



Foresthill Fire Protection District

P.O. Box 1099 Foresthill, CA 95631

Office: (530) 367-2465 Fax: (530) 367-3498

www.foresthillfire.org

DISTRICT BOARD

RICHARD HERCULES

PRESIDENT

JOHN MICHELINI

VICE PRESIDENT

CHRIS REAMS

DIRECTOR

KEITH DRONE

DIRECTOR

DERRICK PERRY

DIRECTOR

DENNIS MARTIN

FIRE CHIEF

NOTICE OF REGULAR BOARD OF DIRECTORS MEETING AND AGENDA

February 11, 2026 – 3:30pm (Directly After the Public Hearing)

Foresthill Fire Protection District Office
24320 Main Street, Foresthill, CA 95631

Written material introduced into the record: Citizens wishing to introduce written material on any item into the record at the public meeting are requested to provide a copy of the written material to the Secretary of the Board prior to the meeting date so that the material may be distributed to the Board of Directors prior to the meeting.

1. **CALL MEETING TO ORDER:**
2. **FLAG SALUTE:**
3. **ROLL CALL:**

Richard Hercules John Michelini Chris Reams Keith Drone Derrick Perry

MEETING PROCEDURES: All items on the agenda will be open for public comment before final action is taken. Speakers are requested to restrict comments to the item as it appears on the agenda and stay within a five-minute time limit. The President has the discretion of limiting the total discussion time for an item. As a courtesy to others, please wait to be recognized by the President before comment. Turn off cell phones and any other distracting devices.

4. **AGENDA APPROVAL:** Board Action may be taken on any item on this agenda.
5. **PUBLIC COMMENT:** This is the time for any member of the public to address the Board of Directors on any matter NOT on the agenda that is within the subject matter jurisdiction of the district. Directors and staff are limited by law to brief responses and clarifying questions. There will be no votes on non-agenda items. Concerns may be referred to staff or placed on the next available agenda. Each person commenting must state their name for the record. Comments shall be limited to three minutes per person, or such other time limit as may be imposed by the President.
6. **CONSENT ITEMS:**
 - a) Approval of minutes
 - I. January 08, 2026 -Public Hearing
 - II. January 08, 2026 -Regular Board of Directors meeting
 - III. January 21, 2026 – Finance Committee Meeting
 - IV. January 21, 2026 – Special Meeting of Board of Directors- Goals workshop
 - b) Financial Documents

I. FM 7

7. FIRE CHIEF OPERATIONS REPORT:

8. ACTION ITEMS:

- a) Approve 2nd reading of Ordinance 2026-01 Amending and Adopting the 2025 Edition of the California Building and Standards Code.
- b) Adopt Resolution 2026-01 Adopting the 2025 California Building and Fire Codes with the Placer County Adjustments.
- c) Board to approve the Designation of Applicant's Resolutions for Non-State Agencies from California Office of Emergency Services.
- d) Adopt CalPERS Resolution of Intention to enter into a contract with CalPERS

9. DISCUSSION/INFORMATIONAL ITEMS:

- a) HIPPA compliance- Hercules

10. REPORTS:

- a) Finance Committee (Michelini/Perry)
- b) Strategic and Long Range Plan Committee (Hercules/Michelini)
- c) Assets and Facilities Committee (Drone/Reams)
- d) Director's Reports

11. NON-AFFILIATED ORGANIZATION REPORTS:

- a) Foresthill Volunteer Firefighters Association
- b) Foresthill & Iowa Hill Fire Safe Council Report

12. CORRESPONDENCE:

13. OLD BUSINESS:

14. CLOSED SESSION:

ADJOURNMENT

****Next Regular Meeting: WEDNESDAY, MARCH 11, 2026 ****

Foresthill Fire Protection District is committed to accommodate individuals with disabilities to participate in the public meeting process. If you have a special need to attend or participate in our public meetings, please contact our office at (530) 367-2465, in advance of the meeting so that we may make every reasonable effort to accommodate you



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Foresthill Fire Protection District
Minutes of the Public Hearing
Thursday, January 08, 2026
District Administration Office
24320 Main St., Foresthill, CA 95631

1. CALL MEETING TO ORDER:

- a. Meeting called to order by President Hercules at 6:02pm.

2. FLAG SALUTE: led by Fire Chief Martin.

3. ROLL CALL OF DIRECTORS:

- a. All directors were present with exception of Director Drone.
- b. Chief Martin was present.

4. AGENDA APPROVAL:

- a. Director Reams made a motion to approve the agenda, second by Director Perry, motion passes (4/0).

5. PUBLIC COMMENT:

- a. No Public Comment.

6. ACTION ITEMS:

- a. Approval of the 1st reading of Ordinance 2026-01 Amending and Adopting the 2025 Edition of the California Building and Standards Code with foregoing the reading.
 - i. Motion made by VP Michelini, seconded by Director Perry, motion passes (4/0) with the quorum approving.

7. ADJOURNMENT:

- a. President Hercules moved directly into the Regular Board of Directors meeting at 6:06pm.

Respectfully Submitted:

Rachel Peeler

Administrative Assistant



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Foresthill Fire Protection District
Minutes of the Board of Directors Meeting
Thursday, January 08, 2026
District Administration Office
24320 Main St., Foresthill, CA 95631

1. CALL MEETING TO ORDER:

- a. Meeting called to order by President Hercules at 6:06pm.

2. FLAG SALUTE: led by Director Perry.

3. ROLL CALL OF DIRECTORS:

- a. All directors were present with exception of Director Drone.
b. Chief Martin was present.

4. AGENDA APPROVAL:

- a. VP Michelini made a motion to ADD Emergency Action Item 8f - Salary Adjustment to Correct Error and approve the agenda as amended, second by Director Perry, motion passes (4/0).

5. PUBLIC COMMENT:

- a. No Public Comment.

6. CONSENT ITEMS:

- a. VP Michelini moved to approve all consent items as presented; December 11, 2025 Regular Board minutes, December 10, 2025 Long Range Planning Committee minutes, and FM 6, second by Director Perry, motion passes (4/0).

7. FIRE CHIEF REPORT:

- a. Chief Martin elaborated that training with JOA is available all January, which will provide opportunities to our staff not normally available.
b. President Hercules asked about a reported fuel leak problem within the fleet; this was an unsubstantiated complaint from the community which Chief Martin indicated was not factual as a current problem.
c. Mobile app for Tablet command was obtained free for staff this year.

District Information

Staffing

- We currently have three Firefighter Paramedic vacancies with two FF/P's completing backgrounds. Academy start date is February 2, 2026.
- Firefighter/Paramedic application process is continually open, and we are actively recruiting.

Incident Responses

- Total calls for service for December were 62.
- Last year at this time there were 73 for service.
- Ambulance Transports for Dec. were 34.

Training

- 292.5 Training hours logged for the month of December.
- Monthly Training with the JOA is on-going.
- Asst. Chief Martin, 8801, has completed the installation and training of Tablet Command.

Community Risk Reduction

- December – 13 Inspections (4 Def. Space, 1 LPG Rough, 1 Annual Business inspection and 6 Plan Reviews)

Community Interactions

- Crews attended the Annual Light Parade
- Crews attended the Tree Lighting with Santa

Fleet

- Type 3 Remount – Has been returned to West Mark for electrical issues and an air leak.
- Medic unit alignment issue was incorrectly diagnosed. It has been aligned by Auburn Dodge.

8. ACTION ITEMS:

- a. Approval of the 1st reading of Ordinance 2026-01 Amending and Adopting the 2025 Edition of the California Building and Standards Code was obtained during the Public Hearing. Motion made by VP Michelini, seconded by Director Perry, motion passes (4/0) with the quorum approving.
- b. Board consideration of moving forward with the FFPD contract with CalPERS to provide retirement benefits for employees. Director Perry – Approve schedule and send back to Pers. Resolution from Pers will be obtained by 6FEB and this item can be reviewed further at the next BoD meeting in FEB.
 - i. VP Michelini noted some typos on percentages and costs were based on historical data instead of current data. With Captain Palmer's permission the numbers were updated to reflect accurate current data and costs. He reiterated to hold steady at a set amount necessary and appropriate, 15% this will allow for fluctuations over time. Reserve discussions will come later.
 - ii. Next steps: Adopt the Resolution of Intention at FEB2026 meeting. JUN2026 the Final Resolution will be adopted. JUL2026 the new budget would include CalPers costs and reserve funds.
 - iii. VP Michelini motions to move forward, second by Director Reams. Captain Sett indicated signature on the schedule was needed to take to Pers 9JAN2026. VP Michelini indicated the Survivor Benefits need to be decided.
 - iv. VP Michelini amended the motion with Fourth level Survivor Benefit inclusion, seconded by Director Perry, roll call passes the motion (4/0) with the quorum approving.
- c. Purchase of additional PPE approval. VP Michelini motioned for \$7,000 for the identified PPE need and revisit the budget adjustment in JUL2026, seconded by Director Reams, roll call passes the motion (4/0) with the quorum approving.
- d. Board members identified Special Board meeting date for Fire Chief employment review on 21JAN2026 as a closed session after the Special Board Goals meeting.
- e. Revisit of Board Meeting calendar with possible change of meeting days. President Hercules motioned the second Wednesday of each month, seconded by Director Perry, roll call passes the motion (4/0) with the quorum approving. Updates will be made in

the Foresthill Messenger and on the website. The board will address 11NOV conflict at a later date.

- i. Emergency Action Item: Salary Adjustment of adding 5 cent an hour motioned by Director Reams, seconded by Director Perry, roll call passes the motion (4/0) with the quorum approving. Going forward all parties will use the same spreadsheet to alleviate any variances when calculating salary. Total impact \$1,186.00 out to JUL2026. Also identified 457 plan contributions have been greater for the past 6 years due to calculations being based on total combined pay instead of base pay only.

9. DISCUSSION ITEMS:

- a. Reminder- Upcoming Finance meeting for Mid year budget review Jan 21, 2026 at 10:30am and Goals Workshop Jan 21, 2026 at 12noon. Special Board meeting for Fire Chief Employment Review immediately following.

10. REPORTS

- a. Finance Committee- (Michelini/Perry) No report
- b. Strategic and Long-Range Planning- (Hercules/Michelini) No report
- c. Assets and Facilities- No report
- d. Directors Report- VP Michelini stated a 2.5 day outage of Verizon occurred without Public Safety organizations being alerted. AT&T was the responsible party and still no alerts were made to dispatch centers or Public Safety entities.

11. NON-AFFILIATED ORGANIZATION REPORTS:

- a. Foresthill Volunteer Firefighters Association- No report
- b. Foresthill & Iowa Hill Fire Safe Council Report- No report
 - i. President Hercules inquired if this should remain on the agenda.

12. CORRESPONDENCE:

- a. None

13. OLD BUSINESS:

- a. None

14. CLOSED SESSION

- a. None

15. ADJOURNMENT

- a. Meeting adjourned by President Hercules at 6:58pm.

Respectfully Submitted:

Rachel Peeler

Administrative Assistant



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Foresthill Fire Protection District
Minutes of the Finance Committee Meeting
Wednesday, January 21, 2026

1. **CALL MEETING TO ORDER WITH ROLL CALL OF DIRECTORS:** 10:32 AM with VP John Michelini and Director Derrick Perry present. President Hercules, Chief Martin and Admin staff were also in attendance.
2. **AGENDA APPROVAL:** Both VP Michelini and Director Perry approved the agenda.
3. **ACTION ITEMS:**
 - a. Review mid-year budget for FY 2025/2026.
 - i. Research of Strike Team OT categorization to ensure any staffing for Strike Team support or shift coverage due to personnel away for ST operations are aligned with Expense code 76 instead of code 60.
 - ii. Meeting Expense category 628 is over budget (555.37%); move the training class cost over to the Training category 114.
 - iii. Office Supplies category 630 is over budget (125.83%); review and move any IT specific expenses to category 642.
 - iv. Accounting expenses 638 are over budget (140.95%); what can be done to reduce this budget requirement? VP Michelini challenges the need for a separate accounting entity and would like to see this function absorbed internally or oversight provided by Placer County.
 - b. Placer County has consistently shown limited accuracy and timeliness regarding accounting; there is low confidence in their ability to provide the needed oversight. VP Michelini has requested documentation of accounting issues with Placer County. Additionally, are other special districts having issues with Placer County?
 - c. Full Payments Outstanding- when will these be paid in full. It would be beneficial to have the dates or timeline of payments on the overview to fully understand our financial standing.
4. **DISCUSSION ITEMS:** None
5. **ADJOURNMENT:** 11:10 AM

****Next Regular Meeting: WEDNESDAY, FEBRUARY 11, 2026****

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Foresthill Fire Protection District
Minutes of the Special Board of Directors Meeting
Wednesday, January 21, 2026

1. **CALL MEETING TO ORDER:** 12:07 PM
2. **FLAG SALUTE:** Led by President Hercules
3. **ROLL CALL:** All present: Richard Hercules, John Michelini, Chris Reams, Keith Drone, Derrick Perry. Chief Martin and Administrative staff in attendance.
4. **AGENDA APPROVAL:** VP Michelini motioned to approve the agenda, motion passes (5/0).
5. **PUBLIC COMMENT:** None
6. **ACTION ITEMS:**

- a) District/Board- Goals Workshop

Non-Financial Board Goals 2025

1. Develop or revise ordinance requiring maintenance of properties consistent with State law and County ordinances to include District initiated remediation and property tax lien to recover costs.
 - a. Defensible space can be implemented – potentially add inspections to crew shifts.
2. Improve community outreach through quarterly newsletter, public event participation, open houses, community education, and improved access to meetings using live broadcasts.
 - a. Open house at the Fire Station – potentially each FS bi-annual (spring/fall).
 - b. PG&E meeting at Memorial Hall , 11FEB @ 5:00pm conflicts with BoD meeting. President Hercules pushed back the BoD meeting to 7:30pm so the District can attend.
3. Complete self-evaluation for compliance with safety and OSHA regulations to include update of safety manual.
 - a. Compliance documents from insurance were requested by VP Michelini.
 - b. Websites for self-inspection will be researched by P Hercules.
4. Obtain bids to update developer mitigation fees.
5. Complete specifications for new Type 1 engine.
6. Meet with PCWA, PUD, and School District to identify opportunities for collaboration.
 - a. School District meeting was positive – more to come on the Bus Garage discussion.
7. Update Bylaws for Foresthill Fire Protection District

2025 Operational Goals (Chief Martin)

1. Replace/Upgrade EKG Monitors on Medic 88, Medic 90 & Engine 90 – Approx. \$210,000.00
2. Rope Rescue Upgrade & Training on Engine 90 & Medic 88 – Approx. \$5,000.00
 - a. Complete
3. Lucas Device for Engine 90 (CPR Compression device) – Approx. \$35,000
 - a. Not yet purchased

4. Training Props (Ventilation prop, Bedroom Window VES prop, and Denver Drill prop – Approx \$16,000.00
5. Develop a Cadet/Explorer Program – Approx. \$5,000.00
6. Switch to StarLink or T-Mobile for connect ability – Looking into costs
7. Tablet Command (Mobile ICS Platform to run incidents, assist with accountability and situational awareness) – Approx. \$5,000.00
 - a. Purchased, with first year of mobile subscription free.

Goals Outlined for 2026

1. Obtain bids to update mitigation fee.
2. Continue to improve Public Outreach
3. Continue to pursue additional funding from County – Ambulance
4. Economic neutral options for transferring Dispatch services from Placer to CalFire
5. Phone System Upgrade – Approx. \$6-8k timeline end of FY 25-26
6. Obtain bids for the remount 2014 Ambulance
7. Finalize the CalPERS contract
8. Complete Labor negotiations
9. Finalize the Policy Manual

7. **DISCUSSION/INFORMATIONAL ITEMS:** None

8. **CLOSED SESSION:**

a) With respect to Public Employee Performance Evaluation §54957

- i. Annual evaluation of The Fire Chief: Closed Report Out - Chief evaluation was reviewed and agreed on, direction provided to President to meet with Chief for discussion.

9. **ADJOURNMENT:** 1:35PM

Respectfully submitted,

Rachel Peeler

Administrative Assistant



Foresthill Fire Protection District
Financial Report
January, 2026
Fiscal Year 2025-2026
Month 7

Budget vs. Actual

Ambulance Revenue is through 12/31

Income through 1/31

Expense through 1/31

Treasury and Bank Account Balances

Treasury Accounts Through 12/31

Bank Account Through 12/31

Total Expenses, FM 7: \$265,405.30

Foresthill Fire Protection District
Budget vs. Actual
July 2025 through January 2026

	Jul - Dec 25	Budget	\$ Over Budget	% of Budget
Income				
40000 · Property Tax Income				
40010 · TAXES-Current Secured Property	338,871.42	338,828.49	42.93	100.01%
40040 · TAXES-Railroad Unitary Property	242.82	242.82	0.00	100.0%
40050 · TAXES-Unitary & Op Non-Unitary	9,256.04	9,384.83	-128.79	98.63%
40060 · TAXES-Current Unsecured Propert	12,949.56	7,429.49	5,520.07	174.3%
40070 · TAXES-Delinquent Secured	0.00	0.00	0.00	0.0%
40090 · TAXES-Delinquent Unsecured	170.32	0.00	170.32	100.0%
40100 · TAXES-Current Supplemental	6,416.10	7,394.75	-978.65	86.77%
40110 · TAXES-Delinquent Supplemental	12.18	35.83	-23.65	33.99%
40180 · Other Taxes	0.49	18.58	-18.09	2.64%
Total 40000 · Property Tax Income	367,918.93	363,334.79	4,584.14	101.26%
42010 · Interest Income - General/Op	26,166.52	40,000.00	-13,833.48	65.42%
44350 · Homeowners Tax Relief	1,499.50	2,939.62	-1,440.12	51.01%
45000 · Ambulance Revenue				
45100 · Service Fees	880,948.61	2,040,071.26	-1,159,122.65	43.18%
45200 · Write Downs	-532,349.40	-1,420,182.52	887,833.12	37.49%
45300 · GEMT Audited Income	-4,302.20	0.00	-4,302.20	100.0%
45400 · Collection Recovery Revenue	35.22	0.00	35.22	100.0%
Total 45000 · Ambulance Revenue	344,332.23	619,888.74	-275,556.51	55.55%
46030 · Direct Charges				
46031 · Measure M (2004)	246,107.97	446,354.92	-200,246.95	55.14%
46032 · Measure B (2019)	477,601.32	869,730.52	-392,129.20	54.91%
Total 46030 · Direct Charges	723,709.29	1,316,085.44	-592,376.15	54.99%
46120 · Development Fees				
46121 · Investment Income	870.50	2,000.00	-1,129.50	43.53%
46122 · Mitigation/Development Fees	27,216.26	20,000.00	7,216.26	136.08%
Total 46120 · Development Fees	28,086.76	22,000.00	6,086.76	127.67%
47000 · Other Revenue				
47010 · Donations	14,500.00	500.00	14,000.00	2,900.0%
47100 · PCWA Middle Fork Contract	0.00	24,000.00	-24,000.00	0.0%
47200 · Special Events	2,916.00	4,000.00	-1,084.00	72.9%
47250 · Prevention Inspection Fees	17,875.00	14,000.00	3,875.00	127.68%
47300 · Report & Copy Fees	15.00	0.00	15.00	100.0%
47400 · Grant Funding	0.00	0.00	0.00	0.0%
47600 · Strike Team Revenue				
-01 · ST Revenue - Personnel	226,392.99	0.00	226,392.99	100.0%
-02 · ST Revenue-Apparatus	0.00	0.00	0.00	0.0%
-03 · ST Revenue-Admin Fee	0.00	0.00	0.00	0.0%
47600 · Strike Team Revenue - Other	0.00	0.00	0.00	0.0%
Total 47600 · Strike Team Revenue	226,392.99	0.00	226,392.99	100.0%
47700 · Rev Not Listed Elsewhere	4,322.28	0.00	4,322.28	100.0%
47750 · Workmans Comp Reimbursements	0.00	0.00	0.00	0.0%
47950 · Encumbered General Funds	0.00	37,910.13	-37,910.13	0.0%
49060 · Cal Card Rebate	547.55	1,000.00	-452.45	54.76%
47000 · Other Revenue - Other	0.00	0.00	0.00	0.0%
Total 47000 · Other Revenue	266,568.82	81,410.13	185,158.69	327.44%

Foresthill Fire Protection District
Budget vs. Actual
July 2025 through January 2026

	Jul - Dec 25	Budget	\$ Over Budget	% of Budget
Total Income	1,758,282.05	2,445,658.72	-687,376.67	71.89%
Expense				
51000 · Salary & Benefits				
10 · Fire Chief				
49 · Life Insurance Benefits	790.02	1,520.00	-729.98	51.98%
58 · Medical Reimbursement	4,926.91	6,000.00	-1,073.09	82.12%
85 · Fringe Benefits	0.00	21,180.00	-21,180.00	0.0%
10 · Fire Chief - Other	62,769.60	102,000.00	-39,230.40	61.54%
Total 10 · Fire Chief	68,486.53	130,700.00	-62,213.47	52.4%
13 · Assistant Fire Chief	14,202.34	30,825.00	-16,622.66	46.07%
14 · Business Manager	29,660.20	63,523.20	-33,863.00	46.69%
16 · Admin Assistant	16,060.16	28,104.96	-12,044.80	57.14%
18 · Captains (3)	147,791.78	300,225.63	-152,433.85	49.23%
20 · Engineers (3)	144,671.61	277,173.27	-132,501.66	52.2%
24 · Firefighters	108,624.43	425,926.15	-317,301.72	25.5%
28 · Part-Time Staffing	89,867.62	74,576.30	15,291.32	120.5%
30 · Stipend - Resident Firefighter	5,391.64	18,250.01	-12,858.37	29.54%
32 · JOA Staffing Received	1,605.58	0.00	1,605.58	100.0%
40 · Unemployment Insurance	2,000.41	2,100.00	-99.59	95.26%
42 · FICA/Medicare (6.2%) (1.45%)	74,747.91	114,359.79	-39,611.88	65.36%
50 · Healthcare - ER Contribution	46,700.50	152,400.00	-105,699.50	30.64%
52 · Retirement - ER Contribution	56,773.27	96,016.34	-39,243.07	59.13%
53 · Retire. in Lieu of Healthcare	28,939.01	0.00	28,939.01	100.0%
54 · Vacation Benefit Earned	25,529.34	0.00	25,529.34	100.0%
56 · Sick Benefits Earned	25,529.33	0.00	25,529.33	100.0%
57 · Uniform Allowance	5,231.92	11,000.00	-5,768.08	47.56%
59 · Life Insurance - Excl Chief	0.00	551.28	-551.28	0.0%
60 · Overtime - Station Staffing	148,058.52	40,000.00	108,058.52	370.15%
62 · Overtime - Discretionary	548.14	4,000.00	-3,451.86	13.7%
64 · Overtime - Vacation Cover	38,865.01	72,501.09	-33,636.08	53.61%
66 · Overtime - Sick Leave Cover	18,770.41	54,964.73	-36,194.32	34.15%
68 · Overtime - FLSA	0.00	0.00	0.00	0.0%
70 · Overtime - JOA Staffing Given	6,434.40	15,000.00	-8,565.60	42.9%
72 · Overtime - High Risk Event	454.33	3,000.00	-2,545.67	15.14%
74 · Overtime - Training	1,805.70	10,000.00	-8,194.30	18.06%
75 · Overtime - Injury Backfill	0.00	0.00	0.00	0.0%
76 · Overtime - Strike Team - Reimb.	87,502.77	0.00	87,502.77	100.0%
80 · Out of Class Pay	3,194.60	3,500.00	-305.40	91.27%
51000 · Salary & Benefits - Other	142.16			
Total 51000 · Salary & Benefits	1,197,589.62	1,928,697.75	-731,108.13	62.09%
61000 · Emergency Operations				
102 · Small Tools & Fire Equipment	757.30	1,550.00	-792.70	48.86%
103 · Miscellaneous Fire Equipment	520.08	5,000.00	-4,479.92	10.4%
104 · EMS Equipment	512.66	7,510.15	-6,997.49	6.83%
106 · Medical Supplies & Meds	16,611.58	43,075.00	-26,463.42	38.56%
110 · Employee Medical Cert Fees	1,629.19	2,300.00	-670.81	70.83%
112 · Fire Training Equipment	16,998.48	20,400.00	-3,401.52	83.33%
114 · Training - Fire & EMS	6,577.89	10,000.00	-3,422.11	65.78%

Foresthill Fire Protection District
Budget vs. Actual
July 2025 through January 2026

	Jul - Dec 25	Budget	\$ Over Budget	% of Budget
116 · Mutual Aid Reimb. Expenses	0.00	63.78	-63.78	0.0%
Total 61000 · Emergency Operations	43,607.18	89,898.93	-46,291.75	48.51%
62000 · Firefighter Health & Safety				
202 · Structural & Wildland PPE	6,098.73	24,675.64	-18,576.91	24.72%
206 · PPE Cleaning	0.00	500.00	-500.00	0.0%
210 · Occu-Med Physicals	2,008.50	3,500.00	-1,491.50	57.39%
212 · Uniforms	5,931.25	5,000.00	931.25	118.63%
213 · Work Boot Replacement	0.00	1,500.00	-1,500.00	0.0%
216 · Fitness Program	1,323.36	1,600.00	-276.64	82.71%
220 · PPE Repair	658.14	2,500.00	-1,841.86	26.33%
Total 62000 · Firefighter Health & Safety	16,019.98	39,275.64	-23,255.66	40.79%
63000 · Station & Grounds				
302 · Cleaning Supplie	1,855.21	4,000.00	-2,144.79	46.38%
308 · Building Maintenance				
310 · District Office				
.01 · Admin Annual Backflow Test	0.00	75.00	-75.00	0.0%
310 · District Office - Other	1,094.44	1,650.00	-555.56	66.33%
Total 310 · District Office	1,094.44	1,725.00	-630.56	63.45%
312 · Fire Station #88				
.02 · FS 88 Annual Backflow Test	0.00	75.00	-75.00	0.0%
312 · Fire Station #88 - Other	1,554.48	8,388.10	-6,833.62	18.53%
Total 312 · Fire Station #88	1,554.48	8,463.10	-6,908.62	18.37%
314 · Fire Station #89	0.00	390.00	-390.00	0.0%
316 · Fire Station #90				
-1 · FS 90 Major Repairs	15,400.00	0.00	15,400.00	100.0%
.04 · FS 90 Annual Backflow Test	0.00	75.00	-75.00	0.0%
316 · Fire Station #90 - Other	427.79	9,782.56	-9,354.77	4.37%
Total 316 · Fire Station #90	15,827.79	9,857.56	5,970.23	160.57%
318 · Porter Garage	3,955.77	0.00	3,955.77	100.0%
308 · Building Maintenance - Other	0.00	8,800.00	-8,800.00	0.0%
Total 308 · Building Maintenance	22,432.48	29,235.66	-6,803.18	76.73%
330 · Pest Control				
331 · Admin	400.00	625.00	-225.00	64.0%
332 · FS #88	404.00	625.00	-221.00	64.64%
333 · FS #90	404.00	625.00	-221.00	64.64%
334 · FS #89	303.00	625.00	-322.00	48.48%
Total 330 · Pest Control	1,511.00	2,500.00	-989.00	60.44%
335 · Utilities				
340 · PG&E				
341 · Porter Garage	1,492.72	2,380.00	-887.28	62.72%
342 · Street Light	72.68	150.00	-77.32	48.45%
343 · Admin Office	2,123.13	3,900.00	-1,776.87	54.44%
344 · FS #88	4,605.16	7,888.00	-3,282.84	58.38%
345 · FS #89	290.20	560.00	-269.80	51.82%
346 · FS #90	3,915.60	6,310.00	-2,394.40	62.05%
Total 340 · PG&E	12,499.49	21,188.00	-8,688.51	58.99%
350 · Propane				

Foresthill Fire Protection District
Budget vs. Actual
July 2025 through January 2026

	Jul - Dec 25	Budget	\$ Over Budget	% of Budget
351 · FS #88	791.58	5,600.00	-4,808.42	14.14%
353 · FS #90	1,053.83	4,000.00	-2,946.17	26.35%
354 · Admin Ofc - Propane	813.68	2,500.00	-1,686.32	32.55%
Total 350 · Propane	2,659.09	12,100.00	-9,440.91	21.98%
360 · Telephones & Cell Phones				
361 · Admin Office	1,743.65	2,789.40	-1,045.75	62.51%
362 · FS #88	920.69	1,600.00	-679.31	57.54%
363 · FS #90	1,019.01	1,600.00	-580.99	63.69%
364 · Cell Phones/Data Plans	6,041.08	5,000.00	1,041.08	120.82%
365 · Alert Radio System Phone	895.14	1,550.00	-654.86	57.75%
367 · Starlink	4,779.85			
Total 360 · Telephones & Cell Phones	15,399.42	12,539.40	2,860.02	122.81%
370 · Water				
371 · Admin Office	500.28	0.00	500.28	100.0%
373 · Gold St. Stand Pipe	851.48	0.00	851.48	100.0%
374 · FS #88	589.62	0.00	589.62	100.0%
375 · FS #90	506.81	0.00	506.81	100.0%
376 · Porter Garage	78.41	0.00	78.41	100.0%
370 · Water - Other	0.00	5,868.00	-5,868.00	0.0%
Total 370 · Water	2,526.60	5,868.00	-3,341.40	43.06%
Total 335 · Utilities	33,084.60	51,695.40	-18,610.80	64.0%
380 · Special Station Projects	5,701.82	9,575.00	-3,873.18	59.55%
Total 63000 · Station & Grounds	64,585.11	97,006.06	-32,420.95	66.58%
64000 · Fire Prevention				
404 · Community Education	0.00	250.00	-250.00	0.0%
408 · NFPA Publications	0.00	200.00	-200.00	0.0%
410 · Code Books	272.39	400.00	-127.61	68.1%
Total 64000 · Fire Prevention	272.39	850.00	-577.61	32.05%
65000 · Emergency Preparedness				
504 · DOC Supplies	0.00	0.00	0.00	0.0%
506 · Alert Radio System	0.00	250.00	-250.00	0.0%
Total 65000 · Emergency Preparedness	0.00	250.00	-250.00	0.0%
69800 · Uncategorized Items	0.00	0.00	0.00	0.0%
70000 · Administration				
604 · Workers' Comp	58,279.12	131,128.00	-72,848.88	44.44%
606 · Insurance (except W. Comp)				
606-1 · Liability	22,820.88	92,619.00	-69,798.12	24.64%
606-2 · Property Insurance	7,455.12	0.00	7,455.12	100.0%
606-3 · Deadly Weapon Insurance	34.36	0.00	34.36	100.0%
606-4 · Pollution Insurance	0.00	0.00	0.00	0.0%
606-5 · Cyber Insurance	700.60	0.00	700.60	100.0%
606-6 · Crime Insurance	0.00	0.00	0.00	0.0%
606 · Insurance (except W. Comp) - Other	0.00	0.00	0.00	0.0%
Total 606 · Insurance (except W. Comp)	31,010.96	92,619.00	-61,608.04	33.48%
608 · WPCFCA	0.00	360.00	-360.00	0.0%
610 · Assmt. Coll Charges - Measure B	0.00	8,697.31	-8,697.31	0.0%
612 · Assmt. Coll Charges - Measure M	0.00	4,463.55	-4,463.55	0.0%

Foresthill Fire Protection District
Budget vs. Actual
July 2025 through January 2026

	Jul - Dec 25	Budget	\$ Over Budget	% of Budget
615 · Measure M Refunds	173.14			
616 · Election Charges	0.00	0.00	0.00	0.0%
618 · Property Tax Collection Fees	0.00	10,911.60	-10,911.60	0.0%
619 · County Admin Contract	0.00	8,689.00	-8,689.00	0.0%
620 · Postal & Shipping Charges	14.95	250.00	-235.05	5.98%
622 · Specialized Printing	69.67	1,500.00	-1,430.33	4.65%
624 · Copier Lease	1,343.86	2,305.00	-961.14	58.3%
626 · Office Equipment & Toner	806.67	1,000.00	-193.33	80.67%
628 · Meeting Expenses	338.11	450.00	-111.89	75.14%
630 · Office Supplies & Services	2,496.28	2,000.00	496.28	124.81%
632 · Legal Fees	2,066.28	6,000.00	-3,933.72	34.44%
634 · CPA Annual Audit	11,350.00	11,350.00	0.00	100.0%
636 · Incident Report License SFTWR	9,682.09	6,000.00	3,682.09	161.37%
638 · Accounting Expenses	3,330.00	2,100.00	1,230.00	158.57%
640 · Payroll Processing Fees	2,433.15	3,500.00	-1,066.85	69.52%
642 · Information Technology	11,640.51	13,000.00	-1,359.49	89.54%
644 · Target Solution Online Training	1,920.00	0.00	1,920.00	100.0%
646 · SCHED/Payroll Software	2,341.04	2,400.00	-58.96	97.54%
648 · Promotional Testing Expense	0.00	0.00	0.00	0.0%
652 · Ambulance Refunds	5,834.02	0.00	5,834.02	100.0%
656 · Banking Fees	62.10	360.00	-297.90	17.25%
658 · SSV Service Fees	851.13	1,150.00	-298.87	74.01%
662 · Ambulance Billing Fees	19,364.17	35,600.00	-16,235.83	54.39%
664 · GEMT - QAF	0.00	0.00	0.00	0.0%
666 · GEMT - Admin Fees (Sac Metro)	0.00	0.00	0.00	0.0%
670 · LAFCO	0.00	4,249.14	-4,249.14	0.0%
672 · Background Investigations	1,362.00	5,000.00	-3,638.00	27.24%
674 · Intl. Fire Chiefs Assoc. Dues	0.00	300.00	-300.00	0.0%
676 · Advertising	687.50	300.00	387.50	229.17%
678 · Employee Recognition	0.00	100.00	-100.00	0.0%
680 · Adobe Acrobat Pro Subscrip.	0.00	250.00	-250.00	0.0%
682 · Recruitment - Hiring	598.82	0.00	598.82	100.0%
684 · Community CPR Program	431.79	500.00	-68.21	86.36%
686 · Part Time CQI Coordinator	0.00	15,000.00	-15,000.00	0.0%
688 · CalPERS actuarial	1,800.00			
Total 70000 · Administration	170,287.36	371,532.60	-201,245.24	45.83%
72000 · Support Services				
702 · Fire Engine Repairs				
703 · 01-0 Engine 88 (OES)	471.13	0.00	471.13	100.0%
704 · Brush 90-50905	22,434.07	0.00	22,434.07	100.0%
705 · 02-1 Brush 88-050906	2,186.72	0.00	2,186.72	100.0%
706 · 17-1 Engine 90-82495	2,272.22	0.00	2,272.22	100.0%
707 · 05-1 Water Tender 89-51200	874.11	0.00	874.11	100.0%
708 · BATT 88-77885	2,016.18	0.00	2,016.18	100.0%
710 · 06-2 Utility 88-77939	881.86	0.00	881.86	100.0%
712 · OES 4614	0.00	0.00	0.00	0.0%
714 · Command 8800	300.74	0.00	300.74	100.0%
715 · Grass 88	484.58			

Foresthill Fire Protection District
Budget vs. Actual
July 2025 through January 2026

	Jul - Dec 25	Budget	\$ Over Budget	% of Budget
702 · Fire Engine Repairs - Other	105.47	15,000.00	-14,894.53	0.7%
Total 702 · Fire Engine Repairs	32,027.08	15,000.00	17,027.08	213.51%
730 · Fire Engine Tires	4,670.00	5,500.00	-830.00	84.91%
740 · Ambulance Repairs				
741 · 17-2 Medic 90-96074	17,569.93	0.00	17,569.93	100.0%
742 · 20-1 Medic 88-03116	2,284.82	0.00	2,284.82	100.0%
743 · 14-1 Medic 89-01747	1,064.95	0.00	1,064.95	100.0%
740 · Ambulance Repairs - Other	0.00	6,750.00	-6,750.00	0.0%
Total 740 · Ambulance Repairs	20,919.70	6,750.00	14,169.70	309.92%
750 · Ambulance Tires	2,993.39	3,500.00	-506.61	85.53%
751 · Preventative Maint.-Ambulance	324.13	4,500.00	-4,175.87	7.2%
762 · Radio Equipment				
01 · Radio Program/Repairs	0.00	1,000.00	-1,000.00	0.0%
762 · Radio Equipment - Other	9,477.68	0.00	9,477.68	100.0%
Total 762 · Radio Equipment	9,477.68	1,000.00	8,477.68	947.77%
764 · Fire Extinguisher Service	45.00	700.00	-655.00	6.43%
766 · Ladder Testing	0.00	1,000.00	-1,000.00	0.0%
768 · Call Notice System	502.20	500.00	2.20	100.44%
770 · Bauer Compressor Maint	1,717.08	1,671.33	45.75	102.74%
772 · SCBA Repair	0.00	1,000.00	-1,000.00	0.0%
774 · Jaws Service	0.00	2,000.00	-2,000.00	0.0%
776 · Cardiac Monitor	1,289.98	3,974.20	-2,684.22	32.46%
780 · Fuel	23,154.19	30,000.00	-6,845.81	77.18%
784 · Annual Pump Test	0.00	2,000.00	-2,000.00	0.0%
788 · FHF Share of Grants	0.00	0.00	0.00	0.0%
790 · Lucas Device Annual Service	0.00	6,200.00	-6,200.00	0.0%
794 · Power Cot Maintenance	3,626.74	0.00	3,626.74	100.0%
798 · Generator Service	0.00	1,500.00	-1,500.00	0.0%
800 · SCBA/RIC Flow Testing	1,859.31	1,500.00	359.31	123.95%
810 · Annual Knox License	721.00	721.00	0.00	100.0%
Total 72000 · Support Services	103,327.48	89,016.53	14,310.95	116.08%
Total Expense	1,595,689.12	2,616,527.51	-1,020,838.39	60.99%
Net Income	162,592.93	-170,868.79	333,461.72	-95.16%
81000 · Developer Mitigaion	2,230.16	55,861.50	-53,631.34	3.99%
82000 · Capital Improvements	79,857.88	116,000.00	-36,142.12	68.84%
83000 · Grant Fund Expense	0.00	0.00	0.00	0.0%

Foresthill Fire Protection District
Treasury and Bank Account Balances

	<u>Typ</u>	<u>Balance</u>	
11000 · Cash in Treasury			
11100 · General Fund		1,659,013.78	AS OF 12/31/2025
11110 · Capital Fund (restricted)		47,032.85	AS OF 12/31/2025
11300 · Contingency		50,000.00	AS OF 1/31/2026
11112 · Capital Improvement Fund		79,857.88	AS OF 1/31/2026
11400 · Vacation & Sick Reserve		120,210.34	AS OF 1/31/2026
<u>Total 11000 · Cash in Treasury (unrestricted)</u>		<u>1,909,082.00</u>	
TOTAL (restricted and unrestricted)		<u>1,956,114.85</u>	

UNAUDITED WITH PLACER COUNTY

FIRE CHIEF REPORT

District Information

Staffing

- We currently have three Firefighter Paramedic vacancies with two FF/P's that have completed backgrounds and have started an Orientation Academy as of February 2, 2026.
- Firefighter/Paramedic application process is continually open, and we are actively recruiting.

Incident Responses

- Total calls for service for January were 54.
- Last year at this time there were 68 calls for service.
- Ambulance Transports for January were 24.

Training

- 234.5 Training hours logged for the month of January.
- Monthly Training with the JOA is on-going.

Community Risk Reduction

- January – 10 Inspections (3 Def. Space, 1 LPG Rough, 2 LPG Finals, 2 Sprinkler Rough, 1 Sprinkler Final & 1 State Mandated)

Community Interactions

- Crews attended a Show & Tell at the High School – Introduction to the Fire Service

Fleet

- Type 3 Remount – Has been returned to West Mark for electrical issues and an air leak. To be completed soon.

FORESTHILL FIRE PROTECTION DISTRICT
ORDINANCE NO. 2026-01

AN ORDINANCE AMENDING AND ADOPTING THE 2025 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODE (TITLE 24, CALIFORNIA CODE OF REGULATIONS) PART 9 (2025 CALIFORNIA FIRE CODE) AND APPENDICES; AND REPEALING ORDINANCE NUMBER 2022-01 IN ITS ENTIRETY AND ANY OTHER RESOLUTIONS OR ORDINANCES IN CONFLICT HEREWITH.

WHEREAS, fire protection districts are generally required to adopt the State Building Standards; and

WHEREAS, fire protection districts are allowed to make amendments to those state standards when justified by local topographical, climatic and geographical conditions; and

WHEREAS, contemporaneously herewith the Board of Directors has made such findings and directed that they be submitted to the State forthwith; and

WHEREAS, the International Code Council promulgates the International Fire Code, a nationally recognized compilation of rules and regulations. The International Code Council has conducted open code hearings that permit participation by National, State, and local code officials; as well as industry representatives, consultants, and other private parties with an interest in the International Fire Code; and

WHEREAS, the International Fire Code has been printed and published as a Code in book form within the meaning of Section 50022.1 of the Government Code of the State of California; and

WHEREAS, under this adopting ordinance, specific amendments to building standards are more restrictive than those contained within the 2024 Edition of the International Fire Code with amendments as adopted by the California Building Standards Commission and published as the 2025 Edition of the California Fire Code; and

WHEREAS, under the provisions of Section 18941.5 of the Health and Safety Code, local amendments are based on climatic, topographical and geological conditions; and

WHEREAS, the findings of fact contained herein address each of these situations and present the local conditions, which, either singularly or in combination, cause the aforementioned amendments to be adopted; and

WHEREAS, it is clearly understood that the adoption of such amendments may not prevent the incidence of fire, the implementation of these various amendments to the Fire Code is intended to reduce the potential loss of life and property and damage to the environment caused thereby.

THE BOARD OF DIRECTORS OF THE FORESTHILL FIRE PROTECTION DISTRICT ORDAINS AS FOLLOWS:

FORESTHILL FIRE PROTECTION DISTRICT
ORDINANCE NO. 2026-01

Part 1: FINDINGS OF FACT

Part 2: ADOPTION OF CODE WITH EXCLUSIONS

Part 3: LOCAL AMENDMENTS

Part 4: REPEAL OF PRIOR ORDINANCE

Part 5: PENALTIES

Part 6: SEVERABILITY

Part 7: EFFECTIVE DATE AND PUBLICATION

PART 1. FINDINGS OF FACT:

In connection with the amendments enacted by this ordinance relating to the 2025 Edition of the California Fire Code and its appendices, the Foresthill Fire Protection District Board of Directors makes the following findings pursuant to Health and Safety Code Sections 13869, 13869.7 and 18941.5. Such changes are reasonably necessary because of local climatic, geological and/or topographical conditions. The Foresthill Fire Protection District Board of Directors hereby adopts, pursuant to Section 18941.5 of the California Health and Safety Code, the following findings of fact:

CLIMATIC:

Climate has one of the greatest impacts to fire behavior and other major emergency events because it cannot be controlled. During summer months, there is generally no measurable precipitation. Temperatures for this dry period range from 70 to over 110 degrees Fahrenheit, frequently accompanied by light to gusty westerly and northerly winds. The relative humidity during the summer months ranges from two (2) to thirty (30) percent, which is considered arid. The Fire District contains thousands of acres of grasslands, woodlands, and forested mountains. The drying out of combustible and flammable wild-land fuels in the summer months allows for easy ignition.

TOPOGRAPHICAL:

The Foresthill Fire Protection District is segmented by several topographical and physical features including steep, narrow canyons and ridges, drainages, creeks, and rolling to very steep mountainous areas. These areas are difficult to access and the natural fuel loads in the district create significant risks to fire spread.

GEOLOGICAL:

FORESTHILL FIRE PROTECTION DISTRICT
ORDINANCE NO. 2026-01

The District and surrounding Placer County are subject to ground tremors from seismic events as Placer County and the District are located within a seismically active area. Flooding has occurred in areas of the District that are adjacent to the numerous creeks and streams.

PART 2: ADOPTION OF CODE WITH EXCLUSIONS

International Fire Code Adopted. The Foresthill Fire Protection District Board of Directors adopts the 2025 Edition of the California Fire Code that imposes substantially the same requirements as are contained in the International Fire Code, 2024 Edition, published by the International Code Council and the California Building Standards Commission with errata, together with those portions of the International Fire Code, 2024 Edition, including Appendix Chapters 4,A, B, BB, C, CC, D, E, F, G, H, I, J, K, L, M, N, O, P and Q as modified and amended by this ordinance, as the Fire Code of the Foresthill Fire Protection District for the purpose of regulating and governing the safeguarding of life, property and public welfare to a reasonable degree from the hazards of fire, hazardous materials release and explosion(s) arising from the storage, use and handling of dangerous and hazardous materials, substances and devices, and conditions hazardous to life or property in the occupancy and use of buildings and premises, the operation, installation and maintenance of adequate means of egress not provided for by the building code, and providing for the issuance of permits and collection of fees therefor, and repealing Ordinance 2022-01 and all other resolutions, ordinances and parts of ordinances in conflict herewith.

Appendices not adopted can be used for reference in enforcing other sections of the 2025 California Fire Code.

PART 3: LOCAL AMENDMENTS

The following sections are hereby amended or added:

Chapter 1:

Section 1.1.1-Title. Replace section 1.1.1 of the CFC with the following section:

Section 1.1.1-Title

These regulations shall be known as the Fire Code of the Foresthill Fire Protection District, hereinafter referred to as “this code”.

Section 103 – Code Compliance Agency. Section 103.4 of Chapter 1 is added to read:

103.4 – Community Risk Reduction Personnel.

All sworn safety personnel assigned to the Community Risk Reduction Division, or such other full-time Fire District officers or Fire Prevention personnel, as may be authorized by the

FORESTHILL FIRE PROTECTION DISTRICT
ORDINANCE NO. 2026-01

Chief, shall be peace officers as described in Section 830.37 of the California Penal Code and shall enforce the Penal Code, California Fire Code, and where necessary and appropriate, any sections of the Placer County Code, California Health and Safety Code, and any other county or state fire-related laws or codes not specifically covered in any part of this Code. These police powers include the issuance of Citations, and as approved by the Fire Chief, carrying and use of firearms.

Section 112 – Means of appeals. Replace the phrase “board of appeals” with “Fire appeals board”.

Section 112.1 – Board of appeals established. Replace section 109.1 of the CFC with the following section:

Section 112.1 – Fire appeals board established.

In order to determine the suitability of alternate materials and type of construction and to provide for reasonable interpretation of the provisions of this code, there is hereby appointed a fire appeals board consisting of the Foresthill Fire Protection District (FFPD) board of directors for matters within its jurisdiction. The chief shall be a non-voting ex-officio member of the board and shall act as secretary to the board. The board shall adopt reasonable rules and regulations for conducting its investigations and shall render all decisions and findings in writing to the chief with a duplicate copy to the appellant and may recommend to the board of supervisors such new legislation as is consistent therewith.

Section 112.3 –Section 112.3 of the California Fire Code is hereby deleted.

Violations.

Section 113.3.5 – Citations. Add the following section 113.3.5 of the CFC:

The Fire Chief of the FFPD or his/her authorized representatives shall have authority to enforce this code and issue citations for violations within the FFPD jurisdiction.

Section 113.4 – Violation Penalties. Section 113.4 of Chapter 1 is amended to read as follows:

113.4 Violation Penalties.

Persons who shall violate a provision of this code, or shall fail to comply with any of the requirements thereof, or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the Fire Code Official, or of a permit or certificate issued under provisions of this code, shall be guilty of an Infraction or Misdemeanor as specified in the California Penal Code, punishable by a fine of not more than one-thousand dollars (\$1,000.00) or by imprisonment not exceeding six (6) months, or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

FORESTHILL FIRE PROTECTION DISTRICT
ORDINANCE NO. 2026-01

Section 114.4 – Failure to Comply. Section 114.4.1 of Chapter 1 is added to read as follows:

114.4 Failure to Comply.

Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable for a fine of not less than (\$500.00) dollars or more than (\$1,000.00) dollars. Each day that work continues after due notice has been served shall be deemed a separate offense.

Chapter 2:

Definitions.

Section 202 – General definitions. Add the following definitions to section 202 of the CFC:

Access restrictions: Access is for emergency firefighting equipment only.

All Weather Driving Surface. A roadway designed to carry the imposed weight loads of fire apparatus complete with all underground utilities, curbs, gutters, and a minimum surface finish of one layer of asphalt or concrete or road pavers.

Approved gates: Any gate approved for emergency access and residential egress/evacuation, shall be manually opening with no lock or latch requiring special knowledge; or any gate approved by authority having jurisdiction.

Emergency egress/evacuation for residents during an emergency, Size: Roadways shall meet the requirements of the local authority having jurisdiction, but shall not be less than the current requirements set forth in this code and in the regulations adopted pursuant to Public Resources Code section 4290.

Emergency vehicle access and occupant emergency egress/evacuation roads. Use - Access for emergency vehicles during an emergency.

Fire hazard: Accumulations of wastepaper, wood, hay, straw, weeds, litter or combustible or flammable waste, abandoned vehicles, or rubbish on a roof or in any court, yard, vacant lot, alley, parking lot, open space, or beneath a grandstand, bleacher, pier, wharf, manufactured home, recreational vehicle or other similar structure.

Fire hydrant: A hydrant supplied by a 6-inch or larger branch line, one or more pumper connection (4 1/2 inch) and 2 or more 2 1/2 inch outlets, capable of supplying required fire flow for at least 2 hours.

Fire department access gates: Use - Fire Department access to open lands and vegetated areas for the purpose of extinguishing a vegetation fire. Size - Minimum 12' wide opening with 15' vertical clearance.

FORESTHILL FIRE PROTECTION DISTRICT
ORDINANCE NO. 2026-01

Fire Watch. Qualified individual(s) shall mean an employee of an acceptable security guard/patrol service or employee approved by the fire code official.

Whenever the words "Fire Code" are used in this ordinance, they shall mean the 2025 Edition of the California Fire Code adopted by the California Building Standards Commission and published as the 2025 Edition of the California Fire Code, including Foresthill Fire Protection District amendments thereto.

Wherever the words "2025 California Fire Code" are used, they shall mean State of California Building Standards Code, Title 24 of the California Code of Regulations, Part 9.

Wherever the words "2025 California Building Code" are used, they shall mean State of California Building Standards Code, Title 24 of the California Code of Regulations, Part 2.

Wherever the words "2025 California Residential Code" are used, it shall mean State of California Building Standards Code, Title 24 of the California Code of Regulations, Part 2.5.

Wherever the word "District" is used in this code, it shall mean the Foresthill Fire Protection District.

Wherever the words "Fire Code Official" or "Fire Chief" are used in the Fire Code, they shall mean the Fire Chief of the Foresthill Fire Protection District, or his/her designated representatives.

Chapter 3:

Section 311.2.2 of the California Fire Code is hereby amended by deleting Exceptions 1, 2 & 3.

Chapter 5:

Fire apparatus access road.

Section 503.2 of the California Fire Code is hereby amended to read as follows:

503.2 Specifications. Fire apparatus access roads shall be installed and arranged in accordance with Sections 503.2.1 through 503.2.8 and Appendix D.

503.2.1 through 503.2.8 and Appendix D.

Section 503.2.1 – Dimensions. Add the following to section 503.2.1:

Driveways for single lot residential access shall be a minimum of 12' in width as approved by the authority having jurisdiction.

Section 503.2.4 - Turning Radius. Replace section 503.2.4 of the CFC with the following section:

Section 503.2.4 - Turning Radius.

FORESTHILL FIRE PROTECTION DISTRICT
ORDINANCE NO. 2026-01

The inside turning radius for a fire access road shall be 30 feet or greater. The outside turning radius for an access road shall be 50 feet or greater.

Section 503.3 – Marking. Section 503.3.1 is added to read:

503.3.1 Marking-Parking Prohibited.

If, in the judgment of the Fire Code Official, it is necessary to prohibit vehicular parking along public or private driveways and other access ways devoted to public use in order to maintain clear and unobstructed access, the Fire Code Official may require the owner, lessee, or other person in charge of the premises to paint the curbs red, install signs, or give other appropriate notice that parking is prohibited. It shall thereafter be unlawful for any such owner, lessee, or other person in charge to fail to install and maintain in good condition the painted curbs, signs, or other appropriate notice so prescribed. When such areas are marked or signed as provided herein, it shall be unlawful for any person to park or leave standing a vehicle adjacent to any such curb marking or contrary to such sign(s).

It shall be unlawful to park any vehicle or in any other way obstruct or block any “Fire Lane”, general access road to any building or complex, fire department connection, access roads or areas to any open space, no parking zones at fire stations or within 10 feet of any fire hydrant.

Section 503.6 Security gates. Add the following to section 503.6 of the CFC:

503.6.1 Private road gated entrance:

1. Gate openings shall be 2-feet wider than the roadway served with a minimum clear opening of 12-feet
2. Emergency vehicle access shall be provided by both a “Knox” over-ride switch and an approved emergency radio frequency gate opening device or other device approved by the authority district.
3. An approved hammerhead, turn-around bulb or other means of turn-around shall be provided on the entry side of the gate.
4. Gates shall automatically open from the interior without use of a special code or device. (Magnetic strip or pressure pad assemblies are acceptable).
5. All electric gates shall fail in the open position, i.e. loss of power, battery failure. All gates shall be equipped, at a minimum, with 12-hour battery backup.
6. Vertical clearances shall be no less than 15’.

FORESTHILL FIRE PROTECTION DISTRICT
ORDINANCE NO. 2026-01

7. Gate shall be located no closer than 30' from the intersecting roadway ultimate edge of pavement.
8. Provide a separate personnel gate or opening sized and surfaced to allow for pedestrian and accessibility access.
9. Gate components shall be maintained in an operative condition at all times and replaced or repaired when defective.

503.6.2 Residential driveway gated entrance:

Gated residential driveways shall be provided with fire department access locks or switches as approved by the authority having jurisdiction.

503.6.3 Fire Department Access Gates:

Fire Department access roads to open lands and vegetated areas that are gated shall be a minimum twelve foot (12') wide opening with fifteen foot (15') vertical clearance.

Section 503 is hereby amended to add the following:

503.7 Emergency Vehicle Access (EVA): Where required or provided, all Emergency Vehicle Access roadways shall be a minimum of 20 feet wide, have an unobstructed height of 15 ft, be finished with asphalt or concrete or other approved surface capable of supporting a minimum of 75,000lbs, unobstructed or if secured with a gate locked with a Knox padlock and provided with an all-weather sign that states "Emergency Vehicle Access Do Not Block" (letters shall be a minimum of 2 inches in height on a contrasting background) in a clearly visible location.

Section 507.5.1.1 Hydrant for Standpipe Systems. Section 507.5.1.1 is amended to read as follows:

507.5.1.1 Hydrant for Standpipe or Fire Department Connection Systems.

Buildings equipped with standpipe systems or fire department connections for suppression systems shall have a fire hydrant within 40 feet of the fire department connections.

Exception: The distance shall be permitted to exceed 40 feet where approved by the fire code official.

Chapter 9:

Automatic sprinkler systems.

Section 903.2 - Where required. Add the following to section 903.2 of the CFC:

In all occupancies, except Group R, Division 3 and Group U Occupancies, an approved automatic sprinkler system shall be installed where the occupancy/building has 3,600 or more

FORESTHILL FIRE PROTECTION DISTRICT
ORDINANCE NO. 2026-01

square feet of total floor area, except where other sections of the CFC or the California State Fire Marshal's regulations, and/or local fire district ordinances applicable to a project are more restrictive; then, the more restrictive shall apply. Where additions increase the total size of the building to 3,600 square feet or more, the addition and the existing occupancy/building shall be provided with an approved automatic sprinkler system. Fire separation areas shall not be used to reduce this requirement.

Section 903.3.1.3 - NFPA 13D sprinkler systems. Add the following to section 903.3.1.3 of the CFC:

Automatic sprinkler systems installed in one- and two-family dwellings, Group R-3 and R-4 congregate living facilities and townhouses shall be permitted to be installed throughout in accordance with the latest edition of NFPA Standard 13D and shall be equipped with a residential fire sprinkler water flow switch and interconnection to the residential smoke detector alarm system as defined in the building services division policy manual.

Chapter 57:

Flammable and combustible liquids.

Section 5701.1 - Scope and Application. Replace section 5701.1 of the CFC with the following section:

Section 5701.1 - Scope and Application.

It shall be unlawful to store flammable liquids as defined in chapter 57 of the International Fire Code, including gasoline and other motor fuels, in above-ground storage containers, either portable or installed, in an RS, RM, RA, RF, F or AE zoned area on a parcel of less than ten (10) acres. In areas where above ground storage is permitted, minimum distances from property lines and structures for a tank of any type shall be not less than 50 feet. The limitations/prohibitions of this section shall also apply to areas in Squaw Valley designated as Low Density Residential (LDR), High Density Residential (HDR), Forest-Recreation or Conservation Preserve. In addition, the limitations/prohibitions of this section shall apply to areas in the Lake Tahoe Basin which are designated as Tourist/Residential, Tourist, Residential, Recreation and Conservation.

Any above-ground storage must be approved, in writing, by an official of the appropriate fire protection department/district. This section shall not be applicable to portable containers suitable for such storage of 5 gallons or less.

Section 5704.2.9.6.1 - Locations Where Above-ground Tanks are Prohibited. Replace section 5704.2.9.6.1 of the CFC with the following section:

Section 5704.2.9.6.1 - Locations Where Above-ground Tanks are Prohibited.

FORESTHILL FIRE PROTECTION DISTRICT
ORDINANCE NO. 2026-01

Storage of Class I and/or Class II flammable liquids in above-ground tanks outside of buildings is prohibited unless approved by the fire chief having jurisdiction, using standards not less than as prescribed in the CFC or recognized equivalent.

Section 5706.4 - Bulk Plants or Terminals. Replace section 5706.4 of the CFC with the following section:

Section 5706.4 - Bulk Plants or Terminals.

No new bulk plant shall be constructed within the limits established by the Placer County zoning ordinance, as limits of the districts in which such plants are prohibited. Where allowed, portions of properties where flammable and combustible liquids are received by tank vessels, pipelines, tank cars, or tank vehicles and are stored or blended in bulk for the purpose of distributing such liquids by tank vessels, pipelines, tank cars, tank vehicles, or containers shall be in accordance with sections 5706.4.1 through 5706.4.10.4.

Appendix B

Appendix B. Appendix B - Fire Flow Requirements for Buildings, is adopted in its entirety and amended as follows:

Appendix B, Table B105.2 is amended to read as follows:

TABLE B105.2

REQUIRED FIRE-FLOW FOR BUILDINGS OTHER THAN ONE- AND TWO-FAMILY DWELLINGS, GROUP R-3 AND R-4 BUILDINGS AND TOWNHOUSES

<u>AUTOMATIC SPRINKLER SYSTEM</u>	<u>MINIMUM FIRE-FLOW</u>	<u>FLOW DURATION</u>
<u>(Design Standard)</u>	<u>(Gallons per Minute)</u>	<u>(Hours)</u>
<u>Section 903.3.1.1 of the <i>California Fire Code</i></u>	<u>50% of the value in Table B105.1(2)^a</u>	<u>Duration in Table B105.1(2) at the reduced flow rate</u>

For SI: 1 gallon per minute = 3.785 L/m.

a. The reduced fire-flow shall be not less than 1,500 gallons per minute

Appendix C:

Fire hydrants

Appendix C - Fire Hydrant Locations and Distribution. Replace Table C102.1 of the CFC with the following table:

FORESTHILL FIRE PROTECTION DISTRICT
ORDINANCE NO. 2026-01

TABLE C 102.1

NUMBER AND DISTRIBUTION OF FIRE HYDRANTS

FIRE-FLOW REQUIREMENT (gpm)		AVERAGE SPACING BETWEEN HYDRANTS^{a,b,c,f} (feet)⁶	MAXIMUM DISTANCE FROM ANY POINT ON STREET OR ROAD FRONTAGE TO A HYDRANT^d
X 3.785 for L/min.	MINIMUM NO. OF HYDRANTS	X 304.8 for mm	
0-1,000	1	300	250
1,000 -1,750	2	300	250
2,000 - 2,250	2	300	225
2,500	3	300	225
3,000	3	300	225
3,500 - 4,000	4	300	210
4,500 - 5,000	5	300	180
5,500	6	300	180
6,000	6	250	150
6,500 - 7,000	7	250	150
7,500 or more	8 or more ⁵	200	120

- a. Reduce by 100 feet for dead-end streets or roads.
- b. Where streets are provided with median dividers that cannot be crossed by fire fighters pulling hose lines, or arterial streets are provided with four or more traffic lanes and have a traffic count of more than 30,000 vehicles per day, hydrant spacing shall average 500 feet (152.4 m) on each side of the street and be arranged on an alternating basis up to a fire-flow requirement of 7,000 gallons per minute (26,495 L/min.) and 400 feet (122 m) for higher fire-flow requirements.

FORESTHILL FIRE PROTECTION DISTRICT
ORDINANCE NO. 2026-01

- c. Where new water mains are extended along streets where hydrants are not needed for protection of structures or similar fire problems, fire hydrants shall be provided at not less than 1,000-foot (305 m) spacing to provide for transportation hazards.
- d. Reduce by 50 feet (15,240 mm) for dead-end streets or roads.
- e. One hydrant for each 1,000 gallons per minute (3785 L/min.) or fraction thereof.
- f. Spacing may be increased to 500 feet for single-family dwelling residential subdivisions.

Appendix D:

Fire apparatus access roads – Appendix D.

Section D102.1 – Access and loading. Replace section D102.1 of the CFC with the following section:

Section D102.1 – Access and loading.

Facilities, buildings or portions of buildings hereafter constructed shall be accessible to fire department apparatus by way of an approved fire apparatus access road with asphalt, concrete, or other approved driving surface capable of supporting the imposed load of fire apparatus as determined by the fire authority having jurisdiction, but no less than 75,000 pounds.

Section D103.1 – Access road width with a hydrant. Add the following to section D103.1 of the CFC:

Exception: R-3 Occupancies.

Section D103.2 – Grade. Replace section D103.2 of the CFC with the following section:

Section D103.2 – Grade.

Fire apparatus access roads shall not exceed 10 percent in grade.

Exception 1: In areas above 5,000 ft. elevation, driveways of R-3 Occupancies shall not exceed 12 percent in grade, unless otherwise authorized by the fire chief. If approved, the driveway slope may exceed 12% (12 vertical feet to one hundred horizontal feet), provided the driveway meets or exceeds the prescribed minimum width, and is no longer in length than the maximum permissible height of the structure within such jurisdiction, but in no case more than 35 feet, and has the appropriate transitional slopes at the edge of pavement to property line, and has no significant articulation greater than 45% angle in its entire length).

FORESTHILL FIRE PROTECTION DISTRICT
ORDINANCE NO. 2026-01

Exception 2: In areas below 5,000 ft. elevation, driveways of R-3 Occupancies shall not exceed 16% unless authorized by the Fire Code Official.

Section D103.5 – Fire apparatus access road gates. Delete section D103.5 of the CFC.

Section D104 - Commercial and Industrial Developments. Replace section D104.2 of the CFC with the following section:

Section D104.2 - Buildings exceeding 62,000 square feet in area.

Buildings or facilities having a gross building area of more than 62,000 square feet (5,760 m²) shall be provided with two separate and approved fire apparatus access roads.

Section D107.1 - One- or Two-Family Dwelling Residential Developments. Replace section D107.1 of the CFC with the following section:

Section D107.1 - One -or Two-Family Dwelling Residential Developments.

Developments of one- or two-family dwellings where the number of dwelling units exceeds 30 shall be provided with two separate and approved fire apparatus access roads and shall meet the requirements of section D104.3.

PART 4: REPEAL OF PRIOR ORDINANCE:

This Ordinance repeals and replaces Foresthill Fire Protection District Ordinance No. 2022-01 in its entirety and all other ordinances or parts of ordinances in conflict herewith.

PART 5: PENALTIES:

A. Any person who violates any of the provisions of this code or standards hereby adopted or fails to comply therewith, or who violates or fails to comply with any order made thereunder, or who builds in violation of any detailed statement of specifications or plans submitted and approved thereunder, or any certificate or permit issued thereunder, and from which no appeal has been taken, or who fails to comply with such an order as affirmed or modified by the fire code official or by a court of competent jurisdiction, within the time fixed herein, shall severally for each and every such violation and noncompliance, respectively, be guilty of a misdemeanor, punishable by a fine of not less than \$500.00 nor more than \$1,000 or by imprisonment for not more than six months or by both such fine and imprisonment. The imposition of one penalty for any violation shall not excuse the violation or permit it to continue; and all such persons shall be required to correct or remedy such violations or defects within a reasonable time.

B. The application of the above penalty shall not be held to prevent the enforced removal of prohibited conditions or the invocation of other remedies provided in the Foresthill Fire Protection District Fire Code or by other law.

C. Each person is guilty of a separate offense for each and every day during any portion of which the violation of this code is committed, continued, or permitted by that person.

FORESTHILL FIRE PROTECTION DISTRICT
ORDINANCE NO. 2026-01

PART 6: SEVERABILITY:

If any section, subsection, clause, phrase, or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The Foresthill Fire Protection District Board of Directors hereby declares that it would have adopted this ordinance and each section, subsection, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more sections, subsections, clauses, phrases or portions be declared invalid or unconstitutional.

PART 7: EFFECTIVE DATE:

That this Ordinance established and adopted hereby shall take effect and be in force, beginning February 12, 2026 and after its final passage and adoption.

Date of first reading: January 8, 2026

Approval of first reading:

Hercules _____
Michelini _____
Reams _____
Drone _____
Perry _____

Attest: _____
Richard Hercules, Board President

Date of second reading: February 11, 2026

Approval of second reading:

Hercules _____
Michelini _____
Reams _____
Drone _____
Perry _____

Attest: _____
Richard Hercules, Board President

Shonne Elgin, Business Manager

Foresthill Fire Protection District Boundary

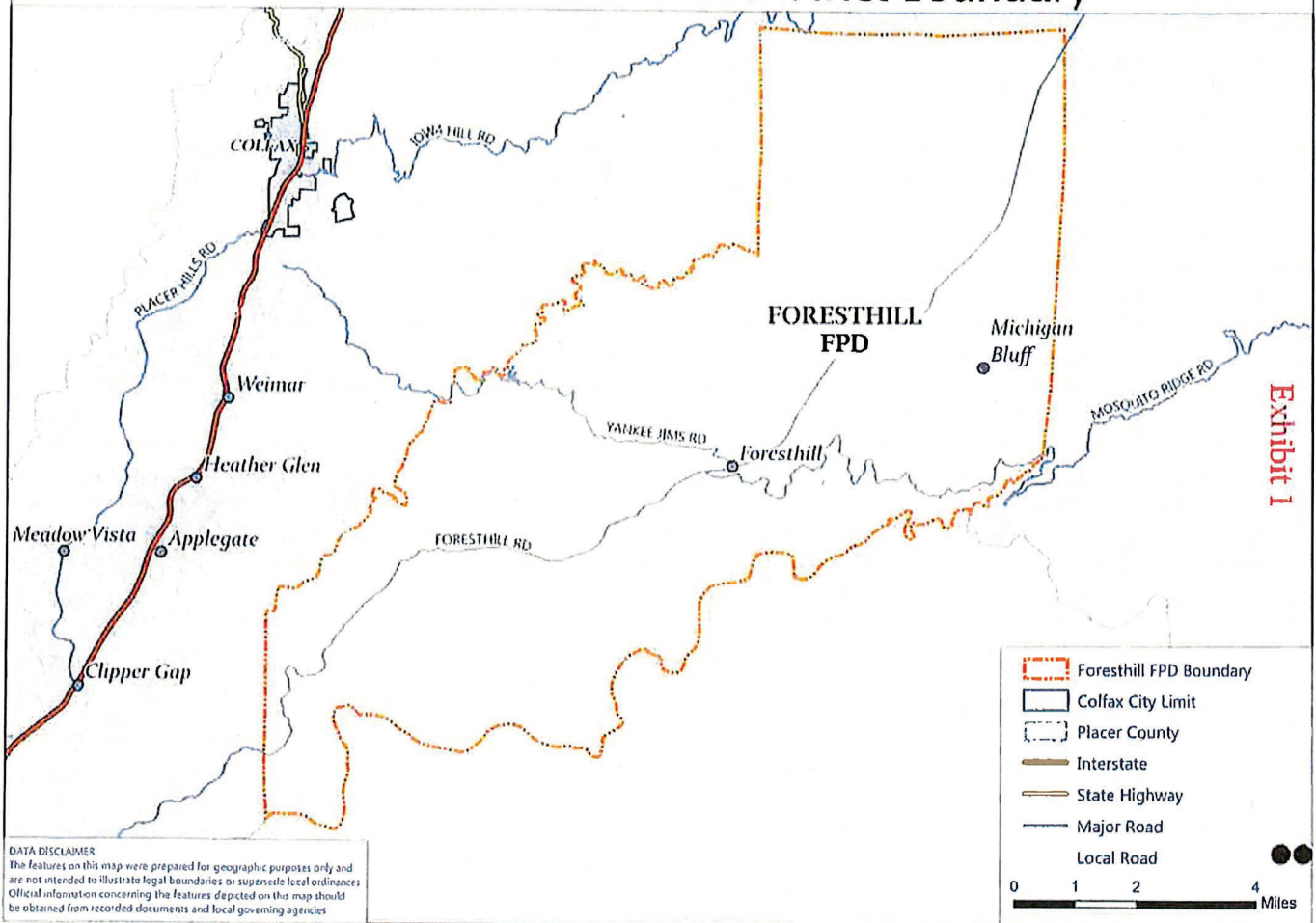


Exhibit 1

DATA DISCLAIMER
 The features on this map were prepared for geographic purposes only and are not intended to illustrate legal boundaries or supersede local ordinances. Official information concerning the features depicted on this map should be obtained from recorded documents and local governing agencies.

Document Path: \\M:\GIS\BLEDG\Reliability\ServiceArea_2013\ARC/INFO\Foresthill_FPD.aprx

DATE: 02/02/2011



FORESTHILL FIRE PROTECTION DISTRICT

RESOLUTION 2026-01

RESOLUTION OF THE BOARD OF DIRECTORS OF THE FORESTHILL FIRE PROTECTION DISTRICT ADOPTING THE 2025 CALIFORNIA BUILDING AND FIRE CODES WITH THE PLACER COUNTY AMENDMENTS

WHEREAS, the California Building and Fire Codes are amended and published every three years based on the International Fire Code of the International Fire Code Council; and

WHEREAS, Placer County has established amendments necessary because of local climatic, geological or topographical conditions;

WHEREAS, the District has introduced Ordinance No. 2026-01 adopting the 2025 California Fire Code at a publicly noticed Board of Directors meeting on January 8, 2026 and held a full and fair public hearing at which all persons interested in the adoption of the Ordinance had an opportunity to provide oral and written testimony regarding the Ordinance;

NOW THEREFORE BE IT RESOLVED, the Board of Directors of the Foresthill Fire Protection District does hereby adopt Ordinance No. 2026-01 of the 2025 California Building and Fire Codes with the Placer County Amendments;

APPROVED, PASSED AND ADOPTED at a regular meeting of the Foresthill Fire Protection District at Foresthill, California the 11th day of February 2026.

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

Richard Hercules, President
Foresthill Fire Protection District

ATTEST:

Shonne Elgin
Secretary to the Board

STAFF REPORT



DATE: February 11, 2026

TO: Board of Directors

FROM: Shonne Elgin, Business Manager

BY: Shonne Elgin, Business Manager

SUBJECT: **Approval the Designation of Applicant's Agent Resolution for Non-State Agencies from California Office of emergency services (Form 130)**

RECOMMENDATION

Adopt the universal Designation of Applicant's Agent Resolution for Non State Agencies per Cal OES for 2026 and to last 3 years or until amended. This is known as Form 130.

BACKGROUND / ANALYSIS

This resolution is required for Non-State Agencies to be eligible to receive funding. The last one we have on file is from 2020 and the people listed need to be updated.

FISCAL IMPACT

None- Just filing.



DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES

BE IT RESOLVED BY THE Board of Directors OF THE Foresthill Fire Protection District
 (Governing Body) (Name of Applicant)

THAT Fire Chief- Dennis Martin, OR
 (Title of Authorized Agent)

Business Manager- Shonne Elgin, OR
 (Title of Authorized Agent)

Asst. Fire Chief- Dean Martin
 (Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the Foresthill Fire Protection District,
 (Name of Applicant)

a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining federal financial assistance for any existing or future grant program, including, but not limited to any of the following:

- **Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG), California State Only Disaster (CDAA), Immediate Services Program (ISP), Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM)**, under
- Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.
- **Flood Mitigation Assistance Program (FMA)**, under Section 1366 of the National Flood Insurance Act of 1968.
- **National Earthquake Hazards Reduction Program (NEHRP)** 42 U.S. Code 7704 (b) ((2) (A) (ix) and 42 U.S. Code 7704 (b) (2) (B) National Earthquake Hazards Reduction Program, and also The Consolidated Appropriations Act, 2018, Div. F, Department of Homeland Security Appropriations Act, 2018, Pub. L. No. 115-141
- **California Early Earthquake Warning (CEEW)** under CA Gov Code – Gov, Title 2, Div. 1, Chapter 7, Article 5, Sections 8587.8, 8587.11, 8587.12

That the Foresthill Fire Protection District, a public entity established under the
 (Name of Applicant)

laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.



Please check the appropriate box below

- This is a universal resolution and is effective for all open and future disasters/grants declared up to three (3) years following the date of approval.
- This is a disaster/grant specific resolution and is effective for only disaster/grant number(s): _____

Passed and approved this 11 day of February, 2026

Richard Hercules, Board President
 (Name and Title of Governing Body Representative)

John Michelini, Director
 (Name and Title of Governing Body Representative)

Chris Reams, Director
 (Name and Title of Governing Body Representative)

CERTIFICATION

I, Shonne Elgin, duly appointed and Secretary to the Board of Directors of
 (Name) (Title)

Foresthill Fire Protection District, do hereby certify that the above is a true and
 (Name of Applicant)

correct copy of a resolution passed and approved by the Board of Directors
 (Governing Body)

of the Foresthill Fire Protection District on the 11 day of February, 2026.
 (Name of Applicant)

 (Signature)

Secretary to the Board of Directors
 (Title)



Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted resolution is older than three (3) years from the last date of approval, is invalid, or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on pages 1 and 2. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California.

Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the California Governor's Office of Emergency Services regarding grants for which they have applied. There are two ways of completing this section:

1. **Titles Only:** The titles of the Authorized Agents should be entered here, not their names. This allows the document to remain valid if an Authorized Agent leaves the position and is replaced by another individual. If "Titles Only" is the chosen method, this document must be accompanied by either a cover letter naming the Authorized Agents by name and title, or the Cal OES AA Names document. The supporting document can be completed by any authorized person within the Agency (e.g., administrative assistant, the Authorized Agent, secretary to the Director). It does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document, or their title changes.



Checking Universal or Disaster-Specific Box: A Universal resolution is effective for all past disasters and for those declared up to three (3) years following the date of approval. Upon expiration it is no longer effective for new disasters, but it remains in effect for disasters declared prior to expiration. It remains effective until the disaster goes through closeout unless it is superseded by a newer resolution.

Governing Body Representative: These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents. A minimum of three (3) approving board members must be listed. If less than three are present, meeting minutes must be attached in order to verify a quorum was met.

Certification Section:

Name and Title: This is the individual in attendance who recorded the creation and approval of this resolution.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member. If a person holds two positions (such as City Manager and Secretary to the Board) and the City Manager is to be listed as an Authorized Agent, then that person could sign the document as Secretary to the Board (not City Manager) to eliminate "Self-Certification."