two
15. Elk Grove USD Two by Two
16. Senior Center Board
17. Elk Grove Historical Society
18. Elk Grove Chamber of Commerce
19. Galt Chamber of Commerce
20. Diversity Work Group
21. Northern California Special Districts Insurance Authority
22. Fire Communications Center
23. Sacramento County Treasury Oversight Committee
24. Miscellaneous Reports
25. Meeting/Event Approval
26. Meeting/Event Report

**H. IDENTIFICATION OF ITEMS FOR FUTURE MEETING**

Director Moreno reminded all that March is Women History Month and highlighted two women in history: Molly Williams the first known female firefighter in the United States and Sarah Davis who in December 2019 was hired as the first female Chief Park Ranger in Yellowstone National Park.

**I. ADJOURNMENT**

With no further business, the meeting was adjourned at 7:15 p.m.

Approved: \_\_\_\_\_  
Board President

Attest: \_\_\_\_\_  
Secretary to the Board

DRAFT

# STAFF REPORT



**DATE:** March 18, 2020

**TO:** Board of Directors

**FROM:** Paul Mewton, Chief of Planning, Design and Construction

**SUBJECT:** RESOLUTION ACCEPTING GRANT DEED FOR APN 132-0030-067

## RECOMMENDATION

The Board of Directors approves Resolution No. 2020-19 authorizing the General Manager to execute a Certificate of Acceptance and take any additional actions necessary to record a Grant Deed transferring APN 132-0030-067 from Reynen & Bardis to the District.

## BACKGROUND/ANALYSIS

On November 24, 2003, Reynen & Bardis recorded a subdivision map for the Elk Grove Meadows development. Per the map, Reynen & Bardis irrevocably dedicated to the District various landscape corridors as well as "Lot E," a 0.81 acre parcel of real property located to the west of Buscher Park, off of Willard Parkway in the City of Elk Grove. Ownership of the landscape corridors was transferred to the District. Reynen & Bardis also executed a grant deed to the Elk Grove Community Services District for Lot E, dated October 17, 2003. However, the Grant Deed for Lot E was never recorded and the original executed Grant Deed is lost.

Reynan & Bardis has agreed to execute a new Grant Deed. Pursuant to Government Code Section 27281, the District is required to execute a certificate of acceptance of the Grant Deed and record the certificate with the deed.

## FINANCIAL ANALYSIS

The District does not owe any monies for issuance and recordation of the new grant deed. Once the grant deed is recorded, the District will include the Property in its listed assets.

## SUSTAINABILITY ANALYSIS

The Property is zoned open space.

Should you have any questions, please contact me prior to the Board meeting.

Respectfully submitted,



Paul Mewton  
Chief of Planning, Design and Construction

**Attachments:** Resolution No. 2020-19  
Grant Deed and Certificate of Acceptance

Staff Report recommendation authorized by:

Approved as to Form:



General Manager



District Counsel

**RESOLUTION NO. 2020-19**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COSUMNES COMMUNITY SERVICES DISTRICT ACCEPTING A GRANT DEED FOR 0.81 ACRES OF REAL PROPERTY FROM REYNEN & BARDIS (APN 132-0030-067)**

**WHEREAS**, on November 24, 2003, Reynen & Bardis recorded a subdivision map for the Elk Grove Meadows development in which Reynen & Bardis irrevocably dedicated to the District various landscape corridors as well as "Lot E," a 0.81 acre parcel of real property located to the west of Buscher Park, off of Willard Parkway in the City of Elk Grove (APN 132-0030-067); and

**WHEREAS**, Reynen & Bardis executed a grant deed to the Elk Grove Community Services District for Lot E, dated October 17, 2003, but the grant deed was never recorded and the original executed grant deed is lost; and

**WHEREAS**, Reynen & Bardis executed a new grant deed to replace the October 17, 2003 grant deed, a copy of which is attached hereto as Attachment "A" and incorporated herein by this reference; and

**WHEREAS**, pursuant to Government Code Section 27281, the District is required to execute a certificate of acceptance of the grant deed and record the certificate with the deed.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE COSUMNES COMMUNITY SERVICES DISTRICT DOES HERBY RESOLVE AS FOLLOWS:**

**Section 1. Recitals.** The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

**Section 2. Acceptance of Grant Deed.** The Board of Directors of the Cosumnes Community Services District hereby accepts the grant deed for Lot E (APN 132-0030-067).

**Section 3. Certificate of Acceptance.** The Board hereby directs and authorizes the General Manager to execute and record a Certificate of Acceptance of the grant deed, and to take all actions necessary to carry out the intent and purpose of this Resolution.

**Section 4. Effective Date of Resolution.** This Resolution shall take effect immediate upon its adoption.

**PASSED AND ADOPTED** by the Board of Directors of the Cosumnes Community Services District, this 18th day of March, 2020, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

---

Orlando Fuentes, President

**ATTEST:**

---

Joshua Green, Secretary

**WHEN RECORDED RETURN TO:**  
Cosumnes Community Services District  
Attn: Clerk of the Board  
8820 Elk Grove Blvd.  
Elk Grove, CA 95624

**SEND TAX/ASSESSMENT BILLS TO:**  
Cosumnes Community Services District  
Attn: Clerk of the Board  
8820 Elk Grove Blvd.  
Elk Grove, CA 95624

No Fee Document - Per Government Code 27383  
No Document Transfer Tax - Per R & T Code 11922

APN: 132-0030-067-0000

THIS SPACE FOR RECORDER'S USE ONLY

## GRANT DEED

**REYNEN & BARDIS (BUSCHER), LLC, a California limited liability company; REYNEN & BARDIS (G.S.G. PARTNERS), LLC, a California limited liability company; and REYNEN & BARDIS COMMUNITIES, INC., a California corporation, as the successor by conversion of REYNEN & BARDIS DEVELOPMENT, LLC, a California limited liability company,** in confirmation of its prior grant of real property formerly known as Lot E, as shown on the Map of Elk Grove Meadows Unit 3A, recorded in Book 322 of Maps, Map No. 1, records of Sacramento County, pursuant to an unrecorded Grant Deed, dated October 17, 2003,

do hereby grant to the **COSUMNES COMMUNITY SERVICES DISTRICT**, a political subdivision of the State of California, all that real property in the City of Elk Grove, County of Sacramento, State of California, bounded and described as follows, to-wit:

**See Exhibit "A" attached hereto and made a part hereof.**

Dated March 18, 2020

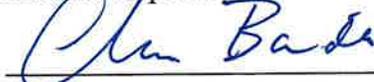
REYNEN & BARDIS (BUSCHER), LLC  
a California limited liability company

By:   
Christo D. Bardis, Member

REYNEN & BARDIS (G.S.G. PARTNERS), LLC  
a California limited liability company

By:   
Christo D. Bardis, Member

REYNEN & BARDIS COMMUNITIES, INC.,  
a California corporation

By:   
Christo D. Bardis, President

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California )  
 ) ss.  
County of Sacramento )

On February 27, 2020, before me, **LORI A. RISPOLI**, a Notary Public in and for said State, personally appeared Christo D. Bardis, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed this instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing is true and correct.

WITNESS my hand and official seal.

Signature Lori A. Rispoli



# **EXHIBIT "A"**

## **Legal Description**

**The following Real Property located in the City of Elk Grove, County of Sacramento, State of California described as follows:**

Lot E, as shown on the map of Elk Grove Meadows Unit 3A, recorded on November 24, 2003 in Book 322 of Maps, Map No. 1, Official Records of Sacramento County, California.

**CERTIFICATE OF ACCEPTANCE**  
- Cosumnes Community Services District -

This is to certify that the interest in real property conveyed by the Grant Deed dated March 18, 2020, from **Reynen & Bardis (Buscher), LLC, a California limited liability company; Reynen & Bardis (G.S.G. Partners), LLC, a California limited liability company; and REYNEN & BARDIS COMMUNITIES, INC., a California corporation, as the successor by conversion of REYNEN & BARDIS DEVELOPMENT, LLC, a California limited liability company,** (collectively, "Grantors"), to the **Cosumnes Community Services District ("Grantee")**, is hereby accepted by the undersigned officer on behalf of Grantee pursuant to authority conferred by resolution of the Grantee's Board of Directors adopted on March 18, 2020, and the Grantee consents to recordation thereof by its duly authorized officer.

Dated: March 18, 2020

GRANTEE:

COSUMNES COMMUNITY SERVICES  
DISTRICT, a public body, corporate and  
politic

By: \_\_\_\_\_  
Joshua Green  
General Manager

# STAFF REPORT



**DATE:** March 18, 2020  
**TO:** Board of Directors  
**FROM:** Paul Mewton, Chief of Planning, Design and Construction  
**BY:** Justin Ellermeyer, Facilities Manager

**SUBJECT: APPROVAL OF MULTI-YEAR AGREEMENT – CCSD ADMINISTRATION BUILDING AND ELK GROVE RECREATION CENTER LANDSCAPES**

## RECOMMENDATION

The Board of Directors:

- 1) Awards a one-year Professional Services Agreement, with the option to renew for two additional one-year terms, to Coast Landscape Management, in the amount of \$2,580 per month to provide landscape services to the areas surrounding the Cosumnes CSD Administration Building and Elk Grove Recreation Center.
- 2) Authorizes the General Manager to execute all requirements of the agreement.

## BACKGROUND/ANALYSIS

Coast Landscape Management (Coast) is the current provider of street and interchange landscape services for the Cosumnes Community Services District (District). Through an amendment of their landscaping contract for District maintained streetscapes, interchanges, and other areas, Coast has been performing weekly landscape maintenance service at the Elk Grove Recreation Center. This weekly service includes landscape maintenance for plant material, hardscapes, and playgrounds.

The District Administration Building landscape was taken out of contract when the fire destroyed the old building and the landscape was not actively maintained during construction of the new building. With construction complete, the new landscape established, and given the differences in the specifications for landscape care at the Administration Building and Elk Grove Recreation Center versus the District's street and interchange contract specifications, a new contract is desired for the services performed at these two sites.

Landscape specifications for these two sites have been written to reflect the newly installed drought tolerant plantings and additional hardscapes surrounding the Administration Building. This landscape has not been under contract for routine maintenance since it was accepted by the District.

Staff posted a Notice Inviting Bids on the District website on February 5, 2020. On February 27, 2020, bids were due and opened by staff at District offices. The District received four

complete bids (Table 1) and recommends the Board of Directors approve the selection of Coast as the services provider. Staff is confident of the ability of Coast, as the incumbent care taker of the landscape for the Elk Grove Recreation Center, to continue to provide quality service under this new agreement.

| <b>Table 1: Bids Received from Notice Inviting Bids</b> |                   |
|---|-------------------|
| <b>Company</b>  | <b>Bid Amount</b> |
| Coast Landscape Management                              | \$2,580.00        |
| New Image Landscape Company                             | \$2,805.00        |
| Crossroads  | \$4,762.50        |
| The Garden Tutors                                       | \$4,696.05        |

**FINANCIAL ANALYSIS**

The District will see a savings of \$430 annually for the services performed at the Elk Grove Recreation Center. The cost to add the additional landscape maintenance activities for the areas around the Administration Building will be \$9,990 annually.

These prices are subject to increase annually, at the beginning of the subsequent contract term, based on the Consumer Price Indexes, Pacific Cities, West – Size Class B/C, for the year ending February. This methodology is standard practice for the District’s other landscape maintenance contracts.

**SUSTAINABILITY ANALYSIS**

The new landscape surrounding the Administration Building was designed using River-Friendly Landscaping Principals. These principles include reducing green waste and energy use by minimizing pruning, reducing water use by monitoring irrigation programming and mulching and limiting the use of pesticides, herbicides and chemical fertilizers, all of which are included in the specifications for this contract.

Should you have any questions, please contact me prior to the Board meeting.

Respectfully Submitted,  


Paul Mewton  
Chief of Planning, Design and Construction

Staff Report recommendation authorized by:

  
\_\_\_\_\_  
General Manager

# STAFF REPORT



**DATE:** March 18, 2020  
**TO:** Board of Directors  
**FROM:** Steve Sims, Director of Parks and Neighborhood Services  
**BY:** Eileen Alcanices, Management Analyst  
**SUBJECT: AWARD OF MULTI-YEAR AGREEMENT FOR DISTRICT-WIDE ELECTROSTATIC PAINTING SERVICES**

## RECOMMENDATION

The Board of Directors:

- 1) Awards a one-year agreement, with the option to renew for two (2) additional one-year terms, to Magna-Kote Electrostatic, to provide electrostatic painting services for the District’s owned and maintained areas, not to exceed \$25,000 per year; and
- 2) Authorizes the General Manager to execute all requirements of the agreement.

## BACKGROUND/ANALYSIS

The Park and Golf Operations Division requires the use of electrostatic painting of various park amenities such as steel light poles, steel shade structures, and steel tubular fencing projects within the District. Electrostatic painting creates a uniform and durable finish which wraps around all sides of metal, and provides better transfer efficiency, lower disposal costs, and an environmentally friendly painting process. The majority of the electrostatic painting services to be performed on District property is related to assets that are weathered and in need of maintenance.

## FINANCIAL ANALYSIS

A Request for Proposal (RFP) was released and published on the District’s website on February 5, 2020. District staff requested pricing on three types of jobs that are typical projects undertaken by the District on an annual basis. Proposals were collected on February 27, 2020 and two (2) proposals were received:

| Description  | Magna-Kote Electrostatic |         |         | GPS Painting |         |         |
|--|--------------------------|---------|---------|--------------|---------|---------|
|  | Year 1                   | Year 2  | Year 3  | Year 1       | Year 2  | Year 3  |
| Item #1: Repainting of four (4) shade structure columns and six (6) shade sail poles | \$1,080                  | \$1,130 | \$1,180 | \$8,000      | \$8,000 | \$8,000 |
| Item #2: Repainting of ten (10) 15-ft. high light poles                              | \$2,000                  | \$2,100 | \$2,200 | \$7,500      | \$7,500 | \$7,500 |
| Item #3: Repainting of 100 linear feet of 6-ft. high steel tubular fence             | \$1,050                  | \$1,100 | \$1,150 | \$4,500      | \$4,500 | \$4,500 |

Magna-Kote Electrostatic, the responsive low bidder, has worked with the District for a number of years, and has always provided timely service and excellent workmanship.

Staff recommends that the Board awards a one-year contract to Magna-Kote Electrostatic with the option to extend the contract for up to two (2) additional one-year terms. The bid received provides an established low pricing for the next three years.

The Fiscal Year 2019-20 Landscape and Lighting budget identifies \$24,000 for this type of painting project within multiple Benefit Zones. Funding for the additional two years will be identified during the Budget Development process. There is no impact to the General Fund.

**SUSTAINABILITY ANALYSIS**

Electrostatic painting is an environmentally friendly process as the amount of paint particles emitted into the air is greatly reduced. This practice continues sustainability best practices which is goal 4.2 of the Park and Recreations 2018 Plan for Play Parks, Recreations & Facilities Master Plan.

Should you have any questions, please contact me prior to the Board meeting.

Respectfully Submitted,



Steve Sims  
Director of Parks and Neighborhood Services

Staff Report recommendation authorized by:



---

General Manager

# STAFF REPORT

**DATE:** March 18, 2020  
**TO:** Board of Directors  
**FROM:** Mike McLaughlin, Fire Chief  
**BY:** Troy Bair, Deputy Fire Chief - Operations  
**SUBJECT:** PURCHASE OF FIREFIGHTER PERSONAL SAFETY SYSTEMS (BAILOUT KITS)



## RECOMMENDATION

The Board of Directors authorizes the purchase of Firefighter Personal Safety Systems, also known as “Bailout Kits”, as approved in the Board adopted FY 2019-2020 Cosumnes CSD (District) Budget.

## BACKGROUND/ANALYSIS

The Cosumnes Fire Department (CFD) has a long-standing history of prioritizing safety, including providing quality structural firefighting personal protective equipment for its personnel. As technology has progressed and been refined, the CFD has continued to pride itself on keeping up with those changes. This standard has enabled the CFD to provide for the safety of the community and our firefighters while maintaining a high level of fiscal responsibility. As an example, there have been many recent improvements in Firefighter Personal Safety Systems (PSS), also known as a “Bailout Kits,” and the CFD has recognized a need to implement these systems in the Department.

Throughout the United States many fire departments, both large and small, have recognized the need for these bailout kits for their personnel. Kits such as these are worn by firefighters and are used in situations that require an immediate evacuation out of an elevated location such as a second or third story window. These kits include a harness that is worn by the user, a length of special rope with a friction device, and a hook to place on a windowsill or around an object. They have proven useful to facilitate the rescue of trapped residents out of different types of structure fires and assist firefighters in their escape from these types of buildings. This kit provides a significant improvement in the safety of our personnel and the public we serve.

In July 2019, The Cosumnes Fire Department convened a group of personnel to research and develop a system that would work for the members of the fire department. Over a six-month timeframe, various kits and components were researched, and several companies were contacted for more information and to solicit kits for the crews to try out. While the components may seem universal, they are very different from manufacturer to manufacturer. As an example, some components were constructed from nylon while others were made from a stronger and more durable Kevlar. In addition, some components had multiple moving parts or were difficult to deploy. The committee recognized that no two items were identical, which provided a challenge when comparing the effectiveness and durability. The ultimate goal of the group was to identify a system that has minimal moving parts, is

lightweight, and is made of durable components. We found that each of these criteria were met by the kit that is manufactured by Fire Innovations, LLC based in Petaluma, CA.

Fire Innovations, LLC manufactures various kits and components to fit the needs of their customers. The CFD also has a working relationship with Fire Innovations. Currently, the Department has one model of their belts in service for personnel who work on Truck 74. These belts carry their axe and have been in use for the last 15 years. They have proven their dependability within the CFD and throughout the country. Fire Innovations manufactures their own equipment and sells both their own equipment as well as a few other brands of equipment related to firefighter safety. The research and development group decided after extensive testing and a trial period that Fire Innovations can provide the components that meet our strict requirements. These components are durable, have been proven effective on actual emergency incidents, and are National Fire Protection Association (NFPA) approved.

Due to the specific design and function of the components made by Fire Innovations, it was not possible to obtain multiple bids as this is a sole-source item. The quote represents the lowest cost available as it is coming straight from the manufacturer with no additional retail mark up. They also provided a significant discount due to the quantity that we are wanting to purchase. This purchase will include a complete system for every firefighter. In addition, Fire Innovations will be providing training to ensure our personnel appropriately understand the uses of the system.

### **FINANCIAL ANALYSIS**

Fire Innovations has authorized a 10% discount due to the volume of equipment we are looking to purchase. This discount amounts to \$11,456.64. The total cost of the PSS equipment is \$113,061.49.

The Board approved Fiscal Year 2019-2020 District Fire Department Operations Budget includes \$100,000 for the purchase of these kits. The \$13,000 outstanding balance will be covered by efficiencies created by the recent efforts to reduce the amount of foam we use each year and changes to the way we store it, which makes it last longer.

### **SUSTAINABILITY ANALYSIS**

There are not any sustainability issues associated with this item.

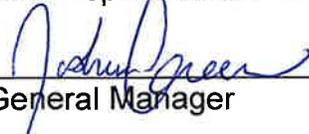
Should you have any questions, please contact me prior to the Board meeting.

Respectfully submitted,



Michael W. McLaughlin  
Fire Chief

Staff Report recommendation authorized by:

  
\_\_\_\_\_  
General Manager

Approved as to Form:

  
\_\_\_\_\_  
General Counsel

# INFORMATION REPORT



**DATE:** March 18, 2020  
**TO:** Board of Directors  
**FROM:** Elenice Gomez, Clerk of the Board  
**SUBJECT: DISTRICT PROGRAMS – MARCH/APRIL 2020**

District staff invites you to visit the upcoming programs and events:

| Activity/Event  | Date   | Time       | Location                   |
|---|--------|------------|----------------------------|
| <b>Shamrock Golf Tournament</b><br>Prizes, food, teams and individual players!  | Mar 14 | 8:30 AM    | Emerald Lakes Golf Course  |
| <b>Breakfast with the Bunny</b><br>Pancake breakfast with the Bunny   | Apr 11 | 8:00 AM    | Pavilion at Elk Grove Park |
| <b>JustServe Community Day of Service</b><br>Day of community service within Elk Grove through a variety of hands-on projects | Apr 18 | 8:00 AM    | Various locations          |
| <b>Elk Grove FitFest</b>  | Apr 25 | 9AM - 4 PM | Elk Grove Park             |