

Tuesday, June 18, 2024

**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 4:30 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. Public hearing items will commence no sooner than the times listed on the agenda.

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: 820-8969-7801#

Passcode: 852816

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<https://us02web.zoom.us/j/82089697801?pwd=aaSJEqbf8O66vsFXUS6EMa53Ji60CN.1>

REGULAR MEETING AGENDA

DATE: June 18, 2024
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)

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 Amador Fire Protection District 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 person.**

PUBLIC HEARING: Discussion and possible action relative to an open public hearing and consideration of the Levy of Assessments for the Fire Protection and Emergency Response Services Assessment in accordance with Articles XIIC and XIID of the California Constitution and with Government Code Sections 53750 at the Amador County Administration Center, Board Chambers at 10:30 AM or soon thereafter.

1. BENEFIT ASSESSMENT: Discussion and possible action relative to approving the Engineer's Report, Confirming the Assessment and Ordering the Continuation of the Levy of Assessments for Fiscal Year 2024-25 for the Amador Fire Protection District, Fire Protection and Emergency Response Services Assessment.

ADMINISTRATIVE MATTERS:

2. FIRE CHIEF'S UPDATE: Discussion relative to subject matter.

A. OPERATIONS

B. FIRE PREVENTION

C. PUBLIC INFORMATION OFFICER

D. VOLUNTEER PROGRAM

3. PRELIMINARY BUDGET: Review and approval of the 2024-2025 fiscal year preliminary budget resolution and scheduling the public hearing for the final budget on September 17, 2024 at 10:30 AM or as soon there after. Discussion and possible action.

4. NEW FIRE STATION: Discussion and possible action relative to the relocation of Station 114.

5. DISTRICT MONTHLY REPORT: Discussion relative to subject matter for items A-B.

A. TRAINING

B. VEHICLE MAINTENANCE

MISCELLANEOUS MATTERS:

6. MINUTES: Discussion and possible action. Review and approval of the regular minutes from May 21, 2024.

ADJOURNMENT: Tuesday, July 16th

AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 06-18-2024

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>06-18-2024</u>	

Department Head Signature _____

Agenda Title: BENEFIT ASSESSMENT

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

Public Hearing Item. Discussion and possible action related to the approving of Final Engineers Report, confirming the assessment and ordering the continuation of the levy of assessments for Fiscal Year 2024-25 for the Amador Fire Protection District, fire protection and emergency response services assessment.

Recommendation/Requested Action:
Approve by Resolution

Fiscal Impacts (attach budget transfer form if appropriate)	Staffing Impacts

Is a 4/5ths vote required? Yes <input type="checkbox"/> No <input type="checkbox"/>	Contract Attached: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Resolution Attached: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Ordinance Attached: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Comments: <u>Final Engineers Report Attached</u>
Committee Review? N/A <input type="checkbox"/> Name _____ Committee Recommendation: _____	

Request Reviewed by:

Chairman _____	Counsel _____
Auditor _____	GSA Director _____
CAO _____	Risk Management _____

Distribution Instructions:
Auditors Office

FOR CLERK USE ONLY

Meeting Date _____	Time _____	Item # _____
Board Action: Approved Yes ___ No ___ Unanimous Vote: Yes ___ No ___		
Ayes: _____	Resolution _____	Ordinance _____
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. ATTEST: _____ AFPD Board Clerk
Completed by _____	Department _____	
_____	For meeting of _____	

BEFORE THE BOARD OF DIRECTORS
OF THE AMADOR FIRE PROTECTION DISTRICT

RESOLUTION NO. 24-05

A RESOLUTION APPROVING THE ENGINEER'S REPORT,
CONFIRMING THE ASSESSMENT AND ORDERING THE
CONTINUATION OF THE LEVY OF ASSESSMENTS
FOR FISCAL YEAR 2024-25 FOR THE AMADOR
FIRE PROTECTION DISTRICT, FIRE PROTECTION AND
EMERGENCY RESPONSE SERVICES ASSESSMENT

WHEREAS, on August 8, 2023 by Resolution No. 23-11, the Amador Fire Protection District (the "District") Board of Fire Commissioners (the "Board") authorized the levy of assessments for the formation of a fire protection and emergency response services assessment district pursuant to Health and Safety Code section 13914, Government Code sections 50078—50078.20 and Cal. Const. art. XIID to provide improved fire suppression (also referred to as fire protection) services, as further described herein, for all the properties within the boundaries of the District; and

WHEREAS, such fire protection and emergency response services provide life and property protection and other special benefits to the public and properties within the areas of such services; and

WHEREAS, an assessment for Fire Protection and Emergency Response Services has been given the distinctive designation of the "Fire Protection and Emergency Response Services Assessment" (the "Assessment"), and is primarily described as encompassing the boundaries of the Amador Fire Protection District; and

WHEREAS, the Assessment was authorized by an assessment ballot proceeding conducted in 2023 and approved by 55.83% of the weighted ballots returned by property owners, and such assessments were levied by the Board by Resolution No. 23-11, passed on August 8, 2023; and

WHEREAS, SCI Consulting Group, the Engineer of Work, prepared an engineer's report in accordance with Article XIID of the California Constitution and Section 50078, et seq., of the Government Code for the Assessment (the "Report"). The Report has been made, filed with the District and duly considered by the Board and is hereby deemed sufficient and approved. The Report shall stand as the Engineer's Report for all subsequent proceedings under and pursuant to the foregoing resolution.

WHEREAS, on May 21, 2024, this Board adopted Resolution No. 24-04 to continue to levy and collect Assessments for fiscal year 2024-25, preliminarily approving the Engineer's Report, and providing for notice of hearing on June 18, 2024, at the hour of

10:30 a.m. at Amador County Board of Supervisors, located at 810 Court Street, Jackson, CA 95642.

WHEREAS, at the appointed time and place the hearing was duly and regularly held, and all persons interested and desiring to be heard were given an opportunity to be heard, and all matters and things pertaining to the continuation of Assessments were fully heard and considered by this Board, an all oral statements and all written protests or communications were duly heard, considered and overruled, and this Board there by acquired jurisdiction to order the continuation of assessments prepared by and made a part of the Engineer's Report to pay the costs and expenses thereof.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF DIRECTORS OF THE AMADOR FIRE PROTECTION DISTRICT AS FOLLOWS:

SECTION 1. The above recitals are true and correct.

SECTION 2. The public interest, convenience and necessity require that the assessments continue to be approved and collected.

SECTION 3. The Engineer's Report for the Assessment together with the proposed assessment roll for fiscal year 2024-25 is hereby confirmed and approved.

SECTION 4. That based on the oral and documentary evidence, including the Engineer's Report offered and received at the public hearing, the Board expressly finds and determines that: (a) each of the several lots and parcels of land subject to the Assessment will be specially benefited by the services to be financed by the assessment proceeds in at least the amount of the assessment apportioned against such lots and parcels of land, respectively; and (b) that there is substantial evidence to support , and the weight of the evidence preponderates in favor of, said finding and determination as to special benefit to property from the Fire Protection and Emergency Response Services to be financed with assessment proceeds.

SECTION 5. That assessments for fiscal year 2024-25 shall be levied at the rate of SIXTY SIX DOLLARS AND TWENTY ONE CENTS (\$66.21) per single-family equivalent benefit unit, as specified in the Engineer's Report for fiscal year 2024-25 with estimated total annual assessment revenues as set forth in the Engineer's Report; and

SECTION 6. That the Fire Protection and Emergency Response Services to be financed with assessment proceeds described in the Engineer's Report are hereby ordered.

SECTION 7. Immediately upon the adoption of this resolution, but in no event later than August 10th following such adoption, the Board shall file a certified copy of the Diagram and Assessment and a certified copy of this resolution with the Auditor of Amador County ("County Auditor"). Upon such filing, the County Auditor shall enter on the County assessment roll opposite each lot or parcel of land the amount of assessment thereupon as shown in the Assessment. The assessments shall be collected at the same time and in the same manner as County taxes are collected and all laws providing for the collection and enforcement of County taxes shall apply to the collection and enforcement of the assessments. After collection by the County, the net amount of the assessments, after deduction of any compensation due the County for collection, shall be paid to the Amador Fire Protection District.

SECTION 8. All revenues from Assessments shall be deposited in a separate fund established under the distinctive designation of the Amador Fire Protection District Fire Protection and Emergency Response Services Assessment.

SECTION 9. The Assessment, as it applies to any parcel, may be corrected, cancelled or a refund granted as appropriate, by order of the Board of Commissioners of the District. Any such corrections, cancellations or refunds shall be limited to the current fiscal year.

PASSED and ADOPTED by the Board of Directors of the Amador Fire Protection District, this 18th day of June 2024, by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

Clerk of the Board

President of the Board



ENGINEER'S REPORT

Amador Fire Protection District

Fire Protection and Emergency Response Services Assessment

Fiscal Year 2024-25

Final Report

Pursuant to California Government Code Section 50078 et seq. and Article XIII D
of the California Constitution

Engineer of Work:



SCI Consulting Group
Public Finance Consulting Services

4745 Mangels Boulevard
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Amador Fire Protection District

Board of Directors

- Brian Oneto, Board Chair
- Patrick Crew, Board Vice Chair
- Frank Axe, Director
- Richard Forster, Director
- Jeff Brown, Director

Fire Chief

- Robert Withrow, Fire Chief

Battalion Chiefs

- Aaron Watkins, Battalion Chief
- Robert Ebling, Battalion Chief
- Justin Yelinek, Battalion Chief

Table of Contents

- Introduction..... 4**
 - Legal Analysis of Proposition 218..... 6
- Assessment Process 9**
- Description of Services..... 11**
- Cost and Budget..... 14**
- Method of Apportionment 15**
 - Implementation of an Assessment for Fire Protection Services 15
 - Overview of Special Benefits from Fire Protection Services 16
 - Description of Special Benefit From Fire Protection Services 17
 - General Versus Special Benefit 18
 - Calculating General Benefit..... 20
 - Summary of General Benefits 24
 - Zones of Benefit 24
 - Assessment Apportionment..... 25
 - Method of Assessment..... 25
 - Assessments Calculation 34
 - Appeals of Assessments Levied to Property 35
 - Additional Background on Relative Benefit 35
 - Criteria and Policies 36
 - Duration of Assessment 36
- Assessment..... 37**
- Assessment Diagram..... 39**
- Appendix A – Fire Hazard Areas Diagram 41**
- Appendix B – Response Areas Travel Time Diagram..... 43**
- Appendix C – Assessment Roll, Fiscal Year 2024-25..... 45**
- End Notes 46**

List of Tables

Table 1 – Proposed Base Assessment Rates*	5
Table 2 – Apparatus and Equipment Replacement Plan	13
Table 3 – Cost and Budget	14
Table 4 – Emergency Medical Expenses Versus Overall Budget.....	23
Table 5 – Normalized Fire Risk Factors	27
Table 6 – Structure Replacement Factors.....	29
Table 7 – Benefit Summary per Property Type.....	29
Table 8 – Fire Hazard Severity Zone Risk Factors	32
Table 9 – Travel Time Premium Factor	33
Table 10– Summary Cost Estimate	37

Introduction

The Amador Fire Protection District (“Amador FPD,” “Fire District,” or “District”), was originally formed in 1990 and provides emergency fire protection, rescue, and medical aid services to the unincorporated areas of Amador County. Amador FPD is primarily staffed with full-time career firefighters and supplemented with volunteer firefighters. Amador FPD is a dependent special district, governed by the five-member Amador County Board of Supervisors.

The Fire District covers approximately 491 square miles and serves an approximate population of 23,000, supporting the total county population of 40,300. The District operates out of seven fire stations in rural Amador County. Amador FPD is an all risk agency, responding to over 3,000 service calls per year, including structure fires, vegetation fires, vehicle fires, traffic collisions, search and rescues, hazardous materials incidents and emergency medical calls. In addition, Amador FPD provides fire prevention, community education, emergency preparedness and other services relating to the protection of lives and property.

The assessment district described in this Engineer’s Report is intended to provide an ongoing secure funding source for local fire protection services. The cost of providing fire protection and emergency response services continues to rise each year due to the growing wildfire risk to the community, enhanced firefighter training requirements, and substantial increases in operational costs, including fuel, utilities, equipment, insurance, personnel, and labor.

Competitive wages in neighboring agencies have made it increasingly difficult for the Fire District to retain and attract firefighters. In addition, it is becoming more difficult to retain and attract volunteer firefighters due to increased training requirements and the additional time required to meet these training requirements. The Fire District is not funded by the State or County and receives additional funding through sales taxes and a small portion of local property, and miscellaneous fees.

The continuation of the assessment will help address the wage disparity and, in turn, increase the retention of our locally trained firefighters. Adequate staffing also allows the Fire District to assemble the recommended number of personnel on the scene of an incident quicker, which is a factor for your Insurance Services Office (ISO) rating, affecting insurance rates. A negative change in ISO rating will result in higher costs with possibly lower coverage limits or the complete loss of homeowners insurance coverage.

Amador FPD seeks to maintain a high level of fire protection and emergency response service by maintaining appropriate staffing levels, providing improved apparatus replacement, maintenance of facilities, and increase in local firefighter compensation.

This Engineer’s Report supports the continuation of the assessment to enhance existing funding sources, associated services and equipment, training, and fund these improved services and firefighter retention, thus allowing the District to continue to provide services and enhance safety for its residents and their family members, business owners and their customers, and the firefighters, some of whom are volunteering their time to the District. The proposed assessment rates for fiscal year 2024-25 are shown in Table 1, below.

Table 1 – Proposed Base Assessment Rates*

Property Type	Proposed Base Rate	Unit	FY 23-24 Assessment
Single Family	\$66.21	each	\$64.52
Multi-Family	\$30.08	res unit	\$29.32
Commercial/Industrial	\$398.82	acre	\$388.67
Office	\$173.96	acre	\$169.53
Parking Lot	\$2.31	each	\$2.25
Vacant	\$4.43	each	\$4.32
Agriculture	\$6.33	acre	\$6.17
Range Land & Open Space	\$0.01	acre	\$0.01

*NOTE: The proposed base assessment rates are adjusted by parcel-specific 1.) Relative Fire Hazard Zone Factor based on State of California Fire Hazard Severity Zones and 2.) Relative Emergency Response Travel Time Factor based on roadway network analysis performed in ESRI ArcGIS Geographical Information Systems to calculate the specific proposed assessment for each parcel. (Because much of the Fire District lies within elevated Fire Hazard Zones, typical final assessment rates are about 5% - 15% higher than shown in this table, with the average assessment being \$77 for a typical single family residence on less than or equal to one acre of land.) These factors are explained in more detail in the Method of Apportionment section of this report.

This Engineer’s Report (the "Report") was prepared to:

- Describe the fire suppression, safety and emergency response services and equipment that would be funded by the assessments (the "Services")
- Establish a budget for the Services that would be funded by the assessments in 2024-25
- Determine the special benefits received from the proposed Services by property within the Amador Fire Protection District Assessment (the "Assessment District"), and
- Describe the method of apportionment to lots and parcels within the Assessment District.

This Report and the proposed assessments have been made in compliance with California Government Code Section 50078 et seq. (the "Code") and Article XIID of the California Constitution (the "Article").

The Assessment District is narrowly drawn to include only properties that directly receive the additional fire protection and prevention services provided by the assessment funds and are specially benefited from such Services. The Assessment Diagram included in this Report shows the boundaries of the Assessment District.

Legal Analysis of Proposition 218

The proposed assessment complies with Proposition 218, The Right to Vote on Taxes Act, which was approved by the voters of California on November 6, 1996 and is now Articles XIIC and XIID of the California Constitution. Proposition 218 provides for benefit assessments to be levied to fund the cost of providing services, improvements, as well as maintenance and operation expenses of a public improvement that provide a special benefit to the assessed property.

Proposition 218 imposes a number of important requirements, including property-owner balloting, for the formation and continuation of assessments, and these requirements are satisfied by the process used to establish this assessment.

Silicon Valley Taxpayers Association, Inc. v Santa Clara County Open Space District (2008) 44 Cal.4th 431

On July 14, 2008, the California Supreme Court issued its ruling in *Silicon Valley Taxpayers Association, Inc. v. Santa Clara County Open Space District* ("Silicon Valley"). Several of the most important elements of the ruling are:

- Benefit assessments are for special, not general benefit
- The services and/or improvements funded by assessments must be clearly defined
- Special benefits are directly received by and provide a direct advantage to property in the Assessment District

Dahms v. Downtown Pomona Property (2009) 174 Cal.App.4th 708

On June 8, 2009, the Court of Appeal amended its original opinion upholding a benefit assessment for property in the downtown area of the City of Pomona. On July 22, 2009, the California Supreme Court granted review and transferred the case back to the Court of Appeal for reconsideration in light of the Supreme Court's discussion in the *Silicon Valley* case. In *Dahms*, the Appellate Court then upheld the assessment that was 100% special benefit (i.e. 0% general benefit) holding that the services and improvements funded by the assessments were directly provided to property in the assessment District. The Court also upheld discounts and exemptions from the assessment for certain properties.

Bonander v. Town of Tiburon (2009) 46 Cal.4th 646

On December 31, 2009, the Court of Appeal overturned a benefit assessment approved by property owners to pay for placing overhead utility lines underground in an area of the Town of Tiburon. The Court invalidated the assessments on the grounds that the assessments had been apportioned to assessed property based in part on relative costs within sub-areas of the assessment district, instead of each individual property's proportional special benefits.

Beutz v. County of Riverside (2010) 184 Cal.App.4th 1516

On May 26, 2010, the California Court of Appeal issued its decision in *Steven Beutz v. County of Riverside ("Beutz")*. This decision overturned an assessment for park maintenance in Wildomar, California, primarily because the general benefits associated with improvements and services were not explicitly calculated, quantified, and separated from the special benefits.

Golden Hill Neighborhood Association V. City of San Diego (2011)199 Cal.App.4th 416

On September 22, 2011, California Court of Appeal issued its decision in *Golden Hill Neighborhood Association v. City of San Diego*. This decision overturned an assessment for street and landscaping maintenance in the Greater Golden Hill neighborhood of San Diego, California. The court described two primary reasons for its decision. First, as in *Beutz*, the court found the general benefits associated with services were not explicitly calculated, quantified and separated from the special benefits. Second, the court found that the City had failed to document the basis for the assessment on city-owned parcels.

Compliance with Current Law

This Engineer's Report is consistent with the requirements of Article XIIC and XIID of the California Constitution and with the *Silicon Valley* decision because the Services to be funded are clearly defined; the Services are available to and will be directly provided to all benefited property in the Assessment District; the Services provide a direct advantage to property in the Assessment District that would not be received in the absence of the assessment; and the Services are benefits that are over and above general benefits conferred on real property located in Amador FPD or to the public at large by other public entities that make up the membership of Amador FPD.

This Report is consistent with *Dahms* because, similar to the *Downtown Pomona* assessment validated in *Dahms*, the Services will be directly provided to property in the Assessment District. More specifically, as discussed hereafter, the Services afford benefits specifically unique and supplied only to property owners within the District, with a corresponding effect that is not shared by other parcels outside of the District or real property in general, including the public at large. While *Dahms* could be used as the basis for a finding of 0% general benefits, this Engineer's Report establishes a more generous separation and quantification of general benefits.

This Report is also consistent with *Bonander* because the Assessment has been apportioned based on the proportional special benefit to each property. Furthermore, the Assessment is consistent with *Beutz* and *Golden Hill* because the general benefits have been explicitly calculated, quantified, and excluded from the Assessment.

Assessment Process

In order to allow property owners to ultimately decide whether additional funding should be provided for the District's fire protection, suppression, and emergency response services, the Board, on May 16, 2023, authorized the initiation of proceedings for a benefit assessment to provide local funding for improved services and related costs. The assessment was named the Fire Protection and Emergency Response Services Assessment (the "Assessment District" or "Assessment"). In May, June and July of 2023, the District conducted an assessment ballot proceeding pursuant to the requirements of Article XIID of the California Constitution ("The Taxpayer's Right to Vote on Taxes Act") of the Government Code. During this ballot proceeding, owners of property in the Assessment District were provided with a notice and ballot for the special assessment. A 45-day period was provided for balloting and a public hearing was conducted on July 18th, 2023.

It was determined at the public hearing that 55.83% of the weighted ballots returned were in support of the assessment. Since the assessment ballots submitted in opposition to the proposed assessments did not exceed the assessment ballots submitted in favor of the assessments (weighted by the proportional financial obligation of the property for which ballots are submitted), the Board took action, by resolution, to approve the levy of the assessments for fiscal year 2023-24 and to continue to levy them in future fiscal years. The initial maximum assessment rate balloted and established in Fiscal Year 2023-24 was \$64.52 per single family equivalent benefit unit. The levies were submitted to the Amador County Auditor for inclusion on the property tax rolls for fiscal year 2023-24.

Following submittal of this Report to Amador FPD for preliminary approval, the Amador County Board of Directors (the "Board") may, by Resolution, call for an assessment ballot proceeding and public hearing on the proposed establishment of a Fire Protection and Emergency Response Services Assessment.

The authority granted by the ballot proceeding includes an annual adjustment in the maximum authorized assessment rate equal to the annual change in the Consumer Price Index for San Francisco Bay Area Consumer Price Index-U, for the San Francisco Bay Area as of December of each succeeding year (the "CPI"), Any change in the CPI in excess of 3% shall be cumulatively reserved as the "Unused CPI" and shall be used to increase the maximum authorized assessment rate in years in which the CPI is less than 3%. The maximum authorized assessment rate is equal to the maximum assessment rate in the first fiscal year the assessment was levied adjusted annually by the minimum of 1) 3% or 2) the change in the CPI plus any Unused CPI as described above. The Board took action, by Resolution No. 23-11 passed on August 8, 2023, to approve the levy of the assessments.

The maximum authorized assessment rate is equal to the maximum assessment rate in the previous fiscal year adjusted annually by the change in the CPI or by 3%, whichever is less. Based on the preceding annual adjustments, the maximum possible assessment rate for Fiscal Year 2023-24 was \$64.52 per single family equivalent benefit unit. The annual change in the San Francisco Bay Area Consumer Price Index from December 2022 to December 2023 was 2.62%. Therefore, the maximum authorized assessment rate for Fiscal Year 2024-25 has been increased by 2.62%, from \$64.52 to \$66.21 per single family equivalent benefit unit. The estimate of cost and budget in this Engineer's Report proposes assessments for fiscal year 2024-25 at the rate of \$66.21 per single family equivalent benefit unit, which is the maximum authorized assessment rate.

In each subsequent year for which the assessment will be continued, an updated proposed budget, assessment rate and an updated assessment roll listing all parcels and their proposed assessment for the upcoming fiscal year shall be prepared and considered by the Board of Directors. At this meeting, the Board will also call for the publication in a local newspaper a legal notice of the intent to continue the assessment for the next fiscal year and set the date for the noticed public hearing. At the annual public hearing, members of the public can provide input to the Board prior to the Board's decision on continuing the services and assessment for the next fiscal year.

If the assessment is confirmed and approved, the levies would be submitted to the Amador County Auditor/Controller for inclusion on the property tax roll for Fiscal Year 2024-25.

Description of Services

Amador FPD provides a range of fire suppression and protection, prevention, and other fire and emergency-related services to properties within its boundaries.

The repeal of the existing benefit assessment and replacement with the proposed new assessment would provide enough funding for three major areas of service improvements within the District for its' fire suppression and protection operations (with the majority of the proposed assessment revenue being dedicated to enhance training and improve firefighter retention.)

- Maintained Firefighter Staffing and Training
- Improved Maintenance and Replacement of Apparatus and Equipment
- Operational Support

The Amador FPD operates out of seven fire stations with staff personnel and volunteers.

- Station 111 – 26517 Meadow Dr., Pioneer, CA 95666
- Station 112 – 23770 Van De Hei Ranch Rd., Pioneer, CA 95666*
- Station 114 – 19840 Highway 88, Pine Grove, CA 95665
- Station 116 – 12222 New York Rd., Jackson CA 95642
- Station 121 – 16850 Demartini Rd., Plymouth, CA 95669*
- Station 122 – 18534 Sherwood St, Plymouth, CA
- Station 123 – 14410 Jibboom St., Fiddletown, CA 95629*

*Note – Station is staffed by volunteer firefighters

The formula below describes the relationship between the final level of services, the baseline level of service based on existing funding, and the enhanced level of services funded by the assessment if it is approved. It should be noted, due to the fact that current operating costs are increasing at a faster rate than current funding sources, the baseline level of services is diminishing over time.

<i>Final Level of Service</i>	=	<i>Current and Diminishing Baseline Level of Service</i>	+	<i>Proposed Enhanced Level of Service</i>
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Below is a more detailed description of these improvements that are provided for the special benefit of property in the Assessment District.

Maintained Firefighting Staffing and Training

Firefighting emergency response staffing levels are described colloquially in terms of “speed and weight,” with speed describing the response time and weight describing the number and types of personnel. Also, staffing levels are also commonly described in terms of the number of firefighting staff per fire truck and/or apparatus, such as “4 on an initial response” or “3 on an initial response.” Amador Fire is constantly striving to improve its response time (“speed”) and has determined that its staffing levels (“weight”) need to be maintained by retaining its locally trained workforce. .

Although there are many approaches to deploying firefighting staff, OSHA guidelines place strict requirements on operations, particularly when firefighters are required to enter potentially Immediately Dangerous to Life and Health (IDLH) environments such as structure fires. In these atmospheres, OSHA requires that personnel use self-contained breathing apparatus (SCBA), that a minimum of two firefighters work as a team inside the structure, and that a minimum of two firefighters be on standby outside the structure to provide assistance or perform rescue.

To meet the “2 in, 2 out” standard, the National Fire Protection Agency (NFPA) recommendation is four (4) personnel per apparatus in a community of this size and risk. The next best option would be to align with industry standards and respond adequately to calls by staffing all apparatus with three (3) personnel. However, the District cannot meet either of these standards due to budget constraints.

Essentially both the “2 in, 2 out” and “3 on an initial response” rules severely limit Amador FPD’s ability to respond effectively to many types of emergencies. The challenge is compounded in the case of multiple calls. Amador FPD has determined that any further reduction in staffing would significantly decrease its effectiveness, as well as compliance with OSHA requirements, and would negatively affect the property owners with lowered levels of property and human life protection.

Compromised and reduced firefighting staffing levels would contribute to a significant negative effect on safety and protection of real property within the District.

The proposed assessment is intended to provide funding for improved firefighter retention, and training. The costs for the proposed improved firefighter retention is critical to support the District’s efforts to maintain current firefighter staffing, continuity of operational knowledge and expertise, and continue to respond to emergencies with acceptable response times, and are included in the Table 3 Budget.

Improved Maintenance and Replacement of Apparatus and Equipment

Amador FPD desires to ensure maintenance and replacement of apparatus in order to maximize safety and effectiveness for fire suppression. Improved maintenance and replacement will significantly contribute to improved safety and protection of real property. It should be noted that the need for equipment replacement will be ongoing. If approved, the proposed assessment will partially fund this replacement plan by supporting increased contributions to the apparatus and equipment replacement fund. Table 2 below lists the replacement plan for apparatus and equipment.

Table 2 – Apparatus and Equipment Replacement Plan

2023-24	Engine Type 1	\$905,000
2024-25		
2025-26	Engine Type 3	\$600,000
2026-27		
2027-28	Engine Type 6	\$700,000
2028-29		
2029-30	Water Tender	\$715,000
2030-31		
Estimated Unfunded Total		\$2,920,000

Operational Support and Other Services and Supplies

The budget shown in Table 3 includes and summarizes budget allocations for firefighter staffing and training, equipment and apparatus maintenance and replacement, capital repairs, equipment operation and maintenance, professional services, supplies and materials, utilities and administration in support of Amador FPD's operations.

Cost and Budget

The following budget lists the proposed expenditures funded by the Assessment District in Fiscal Year 2024-25.

Table 3 – Cost and Budget

Amador Fire Protection District	
Estimate of Costs	
Fiscal Year 2024-25	
Budget Item	Amount
Service, Apparatus and Equipment Needs	
Firefighter Staffing and Training	\$566,814
Services and Supplies	\$890,531
Other Charges	\$236,153
Capital Assets	\$8,250,000
Debt Service	\$51,542
Total Service Needs (a)	\$9,995,040.00
Less: Est. Dedicated Revenue from Property Taxes & Other Sources (b)	-\$8,941,059
Est Total Revenue from Other Sources (General benefit contribution) (b+c) = (d)	-\$8,941,059
Net Cost of Servicing to Assessment District (a-d) = (e)	\$1,053,981
Allowance for County Collection (\$2/parcel) = (f)	\$24,300
Total Fire Suppression and Protection Services Budget (e-f) = (g)	\$1,078,281
Total Proposed Assessment Budget (g)	\$1,078,281
Effective Single Family Equivalent Benefit Units in Assessment District (h)	16,287
Proposed Base Assessment per Effective Single Family Equivalent Unit (SFE) (g/h)	\$66.21

NOTE: The "Service Needs" cost estimates are presented in the budget table above for the 2024-25 fiscal year only but are based upon financial forecasting over a 10-year cycle and beyond. This forecasting concludes that these costs will likely persist consistently into the future. Consistent with the General Benefit requirement described later in this Report, at least 12% of the total cost of the Amador FPD Fire Services must be funded from sources other than this proposed assessment to cover any general benefits from the Services. Therefore, of the total cost of services of \$9,995,040, the District must contribute at least \$1,199,405 from sources other than the proposed assessment to cover any general benefits from the Services. The District will contribute at least \$8,941,059 which is far in excess of the estimated general benefits requiring 12% non-assessment general benefit funding. The contribution funding is from sales taxes, a small portion of local property taxes, fees and other sources. The Total SFEs are the sum of the assigned Single Family Equivalent units for each affected parcel based upon a parcel-by-parcel analysis of the service area consistent with the Method of Apportionment described later in the Report. The proposed base assessment rates, adjusted by the relative fire hazard zone factor and the relative travel time factor, are used to calculate the specific assessment for each parcel, resulting in an average assessment of \$77.45 for a typical single family residence on less than or equal to one acre of land. These factors are explained in more detail in the Method of Apportionment section of this report.

Method of Apportionment

This section includes an explanation of the special benefits to be derived from the Services, the criteria for the expenditure of assessment funds, and the methodology used to apportion the total assessment to properties within the Assessment District.

The Assessment District area consists of all Assessor Parcels within Amador FPD boundaries. The method used for apportioning the assessment is based upon the proportional special benefits from the Services to be provided to the properties in the assessment area over and above general benefits conferred on real property or to the public at large, as described further in this section. Special benefit is calculated for each parcel in the Assessment District using the following process:

1. Identification of all benefit factors derived from the improved services
2. Calculation of the proportion of these benefits that are general
3. Determination of the relative special benefit within different areas within the Assessment District
4. Determination of the relative special benefit per property type
5. Calculation of the specific assessment for each individual parcel based upon special vs. general benefit; location, property type, property characteristics, improvements on property and other supporting attributes

Implementation of an Assessment for Fire Protection Services

California Government Code Section 50078 et. seq. allows agencies which provide fire suppression services, such as Amador FPD, to levy assessments for fire suppression services. Section 50078 states the following:

“Any local agency which provides fire suppression services directly or by contract with the state or a local agency may, by ordinance or by resolution adopted after notice and hearing, determine and levy an assessment for fire suppression services pursuant to this article.”

In addition, California Government Code Section 50078.1 defines the term “fire suppression” as follows:

“(c) “Fire suppression” includes firefighting and fire prevention, including, but not limited to, vegetation removal or management undertaken, in whole or in part, for the reduction of a fire hazard.”

Therefore, the Services to be provided by the Assessment District fall within the scope of services that may be funded by assessments under the Code.

The assessment must be levied based on the special benefit to property. Special benefit means a particular and distinct benefit received by property over and above any general benefits conferred on real property located in the Assessment District or the public at large. With reference to the requirements for assessment, Section 50078.5 of the California Government Code states:

"(b) The benefit assessment shall be levied on a parcel, class of improvement to property, or use of property basis, or a combination thereof, within the boundaries of the local agency, zone, or area of benefit."

"The assessment may be levied against any parcel, improvement, or use of property to which such services may be made available whether or not the service is actually used."

Proposition 218, as codified in Article XIID of the California Constitution, has confirmed that assessments must be based on the special benefit to property:

"No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel."

Since assessments are levied on the basis of special benefit, they are not a tax and are not governed by Article XIII A of the California Constitution.

The following two sections describe how and why the Fire Protection Services specially benefit properties. This special benefit is particular and distinct from its effect on other property, and that other real property and the public at large do not share the special benefit.

Overview of Special Benefits from Fire Protection Services

Special Benefit is defined in Article XIID of the California Constitution as a "particular and distinct benefit over and above general benefits." The proposed services and improvements provide "particular and distinct" benefit because they are distinctly defined and described, and are provided directly to the parcels within the Assessment District boundaries. The proposed services and improvements are "over and above general benefits" currently supplied by the Amador FPD and other agencies.

Moreover, this assessment for fire protection services can be clearly contrasted with assessments for parks and recreation, or even open space, as addressed in *Silicon Valley*, because fire services are provided directly to individual parcels in the form of fire prevention and suppression; by contrast, property owners must travel from their properties to dispersed locations to fully enjoy the benefits of parks and open space.

In summary, real property located within the boundaries of the proposed Assessment District distinctly and directly benefits from increased safety and protection of real property and human life in the Assessment District.

Description of Special Benefit From Fire Protection Services

In order to allocate the assessments, the special benefit arising from the Services that will be provided to property in the Assessment District has been identified and described below. This special benefit must confer a direct advantage to the assessed properties; otherwise it would be general benefit, as described further in this report.

The following special benefit confers to residential, commercial, industrial, institutional, and other lots and parcels resulting from the improved fire protection and emergency response services that will be provided in the Assessment District. This special benefit is summarized as follows:

Increased safety and protection of real property assets for all property owners within the Assessment District.

The proposed Assessments will fund improved fire suppression, prevention, protection and emergency response services, and thereby can significantly reduce the risk of property damage, human injury, or death associated with fires within the assessment District. Clearly, fire mitigation helps to protect and specifically benefits both improved properties and vacant properties in the Assessment District.

"Fire is the largest single cause of property loss in the United States. In the last decade, fires have caused direct losses of more than \$120 billion and countless billions more in related cost."¹

"Over 140,000 wildfires occurred on average each year, burning a total of almost 14.5 million acres. And since 1990, over 900 homes have been destroyed each year by wildfires."²

"The strategies and techniques to address fire risks in structures are known. When implemented, these means have proven effective in the reduction of losses."³

The proposed improved fire suppression, prevention, protection, and emergency response services support this special benefit by providing Amador FPD with the needed resources to protect real property from uncontrolled fires.

The proposed increased firefighter retention supports this special benefit by providing needed personnel resources. For instance, current OSHA regulations require that two firefighters remain outside a structure during an emergency response to a structure fire, while two firefighters may enter. *(This OSHA Policy is documented as United States Department of Labor - Occupational Safety and Health Administration — OSHA Regulation “2 in 2 out”— The “2In/2 Out” policy is part of paragraph (g)(4) of OSHA’s revised respiratory protection standard, 29 CFR 1910.134.)*

This “2 in, 2 out” requirement places significant limitations on Amador FPD’s ability to respond to structure fires, particularly when second and third calls are made. Amador FPD has determined that any reduction in staffing would significantly decrease its effectiveness, and would negatively affect property owners with lowered levels of property and human life protection. The proposed assessment would support the District’s efforts to retain its locally trained firefighters and maintain continuity of operations.

Properties receive direct special benefit from the improved firefighter retention because the maintained staffing levels increases the likelihood that property and life will be protected. For example, if only two firefighters are available to respond to a structure fire, no firefighter would be allowed to enter the structure –significantly delaying critical fire suppression activity.

The improved firefighter retention specifically satisfies the strict legal requirements of the *Silicon Valley* decision in that these Services are clearly defined, are available to and will be directly provided to all benefited property, and will provide a direct advantage that would not be received in the absence of the assessment.

General Versus Special Benefit

Article XIII D of the California Constitution requires any local agency proposing to increase or impose a benefit assessment to “separate the general benefits from the special benefits conferred on a parcel.”

In other words:

$$\text{Total Benefit} = \text{General Benefit} + \text{Special Benefit}$$

The rationale for separating special and general benefits is to ensure that property owners subject to the benefit assessment are not paying for general benefits. The assessment, therefore, can fund special benefits but cannot fund general benefits.

Please note that the property owners of the parcels subject to the assessment *should not* and *cannot* be required to pay for the general benefits arising from the proposed service and equipment improvements – this is an essential assessment-payer-protection requirement of all Proposition 218-compliant assessments. In order to clearly and overwhelmingly satisfy this important requirement, the general benefit has been calculated in each step favoring its reasonable maximum to totally avoid any possibility that the total general benefit to be funded from other sources is under-calculated.

There is no statutory formula to calculate, quantify and separate general benefit in support of benefit assessment analysis. General benefits are benefits from improvements or services that are not special in nature, are not “particular and distinct,” and are not “over and above” benefits received by other properties, or the public at large. *Silicon Valley* provides some clarification by indicating that general benefits provide “an indirect, derivative advantage” and are not necessarily proximate to the improvements. Again, in this Report, the general benefit is generously estimated and described, and then budgeted so that it is funded by sources other than the assessment. Although there is not an industry standard for this general benefit calculation, the three-component (plus an adjustment for emergency medical) approach shown in the formula below has been the most-widely used.

<p style="text-align: center;"><i>1.) Benefit to Real Property Outside the Assessment District</i></p> <p style="text-align: center;">+ <i>2.) Benefit to Real Property Inside the Assessment District that is Indirect and Derivative</i></p> <p style="text-align: center;">+ <i>3.) Benefit to the Public at Large</i></p> <p style="text-align: center;">+ <i>(Adjustment for Emergency Medical Services)</i></p>
<p style="text-align: center;">= <i>General Benefit</i></p>

Special benefit, on the other hand, is defined in the California Constitution as “a particular and distinct benefit over and above general benefits conferred on real property located in the district or to the public at large.” The *Silicon Valley* decision indicates that a special benefit is conferred to a property if the property “receives a direct advantage from the improvement (e.g., proximity to a park).” In this assessment, as noted previously, the improved Services are available when needed to all properties in the Assessment District, so the overwhelming proportion of the benefits conferred to property is special, and the benefits are only minimally received by property outside the Assessment District or the public at large.

Calculating General Benefit

This section provides a measure of the general benefits from the assessments.

1.) Benefit to Property Outside the Assessment District

Properties within the Assessment District receive almost all of the special benefits from the Services because the Services will be provided solely in the Assessment District boundaries. (It should be noted that the Services may, at times, be used outside the Amador FPD boundaries. However, this use is part of a mutual aid agreement and is offset, at least in part, by the provision of Services by other outside agencies within the Assessment District boundaries.)

Properties proximate to, but outside of, the boundaries of the Assessment District receive some benefit from the proposed Services due to some degree of indirectly reduced fire risk to their property. Specifically, the parcels immediately contiguous to Amador FPD’s boundaries enjoy a reduction to the possibility of a fire “jumping” from an adjacent structure (within the Amador FPD boundaries) because Amador FPD controls structure fires within its boundaries. Because Amador FPD’s primary role is directed towards structure fires, as opposed to wildland fires, and structure fires generally “jump” more slowly, it is reasonable to only consider the directly adjacent, but outside, parcels. These are estimated to receive some benefit relative to parcels within the Assessment District, but they do not directly receive the improved fire protection resulting from the Services funded by the Assessments.

At the time the Assessment was proposed, the Engineer of Work, using the Geographic Information Systems, quantified the number of parcels proximate to the Assessment District boundary but outside the Assessment District, and thereby determined that there were approximately 84 directly adjacent properties. Further consideration of the types, use, location and other attributes of the outside but proximate parcels is not warranted due to numeric insignificance, and would not materially increase the accuracy of this analysis:

969 parcels outside Amador FPD but proximate to the District Boundaries

13958 parcels in the Assessment District.

Calculation:

*General Benefit to Property Outside the Assessment District =
969 / (13,958+969) = 6.49%: ~ rounded to 7.0%*

It can reasonably be argued that properties protected inside, but near the Assessment District boundaries, are offset by similar fire protection provided outside, but near, the Assessment District's boundaries, through mutual aid agreements, due to the properties proximate to, but outside of the boundaries of the Assessment District receiving fire protection through mutual aid agreements. However, this analysis uses the more generous approach of finding that 7.0% of the Services may be of general benefit to property outside the Assessment District, and cannot be funded by this assessment.

2.) Benefit to Property Inside the District that is *Indirect and Derivative*

In determining the proposed Assessment District area, Amador FPD has been careful to only include parcels that will directly receive the benefit of the improved Services. All parcels will directly benefit from the use of the improved Services throughout the Assessment District in order to maintain the same improved level of fire suppression and protection throughout the area. Fire protection and suppression will be provided as needed throughout the area. The shared special benefit - reduced severity and number of fires - would be received on an equivalent basis by all parcels in the Assessment District due to the proposed increased funding. Furthermore, all parcels in the Assessment District would directly benefit from the ability to request or receive service from Amador FPD and to have an Amador FPD resource promptly respond directly to the parcel and address the owner's or resident's service need.

The *Silicon Valley* decision indicates that the fact that a benefit is conferred throughout the Assessment District area does not make the benefit general rather than special, so long as the Assessment District is narrowly drawn and limited to the parcels directly receiving shared special benefits from the service. This concept is particularly applicable in situations involving a landowner-approved assessment-funded extension or improvement of a local government service to benefit lands. This Report therefore concludes that, other than the general benefit to properties outside the Assessment District (discussed above) and to the public at large (discussed below), the general benefit from the fire protection services that is “indirect and derivative” is negligible.

3.) Benefit To The Public At Large

Because the Services directly serve and benefit all of the property in the Assessment District, any general benefit conferred on the public at large would be small.

The public at large uses the public highways, and when traveling in and through the Assessment District the public may benefit from the services without contributing to the assessment. Although the protection of this critical infrastructure is certainly a benefit to all the property within Amador FPD, this protection is arguably “indirect and derivative” and possibly benefits people rather than property. A fair and appropriate measure of the general benefit to the public at large therefore is the amount of highway and throughway street area within the Assessment District relative to the overall land area. An analysis of maps of the Assessment District shows that approximately 0.69% of the land area in the Assessment District is covered by highways and throughway streets.

A 1.0% contribution therefore is a generous, fair and appropriate measure of the general benefit to the public at large within the Assessment District and cannot be funded by this assessment.

Adjustment to Account for Emergency Medical Services as General Benefit

For the purposes of this Report, an additional adjustment has been made to the general benefits calculation to account for general benefits that may result from the District’s rescue and emergency medical services (“EMS”) associated with the proposed Services. *(Limitations on the appropriateness of Proposition 218-compliant assessments to fund EMS is still debated - in any case, this assessment does not include funding for EMS).* This assessment is designed to provide funding for fire protection and emergency response services, including fire-related and non-fire-related rescue and associated medical services. However, it is not designed to fund typical, non-fire/non-rescue medical calls (e.g., a cardiac arrest medical call).

Amador FPD is authorized to provide EMS in addition to its primary responsibility of fire prevention and suppression. In fact, a significant portion of Amador FPD's emergency service calls are associated with providing EMS. Nonetheless, the largest portion by far of the costs associated with operating Amador FPD is support for fire suppression services as illustrated in Table 4, below.

Incremental costs associated with non-fire/non-rescue emergency medical service include almost exclusively the operating costs associated with transportation to such calls such as fuel and maintenance. For further clarification, these are costs that are only incurred because of EMS, and do not include fixed costs such as personnel who would be on active duty in any case as well (as the associated training), and would therefore be incurred in any event in satisfying Amador FPD's primary responsibility of fire protection and suppression.

Evaluation of the transportation associated with non-fire/non-rescue emergency medical calls for several similar fire districts in California indicates that typically around 4% of overall operating costs are for such calls. An analysis of Amador FPD's actual additional costs for non-fire/non-rescue emergency medical calls is shown in Table 4, below, and supports an adjustment of 3.2%. This adjustment has generously been rounded up to 4%.

Table 4 – Emergency Medical Expenses Versus Overall Budget

EMS Fuel Cost	\$63,240.00
EMS Apparatus Operations and Maintenance Cost	\$119,299.22
EMS Supplies and Equipment	\$37,737.63
Annual EMS Training and Certification Costs	
Total EMS Cost	\$220,276.85

The proposed assessment, as indicated through this Report, will exclusively fund special benefits conferred upon the properties within Amador FPD boundaries, while EMS is directly funded from Amador FPD through non-assessment sources including a very small portion of local property taxes of \$20,900 and sales taxes. For purposes of this Report, EMS costs over and above those necessary for fire suppression have been treated as general benefits, and it is conceded that these general benefits may exist at the same percentage for the proposed Services as with the existing baseline services. Therefore, it can be concluded that Amador FPD's services are 3.55% general as a result of providing EMS services; The engineer is requiring a 4% adjustment for this component.

Summary of General Benefits

Using a sum of the measures of general benefit for the public at large and land outside the Assessment Area, we find that approximately 12% of the benefits conferred by the proposed Fire Protection and Emergency Response Assessment may be general in nature and must therefore be funded by sources other than the assessment.

General Benefit Calculation

$$\begin{aligned}
 & 7.0\% \text{ (1. Outside the Assessment District - Adjacent parcels)} \\
 + & 0.0\% \text{ (2. "Indirect and Derivative" Property within the Assessment District)} \\
 + & \underline{1.0\%} \text{ (3. Public at Large)} \\
 = & 8.0\% \text{ (Subtotal of General Benefit)} \\
 \\
 + & \underline{4.0\%} \text{ (Emergency Medical Adjustment)} \\
 = & \underline{12.0\%} \text{ (Total of General Benefits)}
 \end{aligned}$$

The Assessment District's total budget for 2024-25 is \$9,995,040. Of this total assessment budget amount, the District will contribute at least \$8,941,059 which is more than 89% of the total budget from sources other than this proposed assessment including dedicated sales taxes, a small portion of local property taxes, service fees, and other sources. This contribution constitutes significantly more than the 12% general benefits estimated by the Assessment Engineer, which must be paid for by non-assessment sources.

Zones of Benefit

The Assessment District has been narrowly drawn. The assessments will fund improved fire protection services relatively uniformly throughout the Assessment District. Properties of similar type will receive essentially equivalent types of special benefit with reasonable, parcel-by-parcel adjustments for fire hazard zone and proximity to fire stations (as explained later in the Method of Assessment section), and no broad, widespread Zones of Benefit are needed. Instead, each parcel is subject to geographic factors, acting as effective individual mini-zones.

The Assessment Area is extremely rural, and includes a majority of areas of high to very high fire risk. Further, travel by roadway throughout the Assessment Area is very limited, and travel times from stations to specific parcels vary greatly. Accordingly, in lieu of traditional Zones of Benefits, the specific benefit of each parcel is individually calculated and adjusted for both fire risk zone and response travel time.

Assessment Apportionment

The Assessment Engineer determined that the appropriate method of assessment should be based on the type of property, the relative risk of fire by type of property, the relative fire hazard zone factor, the relative travel time factor, the relative size of the property, and the relative damage value (replacement cost) of fires by property type. This method is further described below.

Method of Assessment

The next step in apportioning assessments is to determine the relative special benefit for each property. This process involves determining the relative benefit received by each property in relation to a "benchmark" property, a single family detached dwelling on one parcel (one "Single Family Equivalent Benefit Unit" or "SFE").

This SFE methodology is commonly used to distribute assessments in proportion to estimated special benefits and is generally recognized as providing the basis for a fair and appropriate distribution of assessments. In this Report, all properties are assigned an SFE value, which is each property's relative benefit in relation to the benefit received by a single family home on one parcel.

The relative benefit to properties from fire related services is:

Equation 1 – Relative Special Benefit to Properties

Special Benefit =

$\Sigma(\text{Fire Risk Factors}) * \Sigma(\text{Structure Replacement Factors}) * \Sigma(\text{Location/Topography Factors})$

Simply put, the special benefit conferred to property is the product of the fire risk, the structure replacement costs and the location and topographic factors.

The development of the rate methodology for fire assessments is primarily based upon fire risk and structure value. However, two additional factors (Fire Hazard Severity Zone and Proximity (Travel Time)) were added in support of a uniquely rigorous and detailed, parcel-by-parcel development of rate and assessment, to take into consideration the particular nature of Amador FPD fire hazards and terrain.

For example, by this formula, a hypothetical parcel used for a high fire risk operation (i.e., a fireworks factory), with high value structures, in a high fire hazard zone and very close to a fire station, receives a high amount of special benefit. Conversely, a vacant lot not in a high fire hazard area and a long way from a fire station would receive far less special benefit. It follows that the special benefit, and accordingly, the assessment amount, should be calculated and assigned consistent with this logic.

Overview of Approach

Each parcel is evaluated and the special benefit is calculated using 4 attribute criteria:

Risk and Replacement Factors:

- | | |
|---------------------------------|---------------|
| 1.) Fire Risk | (see Table 5) |
| 2.) Structure Replacement Value | (see Table 6) |

These factors are summarized in Table 7

Location and Topography Adjustments:

- | | |
|---|---------------|
| 3.) Location and Topography - Hazard Zone | (see Table 8) |
| 4.) Location and Topography - Proximity (Travel Time) | (see Table 9) |

Overview of Normalization in Adjustments in Multi-Attribute Analysis

One of the greatest engineering challenges in modeling and calculating special benefit on a specific parcel is the need to balance the effect of various attributes in a multi-attribute analysis. In this case, the special benefit method of apportionment is based upon four different attributes and each must be “weighted” to affect the overall special benefit calculation in a reasonable way, commensurate with their effect on the overall special benefit. The general approach taken is to adjust each attribute value towards a reasonable proportion of 1, such that it is consistent with the base unit of 1 Single Family Equivalent. See the “Area Adjustment Factor” used in Table 6 and the Impact Factor used in Tables 8 and 9.

1.) Fire Risk Factors

This fire risk is based upon the specific parcel type and use, including use of structure (e.g., used for cooking), type of structure (centralized heating), etc.

In 2021, the National Fire Protection Association (“NFPA”), one of the preeminent authorities on fire protection in the United States, published the Structure Fires by Occupancy 2015-2019 Annual Averages Report. This report comprehensively tabulates the number of fires for each classification of property type within the United States from 2015-2019, and serves as a reasonable and rational basis to determine fire risk.

The percent of fires for each property is then divided by the total number of that property type to determine un-normalized fire risk factors. Finally, the risk factors are normalized based upon a factor of 1.00 for a single family property. Table 5 below tabulates the Fire Risk Factors for each property type.

Table 5 – Normalized Fire Risk Factors

Property Type	Percentage of Study Units(a)	Percentage of Fires(b)	Risk Factor(b/a)	Normalized Risk Factor
Single Family	68.4%	52.5%	0.7674	1.0000
Multi-Family	13.1%	23.9%	1.8294	2.3839
Commercial/Industrial	3.4%	14.9%	4.3716	5.6967
Office	0.6%	0.7%	1.2228	1.5934
Parking Lot(1)	NA	NA	0.0000	0.2151
Vacant	11.7%	1.9%	0.1651	0.2151
Agriculture	1.7%	1.2%	0.6983	0.9099
Range Land & Open Space	0.8%	0.1%	0.0837	0.1090

Structure Fires by Occupancy 2015-2019 Annual Averages, NFPA, and an analysis of the percentage of properties by property type in the State of California by SCI

(1) This study did not provide sufficient analysis to develop risk factors for parking lots, so the vacant property type is used as a proxy.

The effect of installed fire sprinklers on the special benefit received from the proposed services must be tempered by the fact that many factors including fire type, weather, roofing material, building materials response time, defensible space, use of working smoke detectors, type of windows, maintenance of sprinkler system, etc. likely more significantly affect fire protection. These factors are incorporated into our analysis. Sprinklers have been required for commercial parcels for many years, so that element is already incorporated into our risk analysis. However, more recently, sprinklers for new and renovated residential structures have become required. Special cases will be considered as part of the standard appeals process described later in this Report.

2.) Structure Replacement Value Factors

The relative value of different property types was evaluated within the District to determine the Structure Replacement Value Factor according to the following formula:

Equation 2 – Structure Replacement Value Factors

Structure Replacement Value =

Normalized: $\left[\left(\text{Structure Weighting Factor} * (\text{Average Improved Value}) \right) + \right.$

$\left. \left(\left(\text{Land Weighting Factor} * (\text{Average Land Value}) \right) \right) * \text{Area Adjustment Factor} \right]$

Where:

- “Structure Weighting Factor” = 10 to “weight” relative importance of structure over land.
- “Average Improved Value” is average of value of all structures and improvements.
- “Normalized:[]” process is required to adjust the Structure Replacement Value factor as compared to a Single Family property type. The calculated structure replacement value for a specific property type is divided by the structure replacement value for a single family property type – and then it is multiplied by the area adjustment factor.
- Area Adjustment Factor adjusts for various average parcel size as compared to an average single family residence and only affects multi-family parcels for the service area. Hence, the adjustment factor is 0.42 for multi-family parcels and 1.0 (e.g. no effect) for all other property use types.
- “Land Weighting Factor” = 1
- “Average Land Value” is average of value of all land per property type

Table 6 on the next page is a tabulation of the structure replacement values for each property type as defined by Equation 2, on the previous page.

Table 6 – Structure Replacement Factors

Property Type	Average Improvement Values (a)	Average Land Values (b)	Adjusted, Weighted Normalized Replacement Value Factor	Unit
Single Family	\$215,963	\$90,889.24	1.0000	each
Multi-Family	\$94,316	\$39,143.22	0.1906	res unit
Commercial/Industrial	\$456,970	\$189,941.00	1.0575	acre
Office	\$351,315	\$197,932.00	1.6490	acre
Parking Lot	\$30,500	\$55,200.00	0.1623	acre
Vacant	\$117,584	\$124,063.87	0.3113	each
Agriculture	\$22,590	\$10,693.16	0.1051	acre
Range Land & Open Space	\$234	\$2,078.85	0.0020	acre

- (a) and (b) values derived from an analysis of the 2023 Amador County Assessor records.

Summary of Risk and Replacement Factors

Per Equation 1, the relative special benefit for each property type (the “SFE” or “Single Family Equivalent” Benefit Units) is determined as the product of the normalized Fire Risk Factors and the normalized Structure Replacement Value Factors. Table 7, below, summarizes the benefit for each property type.

Note that to derive an actual Assessment amount, each of these values needs to be then multiplied by the parcel specific Fire Hazard Zone Risk Factors and Proximity (Travel Time) Risk Factors in Tables 8 and 9, below.

Table 7 – Benefit Summary per Property Type

Property Type	Fire Risk Factors	Replacement Cost Factors	SFE Factors	Unit
Single Family	1.0000	1.0000	1.0000	each
Multi-Family	2.3839	0.1906	0.4544	res unit
Commercial/Industrial	5.6967	1.0575	6.0240	acre
Office	1.5934	1.6490	2.6276	acre
Parking Lot	0.2151	0.1623	0.0349	each
Vacant	0.2151	0.3113	0.0669	each
Agriculture	0.9099	0.1051	0.0957	acre
Range Land & Open Space	0.1090	0.0020	0.0002	acre

Residential Properties

All improved residential properties with a single residential dwelling unit are assigned one Single Family Equivalent or 1.0 SFE. Residential properties on parcels that are larger than one acre receive additional benefit and are assigned additional SFEs on an "Agricultural/Rangeland" basis. Detached or attached houses, zero lot-line houses and town homes are included in this category.

Properties with more than one residential unit are designated as multi-family residential properties. These properties benefit from the Services in proportion to the number of dwelling units that occupy each property. The relative benefit for multi-family properties was determined per Equation 1 to be 0.4544 SFEs per residential unit. This rate applies to condominiums as well.

Commercial/Industrial & Office Properties

Commercial and industrial properties are assigned benefit units per acre, since there is a relationship between parcel size, structure size and relative benefits. The relative benefit for commercial and industrial properties was determined per Equation 1 to be 6.024 SFEs per acre. The relative benefit for office properties was determined per Equation 1 to be 2.6276 SFEs per acre.

Vacant and Undeveloped Properties

The relative benefit for vacant properties was determined per Equation 1 to be 0.0669 SFEs per parcel. The relative benefit for stand-alone parking lots was determined per Equation 1 to be 0.0349 SFEs per parcel.

Rangeland & Open Space Properties

The relative benefit for range land & open space properties was determined per Equation 1 to be 0.0002 SFEs per acre. (This group includes TPZ parcels.)

Rangelands are distinguished from agricultural lands because they grow primarily native vegetation, rather than plants established by humans. Rangelands are also managed principally with practices such as managed livestock grazing and prescribed fire rather than more intensive agricultural practices of seeding, irrigation, and the use of fertilizers.

Agricultural Properties

The relative benefit for agricultural properties requires additional analysis, as required by Government Code 50078 *et seq* and the unique aspects of agricultural properties within the boundaries. This analysis considered how agricultural operations may mitigate risk, onsite or proximate water availability, response time, capability of the fire suppression service, and any other factors which reflect the benefit to the land resulting from the fire suppression service provided. Agricultural properties have been analyzed for fire risk and replacement cost per Equation 1. The relative benefit for agricultural properties was determined per Equation 1 to be 0.0957 SFEs per acre.

Agricultural land is typically land devoted to agriculture, the systematic and controlled use of other forms of life, particularly the production of crops to produce food for humans. It is generally synonymous with both farmland or cropland.

Other Properties

Properties that do not fit within the major categories described above have been individually reviewed and the special benefit has been individually calculated. These properties are primarily mixed-use properties with the relative special benefit calculated from the relative proportion of each of the underlying property uses.

Article XIII D, Section 4 of the California Constitution states that publicly owned properties shall not be exempt from assessment unless there is clear and convincing evidence that those properties receive no special benefit.

All public properties that are specially benefited are assessed. Publicly owned property that is used for purposes similar to private residential, commercial, industrial or institutional uses is benefited and assessed at the same rate as such privately owned property.

Miscellaneous, small and other parcels such as roads, and right-of-way parcels typically do not have significant risk of fire damage. Moreover, for common area parcels, the fire benefits are assigned to the other improved parcels in the project that share common ownership of the common area. These miscellaneous parcels receive minimal benefit from the Services and are assessed an SFE benefit factor of 0.

3.) Fire Hazard Severity Zone Risk Factors

The State of California works with local agencies to study various fire risk factors throughout rural California including terrain, vegetation, fuel load, wind, weather, etc. and designates specific geographic areas according to fire risk. Within the Assessment Area certain areas are designated as Very High, High, or Moderate as well as areas that do not fall into any of these zones (“None”). Accordingly, parcels receive higher special benefit from the fire protection and emergency response services if they are higher risk zones.

Refer to Appendix A for a diagram of the Fire Hazard Areas in Amador FPD.

Table 8 shows the normalized Fire Hazard Risk Factor for each fire risk zone.

Table 8 – Fire Hazard Severity Zone Risk Factors

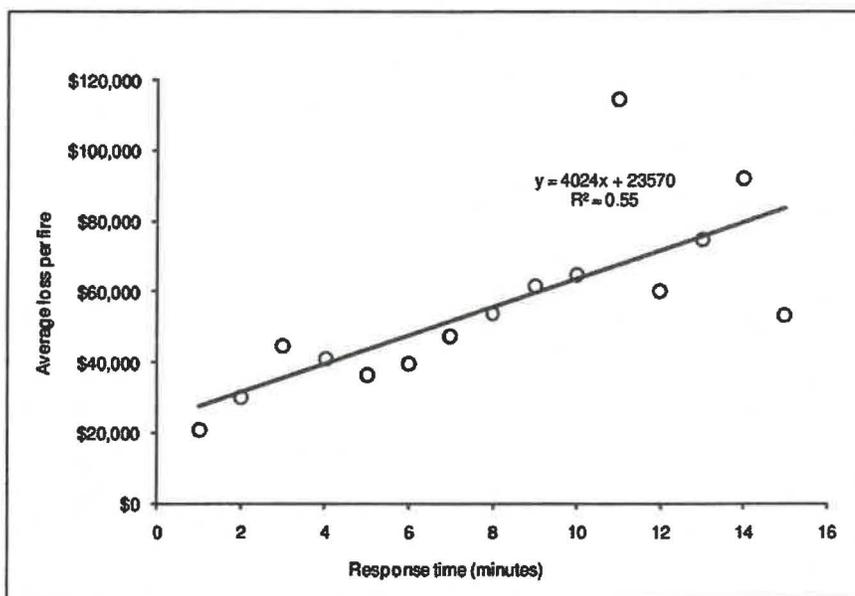
Fire Hazard Zone	Score	Impact Effect	Normalized Fire Hazard Zone Factor
Very High	1	110	1.10
High	0.2	102	1.02
Moderate	0	100	1.00
None	-1	90	0.9

The Score is relative special benefit conferred for each risk zone. The Impact Factor is the relative weight for this risk factor on the overall special benefit calculation, and is the Score multiplied by 10 and added to the base value of 100.

4.) Proximity (Travel Time) Risk Factors

Timely response is a critical factor in responding to emergency calls to ensure the safety of people and protection of property. Numerous studies have confirmed this well-established understanding and the results of one such study is included with this Report. The graph below shows the linear function relationship ranking between response time and loss in dollars. Accordingly, parcels that are closer to a fire station require a shorter travel time for response, and receive a higher level of special benefit than parcels with a longer travel time.

Travel Time versus Property Loss



Source: Neil Challands "The Relationships Between Fire Service Response Time and Fire Outcomes," Fire Technology, July 2010.

Travel time from the closest of the seven fire stations to each parcel was calculated and analyzed using a network analysis performed with ESRI ArcGIS Geographical Information Systems.

Refer to Appendix B for a diagram of the Response Areas Travel Time in Amador FPD.

Table 9 below shows the relative normalized value of travel time

Table 9 – Travel Time Premium Factor

Travel Time	Score (\$)	Impact Effect	Normalized Travel
			Time Factor
<3	43,690	138	1.15
3 to 6	63,810	126	1.05
6 to 8	83,930	120	1.00
8 to 10	104,050	116	0.97
10+	124,170	114	0.95

Assessments Calculation

Each parcel's assessment is calculated by multiplying the assessment rate by the SFE benefit factor (Table 7), fire hazard zone factor (Table 8) and travel time premium factor (Table 9):

Example Calculations

Case #1: Single Family Residence in High Very Hazard Zone with a 3-6 minute Travel Time

Assessment Rate = Annual Base SFE Rate * 1.000 (from table 7) * 1.10 (from table 8)

* 1.05 (from table 9) = 1.155 * Annual Base SFE Rate

Case #2: Single Family Residence in Moderate Hazard Zone with a 10+ minute Travel Time

Assessment Rate = Annual Base SFE Rate * 1.000 (from table 7) * 1.0 (from table 8)

* 0.95 (from table 9) = 0.95 * Annual Base SFE Rate

Case #3: Commercial Property on 2 Acres in High Very Hazard Zone with a 3–6 minute Travel Time

Assessment Rate = Annual Base SFE Rate * 6.024 (from table 7) * 2 acres * 1.10 (from table 8) * 1.05 (from table 9) = 13.915 * Annual Base SFE Rate

Case #4: Vacant Lot in a Moderate Hazard Zone with a <3 minute Travel Time

Assessment Rate = Annual Base SFE Rate * .0669 (from table 7) * 1.0 (from table 8)

* 1.15 (from table 9) = 0.0769 * Annual Base SFE Rate

Annual Base SFE Rate = \$66.21 for 2024-25

Appeals of Assessments Levied to Property

Any property owner who feels that the assessment levied on the subject property is in error as a result of incorrect information being used to apply the foregoing method of assessment or for any other reason, may file a written appeal with the Amador FPD Fire Chief, or his or her designee. Any such appeal is limited to correction of an assessment during the then current fiscal year. Upon the filing of any such appeal, the Chief, or his or her designee, will promptly review the appeal and any information provided by the property owner. If the Chief, or his or her designee, finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been filed with the County for collection, the Chief, or his or her designee, is authorized to refund to the property owner the amount of any approved reduction. Any dispute over the decision of the Chief, or his or her designee, shall be referred to the Amador FPD Board of Directors; the decision of the Board shall be final.

Additional Background on Relative Benefit

When property owners decide how to cast their ballot for a proposed assessment, each property owner should weigh the perceived value of the Services proposed to them and their property against the proposed cost of the assessment to their property. If property owners of a certain type of property are either opposed or in support of the assessment in much greater percentages than owners of other property types, this is an indication that, as a group, these property owners perceive that the proposed assessment has relatively higher or lower “utility” or value to their property relative to owners of other property types. One can also infer from these hypothetical ballot results, that the apportionment of benefit (and assessments) was too high or too low for that property type. In other words, property owners, by their balloting, ultimately indicate if they perceive the special benefits to their property to exceed the cost of the assessment, and, as a group, whether the determined level of benefit and proposed assessment (the benefit apportionment made by the Assessment Engineer) is consistent with the level of benefits perceived by the owners of their type of property relative to the owners of other types of property.

Criteria and Policies

This sub-section describes the criteria that shall govern the expenditure of assessment funds and ensures equal levels of benefit for properties of similar type. The criteria established in this Report cannot be substantially modified; however, the Board may adopt additional criteria to further clarify certain criteria or policies established in this Report, or to establish additional criteria or policies that do not conflict with this Report.

Duration of Assessment

It is proposed that the Assessment be levied for fiscal year 2024-25 and continued every year thereafter, so long as the risk of fire on property in the Assessment District remains in existence and Amador FPD Fire requires funding from the Assessment for improved fire protection and suppression services. As noted previously, if the Assessment and the duration of the Assessment are approved by property owners in an assessment ballot proceeding, the Assessment can be imposed and continued annually after the Board approves an annually updated budget and rate for the Assessment.

Assessment

WHEREAS, the Board of Directors of the Amador Fire Protection District formed the Fire Protection and Emergency Response Services Assessment District and is proceeding with the proposed levy of assessments under California Government Code sections 50078 et seq. (the “Code”) and Article XIID of the California Constitution (the “Article”);

WHEREAS, the undersigned Engineer of Work has prepared and filed a report presenting an estimate of costs, a diagram for the Assessment District and an allocation of the estimated costs of the Services upon all assessable parcels within the Assessment District;

NOW, THEREFORE, the undersigned hereby recommends the following assessment to cover the estimated cost of said Services, including incidental costs.

The amount to be paid for said Services and the expense incidental thereto, to be paid by the Assessment District for the fiscal year 2024-25 is generally as follows:

Table 10– Summary Cost Estimate

FISCAL YEAR 2024-25 BUDGET	
Total for Servicing	\$9,995,040
Contribution from Other Sources	(\$8,941,059)
Total Allowance for Collections	\$24,300
Total Fire Suppression & Protection Services Budget	\$1,078,281

An Assessment Diagram is hereto attached and made a part hereof showing the exterior boundaries of said Assessment District. The distinctive number of each parcel or lot of land in said Assessment District is its Assessor Parcel Number appearing on the Assessment Roll.

I do hereby assess and apportion said net amount of the cost and expenses of said Services, including the costs and expenses incident thereto, upon the parcels and lots of land within said Assessment District, in accordance with the special benefits to be received by each parcel or lot, from the Services, and more particularly set forth in the Cost Estimate and Method of Assessment hereto attached and by reference made a part hereof.

The assessment is subject to an annual adjustment tied to the Consumer Price Index-U for the San Francisco Bay Area as of December of each succeeding year (the "CPI"), with a maximum annual adjustment not to exceed 3%. Any change in the CPI in excess of 3% shall be cumulatively reserved as the "Unused CPI" and shall be used to increase the maximum authorized assessment rate in years in which the CPI is less than 3%. The maximum authorized assessment rate is equal to the maximum assessment rate in the first fiscal year the assessment was levied adjusted annually by the minimum of 1) 3% or 2) the change in the CPI plus any Unused CPI as described above.

Each parcel or lot of land is described in the Assessment Roll by reference to its parcel number as shown on the Assessor's Maps of Amador County for the fiscal year 2024-25. For a more particular description of said property, reference is hereby made to the deeds and maps on file and of record in the office of the County Recorder of Amador County.

I hereby place opposite the Assessor Parcel Number for each parcel or lot within the Assessment Roll, the amount of the assessment for the fiscal year 2024-25 for each parcel or lot of land within the said Assessment District.

Dated: May 14, 2024

Engineer of Work

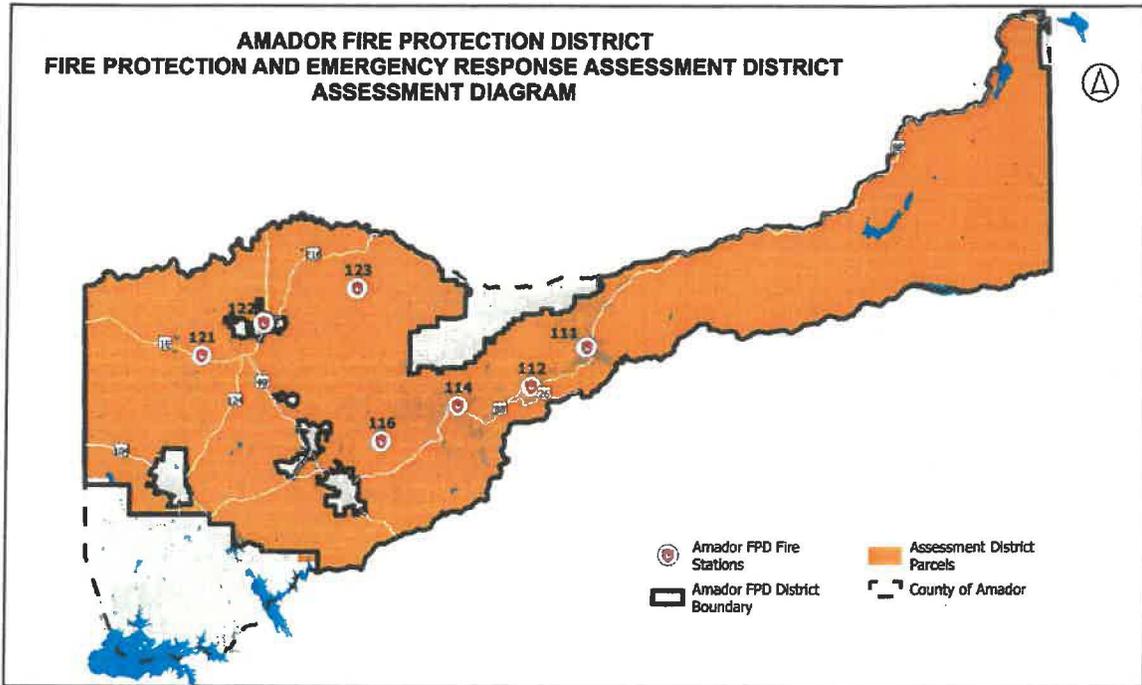


By


John W. Bliss, License
No. C052091

Assessment Diagram

The Assessment District includes all properties within the boundaries of the Fire Protection and Emergency Response Services District. The boundaries of the Assessment District are displayed on the following Assessment Diagram. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions as shown on the maps of the Assessor of Amador County, and are incorporated herein by reference, and made a part of this Diagram and this Report.



FILED IN THE OFFICE OF THE COUNTY CLERK OF THE COUNTY OF AMADOR, CALIFORNIA.

COUNTY CLERK _____

RECORDED IN THE OFFICE OF THE COUNTY CLERK OF THE COUNTY OF AMADOR, CALIFORNIA

COUNTY CLERK _____

AN ASSESSMENT WAS CONFIRMED AND LEVIED BY THE BOARD OF THE AMADOR FIRE PROTECTION DISTRICT ON THE LOTS, PIECES AND PARCELS OF LAND ON THIS ASSESSMENT DIAGRAM, AND SAID ASSESSMENT DIAGRAM AND THE ASSESSMENT ROLL WERE FILED IN THE OFFICE OF THE COUNTY AUDITOR OF THE COUNTY OF AMADOR.

REFERENCE IS HEREBY MADE TO SAID RECORDED ASSESSMENT ROLL FOR THE EXACT AMOUNT OF EACH ASSESSMENT LEVIED AGAINST EACH PARCEL OF LAND.

COUNTY CLERK _____

FILED IN THE OFFICE OF THE COUNTY AUDITOR OF THE COUNTY OF AMADOR STATE OF CALIFORNIA, AT THE REQUEST OF THE AMADOR FIRE PROTECTION DISTRICT BOARD.

COUNTY AUDITOR, COUNTY OF AMADOR _____

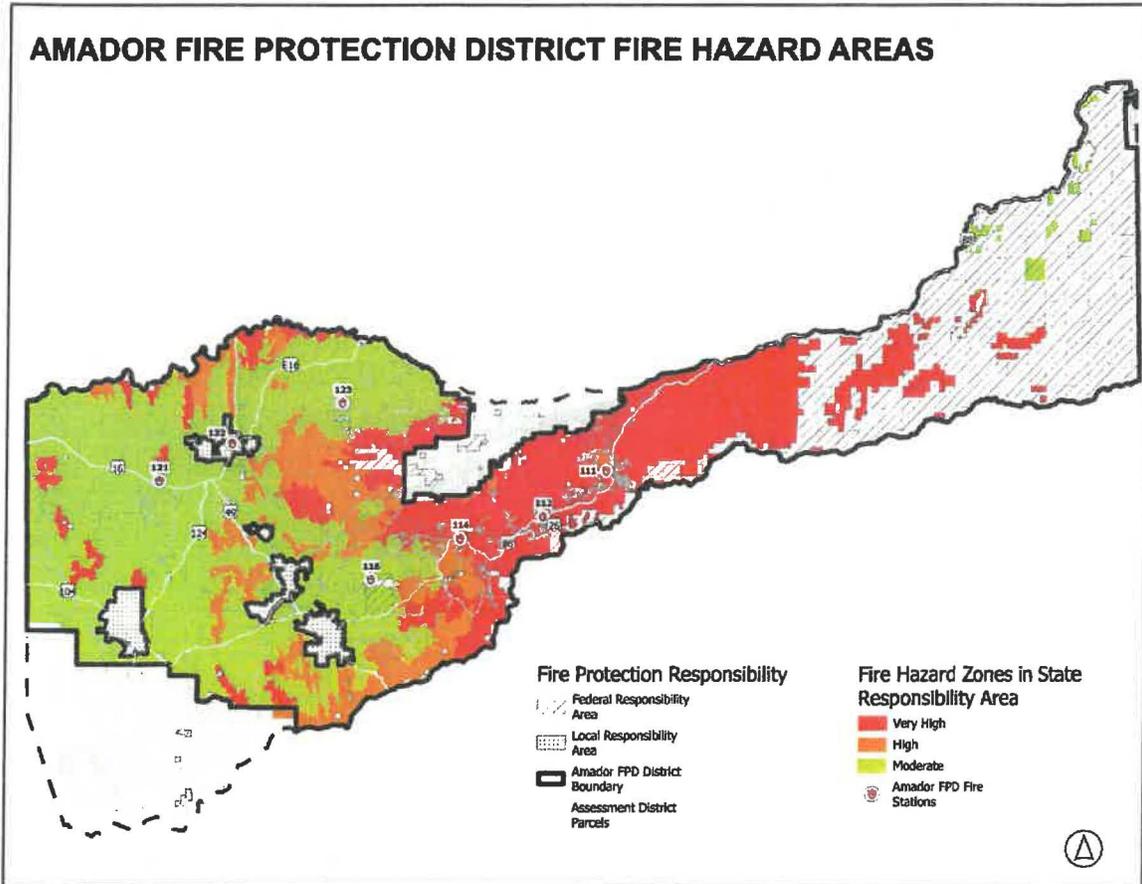
NOTE: REFERENCE IS HEREBY MADE TO THE MAPS AND NEEDS OF RECORD IN THE OFFICE OF THE ASSESSOR OF THE COUNTY OF AMADOR FOR A DETAILED DESCRIPTION OF THE LINES AND DIMENSIONS OF ANY PARCELS SHOWN HEREIN. THOSE MAPS SHALL GOVERN FOR ALL DETAILS CONCERNING THE LINES AND DIMENSIONS OF SUCH PARCELS EACH PARCELS IDENTIFIED IN SAID MAPS BY ITS DISTINCTIVE ASSESSOR'S PANEL NUMBER.



Amador Fire Protection District
2024-25 Fire Protection and Emergency Response Services Assessment

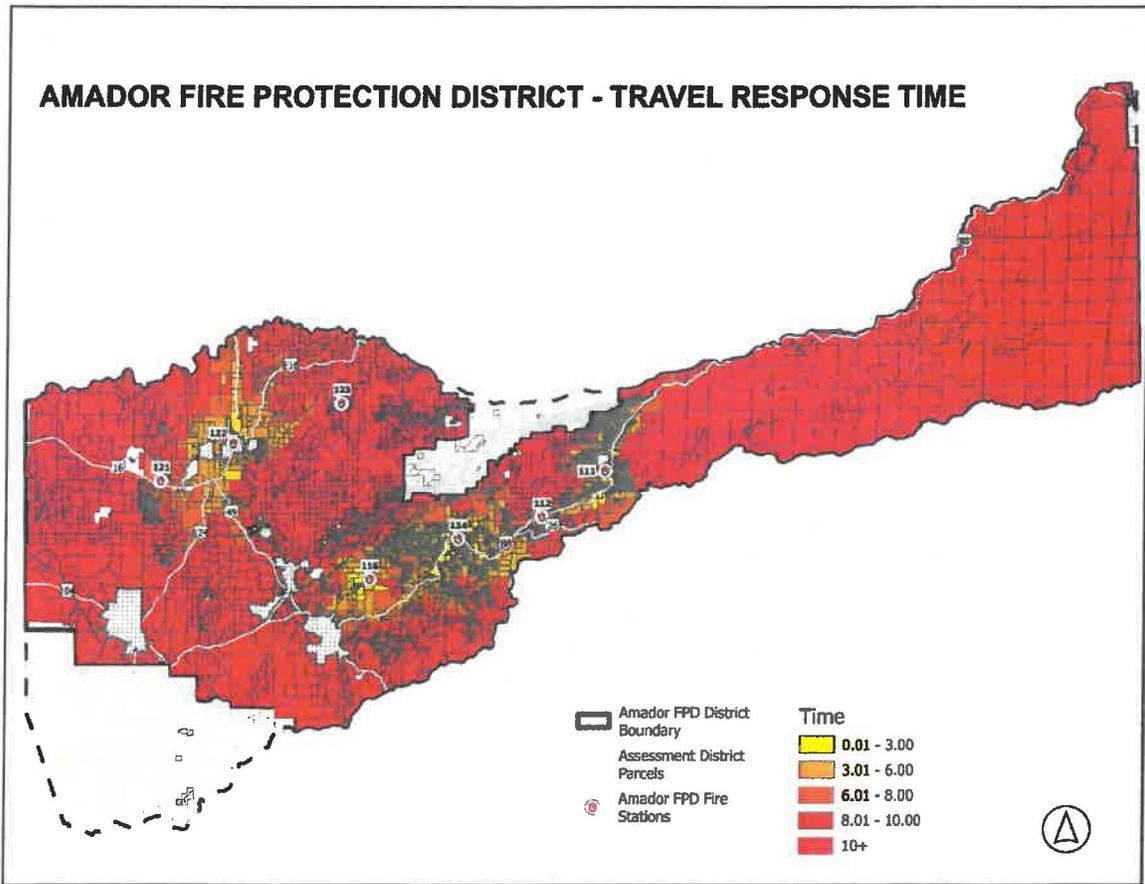


Appendix A – Fire Hazard Areas Diagram



Amador Fire Protection District
2024-25 Fire Protection and Emergency Response Services Assessment

Appendix B – Response Areas Travel Time Diagram



Amador Fire Protection District
2024-25 Fire Protection and Emergency Response Services Assessment

Appendix C – Assessment Roll, Fiscal Year 2024-25

The Assessment Roll is made part of this report and is available for public .000375 of 1% inspection during normal office hours. Each lot or parcel listed on the Assessment Roll is shown and illustrated on the latest County Assessor records and these records are, by reference, made part of this Report. These records shall govern for all details concerning the description of the lots of parcels.

End Notes

¹ Insurance Services Offices Inc. <http://www.rockwall.com/documents/fire/ISO.pdf>

² Institute for Business & Home Safety, "Protect Your Home Against Wildfire Damage," <http://www.ibhs.org/publications/view.asp?id=125>

³ *ibid.*, p.2

AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 06-18-2024

From: Robert Withrow Phone Ext. 391
 (Department Head - please type)

<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>06-18-2024</u>	

Department Head Signature _____

Agenda Title: <u>FIRE CHIEF'S UPDATE</u>		
Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary) Discussion relative to subject matter: A) Operations B) Fire Prevention C) Public Information Officer D) Volunteer Program		
Recommendation/Requested Action: _____		
Fiscal Impacts (attach budget transfer form if appropriate) _____	Staffing Impacts _____	
Is a 4/5ths vote required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Contract Attached: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Resolution Attached: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Ordinance Attached: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Committee Review? Name _____ N/A <input checked="" type="checkbox"/> Committee Recommendation: _____	Comments: _____ _____	
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 _____ Completed by _____	A new ATF is required from _____ Department _____ For meeting _____ of _____	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. ATTEST: _____ AFPD Board Clerk

AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 06-18-2024

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>06-18-2024</u>	

Department Head Signature _____

Agenda Title: PRELIMINARY BUDGET 2024-25 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 Preliminary Budget and scheduling of public hearing for the Final Budget for September 17, 2024.

Recommendation/Requested Action:

Approve resolution adopting the 2024-25 Preliminary Budget and set public hearing for Final Budget

Fiscal Impacts (attach budget transfer form if appropriate)

Staffing Impacts None

Is a 4/5ths vote required? Yes No

Committee Review? N/A

Name _____

Committee Recommendation: _____

Contract Attached:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Resolution Attached:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Ordinance Attached:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>

Comments: _____

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 _____ For meeting _____ of _____	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. ATTEST: _____ AFPD Board Clerk
Completed by _____		

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

IN THE MATTER OF:
RESOLUTION APPROVING 2024-2025
FISCAL YEAR PRELIMINARY BUDGET

RESOLUTION NO. AFD 24-06

WHEREAS, to comply with section 13890, 13893, and 13894 of the Health and Safety Code the district board is meeting to adopt a preliminary budget for the 2024-2025 fiscal year; and

THEREFORE BE IT RESOLVED in accordance with Section 13890 of the Health and Safety Code, the 2024-2025 fiscal year preliminary budget for the Amador Fire Protection District is hereby adopted in accordance with the following:

2024-2025 Expenditures Appropriated for fund 45500:

Salaries and employee benefits	\$553,726.00
Services and supplies	\$843,331.00
Other Charges	\$123,543.00
Fixed assets	\$7,834,015.00
Contingencies	\$0.00
Provision for Reserves	\$0.00

2024-2025 Expenditures Appropriated for fund 85800:

Salaries and employee benefits	\$4,678,693.00
Services and supplies	\$23,050.00
Fixed assets	\$0.00
Provision for Reserves	\$0.00

2024-2025 Total Expenditures Appropriated:

Salaries and employee benefits	\$5,232,419.00
Services and supplies	\$866,381.00
Other Charges	\$123,543.00
Fixed assets	\$7,834,015.00
Contingencies	\$0.00
Provision for Reserves	\$0.00

Total **\$14,056,358.00**

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 Board Chair be and hereby is authorized to sign and execute said preliminary 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 18th day of June 2024, by the following vote:

AYES:

NOES:

ABSENT:

Chair, Board of Directors

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

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

DETAIL BY REVENUE CATEGORY AND EXPENDITURE OBJECT	ACTUAL 2022-2023	ADOPTED 2023-2024	RECOMMENDED 2024-25
Interest and Rentals			
44100 Interest	24,205.63	10,000.00	65,000.00
Intergovernmental Revenue			
45585 FEMA SAFER Grant	0.00	50,000.00	24,000.00
45640 Aid From Other Agencies	0.00	0.00	0.00
45641 AFPA M/P172	1,951,516.18	2,029,618.00	1,900,000.00
Total Intergovernmental Revenue	1,951,516.18	2,079,618.00	1,924,000.00
Charges for Services			
46009 Charges for Services	1,791,411.32	1,642,678.00	1,889,859.00
Other Revenue			
47010 Special Assessments	0.00	0.00	225,000.00
47890 Miscellaneous Revenues	175,959.31	0.00	0.00
47894 CFD Miscellaneous	45,895.95	47,000.00	47,000.00
47940 Operating Transfers	258,000.00	258,000.00	258,000.00
Total Other Revenue	479,855.26	305,000.00	530,000.00
Total Revenue	4,246,988.39	4,037,296.00	4,408,859.00
Fund Balance			
85800 Fund Balance	520,477.41	497,371.00	292,884.00
Cancellation of Reserves			
85800 Reserves Cancelled	0.00	0.00	0.00
TOTAL REVENUE	4,767,465.80	4,534,667.00	4,701,743.00
Salaries and Benefits			
50100 Salaries and Wages	3,120,240.90	3,010,161.00	3,275,378.00
50300 Retirement - Employer's Share	174,423.19	200,410.00	218,865.00
50310 FICA/Medicare Tax - Employer's Share	234,986.49	308,764.00	230,050.00
50400 Employee Group Insurance	446,020.55	584,039.00	604,800.00
50500 Workers' Compensation Insurance	268,026.00	322,525.00	345,400.00
50600 Unemployment Insurance	4,786.83	4,368.00	4,200.00
Total Salaries and Benefits	4,248,483.96	4,430,267.00	4,678,693.00

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, 50300, 50310 - Salary, Retirement and Payroll Tax expense for existing MOU commitments
50400- Increase expected in employee health insurance
50500 - Increase expected in Workers' Comp cost

Revenue:

45585 - Anticipated FEMA 2021 SAFER Grant, year 2 of 4 for volunteer stipend pay
45641 - Measure M budgeted similar to received in FY 2023-24, amount received in FY 2023-24 less than projected
46009 - Conservative estimation of Assistance by Hire revenue due to projected fire season activity
47010 - Benefit Assessment salary portion moved from 8550 AFD General Fund

Fixed Assets:

Other Comments:

-MOU expires 12/31/24, the district will be entering negotiations for potential salary increases and/or COLA increases
-Measure M received is 5% less than projected
-Benefit Assessment revenue is 60% of the FY 2023-24 increase in fire protection and emergency response services assessment

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

DETAIL BY REVENUE CATEGORY AND EXPENDITURE OBJECT	ACTUAL 2022-2023	ADOPTED 2023-2024	RECOMMENDED 2024-25
Services and Supplies			
51100 Clothing and Personal Supplies - Protec	0.00	0.00	0.00
52300 Professional & Specialized Services	0.00	0.00	5,000.00
52329 Training	5,793.10	25,000.00	1,000.00
52800 Special Departmental Expense	15,818.28	29,400.00	17,050.00
Total Services and Supplies	21,611.38	54,400.00	23,050.00
Other Charges			
54732 Safer Grant	0.00	50,000.00	0.00
Capital (Fixed) Assets			
56200 Fixed Assets - Equipment	0.00	0.00	0.00
A-87 Countywide Cost Allocation Plan			
58900 A-87 Cost Allocation Plan	0.00	0.00	0.00
598150 AAFP ADJ	-0.20	0.00	0.00
Appropriations			
Contingencies	0.00	0.00	0.00
Reserves	0.00	0.00	0.00
Total Appropriations	0.00	0.00	0.00
TOTAL EXPENDITURES/APPROPRIATIONS	4,270,095.14	4,534,667.00	4,701,743.00
NET COST	(497,370.66)	-	-

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

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

DETAIL BY REVENUE CATEGORY AND EXPENDITURE OBJECT	ACTUAL 2022-2023	ADOPTED 2023-2024	RECOMMENDED 2024-25
Salaries and Benefits			
50100 Salaries and Wages	419,943.42	461,023.00	495,533.00
50300 Retirement - Employer's Share	0.00	0.00	0.00
50304 Retirement - PERS Misc. Unfunded Liability	0.00	0.00	0.00
50310 FICA/Medicare Tax - Employer's Share	31,524.37	51,407.00	35,093.00
50400 Employee Group Insurance	0.00	0.00	0.00
50500 Workers' Compensation Insurance	15,049.00	37,452.00	22,500.00
50600 Unemployment Insurance	874.24	950.00	600.00
Total Salaries and Benefits	467,391.03	550,832.00	553,726.00
Services and Supplies			
51110 Clothing and Personal Supplies - Safety	55,547.11	3,500.00	10,000.00
51200 Communications	24,662.44	22,220.00	20,783.00
51500 Insurance and Bonds	53,326.51	58,660.00	55,000.00
51700 Maintenance - Equipment	261,260.15	253,395.00	244,240.00
51760 Maintenance - Programs	39,191.37	41,407.00	48,845.00
51800 Maintenance - Bldgs & Structures	9,067.47	15,000.00	9,512.00
52000 Memberships	3,042.26	2,572.00	2,326.00
52200 Office Expense	17,132.60	11,000.00	9,269.00
52211 G.S.A. Cost Allocation	1,054.00	1,845.00	4,602.00
52300 Professional & Specialized Services	94,539.07	118,374.00	78,840.00
52329 Training	48,918.93	45,000.00	45,800.00
52400 Publications and Legal Notices	4,315.85	2,550.00	3,810.00
52500 Rents, Leases - Equipment	1,930.76	2,016.00	2,079.00
52600 Rents, Leases - Buildings	6,548.24	6,616.00	6,625.00
52700 Minor Equipment	62,413.86	93,400.00	93,500.00
52800 Special Departmental Expense	59,299.78	36,000.00	39,000.00
52900 G.S.A. and In-County Travel	123,272.41	131,000.00	121,000.00
52910 Meetings and Conventions	900.00	0.00	0.00
53000 Utilities	42,561.84	45,976.00	48,100.00
Total Services and Supplies	908,984.65	890,531.00	843,331.00
Other Charges			
54183 FEMA Fire Grant	0.00	166,171.00	32,000.00
54184 Volunteer Fire Grant	8,400.00	19,982.00	40,000.00
54185 CA Fire Investigation Grant	0.00	0.00	0.00
54186 OES Grant	24,999.97	0.00	0.00
54187 CA OTS Grant	0.00	50,000.00	0.00
54192 COVID 19 Expenses	0.00	0.00	0.00
55201 Debt Service Principal	46,174.02	47,461.00	48,785.00
55202 Debt Service Interest	5,367.71	4,081.00	2,758.00
Total Other Charges	188,465.70	287,695.00	123,543.00

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

DETAIL BY REVENUE CATEGORY AND EXPENDITURE OBJECT	ACTUAL 2022-2023	ADOPTED 2023-2024	RECOMMENDED 2024-25
Capital (Fixed) Assets			
56110 Buildings and Improvements	0.00	0.00	0.00
56120 Pine Grove Station Build	0.00	8,100,000.00	7,276,863.00
56200 Fixed Assets - Equipment	0.00	150,000.00	557,152.00
Total Capital (Fixed) Assets	0.00	8,250,000.00	7,834,015.00
A-87 Countywide Cost Allocation Plan			
58900 A-87 Cost Allocation Plan	0.00	0.00	0.00
598150 AFD ADJ	0.20	0.00	0.00
Appropriations			
Contingencies	0.00	0.00	0.00
Reserves	0.00	0.00	0.00
Total Appropriations	0.00	0.00	0.00
TOTAL EXPENDITURES/APPROPRIATIONS	1,564,841.58	9,979,058.00	9,354,615.00
NET COST	(8,187,247.47)	0.00	0.00

Fund 45500 Amador Fire Protection District, Dept. 8550

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

DETAIL BY REVENUE CATEGORY AND EXPENDITURE OBJECT	ACTUAL 2022-2023	ADOPTED 2023-2024	RECOMMENDED 2024-25
Taxes			
41010 Current Secured	24,023.34	23,081.00	25,000.00
41020 Current Unsecured	478.93	403.00	600.00
41100 Prior Unsecured	8.89	0.00	0.00
41120 Supplemental Roll	762.43	500.00	340.00
41121 Delinquent Supplemental	49.46	0.00	0.00
Total Taxes	25,323.05	23,984.00	25,940.00
Interest and Rentals			
44100 Interest	14,253.33	27,809.00	130,000.00
Intergovernmental Revenue			
45244 State Aid Construction	8,100,000.00	0.00	0.00
45260 State Homeowners Property	229.06	229.00	225.00
45375 CA Fire Foundation Investigations	0.00	0.00	0.00
45600 Other Government State	149,395.00	37,331.00	42,000.00
45640 Aid From Other Agencies	0.00	0.00	0.00
Total Intergovernmental Revenue	8,249,624.06	37,560.00	42,225.00
Charges for Services			
46009 Charges for Services	206,175.60	193,436.00	232,016.00
46024 Impact Fees/Mitigation	48,689.34	35,292.00	55,000.00
46165 Fire Prevention Fees	29,495.00	20,000.00	20,000.00
46880 Training	14,900.00	12,750.00	2,000.00
Total Charges for Services	299,259.94	261,478.00	309,016.00
Other Revenue			
47010 Special Assessments	662,746.79	1,037,999.00	835,000.00
47183 FEMA Fire Grant	0.00	166,170.00	29,090.00
47184 Volunteer Fire Grant	8,416.90	9,991.00	20,000.00
47186 OES Grant	25,000.00	8,596.00	0.00
47187 CA OTS Grant	0.00	50,000.00	0.00
47890 Miscellaneous Revenues	197,061.97	64,700.00	114,900.00
Total Other Revenue	893,225.66	1,337,456.00	998,990.00
Total Revenue	9,481,686.04	1,688,287.00	1,506,171.00
Fund Balance			
45500 Fund Balance	270,403.01	8,290,771.00	7,848,444.00
Cancellation of Reserves			
45500 Reserves Cancelled	0.00	0.00	0.00
TOTAL REVENUE	9,752,089.05	9,979,058.00	9,354,615.00

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, 50300, 50310 - Salary, Retirement and Payroll Tax expense increased for anniversary step increases
51700 - Anticipated major and minor service on selected apparatus
51760 - Increased program/licenses cost by 5%

Revenue:

46009 - Conservative estimation of Assistance by Hire revenue due to projected fire season activity
47010 - Assessment reduced by portion to be allocated to 8588 for salaries
47183 - FEMA 2021 SAFER Grant reduced to zero for year 2, which is for volunteer stipend only.

Fixed Assets:

56120 - Anticipating Pine Grove Station build costs
56200 - Anticipating purchase of replacement engine and three command vehicles

Other Comments:

-Application has been submitted for 2024 Volunteer Fire Capacity 50/50 Grant for the purchase of radios

FUND	45500	AMADOR FIRE PROTECTION DISTRICT - GENERAL		
DEPT	8550			
FY 2024-25				
PRELIMINARY BUDGET		Dated: 06/11/24		
REVENUE				
41010	Current Secured			25,000
41020	Current Unsecured			600
41120	Current Supplemental			340
44100	Interest			130,000
45260	State Homeowners Property			225
45600	Other Government State			42,000
46009	Charges for Services			
		First responder fees	13,500	
		City of Plymouth	36,400	
		JRCH admin fee	180,116	
		Misc	2,000	232,016
46024	Fire Impact Fees			55,000
46165	Fire Prevention Fees			20,000
46880	Trainings			2,000
47010	Assessments			835,000
47183	FEMA FY 2021 Assistance to Firefighters Grant (AFG)			29,090
47184	Cal Fire 2024 Volunteer Fire Capacity (VFC) Grant			20,000
101455-47890	Miscellaneous Revenues			
		Misc Revenue	20,000	
		JRCH - Reimb Expenses	91,600	111,600
101615-47890	In Lieu of Water Fees			3,300
			REVENUE SUBTOTAL	1,506,171
			<i>Preliminary Carry Forward from FY 2023-24</i>	7,848,444
			TOTAL REVENUE	9,354,615

FUND	45500	AMADOR FIRE PROTECTION DISTRICT - GENERAL		
DEPT	8550			
FY 2024-25				
PRELIMINARY BUDGET		Dated: 06/11/24		
EXPENDITURES				
50100	Salaries			495,533
50310	Payroll Taxes			35,093
50500	Workers Comp			22,500
50600	Unemployment Insurance			600
51110	Safety Clothing			
		PPE Repair	2,000	
		Structure boots, helmets, gloves, hoods	8,000	10,000
51200	Communications			
		Allcom	720	
		At&t Calnet	735	
		Comcast	3,000	
		Volcano	6,600	
		IT phone charges	1,528	
		At&t Mobility/FirstNet	7,200	
		Communication device repairs	1,000	20,783
51500	Insurance			55,000
51700	Equipment Maintenance			
		SCBA Flow testing	9,240	
		SCBA Hydro testing	5,000	
		Extrication Equipment	2,000	
		Misc Equipment maintenance	8,000	
		Tires	20,000	
		Apparatus maintenance	200,000	244,240
51760	Programs/Licenses			
		IT TechCost Matrix	9,708	
		Target Solutions/Vector Scheduling	3,093	
		Target Solutions/Vector LMS	4,841	
		Amador County GSA/Zoom licensing	150	
		Lexipol LLC	11,942	
		ESRI (Environmental Systems Research Institute)	765	
		Inuit Quickbooks	1,481	
		Vimeo plus	92	
		GovInvest	4,542	
		Avenza	1,213	

FUND	45500	AMADOR FIRE PROTECTION DISTRICT - GENERAL		
DEPT	8550			
FY 2024-25				
PRELIMINARY BUDGET		Dated: 06/11/24		
		Norton Antivirus	147	
		Streamline	1,800	
		Firecompanies	20	
		Adobe Acropro	240	
		Microsoft Office 365	225	
		ESO/Incident Reporting	8,586	48,845
51800	Building Improvement/Maintenance			
		Wilkinson Portables for Station 112	1,512	
		Misc other	8,000	9,512
52000	Memberships			
		International Assoc of Fire Chiefs (IAFC)	315	
		Fire Districts Assoc of California (FDAC)	375	
		California Fire Chiefs Assoc (CFCA)	960	
		CA Conf of Arson Investigators (CCAI)	110	
		Northern CA Fire Prevention Officers (NorCal FPO)	120	
		National Volunteer Fire Council	21	
		National Fire Protection Assoc Membership (NFPA)	175	
		Firefighters Burn Institute/Youth Firesetter Program	250	2,326
52200	Office Supplies			
		Print charges - BOSS (HQ)	2,269	
		Toner for printers	1,000	
		General Office Supplies	6,000	9,269
52211	GSA Cost Allocation			4,602
52300	Professional Services			
		Quickbooks	3,000	
		Auditor's Direct Charge Fee	24,540	
		First Responder Fee Billing Costs	10,400	
		Auditor's Property Tax Admin Costs	650	
		IT Tech Support Charges	4,000	
		Attorney, Law	1,000	
		Personnel Hiring Costs	3,250	
		SCI Consulting	17,000	
		Medical Director	9,000	
		Misc other	6,000	78,840

FUND	45500	AMADOR FIRE PROTECTION DISTRICT - GENERAL			
DEPT	8550				
FY 2024-25					
PRELIMINARY BUDGET		Dated: 06/11/24			
52329	Training				
		Training Benefit (CPR, EMT, DMV)		2,500	
		Training Allowance		12,800	
		In House Training Classes, Academy Drills and Props		20,000	
		Administrative/HR/PIO Training Registration		5,000	
		Hotels, Meals, Mileage		1,500	
		Other		4,000	45,800
52400	Publications				
		CA CoC Labor Law Posters		200	
		International Code Council/Fire Codes (ICC)		1,500	
		Thomas Reuters		230	
		NFPA Codes/NFCSS/Natl Fire Codes Subscription Service		1,600	
		Press Releases/Newspaper Notices/Other		280	3,810
52500	Equip. Rent/Lease				2,079
52600	Building Rent/Lease				
		St 112 Storage		5,400	
		Airport Storage		1,225	6,625
52700	Small Tools				
		Janitorial & Station Supplies		12,600	
		Medical Supplies		12,000	
		Hose & Hose Parts (Nozzles, Valves)		7,500	
		Small tools and equipment		44,600	
		Batteries (zoll, scba, misc.)		3,400	
		Apria		400	
		Prevention Tools		1,000	
		SCBA Masks, Bottles and Quick Connects		10,000	
		Small tools maintenance		2,000	93,500
52800	Special Dept.				
		Uniforms (Paid)		25,000	
		Kirkwood		5,000	
		Prevention materials/Events		3,000	
		Sustenance for Training and Fires		3,000	
		Misc		3,000	39,000

FUND	45500	AMADOR FIRE PROTECTION DISTRICT - GENERAL			
DEPT	8550				
FY 2024-25					
PRELIMINARY BUDGET		Dated: 06/11/24			
52900	Gas/Travel	Fuel		120,000	
		DEF		1,000	121,000
53000	Utilities	PGE		18,000	
		Kamps		9,000	
		Water (1st Mace & Amador Water)		3,100	
		Aces		1,300	
		Fiddletown		1,100	
		PGCSD		15,600	48,100
54183	FEMA FY 2021 Assistance to Firefighters Grant (AFG)				32,000
54184	Cal Fire 2024 Volunteer Fire Capacity (VFC) Grant				40,000
55201	Loan Principal				48,785
55202	Loan Interest				2,758
56120	Pine Grove Station Build				7,276,863
56200	Fixed Assets - Equipment				
		JRCH funds for apparatus		317,152	
		Command staff vehicle replacement		240,000	557,152
				TOTAL EXPENSE	9,354,615
					0.00

AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 06-18-2024

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>06-18-2024</u>	

Department Head Signature _____

Agenda Title: NEW FIRE STATION

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

Discussion, update and possible action relative to the new fire station in Pine Grove (relocation of 114) and the Auditor's request for budget/revenue change form for the closing out of FY23/24.

Recommendation/Requested Action:

Fiscal Impacts (attach budget transfer form if appropriate)

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

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 _____
 Completed by _____

 Department
 For meeting
 of _____

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.
 ATTEST: _____
 AAFP Board Clerk

SPECIAL DISTRICT BUDGET/REVENUE CHANGE REQUEST FORM

Form must be received by the 2nd Friday of the following month.

DATE: 6/3/2024

DISTRICT NAME: AMADOR FIRE PROTECTION

REQUESTED BY: STACY POWROZEK

APPROVED BY DISTRICT BOARD: _____

DATE: _____

APPROVED BY COUNTY AUDITOR-CONTROLLER: _____

DATE: _____

JOURNAL ENTRY NO: _____

BUDGET APPROPRIATIONS				REVENUES APPROPRIATIONS			
DEPT #	EXPENSE ACCOUNT #	INCREASE \$	DECREASE \$	FUND/DEPT #	REVENUE ACCOUNT #	INCREASE \$	DECREASE \$
8550	56270	803,886.13					

REASON FOR THE REQUEST:

PURCHASE OF PINE GROVE STATION BUILD PROPERTY

AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 06-18-2024

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>06-18-2024</u>	

Department Head Signature _____

Agenda Title: DISTRICT MONTHLY REPORTS

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

Discussion relative to subject matter:

- A) Training
- B) Vehicle Maintenance

Recommendation/Requested Action:

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

<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	286:00:00
August	817:40:00	142	959:40:00	264:30:00
September	555:35:00	144	699:35:00	172:00:00
October	632:15:00	130:30:00	762:45:00	210:30:00
November	594:20:00	108:30:00	702:50:00	167:45:00
December	536:55:00	168:30:00	705:25:00	177:00:00
January	947:30:00	170:00:00	1117:30:00	220:30:00
February	443:05:00	180:00:00	623:05:00	135:00:00
March	1447:40:00	274:15:00	1721:55:00	430:30:00
April	1140:00:00	277:30:00	1417:30:00	567:45:00
May	680:00:00	162:30:00	842:30:00	281:30:00
June				
Total YTD			10332:30:00	2913:00:00



Amador Fire Protection District Monthly Training Schedule-May 2024



Daily Schedule

Date	Topic	Skill Sheet/Reference	Code
05/01/2025	RIT Evolutions	Amador Fire RIT Policy	LTA
05/02/2025	Super-Heated Gear Removal	Fire Engineering Training Minutes	LTA
05/03/2025	Salvage Covers	Amador Fire Skill 1-7	LKD
05/04/2025	Forcible Entry	Amador Fire Skill 1-6	IJD
05/05/2025	Salvage Covers	Amador Fire Skill 1-7	LKD
05/06/2025	Forcible Entry	Amador Fire Skill 1-6	IJD
05/07/2025	Salvage Covers	Amador Fire Skill 1-7	LKD
05/08/2025	Forcible Entry	Amador Fire Skill 1-6	IJD
05/09/2025	Drafting	Driver/Operator 1B Curriculum	HED
05/10/2025	Portable Pumps	S-211 Curriculum	IKD
05/11/2025	Drafting	Driver/Operator 1B Curriculum	HED
05/12/2025	Portable Pumps	S-211 Curriculum	IKD
05/13/2025	Drafting	Driver/Operator 1B Curriculum	HED
05/14/2025	Portable Pumps	S-211 Curriculum	IKD
05/15/2025	EMS MCI Operations	MVEMSA Policy	CHA
05/16/2025	EMS Opioid Overdose	MVEMSA Policy	CHA
05/17/2025	EMS MCI Operations	MVEMSA Policy	CHA
05/18/2025	EMS Opioid Overdose	MVEMSA Policy	CHA
05/19/2025	EMS MCI Operations	MVEMSA Policy	CHA
05/20/2025	EMS Opioid Overdose	MVEMSA Policy	CHA
05/21/2025	Mutual Aid Documentation	OES Overhead Refresher PPT	LOA
05/22/2025	Radio Communications	Camino ECC Radio Plan	JBA
05/23/2025	Mutual Aid Documentation	OES Overhead Refresher PPT	LOA
05/24/2025	Radio Communications	Camino ECC Radio Plan	JBA
05/25/2025	Mutual Aid Documentation	OES Overhead Refresher PPT	LOA
05/26/2025	Radio Communications	Camino ECC Radio Plan	JBA
05/27/2025	CSRT Supplied Air Respirator	Amador Fire CSRT Evolution #2	DBD
05/28/2025	CSRT Ventilation	Amador Fire Con Space Permit	DBD
05/29/2025	CSRT Supplied Air Respirator	Amador Fire CSRT Evolution #2	DBD
05/30/2025	CSRT Ventilaton	Amador Fire Con Space Permit	DBD
05/31/2025	CSRT Supplied Air Respirator	Amador Fire CSRT Evolution #2	DBD

Monthly Target Solutions Assignments

RT-130:Annual Wildland Fire Safety Refresher - Module 1	EMS Spinal Cord Injuries
RT-130:Annual Wildland Fire Safety Refresher - Module 2	NFPA 1001 Loss Control

Notes: S-131 5/15 S-212 5/28-5/30

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)	MAY Total Cost this Month	Total Cost of Vehicle starting July 2016 (Implementation of report)
C-5100 2015 Ford F150 4x4 (Fire Chief)	1FTEX1EP3FKE51353 (E) 1503445	-	51,515		10/24/23 10/24/23 11/27/23 1/10/24 1/23/24 2/6/24 2/6/24	Jackson Express - Oil Change and basic auto check (\$150.47) Highway Products (Cal Card) - Truck build up for portable incident command 1of2 payment (\$3,600) North State Autobody - Tailgate repair (paint, incl. labor) (\$380.82) Jackson Tire - Ride rite air bags & install (\$823.88) Highway Products - custom build up for portable incident command 2of2 payment (\$4,230.29) Napa - Battery (\$197.87) Napa - Wire conduit, 60 ft. electric (\$22.03)	\$0.00	\$9,405.36
C-5102 2016 Ford F250 4x4 (Battalion Chief)	1FT7X2B60GEA66410 (E) 1485648	19,611	145,886		7/9/23 9/6/23 9/27/23 1/4/24 4/4/24	ABC Auto Glass dba Glass Doctor - Repair crack (\$100) Riebes/Napa Parts - wiper blade (\$61.40) Sterling Auto - A service (\$138.06) Napa - windshield blade (\$61.40) Lynch's Automotive - Minor svc, incl. new radiator, cooling system, new brakes, rotors and calipers, rplc right lower tie rod end and steering stabilizer (\$5,308.71)	\$0.00	\$23,205.44
C-5103 2011 Ford F250 4x4 (Battalion Chief)	1FT7X2B62BEA30761 (E) 1306800	92,337	171,206		8/28/23 2/20/24 3/25/24 4/23/24	Jackson Tire - 4 new tires (\$1,069.63) Lynch's Automotive - Minor service to include labor (\$455) & parts (\$101.18) \$564.02 US Bank - Interior door handle driver left side (\$37.60) Glass Doctor - New windshield & labor (\$1,101.74)	\$0.00	\$26,111.17
C-5104 2009 Ford F250 4x4 (Battalion Chief)	1FTSX21569EA15399 (E) 1294991	65,530	135,979		7/24/23 7/26/23 2/6/24 2/6/24 3/5/24	Sterling Auto - Steering gear, alignment, parts & labor (\$1,041.32) Jackson Tire - 4 new tires (\$1,149.99) Napa - Oil filter, oil, stabilizer, etc. (\$132.22) Napa - sway bar, misc. (\$103.42) Napa Auto Parts - Battery (\$197.87)	\$0.00	\$30,990.87
C-5106 2012 Ford Expedition 4x4 (PIO)	1FMJU1G5XCEF67187 (E) 1401123	67,531	113,354		8/9/23 11/7/23 11/14/23 12/4/23 5/16/24	Sterling Auto - air conditioning service (\$225.96) Sterling Auto - Minor service (\$96.09) Jackson Tire - 4 new Cooper tires (\$1,117.04) US Bank - Mirror power heated puddle lighted RH R Pass. (\$129.25) Lynch's Auto - Minor svc; incl. water pump leaking repair, svc'd. cooling system, rplcd. front brakes and rotors (\$1,710.97)	\$1,710.97	\$12,132.10

C-5107 2015 Ford Explorer AWD (Prevention)	1FM5K8AR7FGB25939 (E) 1460509	19,530	96,313		11/16/23 5/6/24	Sterling Auto - Minor Service (\$98.24) North State Autobody - body & paint labor for minor damage (\$3,168.91)	\$3,168.91	\$9,063.74
C-5108 2010 Ford Expedition XLT 4x4	1FMJU1G59AEA43199 (E) 1305976	162,270	-	OOS (@ station 122)	8/10/23 10/24/23 11/9/23 11/27/23 1/4/24	Glass Doctor - repair crack in windshield (\$643.52) O'Reilly - light / capsule headlight (\$68.52) Sterling Auto - Minor service and diagnose suspension noise (\$124.03) Cal Card - O'Reilly - Air filter, wiper blades (\$63.01) Napa - alternator, misc. (\$228.63)	\$0.00	\$33,490.56
E-5111 2015 Rosenbauer (111 First Out)	54F2CB417FWM11449 (E) 1488122	19,474	77,200		11/04/23 3/25/24	Jackson Tire - 2 new FY front tires (\$1,306.48) Riverview - Maj. Svc, incl: multiple coolant leaks, radiator rpr, coolant reservoir bracket cracking rpr, reffridgerant leak rpr, rplc damped pump gauges, rplc missing discharge cap chains, annual chassis svc, transercase seal leaks, transmission svc, rear axle touque arm bushings, suspension, power steering leaks, emmisions def system codes, multiple discharge valves leaking, front axle hub bearing and seal svc'g air conditioner, pump test, etc. (Parts \$23,129.40 Labor \$31211.25 - Total \$54,340.65)	\$0.00	\$123,915.62
SQ-5115 2003 Ford F350 4X4	1FDWF37P23ED60337 (E)1159107	42,236	45,584		11/20/23	Dale Diesel Performance - Minor Service, transmission fluid, rplcd various belts, filters, radiator hose and clams, coolant flush, etc. (\$2,046.01)	\$0.00	\$14,961.48
WT-5116 2015 Kenworth	2NKHHJ8X9FM437394 (E)1410351	2,230	-	LFPD	7/25/23 1/4/24	US Bank - Darley Misc. Parts to Door Compartment (\$99.08) Lynch's Auto - Minor service incl. main pump bracket bolts missing and pump insecured and resecured compartment doors (\$1,262.72)	\$0.00	\$9,074.06
OES - 4309 2020 ITL/BME MODEL34	3HAEETAR7ML185478	-	-	OOS - being serviced by OES vendor	9/6/23 1/29/24 2/6/24 2/6/24 5/6/24	Napa / Riebes - lightbulbs (\$59.25) Jackson Tire - 6 new tires (\$3905.74) Napa - LED headlight (\$38.77) Napa - Thermal headlight, misc. (\$38.76) Napa - Headlight bulbs (\$47.48)	\$47.48	\$4,090.00
E-5123 2001 International Westmark	1HTSEADR71H370327 {1034294}	99,018	107,439		7/25/23 8/7/23	Riverview Int'l Trk - Gasket, missc. parts (\$298.65) Napa Auto Parts - hose and fittings (\$32.41)	\$0.00	\$49,515.59
SQ-5125 2008 Ford F350	1FDWX37RX8EC15309 (E)1281212	99,175	114,020		12/4/23 12/27/23 12/27/23 1/4/24	Dale Diesel Performance - Major Service (\$2,487.13) US Bank - front wheel covers (\$187.52) US Bank - Super duty seat covers, misc. (\$141.73) Napa - LED marker (\$15.93)	\$0.00	\$12,125.18
WT-5126 2007 Kenworth	2NKMHZ8X67M199258 (E) 1212617	16,891	21,955		7/10/23 1/2/24 2/6/24	Riebes - 2 batteries (incl. core depoist, env. fee, etc.) (\$271.91) Lynch's Auto - minor service (\$1725.84) Napa - Guage, misc. parts (\$70.19)	\$0.00	\$27,635.26

<p>E-5141 2018 Rosenbauer (114 First Out)</p>	<p>54F2CA414JWM12044 {E}1369499</p>	<p>-</p>	<p>57,263</p>		<p>9/19/23 10/19/23 1/4/24 2/20/24 2/27/24 3/5/24 4/23/24 5/28/24</p>	<p>Jackson Tire - 4 new rear tires (toyo) (\$3,113.19) Riverview Int'l - annual service, rebuild driveshafts, transfer case seal leak repaired, coolant leaks on motor repaired, pressure seal, drive gear, pump test, remove wheel opening trim, etc. <i>Labor \$18,3600 Parts \$6475.17</i> (\$26,054.60) Riebes - oil and final charge (\$75.39) Burtons Fire - slide out step (\$410.27) Burton's Fire - corner casting (\$183.91) Napa Auto Parts - Lamp Grommet Kit, lamp, connector, misc. parts (\$200.34) US Bank - N-Cal Road Svc - repair punctured tire (\$420.00) Jackson Tire - rotate tires (\$140.00)</p>	<p>\$140.00</p>	<p>\$81,610.00</p>
<p>E-5146 1996 International</p>	<p>1HTSDADR7TH397632 {E} 035872</p>	<p>38,174</p>	<p>50,671</p>		<p>10/19/23 4/23/24</p>	<p>Charles Christenson Upholstery - Beach seat complete with foam repair (\$1200) Riverview Int'l - Clamp air and hose, misc. (\$410.33)</p>	<p>\$0.00</p>	<p>\$24,463.19</p>
<p>E-5214 2008 Ford F550</p>	<p>1FDAX57R58EB35812 {E}1281210</p>	<p>28,278</p>	<p>33,953</p>					<p>\$9,969.44</p>
<p>WT-5216 2015 Kenworth</p>	<p>2NKHHJ8X7FM437393 {E}1410352</p>	<p>3,030</p>	<p>11,184</p>					<p>\$6,447.85</p>
<p>E-5221 2003 HME</p>	<p>44KFT42842WZ20025 {E} 1159078</p>	<p>97,576</p>	<p>150,344</p>		<p>10/2/23 10/13/23 10/24/23 10/24/23 12/27/23 12/27/23 12/27/23 1/4/24 1/8/24 1/23/24 2/6/24 2/20/24 5/28/24</p>	<p>Jackson Tire - 2 new front tires (\$1,568.81) Riverview Int'l - Chassis batteries, repair leak in tank on chassis, leaking schraeder valve, repair AC compressor leak, misc. annual chassis service, engine service <i>Labor - \$17,525 Parts \$7485.20</i> (\$26,005.77) TAC (Cal Card) - various LED bulbs, backup lamp and upgrade (\$163.63) Amazon (Cal Card) - Rplc existing halgen lights with LED, add scene lights (\$340.15) US Bank - LED strip underbody light wires for motor, misc. (\$18.25) US Bank Select Tech - LED & halogen red lens (\$84.41) US Bank Akron Brass - valve kit for front bumper line & spare kit (\$305.78) Napa - Misc. parts (\$30.15) Any & All - Welding of aluminum front bumper filler and bracket (\$782.35) US Bank - Engine box light LED upgrade replacement (\$191.84) Napa - Coupling, misc. (\$25.94) Amador Steel - 10 7/8 x 29 1/4 sheet custom (\$48.70) US Bank - AWDirect - low beam lights (\$178.75)</p>	<p>\$178.75</p>	<p>\$95,772.75</p>

E-5222 2003 HME	44KFT42822WZ20024 (E) 1159077	82,595	214,082		7/10/23 12/05/23	Burton's Fire - Power socket (\$38.80) Riverview Int'l Trk - major service, water tank repair, rplc air conditioner, rpr cab lift cylinders leaking, repair engine leaks, repair cab seats, remove * rplc. tailboard cover, pump test, primer valve repair, repair pump info center. (\$57,661.33)	\$0.00	\$139,890.43
E-5223 1998 International	1HTSDADR6WH551543 (E) 993299	38,623	48,882					\$53,252.61
E-5228 2000 HME (122 First Out)	44KFT4287YWZ19055 (E) 959496	-	47,725		7/10/23 8/7/23 9/6/23 9/6/23 3/5/24	Riebes - Oil and antifreeze (\$63.53) Napa Auto Parts - Misc. parts (\$191.55) Jackson Tire - 2 new front tires (Goodyear) (\$1,973.71) Jackson Tire - 4 new rear tires (Goodyear) (\$2,603.83) Napa Auto Parts - 4 Batteries & oil (\$897.17)	\$0.00	\$61,805.77
WT-5236 2007 Kenworth	2NKMHZ8X87M199259 (E) 1212616	9,833	12,822		10/24/23	Raney's Truck Parts (Cal Card) - 2-HVAC knob Kit (\$30.75)	\$0.00	\$12,617.89
U-5310 2008 F250 Ford	1FTSW21R98EC31882 (E) 8V25580	30,500	42,949		9/11/23 1/23/24	Jackson Tire - 4 new tires (Cooper) (\$1,069.63) US Bank - Tailgate cover molding top protector cap (\$36.19)	\$0.00	\$3,667.32
E-5361 2016 Rosenbauer (116 First Out)	54F2CA512GWM11580 (E) 1425867	8,502	-	Odometer OOS, reading 400K, Apr months mileage reading: 62,697	7/31/23 8/31/23 9/6/23 9/26/23 9/30/23 10/31/23 11/30/23 12/31/23 1/2/24 1/4/24 1/31/24 2/29/24 2/29/24 3/4/24 3/5/24 3/25/24 3/31/24 4/10/24 4/30/24 5/31/24	JRCH Reimbursement - Jun (\$-766.27) JRCH Reimbursment - Jul (\$0.00) Napa / Riebes - Misc. parts (\$36.33) Burton's Fire - Gauge for pump/parts only (\$596.89) JRCH Reimbursement - Aug (\$-633.22) JRCH Reimbursement - Sept (\$0.00) JRCH Reimbursement - Oct (\$0.00) JRCH Reimbursement - Nov (\$0.00) Burtions Fire - drain valve (\$518.41) Napa Parts - Oil, misc. adapters, etc. (\$66.64) JRCH Reimbursement - Dec (\$0.00) Jackson Tires - 4 new tires (\$2,645.85) JRCH Reimbursment - Jan (\$-585.05) Hi-Tech EVS - siren/signals (\$597.40) Napa Auto Parts - Air filter, switch, misc. parts (\$193.11) Hi-Tech EVS - front grill assembly, pad brake (\$562.46) JRCH Reimbursement - Feb (\$-2645.85) Hi-Tech EVS, Inc. - brake pad (\$12.93) JRCH Reimbursement - Mar (\$-1,352.97) JRCH Reimbursement - Apr (\$-12.93)	-\$12.93	\$17,728.29

<p>E-5364 2008 Ford F550 4x4</p>	<p>1FDAW57R38EC53893 (E) 1356272</p>	<p>32,581</p>	<p>46,151</p>		<p>7/1/23 Lynch's Auto - Repair power wire that was grounded out and melted at rear engine and install protection from happening again (\$631.93) 7/17/23 Burton's Fire - Vernier throttle and gauge (\$222.01) 7/20/23 Jackson Tire - 6 new tires (\$2,535.91) 7/26/23 Burton's Fire - Guage (\$89.95) 7/31/23 JRCH Reimbursement - Jun (\$0.00) 8/31/23 JRCH Reimbursement - Jul (\$-3479.80) 9/30/23 JRCH Reimbursement - Aug (\$0.00) 10/31/23 JRCH Reimbursement - Sept (\$0.00) 11/30/23 JRCH Reimbursement - Oct (\$0.00) 12/31/23 JRCH Reimbursement - Nov (\$0.00) 1/31/24 JRCH Reimbursement - Dec (\$0.00) 2/29/24 JRCH Reimbursement - Jan (\$0.00) 3/31/24 JRCH Reimbursement - Feb (\$0.00) 4/30/24 JRCH Reimbursement - Mar (\$0.00) 5/31/24 JRCH Reimbursement - Apr (\$0.00)</p>	<p>\$0.00</p>	<p>\$13,568.13</p>	
<p>E-5368 2007 E-ONE</p>	<p>4ENGAAA8371002458 (E) 1356273</p>	<p>62,266</p>	<p>128,818</p>		<p>7/31/23 JRCH Reimbursement - Jun (\$0.00) 8/7/23 Riebes - Air filter (\$323.24) 8/29/23 Lynch's Auto - Rplcd injectors and harnesses, fuel supply tubes in cylinder head, adj. valves. (\$7,554.57) 8/31/23 JRCH Reimbursement - Jul (\$0.00) 9/30/23 JRCH Reimbursement - Aug (\$0.00) 10/31/23 JRCH Reimbursement - Sep (\$0.00) 11/30/23 JRCH Reimbursement - Oct (\$0.00) 12/31/23 JRCH Reimbursement - Nov (\$0.00) 1/23/24 US Bank - Round LED Trailer Tail lights red LED (\$79.74) 1/31/24 JRCH Reimbursement - Dec (\$0.00) 2/29/24 JRCH Reimbursement - Jan (\$-79.74) 3/31/24 JRCH Reimbursement - Feb (\$0.00) 4/30/24 JRCH Reimbursement - Mar (\$0.00) 5/31/24 JRCH Reimbursement - Apr (\$0.00)</p>	<p>\$0.00</p>	<p>\$46,347.53</p>	
							<p>\$5,233.18</p>	<p>\$952,857.63</p>

AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 06-18-2024

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>06-18-2024</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 May 21, 2024

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 _____
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

**AMADOR FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS**

Meeting Was Recorded

Jackson, California
Tuesday, May 21, 2024
10:30 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:

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

Absent:

Staff:

Robert Withrow, Fire Chief
Nicole Cook, Board Clerk

AGENDA

MOTION: It was moved by Director Crew and seconded by Director Axe and carried unanimously to approve the agenda as presented.

PUBLIC MATTERS NOT ON THE AGENDA: Cindy Grandbois, a member of the community addressed the Board by requesting staff to invite the public to the monthly Board meetings using social media. The member also stated that social media remarks should not be deleted, regardless if negative. The Fire Chief concurred.

PRESENTATION: Discussion and recognition ensued relative to the volunteer years of service for Fire Engineer Garrett King. The Chair and Fire Chief presented a shadow box and thanked Engineer King for his many years of service.

ADMINISTRATIVE MATTERS:

Fire Chief Update: The following discussion ensued relative to subject matter, no action was taken.

Good of the order: Congratulations given to Battalion Chief Watkins for obtaining his associates degree and currently pursuing his bachelor's degree, he is also working on getting qualified to be an Operations Branch Director in the IROC system. Congratulations to Battalion Chief Yelinek, Battalion Chief Ebling and Engineer Anaya for successfully completing the S-390 class, advanced wildland fire behavior which is one of the toughest classes in the fire service.

Operations: Captains meeting was productive and projects given were initiation-driven. Amador Water Agency requested that the District help with developing a resiliency plan in an event of a wildfire which includes mostly defensible space inspections. The District currently has 6 personnel committed and trained as Swift

Water Rescue technicians. Squad 5115 has been equipped for such incidents. Correspondence between the District and the Jackson Rancheria related to the replacement of the twenty year old fire engine; 5368 continues, they are great to work with and appreciate their partnership. The Plymouth Station; 122 is getting a new roof and other significant improvements paid for by the City. The Pioneer volunteer Station; 112 has had the exterior completed and currently finishing the minor improvements inside, this will be completed by this fiscal year end. Kirkwood PUD has asked that the District review their community fire preparedness program.

New Fire Station: The District has entered into escrow with the seller. There is a scheduled TAC and Planning Commissioner meeting.

Fire Prevention: Mandatory inspections are almost completed. Weed abatement letters and pre-fire planning projects continue. Ashley Anaya, Fire Prevention Officer (PO) is still in a four week Fire Investigator class which primarily focuses on basic fire investigation, evidence preservation, arrest and control (there is no intention on having the PO make arrests but awareness of when it's ok to give a citation; i.e. blocking hydrations; etc.) and lastly she will be attending a mock trial court drill. The Fire Chief and PIO are the back up during her absence.

Public Information Officer: K. Dale, PIO reported that there has been seven weekends in the row of Community Meetings, Town Halls and Evacuation Drills. A special thank you to Chief Watkins for all his support into making these evacuation drills a success. The following events took place:

- Peterson Ranch
- Surrey Junction
- Quartz Mtn. Road
- District 3 Meeting Town Hall
- Engine participation at the Jackson Car Show
- Fiddletown Town Hall
- Upcoming – Lake Drive Firewise Presentation
- Upcoming – Meadowlark Firewise Presentation

Two additional Firewise communities in Pioneer will be completed. The property inspections continue in efforts of fuel reduction, etc. Currently partnering with Public Health to present helmet safety at the Plymouth Elementary School. Discussion continued relative to community risk reduction efforts.

Volunteer Program: Special thank you to volunteer firefighter Erik Jones who is teaching the EMT course for the new volunteers. The Chief expressed his that he is pleased with the success in the Districts Apprentice Volunteers at Station 122.

Benefit Assessment Fiscal Year 2024-2025: Fire Chief presented. Discussion ensued relative to subject matter.

Cindy Grandbois, a member of the public addressed the Board by seeking clarification of where the additional funding will go towards. The member requested that the Board not increase the annual benefit assessment percentage.

Direction given to staff to report out where the revenue from the benefit assessment will be used for.

MOTION: It was moved by Director Axe and seconded by Director Crew, and carried unanimously, 5-0-0 to approve the resolution of SCI Consulting continuing the assessments for the fiscal year 2024-25, approving the preliminary engineers report and providing a notice of public hearing for the Amador Fire Protection District, fire protection and emergency response services assessment.

RESOLUTION NO. AFPD 24-04

Approving the Resolution of Intention to Continue Assessment for Fiscal Year 2024-25 Preliminary
Approving the Engineer's Report and Providing for Notice of Public Hearing for the Amador Fire
Protection District, Fire Protection and Emergency Response Services Assessment.

District Monthly Reports: Discussion ensued relative to subject matters. The Fire Chief presented. The Call Report was not included due to a new reporting system and establishing a new procedure to extract correct data for incidents per station.

Training Report: No action taken, report only.

Vehicle Maintenance Report: No action taken, report only. E-5111 will be in quarters this month. Command rigs (Battalion Chiefs) vehicles are need of being replaced soon.

MISCELLANEOUS MATTERS:

Minutes for Meeting from April 16, 2024: Discussion ensued relative to subject matter.

MOTION: It was moved by Director Forster and seconded by Director Axe, and carried unanimously, 5-0-0 to approve the April 16th regular meeting minutes with no changes.

Minutes for Meeting from May 9, 2024: Discussion ensued relative to subject matter.

MOTION: It was moved by Director Axe and seconded by Director Crew, and carried unanimously, 5-0-0 to approve the May 9th special meeting minutes with minor changes.

Closed Session Minutes from April 16, 2024: Discussion ensued relative to subject matter.

MOTION: It was moved by Director Crew and seconded by Director Brown and carried unanimously, 5-0-0, to approve confidential minutes of April 16th with no corrections.

ADJOURNMENT: At 11:40 am. Brian Oneto, Chair adjourned the meeting until Tuesday, June 18th.

Chair, Amador Fire Protection District

