



Pioneer Fire Protection District

ANNUAL REPORT

TO

**EL DORADO COUNTY
PLANNING COMMISSION**

ON

FIRE DISTRICT DEVELOPMENT IMPROVEMENT FEES

AND

**CAPITAL IMPROVEMENT PLAN
2007 - 2011**

CONTENTS

	Page
1. INTRODUCTION	1
2. NOTICE OF HEARING	2
3. RESOLUTION	3
4. ANNUAL REPORT OF REVENUES & EXPENSES	5
5. CAPITAL IMPROVEMENT PLAN	7

INTRODUCTION

In 1994 El Dorado County General Services Department developed a policy and procedure statement to standardize fiscal year reporting requirements for all fire districts receiving development improvement fees. The policy and procedure includes requirements of the El Dorado County Planning Commission.

Required Content of Report

The annual report must contain the following:

- A copy of the publicized notice of hearing by the district.
- A notarized copy of the resolution adopting the district's capital improvement plan.
- A copy of the district's annual financial report on revenues and expenditures.
- Copies of the approved capital improvement plan
- An updated list of institutions where development fees are deposited
- A list of accounts containing fees collected which remain unexpended or uncommitted five or more years.

Mountain Democrat

PROOF OF PUBLICATION
(2015.5 C.C.P.)

Proof of Publication of NOTICE OF PUBLIC HEARING

STATE OF CALIFORNIA
County of El Dorado

I am a citizen of the United States and a resident of the County aforesaid; I'm over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am principal clerk of the printer at the Mountain Democrat, 1360 Broadway, a newspaper of general circulation, printed and published Monday, Wednesday, Thursday & Friday, in the City of Placerville, County of El Dorado, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court to the County of El Dorado, State of California, under the date of March 7, 1952, Case Number 7258; that the notice, of which the annexed is a printed copy (set in type no smaller than non-pareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

06/18

All in the year 2007.

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at Placerville, California, this
day of JUNE 18, 2007

D. H. Asenjo
Signature

NOTICE OF PUBLIC HEARING
NOTICE IS HEREBY GIVEN that a public hearing will be held by the Board of Directors of the Pioneer Fire Protection District on Tuesday, June 12, 2007, at the hour of 8:00 p.m. at the Three Forks Station, 7061 Mount Auburn Road, Somerset, California for the purpose of approving by resolution the Capitol Improvement Plan for 2007 for submission to the County of El Dorado in accordance with Ordinance Code Section 13.20. At said hearing the Pioneer Fire Protection District Board of Directors will consider all comments by interested parties.
6/18 02519248

RECEIVED
JUN 21 2007

RESOLUTION NO.02/2007

PIONEER FIRE PROTECTION DISTRICT

**REQUESTING THE BOARD OF SUPERVISORS TO ESTABLISH
DEVELOPMENT FEES AS A CONDITION OF THE ISSUANCE OF BUILDING
PERMITS WITHIN THE DISTRICT**

WHEREAS, the El Dorado County Ordinance Code Section 13.20 set forth the procedure for establishing development fees for fire protection within the County of El Dorado; and

WHEREAS, the Governing Board of the Pioneer Fire Protection District has held a public hearing and has considered the Capital Improvement Plan; and

WHEREAS, the Board received testimony and other evidence regarding the appropriation limitation to be established for the Pioneer Fire Protection District,

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

The 2007 Capital Improvement Plan is hereby accepted and approved by the District Board as a reasonable plan for providing additional facilities and equipment to serve the increased growth within the District and to provide adequate facilities and apparatus to serve the residents within the District at current service levels.

The District hereby finds that the recommended development fee of \$1.57 per square foot at the issuance of a building permit a reasonable fee necessary to mitigate the impact upon the District by new development.

The District hereby finds that the purpose of the fee is to pay for additional facilities and apparatus that will be necessary to meet the demand of development and to pay for a proportionate amount of the cost that will be necessary to add and improve existing facilities and purchase new equipment to maintain the current service levels of the District.

The amount of the development fee bears a reasonable relationship for the various types of development projects on which the fee will be imposed in that all residential and commercial improvement will impact the service capability of the District and will create the need for additional equipment and facilities for the District

The development of additional residential dwelling units and commercial projects increases the need for additional stations, equipment and facilities of the District in order to provide adequate service for such development. These additional facilities are necessary for the District to continue to provide its existing level of service throughout the District without an adverse impact by new development.

The funds herein shall be set forth in a separate account and used for the purposes established in the attached Capital Improvement Plan and for the reasonable costs of administration thereof.

WHEREAS BE IT FURTHER RESOLVED

That the Board prays that the Board of Supervisors accept the attached Capital Improvement Plan and that they continue to collect the development fees currently applicable within the existing boundaries of the District and that the Board of Supervisors further notice and establish a public hearing to levy and collect the fees set forth in the Schedule set forth in the Capital Improvement Plan throughout the boundaries of the entire District

The foregoing resolution was passed and adopted by the Board of Directors of the Pioneer Fire Protection District at a meeting by the said Board held on the 10th day of July 2007 by the following vote:

AYES: 5

NOES: NONE

ABSTAIN: NONE

ABSENT NONE

Stephen Jretter
Chairman, Board of Directors
Pioneer Fire Protection District

ATTEST: Patricia Shinde
Clerk to the Board

Date: July 12, 2007

Annual Report of Revenues and Expenditures

District: Pioneer Fire Protection District
 Fiscal Year: 2006/2007
 Name of Preparer: Peter Shurville

Accounts with fees unexpended or uncommitted for
 five (5) years or more: (see note)

Note: *If unexpended/uncommitted funds exist, include a statement of findings identifying the purpose of the funds and demonstrating a reasonable relationship between the fee and the purpose for which it was charged.*

Development fee revenues are deposited into:
Account No.
44-630-300

Institution

Account No.

El Dorado Cty

TRANSFERS TO DISTRICT'S

REVENUES*	MONTH	AMOUNT
	JUL	8,562
	AUG	9,693
	SEP	13,239
	OCT	14,107
	NOV	17,502
	DEC	5,940
	JAN	78
	FEB	2,237
	MAR	9,197
	APR	1,732
	MAY	6,358
	JUN E	1,732
	SUBTOTAL:	90,377
	INTEREST E:	3,869
	TOTAL:	94,246

OPERATING FUND	MONTH	AMOUNT
	JUL	41,539
	AUG	2,317
	SEP	25,006
	OCT	88,086
	NOV	60,565
	DEC	
	JAN	16,682
	FEB	
	MAR	3,912
	APR	854
	MAY	
	JUN	
	TOTAL:	238,961

CALCULATION OF REPORT YEAR ENDING BALANCE	AMOUNT
PRIOR FY ENDING BALANCE:	168,475
REPORT YR REVENUES:	94,246
REPORT YR EXPENDITURES:	238,959
REPORT YR ENDING BALANCE:	23,762

*Net receipts after 1% EDC Auditor/Controller charge

Annual Report of Revenues and Expenditures

District: Pioneer Fire Protection District
 Fiscal Year: 2006/2007
 Name of Preparer: Peter Shurville

CURRENT YEAR CAPITAL EXPENDITURES				
DATE (MTH/YR)	DESCRIPTION OF EXPENDITURE	AMT PAID FROM DEVEL FEE ACCT	AMT PAID FROM OTHER SOURCES	TOTAL
July	Instalment on loan for Engine 38	41,539	0	41,539
Aug	Build up on Engine 38	2,317	0	2,317
Sep	Build up on Engine 38	25,006	0	25,006
Oct	Initial payment on modular residence	88,086	0	88,086
Nov	Second payment on modular residence	60,565	0	60,565
Jan	Third payment on modular residence	16,682	0	16,682
Mar	Equipment for modular residence	3,912	0	3,912
Apr	Equipment for modular residence	854	0	854

Note: Attach additional pages if necessary.



Pioneer Fire Protection District

**CAPITAL IMPROVEMENT PLAN
2007 - 2011**

BACKGROUND/HISTORY

Pioneer Fire Protection District (PFPD) was formed pursuant to the Health and Safety Code on December 30, 1980 by LAFCO Resolution L-80-26. PFPD is located in the central southern portion of El Dorado County. The district is bounded on the west by Diamond Springs/El Dorado FPD, on the north/northwest by El Dorado County FPD, on the north/northeast by the Eldorado National Forest, and on the south/southeast by Amador County FPD. The district boundary includes the communities of Grizzly Flats, Somerset, Outingdale, Fairplay, Mt. Aukum, and Omo Ranch. PFPD also provides mutual aid service to River Pines in Amador County. Major access roads/inhabited corridors include County E16/Mt. Aukum Road, Sand Ridge Road, Omo Ranch Road and Grizzly Flats Road.

PFPD's boundary encompasses approximately 296 square miles/187,000 acres. Major natural features include the three forks of the Cosumnes River, Mt. Aukum, and the Eldorado National Forest. Most of the district's territory ((96,920 acres) is within the Eldorado National Forest. The forest lands are mountainous with steep slopes and many inaccessible areas. An additional and the remaining 57,000 acres are privately owned and taxable. The national forest lands are Federal Responsibility Area (FRA) and the remaining territory is State Responsibility Area (SRA). There is no Local Responsibility Area (LRA). The majority of private land use is agricultural, and 3,000 acres are in Williamson Act contracts. The remaining private land includes 3,276 developed and 2,134 undeveloped residential parcels, 34 developed and 11 undeveloped commercial parcels, and 884 miscellaneous parcels. The district also contains 24 wineries, 4 schools and 2 churches.

The water supply sources for fire suppression hydrants include Grizzly Flats Community Services District (GFCSD) in Grizzly Flats, El Dorado Irrigation District (EID) in Outingdale, and River Pines Public Utility District in the mutual aid area of River Pines. The remainder of the district does not have a public water supply source; the district uses a water tender and other sources such as small ponds and creeks for these areas. The 2003 ISO rating is 5/9. The five rating pertains to the communities of Grizzly Flats and Outingdale where for parcels within 1000 feet of a fire hydrant and within 5 road miles of a fire station. The remainder of the district is a 9 rating.

GROWTH AND POPULATION

PFPD estimates its population to be 7,000 people based on the 2000 Census. The district has experienced steady growth. However, recent reductions in building permits issued would indicate that only a percentage of previous five-year averages should be used. (See Appendices A and B) Grizzly Flats and Fair Play are the highest growth areas.

INFRASTRUCTURE AND FACILITIES

Existing Facility: Type/Size	Year Built or Remodeled	Address, Location in District	Characteristics: Owned/leased, #bays, dorms, meeting rooms, sq. feet
Station 31	Remodeled 2002	<i>Willow</i> 7960 Grizzly Flat Rd Somerset	Owned by PFA, ~1,200 sq. ft., 2 bays, dorm for 3 people, ce, radio repeater vault
Station 32	Built 1986	<i>Sand Ridge</i> 4770 Sandridge Rd Somerset	Owned by PFPD, ~1,000 sq. ft., 2 bays, office
Station 34	Rebuilt early 1980s	<i>Mt. Aukum</i> 2400 Omo Ranch Mt Aukum	Owned by PFPD*, ~1,200 sq. ft., 2 bays
Station 35	Rebuilt 1981	<i>Grizzly Flats</i> 4837 Sciaroni Grizzly Flats	Owned by PFA, ~1,000 sq. ft., 2 bays
Station 37	Rebuilt 1981	<i>Omo Ranch</i> 6021 Omo Ranch Omo Ranch	Owned by SPI/PFPD*, ~1,000 sq. ft., 2 bays
Station 38 District Office	Built 1984, minor remodel 2001	<i>Three Forks</i> 7061 Mt Aukum Rd Somerset	Owned by PFPD, 4,000 sq. ft., 4 bays, dorm for 4 people, office, meeting room
*Property deeded to EDC (El Dorado County) or SPI (Sierra Pacific Industries) with a reversionary clause for PFPD; building owned by PFPD.			

Although all stations are open year round only Station 38 is staffed and equipped year round. Station 31 is staffed and equipped seasonally during the winter. All other stations with the exception of Station 37 (Omo Ranch) are equipped and rely on volunteer response.

Emergency calls are increasing in the growing area of Grizzly Flats. The existing Station 35 will be upgraded in 2006-2007 from general funds with a new roof and repair to the siding. These upgrades will sustain service in this area until a new Station 35 can be built in 2007-2008 with designated reserves and development impact fees. The district is pursuing a joint venture building with the U.S. Forest Service in which the district would fund \$100,000 of the cost. The station would be constructed on USFS property under a joint use agreement.

A study is underway to evaluate station locations to better serve a growing population. Preliminary funding is provided beginning year 2009/2010.

All stations are available for use by public organizations, currently the Pioneer Firefighters Association (PFA), homeowners' associations, community services districts,

road associations, 4H, County Sheriff, California Department of Fish and Game, and other groups. PFPD does not currently charge any fees to these user groups. PFPD uses the community center and kitchen at the County-owned Pioneer Park for training and community events including PFA fundraisers. The Board of Supervisors has waived the park user fees annually for the past seven years.

EQUIPMENT AND VEHICLES

Vehicle/Year/Model	Type (Structure or Wildland)	Capacity # Gallons & GPM	Notes: Ownership/lease, features (on board foam, pump and roll, etc.)
Engines			
Engine 31 Engine 38	Combination Combination	500 gallons 600 gallons 1,250 gpm	Located at Station 31 Located at Station 38
Engine 32 1987 Ford/Beck 2x4	Structure	500 gallons 1,250 gpm	Located at Station 32
Water Tenders			
Water Tender 1991/2001 Volvo		3,000 gal	Located at Station 34
Rescue Vehicle			
Utility/Other			
Squad 35 2003 Ford 550 4x4			Located at Station 35
Squad 34 2002 Ford 550 4x4			Located at Station 34
Utility 35 1991 Chevy 1500 2x4			Located at Station 35
Utility 38 2001 Ford 250 4x4			Located at Station 38
1939 Parade Engine			Located at Station 37. Owned by PFA
Command Vehicle			
Chief 8600 2003 Ford 150 4x4			Chief Command response vehicle; located at Station 38

PFPD completed the purchase of a new engine 38 in FY 2005/06 with a five-year lease purchase agreement. The engine is used for structure and wildland fires and has a capacity of 600 gallons with a 1,250 gallon pump. Its useful life is 15 years. The engine is being funded 100% by development impact fees. Replacement of engines 31 and 38 are projected for 2013 and 2020 respectively.

Engine 38 is staffed year-round. Engine 31 is staffed when sufficient volunteers are available. District staffing requires a minimum of two people per engine.

Command Vehicle

A more versatile command vehicle is needed to provide for the management and operational requirements of the command function. A new vehicle is planned for FY 2008/09. The current vehicle is a light utility pick up that limits the number of passengers to one plus the driver and limits the protected storage of administrative supplies and resources and operational equipment (PPE). A larger utility vehicle would provide for the ability to transport operations staff on an incident. In addition it would provide for a protected area for protective clothing, incident forms and records and an incident management area. The budgeted amount includes the vehicle, communication equipment and emergency lighting.

Squad/Quick Attack Vehicle

Engine 32 is a 1987 Beck type I engine. It is a metropolitan-designed fire apparatus which was the only type available during this period. That is, it is designed for relatively flat terrain, short responses and paved roads. Since that time rural fire protection all-wheel drive apparatus have been designed to more appropriately respond to the rigors of rural fire protection including unpaved roads, elevation changes, steep inclines and adverse weather conditions. With eighteen years of service it would serve PFPD more effectively and efficiently to replace engine 32 with a squad/quick attack vehicle. Engine 32 would be reassigned. Station 32 is staffed with volunteer fire fighters only. Generally, it requires approximately two years for a volunteer firefighter to become certified and qualified as a firefighter/driver operator for the Type I or Type III Engines. Therefore it is more prudent to assign squads to the all-volunteer firefighter stations 32; 34 and 35. The proposed mix of fire apparatus for the PFPD rural fire protection is 3 squads and 2 rural fire protection engines, which are staffed with career and volunteer staff at stations 31 and 38. A third squad is planned for fiscal year 2008/09.

The National Fire Protection Association (NFPA) sets national equipment standards that are widely recognized by the industry. These standards serve as guidelines that PFPD adapts based on local conditions such as terrain. The Fire Chief makes equipment recommendations with input from a committee of experts and interested parties.

STANDARDS AND RESPONSE TIMES

PFPD publishes a monthly operations report of the type, location, and number of calls and the response time for each. The Chief requires mandatory fire call log reporting and the EMSA requires mandatory emergency medical call log reporting. Other standards for reporting call logs are determined by El Dorado County HazMat, El Dorado County Air Pollution Control District, child and elder abuse, and the El Dorado County Building Planning Departments. Calls are tracked through two systems: Fire House software and the Emergency Command Center (ECC). PFPD utilizes call logs for statistical

analysis, trend monitoring, and development of the CIP. The logs are filed in-house and a monthly summary by community is published in the community newsletter.

The 2006/07 response report through April 2007 breaks down calls as follows. It is not anticipated that these percentages will change significantly at year end.

Medical Aids	54%
Fires	14%
Vehicle Accidents	14%
Public Service	18%

A total of 351 responses were reported in the first ten months of fiscal year 2006/07. Fairplay had the most calls at 89, followed by Grizzly Flats (79), Mt. Aukum (74), Sand Ridge corridor (42), Mutual Aid (33), and Omo Ranch (34).

The County General Plan sets fire response time standards and El Dorado County Emergency Medical Services Agency sets emergency medical response standards. These standards correlate to General Plan Community Regions, Rural Centers, and Rural Regions. PFPD meets the 14-45 minute response time standard for Rural Centers and Rural Regions. According to ECC data, the average response time throughout the District in 2005 was 14 minutes, 07 seconds.

FUNDING/BUDGET

Development Impact Fees for FY 2006/07 are projected at \$92,035 (See Appendix C).

All district funds are kept in the County Treasury and the County Auditor provides all accounting and banking services. County Payroll provides all payroll services. All County services are provided through informal arrangements. Receivables are processed for the standard 1% administration fee. Payables and other County services are provided at no charge. The district contracts with an independent auditor for a bi-annual audit. The most recent audit was conducted for the years ending June 30, 2005 and June 30, 2006.

The Fire Chief has full authority to spend funds within the budget and spending plan approved by the Board.

Proposed capital expenditures through 2007-2011 are fully funded by development impact fees or reserves. These expenditures include a replacement Station 35 in Grizzly Flats, new squad, and a new command vehicle. New debt is the result of a \$250,000 lease purchase agreement for a new fire engine. The district paid \$150,000 in 2004-2005 and became liable for \$41,540 annually for the following three years.

DEVELOPMENT IMPACT FEES

El Dorado County, by resolution of the Board of Supervisors, has established fire impact fees for new development. The District annually reviews its five-year Capital Improvement Plan ("CIP"), which describes the impact created by growth in the District, for submission to the Board of Supervisors. The CIP addresses only funding derived from development fees

Planning for the future of the District presents a formidable, dynamic, and complex challenge. The need to balance the District's emergency response capability with capital purchases is significant as the District has experienced steady residential growth and an ever-expanding agricultural wine industry. Future growth remains promising but the rate of growth is, of course, uncertain. Creative planning, sound business practices and management of limited resources is paramount.

Consistent with the intent of the development fee resolution, the fees collected may be used to "finance facilities and equipment to reduce impacts upon the district caused by new development within the boundaries of the district." These fees may only be used to finance those facilities and equipment identified in the CIP. All development fees collected are deposited into a separate account with the El Dorado County Auditor's Office.

In 2006 the District's Board of Directors determined that in order for the District to maintain the current level of service provided to the communities served, a fee methodology needs to provide for a standard, consistent and equitable calculation of development fees. County-wide the fire districts have adopted the methodology based upon a 'per square foot' basis for all dwellings and businesses:

Capital Expenditures (5 years) = per square foot fee
5 year proposed square foot development

It is projected that development fee revenues will total \$748,080 over the five-year period covered by this CIP.

The five-year proposed square foot development is 475,797 square feet based on approximately 50% of the historical average square feet per year for the prior five years. 50% was selected as a conservative estimate of expected development. The resulting costs per square foot for the period is \$1.57 ($748,080/475,797 = 1.57$)

SUMMARY OF DEVELOPMENT FEE EXPENDITURES FOR FIVE YEAR PERIOD

The capital investment priorities include a new command vehicle, a squad and a joint use facility in Grizzly Flats. .

	FY 07/08	FY 08/09	FY 09/10	FY 10/11	FY 11/12
New Engine 38	41,540	41,540			
Command Vehicle		40,000			
New Squad		75,000	75,000		
Used Water Tender				75,000	
Joint Use Facility	100,000				
Station Relocation			100,000	150,000	100,000
Totals	141,540	156,540	175,000	175,000	100,000
Total for 5 years	748,080				

APPENDIX A**PFPD Building Data 2002 – 2006**

The following data was abstracted from sixty monthly reports published by the El Dorado County Planning Dept. For the five-year period there were 359 entries. The data is considered accurate to within + - 3%

Year	Square Feet
2002	146,427
2003	180,057
2004	209,476
2005	204,629
2006	181,007
Total	921,596
Five-year average	184,319

Note:

The decline in building in 2006. This trend has continued in 2007 as shown by four-month approximation. $22,617/4 \times 12 = 67,851$ square feet. This is 36.8% of the five year average.

APPENDIX B

Growth and Population

A review of the El Dorado County Planning Department Development Fees provided to the District each month shows the following new units for the period 2002 to 2006:

Grizzly Flats	Sandridge	Mt Aukum	Omo	Total
160	88	116	2	366

The U.S. Census Bureau estimates 2.63 residents per unit for a total of new residents of 963. Tract 314.02 of the 2000 U.S. Census report, which covers the PFPD, reported 4,847 residents. The percentage increase is estimated at 3.98%

The above is consistent with data reported in the PFA Turnout Apr/May 2006 report and also the Mar/Apr 2002 issue. That issue also includes El Dorado County voter registration data that indicated a growth rate in the PFPD of 2.1%

APPENDIX C

DEVELOPMENT FEES FY 2006/07

July 2006	\$8,649
Aug 2006	9,791
Sep 2006	13,414
Oct 2006	14,250
Nov 2006	17,679
Dec 2006	6,000
Jan 2007	79
Feb 2007	2,250
Mar 2007	9,290
Apr 2007	1,795
May 2007	6,423
Jun 2007(E)	1,175
Total	92,035