

Tuesday, September 19, 2023

**BOARD OF DIRECTORS
AMADOR FIRE PROTECTION DISTRICT
COUNTY ADMINISTRATION CENTER
810 Court Street, Board of Supervisors Chambers
Jackson, California 95642**

AGENDA

-- 10:30 AM--

Please Note: All Board of Directors meetings are recorded.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the Clerk of the Board staff, at (209) 223-6391 or (209) 223-6646(fax). Requests must be made as early as possible and at least one-full business day before the start of the meeting. Assisted hearing devices are available in the Board Chambers for public use during all public meetings.

Pursuant to Government Code 54957.5, all materials relating to an agenda item for an open session of a regular meeting of the Board of Directors which are provided to a majority or all of the members of the Board by Board members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, at and after the time of such distribution, in the office of the Clerk of the Board of Directors, 810 Court Street, Jackson, California 95642, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for County holidays. Materials distributed to a majority or all of the members of the Board at the meeting will be available for public inspection at the public meeting if prepared by the members of the Board or District staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials that are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.2.

Anyone who wishes to address the Board must speak clearly, stating first and last name.

If you are participating via telephone or online and want to speak, you will need to “raise your hand” (hand emoji). Zoom how-to features, such as “unmute” or “raising your hand” can be found at the link below: https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone#h_e027935e-f7cf-4183-9870-64f177689687

TO PARTICIPATE VIA ZOOM USE THE FOLLOWING NUMBER: +1-669-900-6833

10:30 AM Regular Scheduled Meeting

+1 669 900 6833 US

Meeting ID or Access: 889 5528 3919#

Passcode: 811112

You may also view and participate in the meeting using this link:

<https://us02web.zoom.us/j/88955283919?pwd=cFkrZHRjU0kyMkJla2xHVGVBTkxkdz09>

REGULAR MEETING AGENDA

DATE: September 19, 2023
TIME: 10:30 AM
LOCATION: County Administration Center
Board Chambers
810 Court Street
Jackson, CA 95642

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA: Approval of agenda for this date; any and all off-agenda items must be approved by the Board (pursuant to 54954.2 of the Government Code)

APPROVAL OF ITEMS ON THE CONSENT AGENDA: NOTE: Items listed on the consent agenda are considered routine and may be enacted by one motion. Any item may be removed for discussion and made a part of the regular agenda at the request of any Board member.

PUBLIC MATTERS NOT ON THE AGENDA: Discussion items only; no action will be taken. Any person may address the Board at this time upon any subject within the jurisdiction of the AFPD Board of Directors; however, any matter that requires action may be referred to staff and/or Committee for a report and recommendation for possible action at a subsequent Board meeting. **Please note - there is a five (5) minute limit per topic**

PUBLIC HEARING: Discussion and possible action relative to a public hearing to consider adoption of the 2023/2024 Fiscal Year Final Budget; and Approval of Resolution adopting the Final Amador Fire Protection District Budgets for the 2023/2024 Fiscal Year in accordance with *Section 29088 of the Government Code: General Government Funds, Internal Service Funds, Enterprise Funds, Trust Funds and County Owned Special Districts.*

1. **FINAL BUDGET:** Discussion relative to subject matter and possible action of the adoption of 2023/2024 fiscal year final budget, as presented or revised.

ADMINISTRATIVE MATTERS:

2. **CHIEF UPDATE:** Discussion relative to subject matter.
 - A. **FIRE CHIEFS ASSOCIATION MEETING:** Discussion relative to subject matter.
 - B. **PIO:** Discussion relative to subject matter.
 - C. **FIRE PREVENTION:** Discussion relative to subject matter.
 - D. **VOLUNTEER PROGRAM:** Discussion relative to subject matter.
 - 1). **JR. FIREFIGHTER AND APPRENTICE PROGRAM:** Discussion and possible action relative to subject matter.
 - E. **NEW STATION:** Discussion and possible action relative to subject matter.
3. **VOLUNTEER FIRE CAPACITY GRANT AWARD:** Discussion and possible action relative to subject matter.
4. **SCI ADDENDUM TO THE CONSULTANT ENGINEERING SERVICES AGREEMENT:** Discussion and possible action relative to subject matter.
5. **DISTRICT MONTHLY REPORTS:** Discussion relative to subject matter
 - A. **CALL / INCIDENT REPORT:** Discussion relative to subject matter.
 - B. **TRAINING REPORT:** Discussion relative to subject matter.
 - C. **VEHICLE MAINTENANCE REPORT:** Discussion relative to subject matter.

MISCELLANEOUS MATTERS:

6. **MINUTES:** Discussion and possible action. Review and approval of the regular minutes from August 15, 2023.

ADJOURNMENT: until Tuesday, October 17, 2023

*****DO NOT REMOVE UNTIL AFTER 09-20-2023*****

AGENDA TRANSMITTAL FORM

<input checked="" type="checkbox"/>	Regular Agenda
<input type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Blue Slip
<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
09/19/23	

To: **Amador Fire Protection Board of Directors**

Date: 09/19/23

From: Robert Withrow
(Department Head - please type)

Phone Ext. x391

Department Head Signature _____

Agenda Title: PUBLIC HEARING - FINAL BUDGET 2023-2024 Fiscal Year

Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary)

Discussion and possible action relative to adoption of the 2023-2024 fiscal year budget.

Recommendation/Requested Action:
Approve Resolution Adopting the 2023-2024 Final Budget

Fiscal Impacts (attach budget transfer form if appropriate)

Staffing Impacts

Is a 4/5ths vote required? Yes No

Contract Attached: Yes No N/A
 Resolution Attached: Yes No N/A
 Ordinance Attached: Yes No N/A

Committee Review? Name _____ N/A

Committee Recommendation: _____

Comments: _____

Request Reviewed by:

Chairman _____ Counsel _____

Auditor _____ GSA Director _____

CAO _____ Risk Management _____

Distribution Instructions:

Auditor _____

FOR CLERK USE ONLY

Meeting Date _____ Time _____ Item # _____

Board Action: Approved Yes ___ No ___ Unanimous Vote: Yes ___ No ___

Ayes: _____ Resolution _____ Ordinance _____ Other: _____

Noes _____ Resolution _____ Ordinance _____

Absent: _____ Comments: _____

Distributed on _____	A new ATF is required from _____ Department _____	I hereby certify this is a true and correct copy of action(s) taken and entered into the official records of the Amador Fire Protection District.
Completed by _____	For meeting of _____	ATTEST: _____ AFPD Board Clerk

BEFORE THE BOARD OF DIRECTORS OF THE
AMADOR FIRE PROTECTION DISTRICT
COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF:
RESOLUTION APPROVING 2023-2024
FISCAL YEAR FINAL BUDGET

RESOLUTION NO. AFPD 23-16

WHEREAS, to comply with section 13890, 13893, and 13894 of the Health and Safety Code the district board is meeting to adopt a final budget for the 2023-2024 fiscal year; and

WHEREAS, said meeting has been terminated, during which time all additions and deletions to the proposed budget for the 2023-2024 fiscal year were made.

THEREFORE BE IT RESOLVED in accordance with Section 13890 of the Health and Safety Code, the 2023-2024 fiscal year final budget for the Amador Fire Protection District is hereby adopted in accordance with the following:

2023-2024 Expenditures Appropriated for fund 45500:

Salaries and Employee Benefits	\$550,832.00
Services and Supplies	\$890,531.00
Other Charges	\$287,695.00
Fixed Assets	\$8,250,000.00
Contingencies	\$0.00
Provision for Reserves	\$0.00

2023-2024 Expenditures Appropriated for fund 85800:

Salaries and employee benefits	\$4,430,267.00
Services and supplies	\$54,400.00
Other Charges	\$50,000.00
Fixed Assets	\$0.00
Contingencies	\$0.00
Provision for Reserves	\$0.00

2023-2024 Total Expenditures Appropriated:

Salaries and employee benefits	\$4,981,099.00
Services and supplies	\$944,931.00
Other Charges	\$337,695.00
Fixed assets	\$8,250,000.00
Contingencies	\$0.00
Provision for Reserves	\$0.00
Total	\$14,513,725.00

BE IT FURTHER RESOLVED that the appropriations which constitutes the total to the objects and sub-objects of the expenditures listed in the proposed budget and as altered through additions or subtractions are hereby adopted by reference; and

BE IT FURTHER RESOLVED that the President be and hereby is authorized to sign and execute said final budget on behalf of the Amador Fire Protection District.

The foregoing resolution was duly passed and adopted by the Board of Directors of the Amador Fire Protection District at a regular meeting thereof, held on the 19th day of September 2023 by the following vote:

AYES:

NOES:

ABSENT:

President, Board of Directors

ATTEST: _____
NICOLE COOK, Clerk of the Amador Fire Protection District, Amador County, California

Budget Unit: AMADOR FIRE PROTECTION DISTRICT
 Governed By: Local Board

DETAIL BY REVENUE CATEGORY AND EXPENDITURE OBJECT	ACTUAL 2021-2022	ACTUAL 2022-2023	RECOMMENDED 2023-2024	ADOPTED 2023-2024
Taxes				
41010 Current Secured	21,953.88	24,023.34	23,081.00	23,081.00
41020 Current Unsecured	329.09	478.93	403.00	403.00
41100 Prior Unsecured	0.00	8.89	0.00	0.00
41120 Current Supplemental	573.02	762.43	500.00	500.00
41121 Delinquent Supplemental	0.00	49.46	0.00	0.00
Total Taxes	22,855.99	25,323.05	23,984.00	23,984.00
Interest and Rentals				
44100 Interest	3,214.09	14,253.33	20,000.00	27,809.00
Intergovernmental Revenue				
45244 State Aid Construction	0.00	8,100,000.00	0.00	0.00
45260 Homeowner's Exemption	228.72	229.06	229.00	229.00
45375 CA Fire Foundation Investigations	0.00	0.00	0.00	0.00
45600 Other Government State	144,338.85	149,395.00	150,000.00	37,331.00
45640 Aid From Other Agencies	0.00	0.00	0.00	0.00
Total Intergovernmental Revenue	144,567.57	8,249,624.06	150,229.00	37,560.00
Charges for Services				
46009 Fees for Services	190,211.87	206,175.60	193,436.00	193,436.00
46024 Impact Fees/Mitigation	34,125.81	48,689.34	35,292.00	35,292.00
46165 Fire Prevention Fees	30,456.00	29,495.00	20,000.00	20,000.00
46880 Charges for Services	4,300.00	14,900.00	12,750.00	12,750.00
Total Charges for Services	259,093.68	299,259.94	261,478.00	261,478.00
Other Revenue				
47010 Special Assessments	638,996.83	662,746.79	645,869.00	1,037,999.00
47183 FEMA Fire Grant	0.00	0.00	29,090.00	166,170.00
47184 Volunteer Fire Grant	0.00	8,416.90	9,991.00	9,991.00
47186 OES Grant	0.00	25,000.00	0.00	8,596.00
47187 CA OTS Grant	0.00	0.00	0.00	50,000.00
47890 Miscellaneous Revenue	155,718.54	197,061.97	105,273.00	64,700.00
Total Other Revenue	794,715.37	893,225.66	790,223.00	1,337,456.00
Total Revenue	1,224,446.70	9,481,686.04	1,245,914.00	1,688,287.00
Fund Balance				
45500 Fund Balance	224,338.70	270,403.01	8,325,738.00	8,290,771.00
Cancellation of Reserves				
45500 Reserves Cancelled	0.00	0.00	0.00	0.00
TOTAL REVENUE	1,448,785.40	9,752,089.05	9,571,652.00	9,979,058.00
Salaries and Benefits				
50100 Salaries and Wages	327,674.51	419,943.42	461,023.00	461,023.00
50300 Retirement - Employer's Share	0.00	0.00	0.00	0.00

Budget Unit: AMADOR FIRE PROTECTION DISTRICT
 Governed By: Local Board

DETAIL BY REVENUE CATEGORY AND EXPENDITURE OBJECT	ACTUAL 2021-2022	ACTUAL 2022-2023	RECOMMENDED 2023-2024	ADOPTED 2023-2024
50304 Retirement - Misc. Unfunded Liability	0.00	0.00	0.00	0.00
50310 FICA/Medicare - Employer's Share	24,501.88	31,524.37	51,407.00	51,407.00
50400 Employee Group Insurance	0.00	0.00	0.00	0.00
50500 Workers' Compensation Insurance	12,991.00	15,049.00	37,452.00	37,452.00
50600 Unemployment Insurance	647.61	874.24	950.00	950.00
Total Salaries and Benefits	365,815.00	467,391.03	550,832.00	550,832.00
Services and Supplies				
51110 Safety Clothing	39,598.66	55,547.11	3,500.00	3,500.00
51200 Communications	30,927.89	24,662.44	22,220.00	22,220.00
51500 Insurance	59,303.40	53,326.51	58,660.00	58,660.00
51760 Maintenance - Equipment	184,675.83	261,260.15	160,323.00	253,395.00
51760 Maintenance - Programs	34,723.59	39,191.37	41,638.00	41,407.00
51800 Maintenance - Buildings	16,020.43	9,067.47	15,000.00	15,000.00
52000 Memberships	2,152.38	3,042.26	2,024.00	2,572.00
52200 Office Expenses	14,848.81	17,132.60	11,000.00	11,000.00
52211 G.S.A. Dept. Cost Allocation	1,876.00	1,054.00	1,845.00	1,845.00
52300 Professional & Specialized Services	77,430.05	94,539.07	57,677.00	118,374.00
52329 Training	4,459.70	48,918.93	40,800.00	45,000.00
52400 Publications and Legal Notices	1,541.61	4,315.85	2,550.00	2,550.00
52500 Rents, Leases - Equipment	1,752.29	1,930.76	2,016.00	2,016.00
52600 Rents, Leases - Buildings	6,971.20	6,548.24	6,567.00	6,616.00
52700 Minor Equipment	36,458.69	62,413.86	78,500.00	93,400.00
52800 Special Departmental Expense	43,696.18	59,299.78	36,000.00	36,000.00
52900 G.S.A. and In-County Travel	102,421.31	123,272.41	131,000.00	131,000.00
52910 Meetings and Conventions	1,943.83	900.00	0.00	0.00
53000 Utilities	33,361.53	42,561.84	45,976.00	45,976.00
Total Services and Supplies	694,163.38	908,984.65	717,296.00	890,531.00
Other Charges				
54183 FEMA Fire Grant	0.00	0.00	32,000.00	166,171.00
54184 Volunteer Fire Grant	0.00	8,400.00	19,982.00	19,982.00
54185 CA Fire Investigation Grant	971.11	0.00	0.00	0.00
54186 OES Grant	0.00	24,999.97	0.00	0.00
54187 CA OTS Grant	0.00	0.00	0.00	50,000.00
54192 COVID 19 Expenses	444.26	0.00	0.00	0.00
55201 Debt Service Principal	108,527.97	46,174.02	47,461.00	47,461.00
55202 Debt Service Interest	8,460.67	5,367.71	4,081.00	4,081.00
Total Other Charges	118,404.01	84,941.70	103,524.00	287,695.00
Capital (Fixed) Assets				
56110 Buildings and Improvements	0.00	0.00	0.00	0.00
56120 Pine Grove Station Build	0.00	0.00	8,100,000.00	8,100,000.00
56200 Equipment	0.00	0.00	100,000.00	150,000.00
Total Capital (Fixed) Assets	0.00	0.00	8,200,000.00	8,250,000.00
A-87 Countywide Cost Allocation Plan				
58900 A-87 Cost Allocation Plan	0.00	0.00	0.00	0.00

Budget Unit: AMADOR FIRE PROTECTION DISTRICT
 Governed By: Local Board

DETAIL BY REVENUE CATEGORY AND EXPENDITURE OBJECT	ACTUAL 2021-2022	ACTUAL 2022-2023	RECOMMENDED 2023-2024	ADOPTED 2023-2024
598150 AFPD ADJ	0.00	0.20	0.00	0.00
Appropriations				
Contingencies	0.00	0.00	0.00	0.00
Reserves	0.00	0.00	0.00	0.00
Total Appropriations	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES/APPROPRIATIONS	1,178,382.39	1,461,317.58	9,571,652.00	9,979,058.00
NET COST	(270,403.01)	(8,290,771.47)	0.00	0.00

Fund 45500 Amador Fire Protection District, Dept. 8550

FUND	45500	AMADOR FIRE PROTECTION DISTRICT - GENERAL		
DEPT	8550			
FINAL BUDGET		DTD: 09/19/23		
REVENUE				
41010	CURRENT SECURED (PROPERTY TAX)			23,081
41020	CURRENT UNSECURED (PROPERTY TAX)			403
41120	CURRENT SUPPLEMENTAL (PROPERTY TAX)			500
44100	INTEREST			27,809
45260	STATE HOMEOWNERS PROPERTY (PROPERTY TAX)			229
45600	OTHER GOVERNMENT STATE			37,331
46009	CHARGES FOR SERVICES			
		FIRST RESPONDER FEE	12,000	
		CITY OF PLYMOUTH	33,805	
		JRCH ADMIN FEE	147,631	193,436
46024	FIRE IMPACT FEES			35,292
46165	FIRE PREVENTION FEES			20,000
46880	TRAINING			12,750
47010	ASSESSMENTS			1,037,999
47183	FEMA FIRE GRANTS			
		FEMA ASSISTANCE TO FIREFIGHTERS GRANT (AFG) (extractor & drying cabinet	29,090	
		FEMA 2021 STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (SAFER) GRANT		
		EMT COURSE REGISTRATION COSTS	30,000	
		INSTRUCTOR COSTS OR FEES	20,000	
		PHYSICAL	4,080	
		FINGERPRINT & BACKGROUND INVESTIGATION	4,600	
		FULL SET STRUCTURAL PPE	56,000	
		STATION DUTY UNIFORM	14,000	
		FF 1 STUDENT MATERIALS AND STATE FIRE TRAINING CERT	5,000	
		SIGNS FOR RECRUITMENT PROCESS	3,000	
		LOCAL ADVERTISEMENT FOR RECRUITMENT	400	137,080
47184	RURAL FIRE CAPACITY GRANT (CALFIRE 50/50)(VFA)(radio equip)			9,991
47186	OES GRANT (expense paid in prior FY)			8,596
47187	CA OTS GRANT (extrication equipment)			50,000
101455-47890	MISCELLANEOUS REVENUE			
		MISCELLANEOUS REVENUE	14,900	
		JRCH - REIMBURSE EXPENSES	48,000	62,900
101615-47890	IN LIEU OF WATER FEE			1,800

FUND	45500	AMADOR FIRE PROTECTION DISTRICT - GENERAL			
DEPT	8550				
FINAL BUDGET		DTD: 09/19/23			
				REVENUE SUBTOTAL	1,688,287
				<i>Carry Forward from FY 2022-23</i>	8,290,771
				TOTAL REVENUE	9,979,058
EXPENDITURE					
50100	SALARIES				461,023
50310	PAYROLL TAXES				51,407
50500	WORKERS COMPENSATION				37,452
50600	UNEMPLOYMENT INSURANCE				950
51110	SAFETY CLOTHING				
		PPE REPAIR		1,000	
		WILDLAND PPE		2,500	3,500
51200	COMMUNICATIONS				
		AT&T MOBILITY/FIRSTNET		8,220	
		VOLCANO TELEPHONE		6,552	
		COMCAST		2,856	
		IT PHONE CHARGES		1,416	
		AT&T CALNET		636	
		ALLCOM		540	
		RADIOS (HANDHELD & PAGERS)		1,000	
		COMMUNICATION DEVICE REPAIRS		1,000	22,220
51500	INSURANCE				58,660
51700	MAINTENANCE EQUIPMENT				
		APPARATUS MAINTENANCE		193,072	
		TIRES		20,000	
		SCBA FLOW TESTING		16,315	
		EXTRICATION EQUIPMENT		11,550	
		PUMP TESTING		6,300	
		LADDER TESTING		4,158	
		MAINTENANC, NOT APPARATUS		2,000	253,395
51760	PROGRAMS/LICENSES				
		LEXIPOL LLC		11,057	
		IT TECH COST MATRIX		8,472	
		TARGET SOLUTIONS/VECTOR LMS		4,610	

FUND	45500	AMADOR FIRE PROTECTION DISTRICT - GENERAL			
DEPT	8550				
FINAL BUDGET		DTD: 09/19/23			
		ESO	4,488		
		GOINVEST	4,410		
		TARGET SOLUTIONS/VECTOR SCHEDULING	2,945		
		INTUIT QUICKBOOKS	1,407		
		STREAMLINE	1,250		
		AVENZA	1,152		
		ESRI (ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE)	735		
		ADOBE ACROPRO SUBSCRIPTION	280		
		MICROSOFT 365	220		
		AMADOR COUNTY GSA/ZOOM LICENSING	157		
		NORTON ANTIVIRUS	136		
		VIMEO PLUS	88	41,407	
51800	BUILDING IMPROVEMENT/MAINTENANCE				15,000.00
52000	MEMBERSHIPS				
		INTERNATIONAL ASSOC OF FIRE CHIEFS	315		
		FIRE DISTRICTS ASSOC OF CALIFORNIA	375		
		CALIFORNIA FIRE CHIEFS ASSOC	960		
		CA CONF OF ARSON INVESTIGATORS	100		
		NORTHERN CA FIRE PREVENTION OFFICERS	130		
		NATIONAL FIRE PROTECTION ASSOC	175		
		SAC REGIONAL FIRE PREVENTION OFFICERS ASSOC	60		
		THOMAS REUTERS	207		
		PROGRAM	250	2,572	
52200	OFFICE SUPPLIES				
		PRINT CHARGES	4,000		
		TONER FOR PRINTERS	1,000		
		GENERAL OFFICE SUPPLIES	6,000	11,000	
52211	GSA COST ALLOCATION				1,845
52300	PROFESSIONAL SERVICES				
		QUICKBOOKS	3,155		
		AUDITOR'S DIRECT CHARGE FEE	24,242		
		FIRST RESPONDER BILLING FEE	10,277		
		AUDITOR'S PROPERTY TAX ADMIN COSTS	700		
		IT TECH SUPPORT CHARGES	4,000		
		ATTORNEY, LAW	1,000		

FUND	45500	AMADOR FIRE PROTECTION DISTRICT - GENERAL			
DEPT	8550				
FINAL BUDGET		DTD: 09/19/23			
		PERSONNEL HIRING COSTS	6,500		
		MEDICAL DIRECTOR	9,000		
		BENEFIT ASSESSMENT	59,500	118,374	
52329	TRAINING				
		TRAINING BENEFIT	2,500		
		TRAINING ALLOWANCE	12,800		
		IN HOUSE TRAINING	20,000		
		TRAINING	7,200		
		HOTELS, MEALS, MILEAGE	2,500	45,000	
52400	PUBLICATIONS				
		CA COC LABOR LAW POSTERS	200		
		NFPA CODES	1,350		
		PRESS RELEASE/NEWS PAPER NOTICES	1,000	2,550	
52500	EQUIPMENT RENTAL	COPIER		2,016	
52600	BUILDING RENTAL/LEASE				
		STATION 112 STORAGE	5,400		
		AIRPORT STORAGE UNIT	1,216	6,616	
52700	SMALL TOOLS				
		LAPTOPS FOR BATTALION CHIEFS	6,000		
		JANITORIAL & STATION SUPPLIES	12,600		
		MEDICAL SUPPLIES	12,000		
		HOSE & HOSE PARTS (NOZZLES, VALVES)	7,500		
		SMALL TOOLS AND EQUIPMENT	30,000		
		FRMS/Wellness Program/Gym Equipment	4,900		
		BATTERIES (ZOLL, SCBA, MISC)	4,000		
		APRIA	400		
		PREVENTION TOOLS	4,000		
		SCBA MASKS, BOTTLES AND QUICK CONNECTS	10,000		
		SMALL TOOL MAINTENANCE (GUY'S SAWS)	2,000	93,400	
52800	SPECIAL DEPARTMENTAL				
		UNIFORMS	25,000		
		KIRKWOOD MEADOWS PUD	5,000		
		PREVENTION/EVENT MATERIALS	1,000		
		SUSTENANCE FOR TRAINING AND FIRES	2,000		
		MISCELLANEOUS	3,000	36,000	
52900	GAS/TRAVEL				

FUND	45500	AMADOR FIRE PROTECTION DISTRICT - GENERAL			
DEPT	8550				
FINAL BUDGET		DTD: 09/19/23			
		FUEL		130,000	
		BLUE DEF		1,000	131,000
53000	UTILITIES				
		PACIFIC GAS & ELECTRIC		16,000	
		KAMPS PROPANE		12,000	
		AMADOR WATER & 1ST MACE MEADOW		4,776	
		ACES WASTE		1,200	
		PINE GROVE CSD		12,000	45,976
54183	FEMA FIRE GRANTS				
		FEMA ASSISTANCE TO FIREFIGHTERS GRANT (AFG) (extractor & drying cabinet		29,091	
		FEMA 2021 STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (SAFER) GRANT			
		EMT COURSE REGISTRATION COSTS	30,000		
		INSTRUCTOR COSTS OR FEES	20,000		
		PHYSICAL	4,080		
		FINGERPRINT & BACKGROUND INVESTIGATION	4,600		
		FULL SET STRUCTURAL PPE	56,000		
		STATION DUTY UNIFORM	14,000		
		FF 1 STUDENT MATERIALS AND STATE FIRE TRAINING CERT	5,000		
		SIGNS FOR RECRUITMENT PROCESS	3,000		
		LOCAL ADVERTISEMENT FOR RECRUITMENT	400	137,080	166,171
54184	RURAL FIRE CAPACITY GRANT (CALFIRE 50/50)(VFA)(radio equip)				19,982
54187	CA OTS GRANT (extrication equipment)				50,000
55201	LOAN PRINCIPAL				47,461
55202	LOAN INTEREST				4,081
56120	PINE GROVE STATION BUILD				8,100,000
56200	FIXED ASSETS - EQUIPMENT				150,000
				TOTAL EXPENSE	9,979,058
					-

District Notes for Budget Unit: 8550 Amador Fire Protection District General Budget

Please provide comments in the space provided below. You may also attach additional documentation. If additional documentation is provided, please ensure to put Budget Name and Unit number at the top. Thank you.

Expenses:

50100 - Annual scheduled salary increases
50500 - Increase to Workers Compensation expense due to 20% increase to cost
51700 - Increase to Maintenance - Apparatus
51760 - Decrease to Programs/Licenses - A programs annual fee was not increased as anticipated
52000 - Increase to Memberships
52300 - Increase to Professional Services - Benefit Assessment remaining agreement costs, plus cost for annual processing/Increase to Auditor's fee to match actual number of parcels/Increase to payroll service monthly fee
52329 - Increase in training expense
52600 - Increase in Airport storage unit (annual)
52700 - Increase to purchase rescue equipment and FRMS Wellness Program items
54183 - Increase - FEMA SAFER Grant \$137,080 and decrease FEMA AFG Grant amount by \$2,909
54184 - Increase - VFA 50/50 Grant to purchase radio equipment
54187 - CA Office of Transportation (OTS) Grant approved to purchase extrication equipment

Revenue:

44100 - Increase Interest earned on cash accounts
45600 - Decrease Assistance by Hire to coincide with actual deployments to date, weather conditions
47010 - Increase Benefit Assessment amount with ballot measure approved
47183 - Increase - FEMA SAFER Grant-\$137,080 - all categories, except volunteer stipend portion budgeted in 8588
47186 - CA OES/FEMA funds to reimburse for December 2021 and December 2022 Storm expenses
47187 - CA Office of Transportation (OTS) Grant approved to purchase extrication equipment
47890 - Decrease Miscellaneous - removed JRCH future expenses, added \$4,900 for funds to be received to purchase through FRMS Wellness Program

Fixed Assets:

56200 - Increased down payment amount for apparatus replacement

Other Comments:

Budget Unit: AMADOR FIRE PROTECTION
DISTRICT MEASURE 'M'
Governed By: Local Board

DETAIL BY REVENUE CATEGORY AND EXPENDITURE OBJECT	ACTUAL 2021-2022	ACTUAL 2022-2023	RECOMMENDED 2023-2024	ADOPTED 2023-2024
Interest and Rentals				
44100 Interest	4,885.77	24,205.63	10,000.00	10,000.00
Intergovernmental Revenue				
45585 FEMA SAFER Grant	0.00	0.00	0.00	50,000.00
45640 Aid From Other Agencies	0.00	0.00	0.00	0.00
45641 Measure M	1,876,495.92	1,951,516.18	2,029,618.00	2,029,618.00
Total Intergovernmental Revenue	1,876,495.92	1,951,516.18	2,029,618.00	2,079,618.00
Charges for Services				
46009 Contracted Services	2,014,384.23	1,791,411.32	1,679,133.00	1,642,678.00
Other Revenue				
47890 Miscellaneous Revenue	143,835.03	175,959.31	0.00	0.00
47894 CFD Miscellaneous	45,704.90	45,895.95	47,000.00	47,000.00
47940 Operating Transfers	258,000.00	258,000.00	258,000.00	258,000.00
Total Other Revenue	447,539.93	479,855.26	305,000.00	305,000.00
Total Revenue	4,343,305.85	4,246,988.39	4,023,751.00	4,037,296.00
Fund Balance				
85800 Fund Balance	200,546.00	520,477.41	460,916.00	497,371.00
Cancellation of Reserves				
85800 Reserves Cancelled	0.00	0.00	0.00	0.00
TOTAL REVENUE	4,543,851.85	4,767,465.80	4,484,667.00	4,534,667.00
Salaries and Benefits				
50100 Salaries and Wages	2,945,133.70	3,120,240.90	3,010,161.00	3,010,161.00
50300 Retirement - Employer's Share	148,299.62	174,423.19	200,410.00	200,410.00
50310 FICA/Medicare - Employer's Share	219,216.16	234,986.49	308,764.00	308,764.00
50400 Employee Group Insurance	437,597.87	446,020.55	584,039.00	584,039.00
50500 Workers' Compensation Insurance	261,554.50	268,026.00	322,525.00	322,525.00
50600 Unemployment Insurance	4,540.22	4,786.83	4,368.00	4,368.00
Total Salaries and Benefits	4,016,342.07	4,248,483.96	4,430,267.00	4,430,267.00
Services and Supplies				
51100 Protective Clothing	0.00	0.00	0.00	0.00
52300 Professional & Specialized Services	0.00	0.00	0.00	0.00
52329 Training	0.00	5,793.10	25,000.00	25,000.00
52800 Special Departmental Expense	7,031.72	15,818.28	29,400.00	29,400.00
Total Services and Supplies	7,031.72	21,611.38	54,400.00	54,400.00
Other Charges				
54732 FEMA SAFER Grant	0.00	0.00	0.00	50,000.00
Capital (Fixed) Assets				
56200 Equipment	0.00	0.00	0.00	0.00
A-87 Countywide Cost Allocation Plan				
58900 A-87 Cost Allocation Plan	0.00	0.00	0.00	0.00
598150 AFD ADJ	0.00	-0.20	0.00	0.00
Appropriations				
Contingencies	0.00	0.00	0.00	0.00
Reserves	0.00	0.00	0.00	0.00
Total Appropriations	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES/APPROPRIATIONS	4,023,373.79	4,270,095.14	4,484,667.00	4,534,667.00
NET COST	(520,478.06)	(497,370.66)	-	-

Fund 85800 Amador Fire Protection District - Measure M, Dept. 8588

District Notes for Budget Unit: 8588 Amador Fire Protection District Measure M

Please provide comments in the space provided below. You may also attach additional documentation. If additional documentation is provided, please ensure to put Budget Name and Unit number at the top. Thank you.

Expenses:

50100 - Annual scheduled salary increases
50500 - Increase to Workers Compensation expense due to 20% increase to cost
54732 - FEMA SAFER Grant -\$50,000 - volunteer stipend portion

Revenue:

45585 - Increase FEMA SAFER Grant -\$50,000 - volunteer stipend portion
45641 - Increase Measure M by 4% average
45600 - Decrease Assistance by Hire to coincide with actual deployments to date, weather conditions

Fixed Assets:

Other Comments:

DISTRICT	AVAILABLE FINANCING:				FINANCING REQUIREMENTS			
	FUND BALANCE AVAILABLE June 30, 2023	CANCELLATION OF PRIOR YEAR RESERVES/ DESIGNATIONS	ESTIMATED ADDITIONAL FINANCING SOURCES	TOTAL AVAILABLE FINANCING	ESTIMATED FINANCING USES	PROVISIONS FOR RESERVES AND/OR DESIGNATIONS	TOTAL FINANCING REQUIREMENTS	
AMADOR COUNTY FIRE PROTECTION								
2023-2024 AFD	45500	8,290,771.00	0.00	1,688,287.00	9,979,058.00	9,979,058.00	0.00	9,979,058.00
2023-2024 MEASURE M AFD	85800	497,371.00	0.00	4,037,296.00	4,534,667.00	4,534,667.00	0.00	4,534,667.00

LESS: FUND BALANCE
 RESERVES/DESIGNATED AT JUNE 30, 2023

DISTRICT	FUND BALANCE PER AUDITOR AS OF June 30, 2023	ENCUMBRANCES	GENERAL & OTHER RESERVES	DESIGNATIONS	FUND BALANCE UNRESERVED/ UNDESIGNATED June 30, 2023 ACTUAL
AMADOR COUNTY FIRE PROTECTION					
2023-2024 AFPD	45500	9,138,368.37	0.00	847,597.00	8,290,771.00
2023-2024 MEASURE M AFPD	85800	2,075,208.66	0.00	1,577,838.00	497,371.00
		<u>11,213,577.03</u>	<u>0.00</u>	<u>2,425,435.00</u>	<u>8,788,142.00</u>

DISTRICT	AMOUNT MADE AVAILABLE FOR FINANCING BY CANCELLATION		INCREASES OR NEW RESERVES/DESIGNATIONS TO BE PROVIDED IN BUDGET YEAR			TOTAL RESERVES/ DESIGNATIONS FOR BUDGET YEAR
	RESERVES/ DESIGNATIONS AS OF June 30, 2023	RECOMMENDED	APPROVED/ ADOPTED BY THE GOVERNING BOARD	RECOMMENDED	APPROVED/ ADOPTED BY THE GOVERNING BOARD	
AMADOR COUNTY FIRE PROTECTION						
2023-2024 AAFP	45500	847,597.00				847,597.00
2023-2024 MEASURE M AAFP	85800	1,577,838.00				1,577,838.00
		<u>2,425,435.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,425,435.00</u>

AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 09/19/23

From: Robert Withrow
(Department Head - please type)

Phone Ext. 391

<input checked="" type="checkbox"/>	Regular Agenda
<input type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Blue Slip
<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
<u>09/19/23</u>	

Department Head Signature _____

Agenda Title: CHIEF UPDATE

Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary)

Discussion relative to subject matter:

- A) Fire Chiefs Association Meeting
- B) PIO Update
- C) Fire Prevention

Discussion and possible action relative to subject matter:

- D) Volunteer Program 1) Jr. Firefighter and Apprentice Programs
- E) New Station

Recommendation/Requested Action:

Fiscal Impacts (attach budget transfer form if appropriate)

Staffing Impacts

Is a 4/5ths vote required? Yes No

Contract Attached: Yes No N/A

Resolution Attached: Yes No N/A

Ordinance Attached: Yes No N/A

Committee Review? Name _____ N/A

Comments: _____

Committee Recommendation: _____

Request Reviewed by:

Chairman _____ Counsel _____

Auditor _____ GSA Director _____

CAO _____ Risk Management _____

Distribution Instructions:

FOR CLERK USE ONLY

Meeting Date _____	Time _____	Item # _____
--------------------	------------	--------------

Board Action: Approved Yes ___ No ___ Unanimous Vote: Yes ___ No ___

Ayes: _____ Resolution _____ Ordinance _____ Other: _____

Noes _____ Resolution _____ Ordinance _____

Absent: _____ Comments: _____

Distributed on _____	A new ATF is required from _____ Department _____	I hereby certify this is a true and correct copy of action(s) taken and entered into the official records of the Amador Fire Protection District.
Completed by _____	For meeting of _____	ATTEST: _____ AFPD Board Clerk

AGENDA TRANSMITTAL FORM

<input checked="" type="checkbox"/>	Regular Agenda
<input type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Blue Slip
<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
09/19/2023	

To: Amador Fire Protection Board of Directors

Date: 09/19/2023

From: Robert Withrow
(Department Head - please type)

Phone Ext. x391

Department Head Signature _____

Agenda Title: VOLUNTEER FIRE CAPACITY GRANT AWARD

Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary)

Discussion and possible action regarding subject matter of a 50/50 Volunteer Fire (VFA) Capacity Grant. This grant was awarded in the amount of \$9,991.03 and is being administered by the State with the funding provided through Department of Forestry and Fire Protection. Total expense of communication equipment is in the amount of \$19,982.08, with the District committed to pay half -\$9,991.05.

Recommendation/Requested Action:

Approve agreement and resolution and authorize the Fire Chief to be the authorized signor.

Fiscal Impacts (attach budget transfer form if appropriate)

Staffing Impacts n/a

AFPD is required to match \$9,991.05

Is a 4/5ths vote required?

Yes

No

Contract Attached:

Yes

No

N/A

Resolution Attached:

Yes

No

N/A

Ordinance Attached

Yes

No

N/A

Comments: _____

Committee Review?

N/A

Name _____

Committee Recommendation: _____

Request Reviewed by:

Chairman _____

Counsel _____

Auditor _____

GSA Director _____

CAO _____

Risk Management _____

Distribution Instructions: _____

FOR CLERK USE ONLY

Meeting Date _____

Time _____

Item # _____

Board Action: Approved Yes ___ No ___

Unanimous Vote: Yes ___ No ___

Ayes: _____

Resolution _____

Ordinance _____

Other: _____

Noes: _____

Resolution _____

Ordinance _____

Absent: _____

Comments: _____

Distributed on _____

A new ATF is required from _____

I hereby certify this is a true and correct copy of action(s) taken and entered into the official records of the Amador Fire Protection District.

Completed by _____

Department
For meeting
of _____

ATTEST: _____

AFPD Board Clerk

**BEFORE THE BOARD OF DIRECTORS OF THE
AMADOR FIRE PROTECTION DISTRICT
COUNTY OF AMADOR, STATE OF CALIFORNIA**

IN THE MATTER OF:

Resolution Number: 23-12

Approving the Department of Forestry and Fire Protection Agreement #7GF23301 for services from the date of last signatory on page 1 of the Agreement to June 30, 2024 under the Volunteer Fire Assistance Program of the Infrastructure Investment and Jobs Act of 2021.

BE IT RESOLVED by the Board of Directors of the AMADOR FIRE PROTECTION DISTRICT, that said Board does hereby approve the Agreement with the California Department of Forestry and Fire Protection dated as of the last signatory date on page 1 of the Agreement, and any amendments thereto. This Agreement provides for an award, during the term of this Agreement, under the Volunteer Fire Assistance Program of the Infrastructure Investment and Jobs Act of 2021 during the State Fiscal Year 2023-24 up to and no more than the amount of \$9,991.03.

BE IT FURTHER RESOLVED that JEFF BROWN, CHAIR of said Board be and hereby is authorized to sign and execute said Agreement and any amendments on behalf of the AMADOR FIRE PROTECTION DISTRICT.

The foregoing resolution was duly passed and adopted by the Board of Directors of the AMADOR FIRE PROTECTION DISTRICT, at a regular meeting thereof, held on the 19TH day of SEPTEMBER 2023, by the following vote:

AYES:

Signature, Board of Directors Member

NAYS:

ABSENT:

Printed Name and Title

Signature, Board of Directors Member

Printed Name and Title

**-----CERTIFICATION OF RESOLUTION-----
ATTEST:**

I, NICOLE COOK, Clerk of the AMADOR FIRE PROTECTION DISTRICT, County of AMADOR California do hereby certify that this is a true and correct copy of the original Resolution Number 23-12.

WITNESS MY HAND OR THE SEAL OF THE AMADOR FIRE PROTECTION DISTRICT, on this 19TH day of SEPTEMBER, 2023.

**OFFICIAL SEAL
OR NOTARY CERTIFICATON**

Signature

CLERK OF THE BOARD, AMADOR FIRE PROTECTION DISTRICT
Title and Name of Local Agency

**State of California
Department of Forestry and Fire Protection (CAL FIRE)
Cooperative Fire Protection
GRANT AGREEMENT**

APPLICANT:

PROJECT TITLE: Volunteer Fire Assistance

GRANT AGREEMENT: 7GF23301

PROJECT PERFORMANCE PERIOD is from date upon approval through June 30, 2024.

Under the terms and conditions of this Grant Agreement, the applicant agrees to complete the project as described in the project description, and the State of California, acting through the Department of Forestry & Fire Protection, agrees to fund the project up to the total state grant amount indicated.

PROJECT DESCRIPTION: Cost-share funds awarded to provide assistance to rural areas in upgrading their capability to organize, train, and equip local forces for fire protection.

Total State Grant not to exceed \$ 9,991.03 (or project costs, whichever is less).

**The Special and General Provisions attached are made a part of and incorporated into this Grant Agreement.*

AMADOR FIRE PROTECTION DISTRICT	STATE OF CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION
Applicant	
By ROBERT WITHROW	By
Signature of Authorized Representative	
Title FIRE CHIEF	Title: David Scheurich
	Staff Chief, Cooperative Fire Programs
Date 09-19-2023	Date

CERTIFICATION OF FUNDING

GRANT AGREEMENT NUMBER	PO ID	SUPPLIER ID
FUND 0001	FUND NAME General Fund	
PROJECT ID 354023DG2012171	ACTIVITY ID SUBGNT	AMOUNT OF ESTIMATE FUNDING \$ 9,991.03
GL UNIT 3540	BUD REF 001	CHAPTER 12
PROGRAM NUMBER 9999000FED	ENY 2023	ADJ. INCREASING ENCUMBRANCE \$ 0.00
ACCOUNT 5340580	ALT ACCOUNT 5340580002	ADJ. DECREASING ENCUMBRANCE \$ 0.00
REPORTING STRUCTURE 35409206	SERVICE LOCATION 92749	UNENCUMBERED BALANCE \$ 9,991.03

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance.

Signature of CAL FIRE Accounting Officer

Date

**VOLUNTEER FIRE ASSISTANCE PROGRAM
TERMS AND CONDITIONS**

DEPARTMENT OF FORESTRY AND FIRE PROTECTION

STATE OF CALIFORNIA
Natural Resources Agency

Agreement for the Volunteer Fire Assistance Program of the
Cooperative Forestry Assistance Act of 1978

THIS AGREEMENT, made and entered between the STATE of California, acting through the Director of the Department of Forestry and Fire Protection hereinafter called "STATE", and AMADOR FIRE PROTECTION DISTRICT hereinafter called "LOCAL AGENCY", covenants as follows:

RECITALS:

1. STATE has been approved as a passthrough agent of the United States Department of Agriculture, (USDA), Forest Service for the purpose of administering the Volunteer Fire Assistance program in California, hereinafter referred to as VFA, authorized by the Cooperative Forestry Assistant Act of 1978 (PL 95-313, 92 Stat, 365, 16 U.S.C. 2106 as amended).
2. This is a subaward under the 2023 Volunteer Fire Assistance Grant #23-DG-11052012-171 awarded to STATE by the Forest Service on August 3, 2023. The Federal Assistance Listing for the award is 10.698, Cooperative Fire Program. This subaward is funded solely with Federal funds and is subject to the Office of Management and Budget (OMB) guidance in subparts A through F of 2 CFR Part 200, as adopted and supplemented by the USDA in 2 CFR Part 400, and under certain terms and conditions to LOCAL AGENCY to assist LOCAL AGENCY to upgrade its fire protection capability.
3. LOCAL AGENCY desires to participate in said VFA and agrees to the terms and conditions specified in the Procedural Guide for Volunteer Fire Assistance Program 2023.

NOW THEREFORE, it is mutually agreed between the parties as follows:

4. **APPROVAL: This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. LOCAL AGENCY may not commence performance until such approval has been obtained.**
5. **INCORPORATION: The Procedural Guide for Volunteer Fire Assistance Program 2023, submitted Application for Funding and associated Grant Assurances are hereby incorporated by reference as part of the Grant Agreement.**
6. **TIMELINESS: Time is of the essence in this Agreement.**
7. **FORFEITURE OF AWARD: LOCAL AGENCY must return this Agreement and required resolution properly signed and executed to STATE at the email address specified in paragraph 12, with a timestamp no later than December 1, 2023 or LOCAL AGENCY will forfeit the funds.**

8. **GRANT AND BUDGET CONTIGENCY CLAUSE:** It is mutually understood between the parties that this **Agreement** may have been written for the mutual benefit of both parties before ascertaining the availability of congressional appropriation of funds, to avoid program and fiscal delays that would occur if the **Agreement** were executed after that determination was made.

This **Agreement** is valid and enforceable only if sufficient funds are made available to the STATE by the United States Government for the **State Fiscal Year 2023** for the purpose of this program. In addition, this **Agreement** is subject to any additional restrictions, limitations, or conditions enacted by the Congress or to any statute enacted by the Congress that may affect the provisions, terms, or funding of this **Agreement** in any manner.

The parties mutually agree that if the Congress does not appropriate sufficient funds for the program, this **Agreement** shall be amended to reflect any reduction in funds.

The STATE has the option to invalidate the **Agreement** under the 30-day cancellation clause or to amend the **Agreement** to reflect any reduction in funds.

9. **REIMBURSEMENT:** STATE will reimburse LOCAL AGENCY, from funds made available to STATE by the Federal Government, an amount not to exceed **\$9,991.03** on a 50/50 matching funds basis, for the performance of specific projects and/or purchase of specific items identified in Proposed Project, Application for Funding, attached hereto. **Reimbursement will be only for those projects accomplished and/or items purchased between THE LAST SIGNATORY DATE ON PAGE 1 and JUNE 30, 2024.** This sum is the sole and maximum payment that STATE will make pursuant to this Agreement. **LOCAL AGENCY must bill STATE at the e-mail address specified in paragraph 12, with a timestamp no later than September 1, 2024 in order to receive the funds.** The bill submitted by LOCAL AGENCY must clearly delineate the projects performed and/or items purchased. A vendor's invoice and proof of payment to vendor(s) must be included for items purchased.
10. **LIMITATIONS:** Expenditure of the funds distributed by STATE herein is subject to the same limitations as placed by the VFA, upon expenditure of United States Government Funds. Pursuant to 2CFR200.313 Equipment, subject to the obligations and conditions set forth in that section; title to any equipment and supplies acquired under this **Agreement** vests with the LOCAL AGENCY. For any equipment items over \$5,000, the federal government may retain a vested interest in accordance with paragraph 17 below.
11. **MATCHING FUNDS:** Any and all funds paid to LOCAL AGENCY under the terms of this **Agreement**, hereinafter referred to as "VFA Funds", shall be matched by LOCAL AGENCY on a dollar-for-dollar basis, for each project listed on attachment(s) hereto identified as "Proposed Project". No amount of unpaid "contributed" or "volunteer" labor or services shall be used or consigned in calculating the matching amount "actually spent" by LOCAL AGENCY.

LOCAL AGENCY shall not use VFA Funds as matching funds for other federal grants, including Department of Interior (USDI) Rural Fire Assistance grants, nor use funds from other federal grants, including USDI Rural Fire Assistance grants, as matching funds for VFA Funds.

12. **ADDRESSES:** The mailing addresses of the parties hereto under the terms of the Agreement are:

LOCAL AGENCY:	AMADOR FIRE PROTECTION DISTRICT
	810 COURT STREET
	JACKSON, CA 95642
	Attention: ROBERT WITHROW
	Telephone Number(s): 209-223-6391
	E-mail: afpdhdq@amadorgov.org

STATE: Department of Forestry and Fire Protection
 Grants Management Unit, Attn: Megan Esfandiary
 P. O. Box 944246
 Sacramento, California 94244-2460
 PHONE: (916) 894-9845
 E-MAIL: Megan.Esfandiary@fire.ca.gov

13. **PURPOSE:** Any project to be funded hereunder must be intended to specifically assist LOCAL AGENCY to organize, train, and/or equip local firefighting forces in the aforementioned rural area and community to prevent or suppress fires which threaten life, resources, and/or improvements within the area of operation of LOCAL AGENCY. Project funds are not to be used for research and development.
14. **COMBINING:** In the event funds are paid for two or more separate, but closely related projects, the 50/50 cost-sharing formula will be applied to the total cost of such combined projects.
15. **OVERRUNS:** In the event that the total cost of a funded project exceeds the estimate of costs upon which this Agreement is made, LOCAL AGENCY may request additional funds to cover the **Agreement** share of the amount exceeded. However, there is no assurance that any such funds are, or may be, available for reimbursement. Any increase in funding will require an amendment.
16. **UNDERRUNS:** In the event that the total cost of a funded project is less than the estimate of costs upon which this **Agreement** is made, LOCAL AGENCY may request that additional eligible projects/items be approved by STATE for **Agreement** funding. However, there is no assurance that any such approval will be funded. Approval of additional projects/items, not listed on the Proposed Project application, made by STATE, will be in writing and will require an amendment.
17. **FEDERAL INTEREST IN EQUIPMENT:** The Federal Government has a vested interest in any item purchased with VFA funding in excess of \$5,000 regardless of the length of this **Agreement**, until such time as the fair market value is less than \$5,000. The VFA percentage used to purchase the equipment will be applied to the sale price and recovered for the Government during the sale. This percentage will remain the same even following depreciation. The Federal Government may not have to be reimbursed if the disposal sale amounts to a fair market value of less than \$5,000. LOCAL AGENCY will notify STATE of the disposal of such items.

18. EQUIPMENT INVENTORY: Any single item purchased in excess of \$5,000 will be assigned an VFA Property Number by the STATE. LOCAL AGENCY shall forward a copy of the purchase documents listing the item, brand, model, serial number, any LOCAL AGENCY property number assigned, and a LOCAL AGENCY contact and return address to STATE at the address specified in paragraph 12. The STATE will advise the LOCAL AGENCY Contact of the VFA Property Number assigned.
19. AUDIT: LOCAL AGENCY agrees that the STATE, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this **Agreement**. LOCAL AGENCY agrees to maintain such records for possible audit for a minimum of five (5) years after final payment, unless a longer period of records retention is stipulated. LOCAL AGENCY agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, LOCAL AGENCY agrees to include a similar right of the State of California to audit records and interview staff in any subcontract related to performance of this **Agreement**. (GC 8546.7, PCC 10115 et seq., CCR Title 2, Section 1896).
20. DISPUTES: In the event of any dispute over qualifying matching expenditures of LOCAL AGENCY or audit findings, the dispute will be decided by STATE and its decision shall be final and binding.
21. MONITORING: LOCAL AGENCY agrees to the monitoring of activities as necessary by STATE to ensure that the award is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the agreement; and that performance goals are achieved.
22. INDEMNIFICATION: LOCAL AGENCY agrees to indemnify, defend, and save harmless, the STATE, its officers, agents, and employees, from any and all claims and losses, accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this **Agreement**, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by LOCAL AGENCY in the performance of this **Agreement**.
23. CIVIL RIGHTS: LOCAL AGENCY agrees to comply with civil rights requirements as detailed in the Complying With Civil Rights Requirements brochure (FS-850) and the And Justice For All poster (AD-475A). The poster is to be placed at all public point of contact/reception areas.
24. DRUG-FREE WORKPLACE REQUIREMENTS: LOCAL AGENCY will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:
 - a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
 - b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed **Agreement** will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the **Agreement**.

Failure to comply with these requirements may result in suspension of payments under the **Agreement** or termination of the **Agreement** or both and LOCAL AGENCY may be ineligible for funding of any future State **Agreement** if the department determines that any of the following has occurred: (1) the LOCAL AGENCY has made false certification, or violated the certification by failing to carry out the requirements as noted above. (GC 8350 et seq.)

25. **TERM: The term of the Agreement SHALL COMMENCE ON THE LAST SIGNATORY DATE ON PAGE 1 and continue through June 30, 2024.**
26. **TERMINATION: This Agreement may be terminated by either party giving 30 days written notice to the other party or provisions herein amended upon mutual consent of the parties hereto.**
27. **AMENDMENTS: No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.**
28. **INDEPENDENT CONTRACTOR: LOCAL AGENCY, and the agents and employees of LOCAL AGENCY, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the STATE or the Federal Government.**
29. **INDIRECT RATE: LOCAL AGENCY may not assess an indirect rate in excess of their Federally approved Negotiated Indirect Cost Rate Agreement (NICRA), a de minimis rate if LOCAL AGENCY does not have an approved NICRA, or the VFA program cap rate of 10%, whichever is lesser. LOCAL AGENCY may also elect not to assess an indirect rate. The approved indirect cost rate at the time of execution is 0%.**

30. MEDIA: LOCAL AGENCY shall acknowledge STATE and USDA Forest Service support in any publications, audiovisuals and electronic media developed as a result of this award.

It is encouraged to give public notice of the receipt of this award and announce progress and accomplishments, acknowledging STATE and USDA Forest Service support. Follow direction in USDA Supplemental 2 CFR 415.2.

31. ASSIGNMENT: This Agreement is not assignable by LOCAL AGENCY either in whole or in part.



**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion
 Lower Tier Covered Transactions**

The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552a, as amended). This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, and 2 CFR §§ 180.300, 180.335, Participants' responsibilities. The regulations were amended and published on August 31, 2005, in 70 Fed. Reg. 51865-51880. Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the proposed covered transaction.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0505-0027. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal or civil fraud, privacy, and other statutes may be applicable to the information provided.

(Read instructions on page two before completing certification.)

- A. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;
- B. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

ORGANIZATION NAME AMADOR FIRE PROTECTION DISTRICT	PR/AWARD NUMBER OR PROJECT NAME 7GF23301 - VOLUNTEER FIRE ASSISTANCE
NAME(S) AND TITLE(S) OF AUTHORIZED REPRESENTATIVE(S) ROBERT WITHROW, FIRE CHEIF	
SIGNATURE	DATE 09-19-2023

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

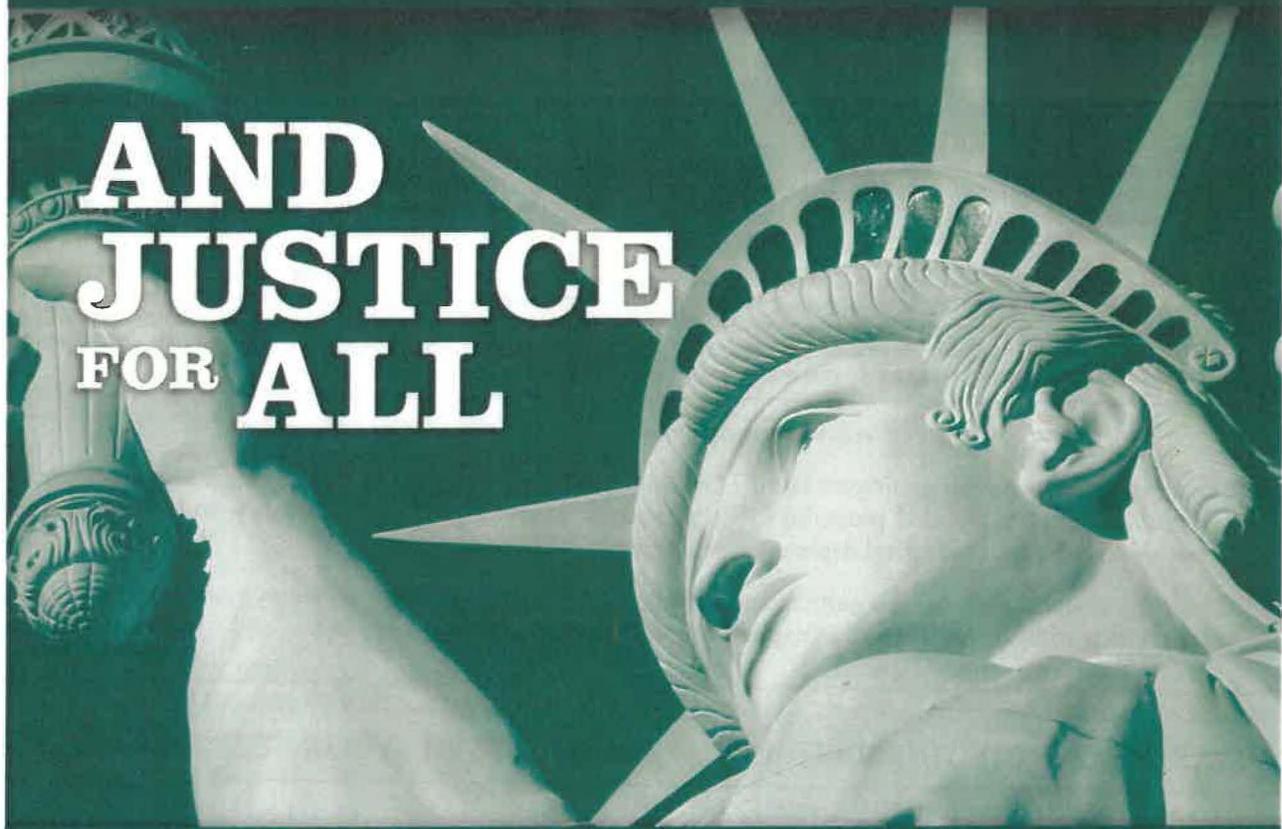
To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

USDA is an equal opportunity provider, employer, and lender.



United States Department of Agriculture

AND JUSTICE FOR ALL



In accordance with Federal law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, disability, and reprisal or retaliation for prior civil rights activity. (Not all prohibited bases apply to all programs.)

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible State or local Agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information is available in languages other than English.

To file a complaint alleging discrimination, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

mail:
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410

fax:
(202) 690-7442; or

email:
program.intake@usda.gov.

This institution is an equal opportunity provider.

Conforme a las leyes federales y a los derechos civiles, reglamentos y políticas del Departamento de Agricultura de los Estados Unidos (U.S. Department of Agriculture, USDA), se prohíbe a esta institución discriminar por motivo de raza, color, nacionalidad, sexo, edad, discapacidad y reprimir o tomar represalias por actividades realizadas en el pasado relacionadas con los derechos civiles. (No todos los principios de prohibición se aplican a todos los programas.)

Las personas discapacitadas que requieran medios alternos para que se les comunique la información de un programa (por ejemplo, braille, letra agrandada, grabación de audio, lenguaje de señas estadounidense, etc.) deberán comunicarse con la agencia estatal o local responsable de administrar el programa o el TARGET Center del USDA al (202) 720-2600 (voz y TTY) o comunicarse con el USDA a través del Servicio Federal de Transmisión de Información al (800) 877-8339. La información del programa también está disponible en otros idiomas además del inglés.

Para presentar una queja por alegada discriminación, complete el formulario de quejas por discriminación del programa del USDA, AD-3027, que podrá encontrar en línea en http://www.ocio.usda.gov/sites/default/files/docs/2012/Spanish_Form_508_Compliant_6_8_12_0.pdf o en cualquier oficina del USDA o escriba una carta dirigida al USDA que incluya toda la información solicitada en el formulario. Para solicitar una copia del formulario de presentación de quejas, comuníquese al (866) 632-9992. Envíe su formulario o carta completos al USDA por

correo:
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410

fax:
(202) 690-7442; o

correo electrónico:
program.intake@usda.gov.

Esta institución ofrece igualdad de oportunidades.

California Department of Forestry and Fire Protection
2023-2024 Application for Funding Cooperative
Forestry Assistance Act of 1978
Volunteer Fire Capacity (VFC) Program
Agreement # 7GF



A. Department/Organization

Organization Name: Amador Fire Protection District
Contact's First Name: Robert Contact's Last Name: Withrow
Street Address: 810 Court St
Mailing Address: 810 Court St
City: Jackson County: Amador Zip Code: 95642
State: California CAL FIRE Unit: AEU - Amador-EI Dorado Unit
Phone Number: (209) 223-6391 Email Address: rwithrow@amadorgov.org
Unique Entity ID: 118001119

To check to see what your UEI Number is, or to apply for one, please visit the [SAM.GOV](https://sam.gov) website.

B. Area to be served by award (include areas covered by contract or written mutual aid agreements).

Number of Communities: 14 Area: 605.00 square miles
Congressional District #: CA-#
Population: 38,094 Annual Budget: \$ 4,863,874.43
Latitude N 38 ° 24 ' 47 " Longitude W 120 39 32 "

(Latitude must be between 32 and 42 degrees. Longitude must be between 114 and 125 degrees. Latitude and Longitude minutes and seconds must be between 0 and 60. Use a central point in the Applicant's service area for the general area covered by the project).

All projects **MUST** have a project area.

C. Activity: Annual number of emergency incidents.

Fire: 125 + EMS: 1,795 + Other: 1,106 = Total: 3026

D. Indian Tribal Community (If project includes an Indian Tribal Community, please provide):

Population: 52 Size (acres): 1,500.00 # of structures: 27

Distance to nearest fire station (miles): 0.00

CAL FIRE USE ONLY (Formula-driven)

Total Application Request (up to 50%; \$500 minimum, \$20,000 maximum)

Project Total Cost: \$ 19,982.08

Amount Funded for this Agreement:

E. Proposed Project (List individual items for funding. Include tax and shipping in unit cost):

	Type	Item	Quantity	Unit Cost	Item Total
1.	Communications	BKR5000 Radios	9	\$ 1,490.00	\$ 13,410.00
2.	Communications	Antenna's	10	\$ 54.95	\$ 549.50
3.	Communications	Battery Pack	9	\$ 155.75	\$ 1,401.75
4.	Communications	Battery, Clamshell	6	\$ 102.00	\$ 612.00
5.	Communications	Microphone, Speaker	9	\$ 254.00	\$ 2,286.00
6.	Communications	Endura Charging Pods	9	\$ 24.00	\$ 216.00
7.		Freight from Factory	1	\$ 75.00	\$ 75.00
8.		CA-Tax	1	\$ 1,431.83	\$ 1,431.83
9.					\$ 0.00
10.					\$ 0.00
11.					\$ 0.00
12.					\$ 0.00
13.					\$ 0.00
14.					\$ 0.00
15.					\$ 0.00
16.					\$ 0.00
17.					\$ 0.00
18.					\$ 0.00
19.					\$ 0.00
20.					\$ 0.00
21.					\$ 0.00
22.					\$ 0.00

F. CAL FIRE USE ONLY (Formula-Driven)

Project Total Cost: \$ 19,982.08

G. Additional Information. 1. Briefly describe the area to be served: fire protection system, water system, equipment, facilities, staffing, hazards, etc. and purpose of proposed project. 2. How will the request(s) maintain or bring your organization into compliance with NFPA 1977? (Limited to space below)

Amador Fire Protection District's (Amador Fire) boundary is entirely within Amador County. The bounds encompass approximately 491 square miles, constituting 85 percent of the unincorporated area in the county. Amador Fire provides fire and rescue services to the communities of Amador Pines, Pine Acres, Fiddletown, Pioneer, Pine Grove, Volcano, Martell, Drytown, Willow Springs, River Pines, Shenandoah Valley, The City of Plymouth, Jackson Rancheria Band of Miwok Indians, and the Lone Band of Miwok Indians (Plymouth).

Amador Fire Protection District is applying for the RFC grant to help assist with providing both Volunteer and Paid staff the needed communications equipment for Wildland Season. With the heightened demand of the Wild Fires throughout California, it has directly impacted the wear and tear on the districts owned equipment. Our current and expected annual budget is not able to keep up with the demand, repair and replacement cost of communications equipment. This grant will help assure all Wildland Fire response Personnel and Apparatus are fully equipped with appropriate communications equipment.

In addition to the original request(s), Applicants may list alternative projects for excess or unused funds, which the State will review during the initial application process. The State will determine which of the Applicant's projects are eligible for funding if excess or unused funds become available. Upon advance written approval by the State, the applicant may use additional/excess funding up to the contract maximum amount to purchase State approved items in listed order of priority on their application.

Deviations from the original application are considered an amendment and require prior approval before the amended expenditures can be made.

The funds will be only for those projects accomplished and/or items purchased between Agreement Approval Date and June 30, 2024. The Recipient agrees to provide CAL FIRE with itemized documentation of the Agreement project expenditures and bill CAL FIRE as soon as the project is complete, but no later than September 1, 2024.

The Recipient gives CAL FIRE or any authorized representative access to examine all records, books, papers, or documents relating to the Agreement. The Recipient shall hold harmless CAL FIRE and its employees for any liability or injury suffered through the use of property or equipment acquired under this Agreement. The applicant certifies that to the best of the applicant's knowledge and belief, the data in this application is true.

I certify that the above and attached information is true and correct:

Original Signature Required: Grantee's Authorized Representative

Date Signed

Printed Name: Robert Withrow

Title: Fire Chief

Executed on: 3-30-23
Date

at Jackson CA 95642
City

Organization Name: Amador Fire Protection District

Grant Assurances for Cooperative Forestry Assistance Act of 1978
Volunteer Fire Capacity (VFC)

Organization Name: Amador Fire Protection District

Contact's First Name: Robert

Contact's Last Name: Withrow

Street Address: 810 Court St

Mailing Address: 810 Court St

City: Jackson

County: Amador

Zip Code: 95642

State: California

CAL FIRE Unit: AEU - Amador-El Dorado Unit



Phone Number: (209) 223-6391

Email Address: rwithrow@amadorgov.org

UEI Number: 118001119

As the duly authorized representative of the applicant, I certify that the applicant named above:

1. Has the legal authority to apply for the Volunteer Fire Capacity grant, of the Cooperative Forestry Assistance Act of 1978 and has the institutional, managerial and financial capability to ensure proper planning management, and completion of the grant.
2. Will assure that grant funds are used only for items requested and approved in the application.
3. Assures that all wildland fire response employees (full-time, part-time, or volunteer) are fully equipped with appropriated wildland fire response personal protective equipment that meets NFPA 1977, *Standard on Protective Clothing and Equipment for Wildland Fire Fighting*, and are trained to a proficient level in the use of the personal protective equipment. Wildland fire suppression safety clothing, and equipment includes:
 - Safety helmet
 - Goggles
 - Ear Protection
 - Fire-resistant (i.e. Nomex) hood, shroud, or equivalent face and neck protection
 - Fire-resistant (i.e. Nomex) shirt and pants
 - Gloves
 - Safety work boots
 - Wildland fire shelter
 - Communications Equipment
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain for themselves or others, particularly those with whom they have a family, business or other ties.
6. Will comply with all applicable requirements of all other Federal laws, Executive orders, regulations, Program and Administrative requirements, policies, and other requirements governing this program.
7. Will comply with USDA Forest Service Civil Rights requirements.

See the [Forest Service Civil Rights literature](#) on their web page.

8. Understands that failure to comply with any of the above assurances may result in suspension, termination, or reduction of grant funds.

In compliance with NFPA 1977 and trained in the use of Wildland PPE.

Not in compliance with NFPA 1977, but applying for grant funding to purchase Wildland PPE and/or provide required training.

The undersigned represents that he/she is authorized by the above named applicant to enter into this agreement for and on behalf of the said applicant.

Printed Name of Authorized Agent:

Robert Withrow

Signature of Authorized Agent:



Title of Authorized Agent:

Fire Chief

Date:

3-30-23

Submission requires an unsigned and signed application.

1. Please complete and save an **unsigned** application.
2. In addition, please **sign and date** an application (electronic or wet signature OK).
3. On one email, please attach both the **unsigned** and **signed** applications and submit to CALFIRE.GRANTS@FIRE.CA.GOV.

Electronic copies must be submitted by May 4, 2023 at 11:59pm.



ESTIMATE

Date	Estimate #
3/9/2023	Q77149

Name / Address
AMADOR FIRE PROTECTION DISTRICT 810 COURT STREET JACKSON, CA 95642-2132

Accepted By	Col Com PO	Date Accepted	Rep	Customer PO
Justin Yelinek			David	BKR 5000
Item	Description of Items & Project	Qty	Cost	Total
BKR5000-T3BC-1	Estimate for BK Technologies BKR5000 portable radios, antenna, batteries, chargers, AA clamshells, and speaker mics. BKR 5000 Base Radio Unit Model III Top Display & Front Display, Full Keypad. Includes one base frequency, GPS, Black Housing, No Ch. stop/ Blue Tooth capable, Belt Clip.***ANTENNA AND BATTERY OF CHOICE, ORDERED SEPARATELY *** LIST: \$2729.50	9	1,490.00	13,410.00T
BKR0810GPS	Antenna, GPS, VHF, 136-174MHz,BKR-P Series. LIST: \$79.31	10	54.95	549.50T
BKR0101	Battery Pack, Li-Ion 4900 mAh, Smart, BKR-P Series. LIST: \$229.00	9	155.75	1,401.75T
BKR0120	Battery,Clamshell,12. For BKR. LIST: \$146.49	6	102.00	612.00T
BKR0203	Microphone, Speaker, w/3.5mm, IP68 Submersible, Emergency Button, BKR-P Series. LIST: \$365	9	254.00	2,286.00T
FACTORY SHIPPING TWP-BK3	Freight from factory Endura charger pod for BK Technologies BKR5000.	1 9	75.00 24.00	75.00 216.00T

Subtotal	\$18,550.25
Sales Tax (7.75%)	\$1,431.83
Total	\$19,982.08

Signature _____

AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 09/19/23

From: Robert Withrow
(Department Head - please type)

Phone Ext. x391

<input checked="" type="checkbox"/>	Regular Agenda
<input type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Blue Slip
<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
<u>09/19/23</u>	

Department Head Signature _____

Agenda Title: SCI ENGINEERING SERVICES AGREEMENT ADDENDUM

Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary)

Discussion and possible action related to the addendum which is authorizing SCI to assess parcels and to manually bill the properties that do not receive a property tax bill within the District that have been previously exempt from a benefit assessment. Attached: Addendum and a list of owners and their assessments.

Recommendation/Requested Action:
Discretion of the Board

Fiscal Impacts (attach budget transfer form if appropriate)

Staffing Impacts

\$1,900 for Professional Services

Is a 4/5ths vote required? Yes No

Contract Attached: Yes No N/A

Resolution Attached: Yes No N/A

Ordinance Attached: Yes No N/A

Committee Review? N/A

Name _____

Comments: _____

Committee Recommendation: _____

Request Reviewed by:

Chairman _____ Counsel _____

Auditor _____ GSA Director _____

CAO _____ Risk Management _____

Distribution Instructions:

n/a

FOR CLERK USE ONLY

Meeting Date _____ Time _____ Item # _____

Board Action: Approved Yes ___ No ___ Unanimous Vote: Yes ___ No ___

Ayes: _____ Resolution _____ Ordinance _____ Other: _____

Noes _____ Resolution _____ Ordinance _____

Absent: _____ Comments: _____

Distributed on _____	A new ATF is required from _____ Department _____	I hereby certify this is a true and correct copy of action(s) taken and entered into the official records of the Amador Fire Protection District.
Completed by _____	For meeting of _____	ATTEST: _____ AFPD Board Clerk

BEFORE THE BOARD OF DIRECTORS OF THE
AMADOR FIRE PROTECTION DISTRICT COUNTY
OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF:

RESOLUTION NO. AFPD 23-14

RESOLUTION APPROVING ADDENDUM OF
EXISTING AGREEMENT WITH SCI CONSULTING
GROUP PUBLIC FINANCE CONSULTING
SERVICES

BE IT RESOLVED by the Board of Directors of the Amador Fire Protection District that said Board does hereby approve this first amendment agreement by and between the Amador Fire Protection District, "AFPD" and SCI Consulting Group Public Finance Consulting Services ("Consultant" or "SCI") on the terms and conditions contained therein as it relates to the annual administration of the assessments that do not receive a property tax bill.

WHEREAS, any parcels that cannot be collected on County tax bills, SCI prepares a listing of property owners, addresses, property information, current assessment amount and delinquent Assessments and directly invoices any such property owners with annual assessments totaling at least \$15.00 for the assessment amount due for their property, record payments received and basic administration relating to the transaction(s).

WHEREAS, the fees should not exceed on said agreement

WHEREAS, this Addendum shall take effect immediately and shall continue in effect until completion of the Work.

WHEREAS, This Addendum may be executed in duplicate counterparts. The Addendum shall be deemed executed and shall be incorporated into the Original Agreement when it has been signed by both parties.

BE IT FURTHER RESOLVED that the Chair of said Board be and hereby is authorized to sign and or gives the authorization and approval of Fire Chief to sign and execute said agreement on behalf of the Amador Fire Protection District.

The foregoing resolution was duly passed and adopted by the Board of Directors of the Amador Fire Protection District at a regular meeting thereof, held on the 19th of September, 2023 by the following vote:

AYES:

NOES:

ABSENT:

ATTEST: _____
NICOLE COOK, Clerk of the Amador Fire Protection District,
Amador County, California

September 7, 2023

Robert Withrow
Fire Chief
Amador Fire Protection District
RWithrow@amadorgov.org

Re: **Addendum to Consultant Assessment Engineering Services Agreement Dated September 22, 2022** *(Approved at the November 2022 meeting)*

Dear Chief Withrow:

Enclosed is an Addendum to the Consultant Assessment Engineering Services Agreement ("Addendum") between the Amador Fire Protection District ("District") and SCI Consulting Group ("Consultant" or "SCI"), which was dated September 22, 2022, for assessment engineering services & Election professional services.

California Constitution Article 13D, also known as Proposition 218, stipulates that no parcels within a district are exempt from assessment unless there is demonstrated clear and convincing evidence that those parcels in fact receive no benefit, including parcels owned by public agencies and other parcels with non-taxable status as determined by the County Auditor.

Please feel free to contact me if you have any questions.

Sincerely,

Chris Coulter
Senior Consultant

ADDENDUM TO ASSESSMENT ENGINEERING SERVICES AGREEMENT

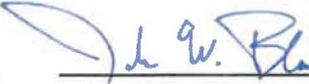
The Consultant Assessment Engineering Services Agreement between the **Amador Fire Protection District**, a public agency, ("District") and SCI Consulting Group ("Consultant" or "SCI"), a California Corporation, is amended as follows:

1. **Scope of Work.** District and Consultant entered into a previous Assessment Engineering Services & Election Professional Services Agreement, which included pricing for annual administration of the assessment if approved by property owners ("Assessment") but did not include the cost of manually billing properties for which the County does not send a property tax bill. In consideration of the District paying SCI for these services, SCI will provide the following manual billing services:
 - a. For any parcels that cannot be collected on County tax bills, prepare a listing of property owners, addresses, property information, current assessment amount and delinquent Assessments.
 - b. Directly invoice any such property owners with annual assessments totaling at least \$15 for the assessment amounts due for their property, record payments received in a payment tracking database, produce periodic reports for the District of bills paid and those still outstanding, and assist the District with collection of delinquent assessments.
2. **Fees.** The fees for the additional Scope of Work for these services is as follows:
 - a. \$1,900 for manual billing in Fiscal Year 2023-24. This includes a one time initial set up fee of \$500.
3. **Term.** This Addendum shall take effect immediately and shall continue in effect until completion of the Work.
4. **Duplicate Counterparts.** This Addendum may be executed in duplicate counterparts. The Addendum shall be deemed executed and shall be incorporated into the Original Agreement when it has been signed by both parties.

Accepted:

Accepted:

Robert Withrow
Fire Chief
Amador Fire Protection District



John W. Bliss
President
SCI Consulting Group

Date

September 7, 2023



AMADOR FIRE PROTECTION DISTRICT

810 Court Street, Jackson California 95642-2132 (209) 223-6391

SCI is proposing sending direct bills to property owners with combined assessments of all their properties of at least \$15. For reference, below is a list of the owners and their assessments.

Name1	Cnt_apn	Total
COUNTY OF AMADOR	16	10868.32
AMADOR COUNTY UNIFIED SCHOOL DIST	4	1704.46
AMADOR COUNTY UNIFIED SCHOOL DISTRICT	3	864.16
VOLCANO TELEPHONE COMPANY	3	485.76
SIERRA PACIFIC LAND & TIMBER COMPANY	48	275.02
AMADOR WATER AGENCY	13	162.54
USA IN TRUST FOR JACKSON BAND OF OF MIWUK INDIANS	1	114.50
AMADOR COUNTY RECREATION AGENCY	1	77.78
DRYTOWN SCHOOL DISTRICT	1	70.96
CITY OF JACKSON	3	51.12
VOLCANO COMMUNITY SERVICES DISTRICT	7	33.32
RIVER PINES PUBLIC UTILITY DISTRICT	8	32.80
FIDDLETOWN COMMUNITY SERVICES DISTRICT	4	16.40

AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 09/19/23

From: Robert Withrow
(Department Head - please type)

Phone Ext. 391

<input checked="" type="checkbox"/>	Regular Agenda
<input type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Blue Slip
<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
<u>09/19/23</u>	

Department Head Signature _____

Agenda Title: DISTRICT MONTHLY REPORTS

Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary)

REPORTS for the month of August. Discussion relative to subject matter.

- A) Call/Incident report
- B) Training report
- C) Vehicle Maintenance report

Recommendation/Requested Action:

Review attached reports

Fiscal Impacts (attach budget transfer form if appropriate)

None

Staffing Impacts

None

Is a 4/5ths vote required?

Yes

No

Contract Attached:

Yes

No

N/A

Resolution Attached:

Yes

No

N/A

Ordinance Attached:

Yes

No

N/A

Comments:

Committee Review?

N/A

Name _____

Committee Recommendation:

Request Reviewed by:

Chairman _____

Counsel _____

Auditor _____

GSA Director _____

CAO _____

Risk Management _____

Distribution Instructions:

FOR CLERK USE ONLY

Meeting Date _____

Time _____

Item # _____

Board Action: Approved Yes ___ No ___

Unanimous Vote: Yes ___ No ___

Ayes: _____

Resolution _____

Ordinance _____

Other: _____

Noes _____

Resolution _____

Ordinance _____

Absent: _____

Comments: _____

Distributed on _____

A new ATF is required from _____

I hereby certify this is a true and correct copy of action(s) taken and entered into the official records of the Amador Fire Protection District.

Completed by _____

Department
For meeting
of _____

ATTEST: _____

AFPD Board Clerk

**AMADOR FIRE PROTECTION DISTRICT
MONTHLY INCIDENT REPORT
AUGUST 2023**

INCIDENT TYPE	2023	2022	2021
STATION 111 - 26517 Meadow Dr, Pioneer			
111 - Building fire	0	0	1
113 - Cooking fire, confined to container	0	1	0
131 - Passenger vehicle fire	0	0	2
140 - Natural vegetation fire, other	1	0	0
162 - Outside equipment fire	0	1	0
311 - Medical assist, assist EMS crew	2	0	0
321 - EMS call, excluding vehicle accident with injury	36	51	40
322 - Motor vehicle accident with injuries	2	8	2
324 - Motor vehicle accident with no injuries.	0	0	3
400 - Hazardous condition, other	0	1	0
411 - Gasoline or other flammable liquid spill	0	0	1
412 - Gas leak (natural gas or LPG)	1	0	0
444 - Power line down	0	1	1
542 - Animal rescue	1	0	0
551 - Assist police or other governmental agency	1	0	0
554 - Assist invalid	5	11	11
600 - Good intent call, other	0	1	0
611 - Dispatched & cancelled en route	8	6	6
622 - No incident found on arrival at dispatch address	1	1	0
651 - Smoke scare, odor of smoke	0	2	1
652 - Steam, vapor, fog or dust thought to be smoke	2	0	0
653 - Smoke from barbecue, tar kettle	0	2	0
700 - False alarm or false call, other	1	2	1
Total	61	88	69

**AMADOR FIRE PROTECTION DISTRICT
MONTHLY INCIDENT REPORT
AUGUST 2023**

INCIDENT TYPE	2023	2022	2021
STATION 114 - 19840 Highway 88, Pine Grove			
100 - Fire, other	0	1	0
131 - Passenger vehicle fire	1	1	3
138 - Off-road vehicle or heavy equipment fire	1	0	0
141 - Forest, woods or wildland fire	0	0	1
321 - EMS call, excluding vehicle accident with injury	39	40	54
322 - Motor vehicle accident with injuries	1	1	1
323 - Motor vehicle/pedestrian accident (MV Ped)	0	0	1
324 - Motor vehicle accident with no injuries.	2	1	0
400 - Hazardous condition, other	0	0	1
412 - Gas leak (natural gas or LPG)	1	0	0
444 - Power line down	1	0	0
500 - Service Call, other	0	0	1
510 - Person in distress, other	1	0	0
522 - Water or steam leak	0	0	1
550 - Public service assistance, other	0	1	0
553 - Public service	1	0	2
554 - Assist invalid	11	15	11
561 - Unauthorized burning	1	0	1
611 - Dispatched & cancelled en route	3	8	4
622 - No incident found on arrival at dispatch address	0	1	0
651 - Smoke scare, odor of smoke	0	0	3
700 - False alarm or false call, other	0	1	2
733 - Smoke detector activation due to malfunction	0	1	0
814 - Lightning strike (no fire)	1	0	0
Total	64	71	86

**AMADOR FIRE PROTECTION DISTRICT
MONTHLY INCIDENT REPORT
AUGUST 2023**

INCIDENT TYPE	2023	2022	2021
STATION 116 - 15601 Dusty Ln, Jackson			
100 - Fire, other	1	0	1
111 - Building fire	1	1	0
112 - Fires in structure other than in a building	0	0	1
118 - Trash or rubbish fire, contained	1	0	1
131 - Passenger vehicle fire	0	0	1
140 - Natural vegetation fire, other	1	0	0
141 - Forest, woods or wildland fire	0	1	0
143 - Grass fire	0	2	0
311 - Medical assist, assist EMS crew	1	1	0
321 - EMS call, excluding vehicle accident with injury	26	41	25
322 - Motor vehicle accident with injuries	3	0	4
324 - Motor vehicle accident with no injuries.	0	0	4
412 - Gas leak (natural gas or LPG)	1	0	0
424 - Carbon monoxide incident	0	1	0
460 - Accident, potential accident, other	0	0	1
510 - Person in distress, other	0	1	0
541 - Animal problem	1	0	0
550 - Public service assistance, other	0	2	0
554 - Assist invalid	5	2	6
611 - Dispatched & cancelled en route	13	22	7
622 - No incident found on arrival at dispatch address	0	1	0
651 - Smoke scare, odor of smoke	2	4	3
671 - HazMat release investigation w/no HazMat	0	2	0
700 - False alarm or false call, other	3	1	0
743 - Smoke detector activation, no fire - unintentional	0	1	0
Total	59	83	54

**AMADOR FIRE PROTECTION DISTRICT
MONTHLY INCIDENT REPORT
AUGUST 2023**

INCIDENT TYPE	2023	2022	2021
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STATION 122 - 18534 Sherwood St, Plymouth

111 - Building fire	1	1	0
113 - Cooking fire, confined to container	0	1	0
131 - Passenger vehicle fire	1	1	1
140 - Natural vegetation fire, other	0	1	4
142 - Brush or brush-and-grass mixture fire	1	0	0
143 - Grass fire	0	0	1
154 - Dumpster or other outside trash receptacle fire	1	0	0
321 - EMS call, excluding vehicle accident with injury	15	20	27
322 - Motor vehicle accident with injuries	3	1	2
323 - Motor vehicle/pedestrian accident (MV Ped)	0	0	1
324 - Motor vehicle accident with no injuries.	1	1	2
381 - Rescue or EMS standby	0	0	1
411 - Gasoline or other flammable liquid spill	0	1	0
412 - Gas leak (natural gas or LPG)	0	0	1
444 - Power line down	0	0	1
541 - Animal problem	1	1	0
542 - Animal rescue	1	0	0
550 - Public service assistance, other	1	1	2
554 - Assist invalid	2	5	6
611 - Dispatched & cancelled en route	8	4	3
622 - No incident found on arrival at dispatch address	1	0	1
651 - Smoke scare, odor of smoke	0	0	1
700 - False alarm or false call, other	0	0	1
730 - System malfunction, other	1	0	0
743 - Smoke detector activation, no fire - unintentional	0	0	1
Total	38	38	56

GRAND TOTAL 222 280 265



Amador Fire Protection District

Monthly Training Schedule-August 2023



Daily Schedule

Date	Topic	Skill Sheet/Reference	Code
08/01/2023	CSRT Ventilation/Air Monitoring	Amador Fire Skill #5	DBD
08/02/2023	CSRT Evolutions	Amador Fire Entry Permit	DBD
08/03/2023	CSRT Ventilation/Air Monitoring	Amador Fire Skill #5	DBD
08/04/2023	CSRT Evolutions	Amador Fire Entry Permit	DBD
08/05/2023	CSRT Ventilation/Air Monitoring	Amador Fire Skill #5	DBD
08/06/2023	CSRT Evolutions	Amador Fire Entry Permit	DBD
08/07/2023	PPE & SCBA Donning/Use	Amador Fire Evolution #1 and 2	IFD
08/08/2023	Structure Fire Behavior	IFSTA Essentials	LAB
08/09/2023	PPE & SCBA Donning/Use	Amador Fire Evolution #1 and 2	IFD
08/10/2023	Structure Fire Behavior	IFSTA Essentials	LAB
08/11/2023	PPE & SCBA Donning/Use	Amador Fire Evolution #1 and 2	IFD
08/12/2023	Structure Fire Behavior	IFSTA Essentials	LAB
08/13/2023	Preconnected Hoseline Deployment	Amador Fire Training Evolution 4	LDD
08/14/2023	Structure Fire Strategy and Tactics	Company Officer 2D Curriculum	LFB
08/15/2023	Preconnected Hoseline Deployment	Amador Fire Training Evolution 4	LDD
08/16/2023	Structure Fire Strategy and Tactics	Company Officer 2D Curriculum	LFB
08/17/2023	Preconnected Hoseline Deployment	Amador Fire Training Evolution 4	LDD
08/18/2023	Structure Fire Strategy and Tactics	Company Officer 2D Curriculum	LFB
08/19/2023	Wyed Hoseline Deployment	Amador Fire Evolution #7	LDD
08/20/2023	Supply Line Lays	Amador Fire Skill 1-5	LDD
08/21/2023	Wyed Hoseline Deployment	Amador Fire Evolution #7	DBD
08/22/2023	Supply Line Lays	Amador Fire Skill 1-5	DBD
08/23/2023	Wyed Hoseline Deployment	Amador Fire Evolution #7	DBD
08/24/2023	Supply Line Lays	Amador Fire Skill 1-5	DBD
08/25/2023	Forcible Entry	Amador Fire Skill 1-6	IJD
08/26/2023	Salvage Overhaul	Amador Fire Skill 1-7	LKD
08/27/2023	Forcible Entry	Amador Fire Skill 1-6	IJD
08/28/2023	Salvage Overhaul	Amador Fire Skill 1-7	LKD
08/29/2023	Forcible Entry	Amador Fire Skill 1-6	IJD
08/30/2023	Salvage Overhaul	Amador Fire Skill 1-7	LKD
08/31/2023	Master Streams	Amador Fire Evolution #6	ICD

Monthly Target Solutions Assignments

NFPA 1500 Respiratory Protection	NFPA 1001 Fire Streams
Fleet Program Dangers of Speeding for Emergency Vehicle Operators	EMS Dementia: Overview, Assessment, and Care

Notes:

<u>Month</u>	<u>Emergency Reporting (live)</u>	<u>Target Solutions (online)</u>	<u>Total Hours</u>	<u>CAL JAC Hours</u>
July	614:30:00	165:15:00	779:45:00	286
August	817:40:00	142	959:40:00	264:30:00
September				
October				
November				
December				
January				
February				
March				
April				
May				
June				
Total YTD			1739:25:00	297.0208333

Vehicle Description	VIN License Number	IMPLEMENTED July 1, 2017/18 Beginning of Fiscal Year Mileage	23/24 FY Odometer Reading	Repair Hours / Comments (out of service, Misc., etc. if applicable)	Dates	Maintenance Performed (description)	AUGUST Total Cost this Month	Total Cost of Vehicle starting July 2016 (Implementation of report)
C-5102 (Watkins) 2016 Ford F250 4x4 (Battalion Chief)	1FT7X2B60GEA66410 {E} 1485648	19,611	133,700		7/9/23	ABC Auto Glass dba Glass Doctor - Repair crack (\$100)		\$17,635.87
C-5103 (Ebling) 2011 Ford F250 4x4 (Battalion Chief)	1FT7X2B62BEA30761 {E} 1306800	92,337	163,373		8/28/23	Jackson Tire - 4 new tires (\$1,069.63)	\$1,069.63	\$24,407.81
C-5104 (Yelinek)-2009 Ford F250 4x4 (Battalion Chief)	1FTSX21569EA15399 {E} 1294991	65,530	127,089		7/24/23 7/26/23	Sterling Auto - Steering gear, alignment, parts & labor (\$1,041.32) Jackson Tire - 4 new tires (\$1,149.99)		\$30,557.36
C-5108 (Stanton) 2012 Ford Expedition 4x4 (Prevention) *prev 5105	1FMJU1G5XCEF67187 {E} 1401123	67,531	103,969		8/9/23	Sterling Auto - air conditioning service (\$225.96)	\$225.96	\$9,078.75
C-5106 (Dale) 2015 Ford Explorer AWD (PIO) Prev 5100	1FMSK8AR7FGB25939 {E} 1460509	19,530	93,113					\$5,796.59
C-5107 (Anaya) - 2010 Ford Expedition XLT 4x4 (Prevention) (previously 5101,5108)	1FMJU1G59AEA43199 {E} 1305976	162,270	256,826		8/10/23	Glass Doctor - repair crack in windshield (\$643.52)	\$643.52	\$33,006.37
E-5111 2015 Rosenbauer 4x4 (111 First Out)	54F2CB417FWM11449 {E} 1488122	19,474	74,696					\$68,268.49

23-24 Vehicle Maintenance

August

E-5113 1991 KME 4x4	1HTSEPCR4NH415881 {E} 349699	80,306	88,676					\$0.00
SQ-5115 2003 Ford F350 4X4 (previously SQ-145)	1FDWF37P23ED60337 {E}1159107	42,236	44,913					\$12,915.47
WT-5116 2015 Kenworth	2NKHHJ8X9FM437394 {E}1410351	2,230	5,768		7/25/23	US Bank - Darley Misc. Parts to Door Compartment (\$99.08)		\$7,811.34
OES - 4309 2020 ITL/BME MODEL34	3HAEEETARTM1185478			Deployed				\$0.00
E-5123 2001 International Westmark	1HTSEADR71H370327 {1034294}	99,018	107,097		7/25/23 8/7/23	Riverview Int'l Trk - Gasket, misc. parts (\$298.65) Napa Auto Parts - hose and fittings (\$32.41)	\$32.41	\$49,515.59
SQ-5125 2008 Ford F350 (Previously SQ-115)	1FDWX37RX8EC15309 {E}1281212	99,175	11,318					\$9,308.80
WT-5126 2007 Kenworth	2NKMHZ8X67M199258 {E} 1212617	16,891	21,694		7/10/23	Riebes - 2 batteries (incl. core depoist, env. fee, etc.) (\$271.91)		\$25,839.23
E-5141 2018 Rosenbauer (114 First Out)	54F2CA414JWWM12044 {E}1369499	0	48,007					\$51,012.30
WT-5146 1996 International	1HTSDADR7TH397632 {E} 035872	38,174	50,331					\$22,852.86
E-5148 2003 HME (reserve) (Previously E-5141)	44KFT42822WZ20024 {E}1159077	82,595	132,182		7/10/23	Burton's Fire - Power socket (\$38.80)		\$81,224.76
E-5214 2008 Ford F550	1FDAX57R58EB35812 {E}1281210	28,278	33,083					\$9,969.44
WT-5216 2015 Kenworth	2NKHHJ8X7FM437393 {E}1410352	3,030	10,955					\$6,447.85
E-5221 2003 HME	44KFT42842WZ20025 {E} 1159078	97,576	143,192					\$66,028.22
E-5222 1991 KME	1HTSDPCR0NH416110 {E} 349698	54,320	60,154					\$3,813.14
E-5223 1998 International	1HTSDADR6WH551543 {E} 993299	38,623	48,674					\$53,252.61

E-5228 2000 HME (122 First Out)	44KFT4287YWZ19055 {E} 959496	49,507	46,835		7/10/23 8/7/23	Riebes - Oil and antifreeze (\$63.53) Napa Auto Parts - Misc. parts (\$191.55)	\$191.55	\$56,331.06
WT-5236 2007 Kenworth	2NKMHZ8X87M199259 {E} 1212616	9,833	12,412					\$12,587.14
U-5310 2008 F250 Ford (Utility)	1FTSW21R98EC31882 {E} 8V25580	30,500	40,667					\$2,561.50
E-5361 2016 Rosenbauer (116 First Out)	54F2CA512GWM11580 {E} 1425867	8,502	56,293		7/31/23 8/31/23	JRCH Reimbursement - Jun (\$-766.27) JRCH Reimbursment - Jul (\$0.00)		\$17,728.29
E-5364 2008 Ford F550 4x4	1FDAW57R38EC53893 {E} 1356272	32,581	45,842		7/1/23 7/17/23 7/20/23 7/26/23 7/31/23 8/31/23	Lynch's Auto - Repair power wire that was grounded out and melted at rear engine and install protection from happening again (\$631.93) Burton's Fire - Vernier throttle and gauge (\$222.01) Jackson Tire - 6 new tires (\$2,535.91) Burton's Fire - Guage (\$89.95) JRCH Reimbursement - Jun (\$-0) JRCH Reimbursement - Jul (\$-3479.80)	-\$3,479.80	\$13,568.13
E-5368 2007 E-ONE	4ENGAAA8371002458 {E} 1356273	62,266	120,804		7/31/23 8/7/23 8/29/23 8/31/23	JRCH Reimbursement - Jun (\$-0) Riebes - Air filter (\$323.24) Lynch's Auto - Rplcd injectors and harnesses, fuel supply tubes in cylinder head, adj. valves. (\$7,554.57) JRCH Reimbursement - Jul (\$-0)	\$7,877.81	\$46,427.27
							\$6,561.08	\$737,987.17

AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 09/19/23

From: Robert Withrow
(Department Head - please type)

Phone Ext. x391

<input checked="" type="checkbox"/>	Regular Agenda
<input type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Blue Slip
<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
<u>09/19/23</u>	

Department Head Signature _____

Agenda Title: MINUTES

Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary)

Review and approval of the Board of Directors regular meeting minutes of August 15, 2023.

Recommendation/Requested Action:

Approve minutes as presented or revised

Fiscal Impacts (attach budget transfer form if appropriate)

n/a

Staffing Impacts n/a

Is a 4/5ths vote required?

Yes

No

Contract Attached:

Yes

No

N/A

Resolution Attached:

Yes

No

N/A

Ordinance Attached

Yes

No

N/A

Comments: _____

Committee Review?

N/A

Name _____

Committee Recommendation: _____

Request Reviewed by:

Chairman _____

Counsel _____

Auditor _____

GSA Director _____

CAO _____

Risk Management _____

Distribution Instructions:

n/a

FOR CLERK USE ONLY

Meeting Date _____

Time _____

Item # _____

Board Action: Approved Yes ___ No ___

Unanimous Vote: Yes ___ No ___

Ayes: _____

Resolution _____

Ordinance _____

Other: _____

Noes _____

Resolution _____

Ordinance _____

Absent: _____

Comments: _____

Distributed on _____

A new ATF is required from _____

I hereby certify this is a true and correct copy of action(s) taken and entered into the official records of the Amador Fire Protection District.

Completed by _____

Department
For meeting
of _____

ATTEST: _____

AFPD Board Clerk

**AMADOR FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS**

Meeting Was Recorded

Jackson, California
Tuesday, August 15, 2023
10:31 AM

The Board of Directors of the Amador Fire Protection District met in the County Administration Center, 810 Court Street, Jackson, California, on the above date pursuant to adjournment, and the following proceedings were had, to wit:

Present:

Jeff Brown, Chair
Brian Oneto, Vice Chair
Pat Crew, Director
Frank Axe, Director
Richard Forster, Director

Absent:

Staff:

Robert Withrow, Fire Chief
Nicole Cook, Clerk of the Board

AGENDA

MOTION: It was moved by Director Forster and seconded by Director Crew and carried 5-0-0, to approve the agenda.

PUBLIC MATTERS NOT ON THE AGENDA: Chair Brown updated Staff that he had met with PG&E. PG&E indicated that there may be more "fast trips" which are designed to de-energize power lines, activated by fallen debris or birds. He also reported that the transmission portion of PG&E will be separated and independent from the company.

ADMINISTRATIVE MATTERS

Fire Chief Update:

District Events: Kayla Dale, PIO presented and reminded the Board that the Fire Chief attends every meeting with her. Discussion ensued relative to subject matter. No action was taken. Events mentioned are as follows:

- July 20th – Sirs in Retirement; introduction and fire prevention awareness
- July 22nd – Two Sentinel's Girl Scout Camp *2nd visit which included Pine Grove station and engine tours
- July 26-31 – Amador County Fair, special thank you to those who were present and participated; they were 12-14 hour shifts. There were minor incidents that had occurred but crews were ready.
- August 1st – Two Sentinel's Girl Scout Camp 3rd visit
- August 3rd – 4 p.m. and 6 p.m. *Once a month fire safety and Fire Wise presentations

- August 12th - Lockwood Radio Group; tactics and Fire Wise
- August 14th – Extinguisher training performed for the Amador County School District and Transportation District. Special thank you to Battalion Chief Rob Ebling and personnel who assisted with hands on training.
- Upcoming events include the following:
 - CHP partnership video of “Back-to-school Road Safety”, it was also mentioned that efforts related to traffic hazards on Latrobe Road is in the works.
 - Pine Grove Mobile Home Park presentation
 - Public Health Car Seat Check Day
 - Fiddlers Jam & Station 123 open house in Fiddletown

Further discussion ensued related to Fire Wise; there are currently thirty four Fire Wise communities in Amador, soon to be thirty six. Fire Wise motto is “*Help Thy Neighbor*”.

Fire Chief’s Association Meeting: Discussion ensued relative to subject matter, specifically dispatching. Dispatching consists of two parts; mapping and response plan. The response plan is type(s) of resource allocation based on the emergency type. Local Chiefs are having issues with the response plan, changes have been made along the way. Amador Fire will be hosting a meeting between the local fire chiefs, a board member from their board and the state. The meeting is to ensure that the state is not replacing local engines, especially since local jurisdiction has authority. Direction given to Staff that the Chair and Vice Chair will attend the meeting.

Fire Prevention: DFM Larry Stanton addressed the Board by giving an update on fire prevention matters; highlighting Victory Village, The Hideout and State Forestry 4290 inspections. Discussion ensued relative to subject matter. Introduction of Fire Prevention Officer, Ashley Anaya was performed. Director Brown gave direction to Staff to contact ACRA regarding the Pioneer Vet Hall not having the KNOX keys in box.

Volunteer Program: Discussion ensued relative to subject matter, status quo with one new volunteer Seth Harlan. No action was taken.

New Station: Discussion ensued relative to subject matter. No action was taken. Property has been surveyed by Toma & Associates, AutoCAD files and maps sent to Jon Hopkins GSA Director for review and implementation of draft RFQ.

Surplus Property: Discussion ensued relative to subject matter.

MOTION: It was moved by Director Oento and seconded by Director Crew and carried 5-0-0 to approve the surplus of 2008 Chevy Truck to Lockwood Fire Protection District and swap with 2015 Ford Truck as the AFD Fire Chiefs vehicle.

District Monthly Reports: Discussion ensued relative to subject matter. Chief Withrow presented.

Call Report: No action taken, report only and discussion ensued relative to subject matter.

Training Report: No action taken, report only

Vehicle Maintenance Report: No action taken, report only and discussion ensued relative to subject matter.

MISCELLANEOUS MATTERS:

Minutes for Meeting from July 18th, 2023: Discussion ensued relative to subject matter.

Minutes for Meeting from August 8th, 2023: Discussion ensued relative to subject matter.

MOTION: It was moved by Director Axe and seconded by Director Crew and carried 5-0-0 to approve the July 18th regular meeting minutes and the August 8th special meeting minutes with no changes.

ADJOURNMENT: At 11:11 am. Chair Brown adjourned the meeting until Tuesday, September 19th, 2023.

Chair, Amador Fire Protection District

