Tuesday September 18, 2018

BOARD OF DIRECTORS
AMADOR FIRE PROTECTION DISTRICT
COUNTY ADMINISTRATION CENTER
810 Court Street
Jackson, California 95642

AGENDA
-- 10:30a.m. --

Please Note: All Board of Directors meetings are recorded.

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

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

PLEDGE OF ALLEGIANCE

AGENDA: Off-agenda items must be approved by the Board pursuant to Section 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 AFPD Board of Directors; however, any matter that requires action may be referred to staff and/or Committee for a report and recommendation for possible action at a subsequent Board meeting. Please note - there is a five (5) minute limit per topic.

ADMINISTRATIVE MATTERS

(1) VEHICLE MAINTENANCE REPORT: Report of expenses for maintenance and repair of District vehicle fleet.

(2) CAPITAL IMPROVEMENT PLAN: Discussion and possible action relative to the subject plan.

(3) FINAL BUDGET: Discussion and possible adoption of the 2018/2019 fiscal year final budget, as presented or revised

MISCELLANEOUS MATTERS

(4) MINUTES: Review and approval of the regular minutes of the Board of Directors meeting of August 21, 2018, as presented or revised.
(5) MINUTES: Review and approval of the special minutes of the Board of Directors meeting of August 24, 2018, as presented or revised.

CLOSED SESSION may be called for labor negotiations (pursuant to Government Code §54957.6), personnel matters (pursuant to Government Code §54957), real estate negotiations/acquisitions (pursuant to Government Code §54956.8), and/or pending or potential litigation (pursuant to Government Code §54956.9).

(6) CLOSED SESSION MINUTES: Review and approval of the closed session minutes of the Board of Directors meeting of August 21, 2018, as presented or revised

ADJOURNMENT
AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors
Date: 09/18/2018
From: David Bellerive
(To whom it may concern)

Department Head - please type)
Phone Ext. 391

Department Head Signature

AGENDA TRANSMITTAL FORM

Agenda Title: VEHICLE MAINTENANCE REPORT

Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary)
Report of expenses for maintenance and repair of District vehicle fleet.

Recommendation/Requested Action:
Review attached report

Fiscal Impacts (attach budget transfer form if appropriate)

None

Staffing Impacts None

Is a 4/5ths vote required? Yes ☐ No ☒

Committee Review? N/A ☒

Name

Committee Recommendation:

Request Reviewed by:

Chairman
Auditor
CAO
Counsel
GSA Director
Risk Management

Distribution Instructions:

FOR CLERK USE ONLY

Meeting Date 09/18/18
Time 10:30am
Item # 1

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

Completed by For meeting

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
<table>
<thead>
<tr>
<th>Vehicle Description</th>
<th>VIN License Number</th>
<th>July 1, 2017/18 Beginning of Fiscal Year Mileage</th>
<th>Odometer Reading</th>
<th>Repair Hours / Comments</th>
<th>Dates</th>
<th>Maintenance Performed (description)</th>
<th>August Total Cost this Month</th>
<th>Total Cost of Vehicle starting July 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-5100 - 2015 Ford Explorer AWD (Fire Chief)</td>
<td>1FM5K8AR7FG25939 (E) 1460556</td>
<td>19,530</td>
<td>26,650</td>
<td>8/21/18</td>
<td>Gass Doctor - Replace Cracked/Broken windshield - deductible only ($500)</td>
<td>$500.00</td>
<td>$913.13</td>
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<td>C-5101 - 2010 Ford Expedition XLT 4x4 (Prevention-09/09)</td>
<td>1FMJU1259AE43199 (E) 1309590</td>
<td>162,270</td>
<td>171,396</td>
<td>7/10/18</td>
<td>Rebes - light ($1.28)</td>
<td>$0.00</td>
<td>$7,816.80</td>
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<td>C-5103 - 2016 Ford F250 4x4 (Battalion Chief)</td>
<td>1FT7X2B626A166410 (E) 1485648</td>
<td>19,611</td>
<td>46,923</td>
<td>7/10/2018</td>
<td>Rebes - wiper ($52.19)</td>
<td>$0.00</td>
<td>$7,816.80</td>
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<tr>
<td>C-5104 - Chief 2011 Ford F250 4x4 (Battalion Chief)</td>
<td>1FT7X3B62BEA30674 (E) 1306000</td>
<td>92,337</td>
<td>106,472</td>
<td>8/8/18</td>
<td>Sterling's Auto - spark plugs, spark plug wires, lube, oil and filter, belt tensioner, cooling system flush, air filter, fuel injection service ($2,357.39)</td>
<td>$2,946.49</td>
<td>$6,010.42</td>
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<td>C-5105 - Chief 2012 Ford Expedition 4x4 (Battalion Chief)</td>
<td>1FMJU25XCE972549 (E) 1485212</td>
<td>67,531</td>
<td>75,137</td>
<td>8/8/18</td>
<td>Sterling’s Auto - Rotate Battery ($208.39)</td>
<td>$0.00</td>
<td>$4,353.99</td>
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<td>C-5106 - 2009 Ford F250 4x4 (Battalion Chief)</td>
<td>1FTSN21569E15399 (E) 1294993</td>
<td>65,530</td>
<td>72,200</td>
<td>8/14/18</td>
<td>Sterling's Auto - A, B and C Service, Rear Brake Pads, Rotate Tires ($1639.17)</td>
<td>$1,639.17</td>
<td>$4,866.76</td>
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<tr>
<td>E-5111 2015 Rosenhauer 4x4 (111 First Out)</td>
<td>5AF2CB1477FWM31449 (E) 1486822</td>
<td>19,474</td>
<td>29,336</td>
<td>7/10/18</td>
<td>Sterling Auto - AC inop ($726.96)</td>
<td>$0.00</td>
<td>$10,394.71</td>
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<tr>
<td>E-5113 1991 KME 4x4</td>
<td>1HTSECR16N15881 (E) 349099</td>
<td>80,306</td>
<td>85,659</td>
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<td>$0.00</td>
<td>$16,891.00</td>
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<td>SQ-5115 2003 Ford F350 4x4 (previously SQ-145)</td>
<td>1FDWFT7P35E603373 (E) 11159107</td>
<td>42,236</td>
<td>43,060</td>
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<td>$11,083.15</td>
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<td>WT-5116 2015 Kenworth</td>
<td>2NAHHU3897FMA37394 (E) 14410351</td>
<td>2,230</td>
<td>2,711</td>
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<td>SQ-5125 2008 Ford F350 (Previously SQ-115)</td>
<td>1FDWX37RX8EC15309 (E) 1291212</td>
<td>99,175</td>
<td>101,917</td>
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<td>$0.00</td>
<td>$1,441.91</td>
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<tr>
<td>Vehicle Description</td>
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<tr>
<td>WT-5126 2007 Kenworth</td>
<td>2NKM122X65M199258 (E) 1012817</td>
<td>16,891</td>
<td>17,845</td>
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<td>$0.00</td>
<td>$3,932.39</td>
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<td>E-5141 2018</td>
<td>1FMZS4AF8JF200044 (E) 12</td>
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<td>WT-5146 1996 International</td>
<td>1HTSADPR7H975632 (E) 005872</td>
<td>38,174</td>
<td>41,688</td>
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<td></td>
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<td>$0.00</td>
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<td>E-5148 2003 HME (114 First Out)</td>
<td>4KJFT42322WZ0024 (E) 111159877</td>
<td>82,595</td>
<td>97,201</td>
<td>7/10/18 &amp; 8/14/18</td>
<td>Rieves - antifreeze and lights ($75.90)</td>
<td>$4,841.60</td>
<td>$39,934.94</td>
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<td>Real Work Trucks - door rod and spring ($63.79)</td>
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<td>Doug Veerkamp's - A Service, Flush cooling sys (A/C inop), Check airleak, rplc Ft and RR brakes, drums and hardware, rplc driveline at trass, rple heater valve, repair heater control cable, clean out radiator ($3683.59)</td>
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<td>Sterling's - Rep exhaust leak, remove and rplec gaskets and hardware ($153.01)</td>
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<td>U-5210 2000 Ford Explorer 4x4</td>
<td>1FMCP16L76V102359 (E) 1012817</td>
<td>107,494</td>
<td>108,469</td>
<td>7/17/18</td>
<td>Doug Veerkamp - B svc ($585.84)</td>
<td>$0.00</td>
<td>$725.65</td>
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<td>E-5211 1991 KME</td>
<td>1HSTD4C546H141110 (E) 166231</td>
<td>33,432</td>
<td>36,785</td>
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<td>$5,353.21</td>
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<td>E-5214 2008 Ford F550</td>
<td>1FDAY55R883B35812 (E) 11281210</td>
<td>28,278</td>
<td>29,506</td>
<td>8/14/18</td>
<td>Doug Veerkamp - Rplec rear shoes and hardware and drums (brakes) ($775.58)</td>
<td>$0.00</td>
<td>$3,457.11</td>
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<td>WT-5216 2015 Kenworth</td>
<td>2NKRH8XCT5M347393 (E) 14403152</td>
<td>3,030</td>
<td>4,223</td>
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<td>$2,740.21</td>
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<td>E-5221 2003 HME (122 First Out)</td>
<td>4KJFT42322WZ0025 (E) 111159878</td>
<td>97,576</td>
<td>108,976</td>
<td>7/10/18 &amp; 7/10/18</td>
<td>Rieves - Paddle seat valve ($35.01)</td>
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<td>$26,918.58</td>
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<td>Sterling Auto - B svc, svc transmission, svc cooling sys., gear lube, fuel/water separator filter ($1443.93)</td>
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<td>Doug Veerkamp - Rplec rear shoes and hardware and drums (brakes) ($775.58)</td>
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<td>Jackson Tire - 4 New Tires ($2052.89)</td>
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<td>E-5222 1991 KME</td>
<td>1HSTD4PR45H141611 (E) 349098</td>
<td>54,320</td>
<td>56,070</td>
<td>8/7/18</td>
<td>Rieves - Mirror ($21.54)</td>
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<td>$21.54</td>
<td>$4,085.61</td>
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<td>E-5223 1998 International</td>
<td>1HTSADW886W551554 (E) 993299</td>
<td>38,623</td>
<td>44,271</td>
<td>8/7/18 &amp; 8/14/18</td>
<td>Rieves - Spark Plug Kit ($30.15)</td>
<td>$26,918.58</td>
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<td>Sterling's - A service ($521.32)</td>
<td>$551.47</td>
<td>$10,341.94</td>
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<td>E-5231 1992 Freightliner</td>
<td>1FV4356BNL6481046 (E) 520796</td>
<td>63,292</td>
<td>64,064</td>
<td>7/24/18 &amp; 8/14/18</td>
<td>Doug Veerkamp - B Svc and ck throttle linkage ($761.92)</td>
<td>$1,076.21</td>
<td>$10,209.66</td>
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<td></td>
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<td>Sterling's - Injector inop/weak, starting issue, remove starter and inspect flywheel ($1076.21)</td>
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<td>E-5234 1992 Ford F350 4x4</td>
<td>2FDK182579CA419025 (E) 152583</td>
<td>33,123</td>
<td>33,749</td>
<td>7/24/18 &amp; 7/24/18</td>
<td>Rieves - Shift lever ($98.79)</td>
<td></td>
<td>$0.00</td>
<td>$3,180.40</td>
</tr>
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<td>WT-5236 2007 Kenworth</td>
<td>2NKM16ZXXETMF92299 (E) 1212656</td>
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<td>E-5361 2016 Rosenbauer (116 First Out)</td>
<td>5F2CA132GWM15580 (E) 1425680</td>
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<td>$0.00</td>
<td>$4,529.31</td>
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<td>E-5364 2008 Ford 4x4</td>
<td>1FDWS57R3EC538933 (E) 1358227</td>
<td>32,581</td>
<td>35,975</td>
<td>7/17/18, 7/17/18, 8/8/18</td>
<td>Astozone (reimb. Kwoka, brakes bad/strike team) brake pads ($72.72) Les Schwab - Tire (tire blown during strike team) $300.45 Sterling's Auto - Rep High fuel rail pressure, injection pump, valve cover gasket, extract broken exhaust bolts, replace cale tube boots, remove intercooler and re-inst ($12,068.52)</td>
<td></td>
<td>$12,068.52</td>
<td>$28,645.21</td>
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<td>E-5368 2007 E-ONE</td>
<td>4EMGAAAS7002458 (E) 1358227</td>
<td>62,266</td>
<td>73,991</td>
<td>7/10/18, 7/10/18</td>
<td>Rubes - Antifreeze, Hose/Tube, misc parts ($57.72) Forestry Suppliers - seal gasket ($11.13)</td>
<td></td>
<td>$0.00</td>
<td>$30,095.84</td>
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<td><strong>Total</strong></td>
<td><strong>$26,694.24</strong></td>
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<td><strong>$247,222.68</strong></td>
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</tr>
</tbody>
</table>
AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors
Date: 09/18/18

From: David Bellerive Phone Ext. x391
(Department Head - please type)

Department Head Signature

Agenda Title: PUBLIC HEARING - CAPITAL IMPROVEMENT PLAN

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

Discussion and possible action on subject plan.

Recommendation/Requested Action:
Approve resolution adopting Capital Improvement Plan

Fiscal Impacts (attach budget transfer form if appropriate)
n/a

Staffing Impacts n/a

Is a 4/5ths vote required? Yes [ ] No [x]

Committee Review? N/A [x]

Committee Recommendation:

Request Reviewed by:
Chairman
Auditor
CAO

Counsel
GSA Director
Risk Management

Distribution Instructions:
n/a

FOR CLERK USE ONLY

Meeting Date 9/18/18 Time 10:30 am Item # 2

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
Completed by For meeting
Department 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
BEFORE THE BOARD OF DIRECTORS OF
THE AMADOR FIRE PROTECTION DISTRICT
COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF:

RESOLUTION APPROVING THE CAPITAL
IMPROVEMENT PLAN OF AMADOR FIRE
PROTECTION DISTRICT PURSUANT TO
GOVERNMENT CODE 66002

WHEREAS, the Amador Fire Protection District Board of Directors finds that new development projects located in the Amador Fire Protection District are causing severe impacts on the fire protection resources in said District; and

WHEREAS, the Board of Directors finds that in order to provide adequate fire protection services for new development projects in said District it is necessary that additional fire protection facilities and equipment must be identified; and

WHEREAS, a Capital Improvement Plan has been written to quantify the equipment, facilities and apparatus needed to meet the fire protection goals and objectives for the Amador Fire Protection District for the five year period beginning with the 2018/19 fiscal year; and

WHEREAS, the capital improvement plan shall be adopted by, and shall be annually updated by a resolution of the governing body of a local agency at a noticed hearing pursuant to Government Code section 66002, including revisions thereto.

NOW THEREFORE, BE IT HEREBY RESOLVED that said board does hereby adopt the Capital Improvement Plan as presented.

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 September, 2018, by the following vote:

AYES:

NOES:

ABSENT:

__________________________
President, Board of Directors

ATTEST:

LINDSEY CLARK, Clerk of the
Amador Fire Protection District,
Amador County, California

(RESOLUTION NO. AFPD 18- )

(09/18/2018)
MEMORANDUM

To: Honorable Board of Directors

From: David Bellerive, Fire Chief

Date: September 18, 2018

SUBJECT: Capital Improvement Plan

Any local agency that levies a fee as a condition on new development may adopt a capital improvement plan, which shall indicate the approximate location, size, time of availability, and estimates of cost for all facilities or improvements to be financed with the fees. Before you now is the annual update of our five year plan for the acquisition of facilities and equipment.

Please note that the total cost for any given year in the plan may be spread out over a period of years or reduced in the event sufficient funds are not available.

Staff Recommendation:

Approve the resolution adopting the 2018/2019 update of the Amador Fire Protection District Capital Improvement Plan.

Enclosures:
Resolution
Capital Improvement Plan
2018/2019

CAPITAL

IMPROVEMENT

PLAN
AMADOR FIRE PROTECTION DISTRICT GOALS

This plan quantifies the equipment, facilities and apparatus needed to meet the fire protection goals and objectives for the Amador Fire Protection District (AFPD) for a five year period.

The AFPD fire protection goals are to:

* foster cooperative fire protection endeavors among all fire agencies within the county where such activities save money, improve protection and service, and promote harmony among fire agencies.

* facilitate a consolidation of all local fire entities within Amador County.

* facilitate future fire stations to enhance the capabilities to provide or increase service within our jurisdiction.

* maintain a minimum Insurance Services Office rating of Dwelling Class 6Y, wherever possible, for all District residents not served by a qualifying water system.

* maintain a minimum Insurance Service Office rating of Class 6 for all District residents served by a qualifying water system.

* provide prompt Emergency Medical Technician level medical aid service to injured or ill citizens within AFPD protection area.

* provide effective defibrillation services to all residents of AFPD’s protection area.

* participate fully in the local and state mutual and automatic aid systems.

* provide high quality training program for all fire fighters.

* provide fire prevention services.

* comply with all local, state and federal laws and mandates relating to the fire service.

* maintain an effective state of the art communications system.
STANDARDS AND ALLOCATION PLANS

APPARATUS ELEMENT

OBJECTIVES:

1. Obtain an ISO 5Y Classification when possible, in areas not having water hydrants.
2. Obtain an ISO 5 Classification for all areas with a qualifying water system.
3. Provide field defibrillation services.
4. Provide vehicle extrication services.
5. Provide hazardous materials services.
6. Provide confined space rescue services.
7. Provide swift water rescues services

APPARATUS STANDARDS:

Structure engine
Meets NFPA and California ICS standards
500-850 gallon water tank
Selectable 4WD or conventional drive
Diesel engine
Automatic transmission with retarder
1000 GPM or larger pump
Foam system
Lighting system
Storage compartments for standard engine compliment

Interface engine:
500 gpm or larger pump
Minimum 500 gallon water tank
Selectable 4WD or conventional drive
Automatic transmission with retarder
Storage compartments for standard engine compliment
Foam system

Water tender:
Minimum 1500 gallon water tank with baffles
500 GPM or larger pump with in cab controls
Automatic transmission w/ retarder
Full flow dump valve
Foam System
“Pump and Roll” capable
Type 4-6 Engine
1 1/2 ton minimum
Selectable 4WD
Automatic transmission
Utility body
Water tank
Pump
Foam system

Squad (Special Purpose)
1 1/2 ton minimum
Selectable 4WD
Automatic transmission
Utility body

APPARATUS ALLOCATION PLAN

Station #111 (Mace Meadow)
1 structure engine
1 water tender
1 medical squad

Station #112 (Van De Hei)
1 structure engine
1 type 6 engine
1 water tender

Station #114 (Pine Grove)
1 structure engine
1 medical squad
1 water tender/interface engine

Station #116 (Rancheria)
1 structure engine
1 structure / rescue engine
1 type 6 engine
APPARATUS ALLOCATION PLAN (con’t)

Station #121 (Willow Springs)
   1 structure engine
   1 type 6 engine
   1 water tender

Station #122 (Plymouth)
   1 structure engine
   1 water tender/interface engine
   1 interface engine

Station #123 (Fiddletown)
   1 structure engine
   1 type 6 engine
   1 water tender

FACILITY ELEMENT

OBJECTIVE:

To provide secure housing for all District apparatus, storage for equipment, a meeting/training room, and living quarters for firefighters.

FACILITY STANDARDS

Facilities will be either conventional framing with wood siding or prefabricated metal building. Wherever possible all apparatus stalls will be in a drive through configuration with roll up doors. All concrete slabs will be a minimum of 6" reinforced concrete. Each station shall be equipped with a push button combination door access lock.

FACILITY LOCATIONS

Locations of facilities will be based upon improvement of services to the communities the District serves.
COMMUNICATIONS ELEMENT

OBJECTIVE:

The communications plan will improve the entire communications system; provide multiple frequency capability for all apparatus; provide positive tones to generate an alert dispatch to all members; provide personnel with hand held multi-frequency repeater capable communications. Communication equipment shall be narrow band and P25 compliant / capable to insure compliance with State and Federal requirements. Currently, the District is upgrading all apparatus mobile radios to meet this objective.

MEDICAL ELEMENT

Defibrillator Standards

AFPD will operate defibrillators of a design and make approved by the Mountain-Valley Emergency Medical Services Agency

Defibrillator Allocation Plan

Amador Fire Stations:

<table>
<thead>
<tr>
<th>Station</th>
<th>Count</th>
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</thead>
<tbody>
<tr>
<td>#111</td>
<td>2 units</td>
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<tr>
<td>#112</td>
<td>1 unit</td>
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<tr>
<td>#114</td>
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<td>#116</td>
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<td>#121</td>
<td>1 unit</td>
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<tr>
<td>#122</td>
<td>3 units</td>
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<tr>
<td>#123</td>
<td>1 unit</td>
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## Acquisition Schedule

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<tr>
<th>Fiscal Year</th>
<th>Equipment Description</th>
<th>Cost</th>
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<tr>
<td>2018/2019 FY</td>
<td>Structure Engine - Battalion 10</td>
<td>$525,000.00</td>
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<td>Fire Station - Martell</td>
<td>$2,003,000.00</td>
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<tr>
<td>2019/2020 FY</td>
<td>Interface Engine - Battalion 20</td>
<td>$400,000.00</td>
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<td>2020/2021 FY</td>
<td>Structure Engine - Battalion 20</td>
<td>$545,000.00</td>
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<td>2021/2022 FY</td>
<td>Fire Station, Mt. Zion Rd. Pine Grove</td>
<td>$2,252,225.00</td>
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<tr>
<td>2022/2023 FY</td>
<td>Training Center / EOC - Martell</td>
<td>$1,000,000.00</td>
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</table>
AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors
Date: 09/18/18
From: David Bellerive Phone Ext. x391

Department Head Signature

Agenda Title: PUBLIC HEARING - FINAL BUDGET 2018/2019 FY
Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary)
Discussion and possible action relative to adoption of the 2018/19 fiscal year budget.

Recommendation/Requested Action:
Approve resolution adopting the 2018/2019 Final Budget

Fiscal Impacts (attach budget transfer form if appropriate)
n/a

Staffing Impacts n/a

Is a 4/5ths vote required? Yes ☐ No x

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

Comments:

Request Reviewed by:
Chairman
Auditor
CAO
Counsel
GSA Director
Risk Management

Distribution Instructions:
Auditor

FOR CLERK USE ONLY
Meeting Date 9/18/2018 Time 10:30 am Item # 3
Board Action: Approved Yes ___ No ___ Unanimous Vote: Yes ___ No ___
Ayes: Resolution Ordinance Other:
Noes: Resolution Ordinance
Absent: Comments:

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

Distributed on
Completed by
For meeting of

A new ATF is required from

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

IN THE MATTER OF:
RESOLUTION APPROVING 2018-2019
FISCAL YEAR FINAL BUDGET

WHEREAS, to comply with section 13890, 13893, and 13894 of the Health and Safety Code the district board is
meeting to adopt a final budget for the 2018-2019 fiscal year; and

WHEREAS, said meeting has been terminated, during which time all additions and deletions to the proposed
budget for the 2018-2019 fiscal year were made.

THEREFORE BE IT RESOLVED in accordance with Section 13890 of the Health and Safety Code, the 2018-
2019 fiscal year final budget for the Amador Fire Protection District is hereby adopted in accordance with the following:

2018-2019 Expenditures Appropriated for fund 45500:
Salaries and employee benefits $185,700.00
Services and supplies $1,025,518.00
Other Charges $122,009.00
Fixed assets $155,000.00
Contingencies $0.00
Provision for Reserves $0.00

2018-2019 Expenditures Appropriated for fund 85800:
Salaries and employee benefits $3,032,620.00
Services and supplies $111,000.00
Fixed assets $0.00
Provision for Reserves $260,809.00

2018-2019 Total Expenditures Appropriated:
Salaries and employee benefits $3,218,320.00
Services and supplies $1,136,518.00
Other Charges $122,009.00
Fixed assets $155,000.00
Contingencies $0.00
Provision for Reserves $260,809.00
Total $4,892,656.00

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

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

The foregoing resolution was duly passed and adopted by the Board of Directors of the Amador Fire Protection
District at a regular meeting thereof, held on the 18th day of September, 2018, by the following vote:

AYES:
NOES:
ABSENT:

______________________________
President, Board of Directors

ATTEST:
LINDSEY CLARK, Clerk of the Amador Fire Protection District, Amador County, California

(RESOLUTION NO. AFPD 18- )
(09/18/18)
20018/2019 FY  
Final Budget

**FIXED ASSETS**

56110 Building And Improvements

<table>
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<tr>
<th>Description</th>
<th>Amount</th>
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<tr>
<td>Re-surfacing side driveway at Station 114</td>
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<tr>
<td>New Siding Station 111</td>
<td>$16,000.00</td>
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<tr>
<td>Land Purchase Station 111</td>
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<td><strong>Total</strong></td>
<td><strong>$70,000.00</strong></td>
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56200 Equipment

<table>
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<tr>
<th>Description</th>
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<tbody>
<tr>
<td>Repeater Leak Springs</td>
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<tr>
<td>OTS Grant Rescue tools (reimbursed)</td>
<td>$70,000.00</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$85,000.00</strong></td>
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**FIXED ASSETS TOTAL** $155,000.00
52700 Minor Equipment: $65,000
   Includes new portable lights, rotary saws, medical equipment, equipment for new engine, supply hose, attack hose, nozzles

52800 Special Departmental Expenses: $169,000
   - Journal Fire Chief’s salary and benefits to Fund 85800 - $135,000
   - Deputy Chief Temp Position salary (benefits) to Fund 85800 - $18,000
   - Kirkwood Auto Aid Agreement - $4,000
   - Expenditures for Oxygen refills, ID card supplies, decals, uniform shoulder patches, tee shirts, hats, vinyl lettering/numbers, etc. $12,000

52900 GSA and In-County Travel: $70,000
   Anticipated Increased fuel costs for District equipment and vehicles.

Other Expenditures

54183 FEMA Fire Grant  N/A

54184 Volunteer Fire Grant
   Wildland PPE  $5,021

55201 Loan Principle
   Engine 5111 and E5141  $99,754

55202 Loan Interest
   Engine 5111 and E5141  $17,235

Fixed Assets

56110 Building and Improvements
   - Resurfacing of driveway at Station 114  $20,000
   - Re-siding Station 111  $16,000
   - Land Purchase Station 111  $34,000

56200 Equipment
   - Repeater at Leek Springs  $15,000
   - OTS Grant - Rescue tools (reimbursed)  $70,000

   Total  $155,000

Provision for Reserves

There is no provision for reserves. Reserves in Fund #45500 is $569,283.

9-14-2018
REVENUES

Available Fund Balance – $279,542.00
Carry forward available balance from last FY budget. This amount does not include any of our reserve allocation.

Aid from Amador County - $240,368
Directed toward Cal Fire’s contract for dispatching services of Amador County fire resources

Special Assessments – $624,000
Benefit assessment charges on AFPD’s over 12,000 parcels.

Impact Fees – $10,000
Development fee on impacts to fire services from new development.

Fees for Services - $180,424
  • Administration fee Jackson Rancheria: ($148,710).
  • Plymouth Contract for fire protection services: ($31,714).

Fire Prevention Fees: $10,000
  • Fees for plan checks, inspections, etc.

Miscellaneous $85,000
  • $70,000 for OTS Grant for extrication tools
  • $15,000 for Leek Springs repeater

EXPENDITURES

Salaries and Benefits
$185,700
Employee costs for the positions of Administrative Technician, two part time Fire Prevention Officers, part time Administrative Assistant

Services and Supplies
51700 Maintenance – Equipment: $110,000
  Lower costs for maintenance costs due to replacement of fleet

52300 Professional and Specialized Services: $273,068
  • State Dispatching Contract – $240,368
  • Auditor Fees - $24,000
  • IT Charges - $6,500
  • Quick Books (payroll) - $2,200

9-14-2018
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<tr>
<th>Category</th>
<th>Actual 2016-17</th>
<th>Actual 2017-18</th>
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<th>Adopted 2018-19</th>
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<td>51110 SAFETY CLOTHING</td>
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<td>238,616.57</td>
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<td>OTHER CHARGES</td>
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<td>TOTAL - AMADOR FIRE PROTECTION DISTRICT</td>
<td>1,123,078.11</td>
<td>1,573,785.49</td>
<td>1,429,491.00</td>
<td>1,486,227.00</td>
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## COUNTY OF AMADOR
STATE OF CALIFORNIA
SPECIAL DISTRICTS
AMADOR FIRE PROTECTION DISTRICT BUDGET DETAIL
FISCAL YEAR 2019-2020

### SUMMARY BY SOURCE

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<td>FUND BALANCE</td>
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<td>PROPERTY TAXES</td>
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<td>FEMA FIRE GRANT</td>
<td>(16,878.00)</td>
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<td>VOLUNTEER FIRE GRANT</td>
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<td>9,502.33</td>
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<td>MISCELLANEOUS</td>
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<td>CANCELLATION OF RESERVES</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
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<tr>
<td>TOTAL AVAILABLE FINANCING</td>
<td>2,035,876.45</td>
<td>2,322,951.44</td>
<td>1,821,723.00</td>
<td>1,488,239.00</td>
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### SUMMARY OF FINANCING REQUIREMENTS

**FINANCING USES:**

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<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>TOTAL SALARIES AND BENEFITS</td>
<td>173,462.00</td>
<td>158,959.14</td>
<td>188,734.00</td>
<td>185,700.00</td>
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<tr>
<td>TOTAL SERVICES AND SUPPLIES</td>
<td>694,175.00</td>
<td>910,100.97</td>
<td>995,700.00</td>
<td>1,022,510.00</td>
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<td>TOTAL OTHER CHARGES</td>
<td>135,993.31</td>
<td>116,969.00</td>
<td>122,009.00</td>
<td>122,009.00</td>
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<tr>
<td>TOTAL FIXED ASSETS</td>
<td>256,719.00</td>
<td>360,732.07</td>
<td>127,000.00</td>
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<td>CONTINGENCIES</td>
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<td>0.00</td>
<td>0.00</td>
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<td>TOTAL FINANCING USES</td>
<td>1,326,356.00</td>
<td>1,573,765.49</td>
<td>1,429,491.00</td>
<td>1,458,227.00</td>
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<td>PROVISIONS FOR RESERVES</td>
<td>82,867.00</td>
<td>234,062.00</td>
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<td>1,429,491.00</td>
<td>1,458,227.00</td>
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*Fund 45500*
AMADOR FIRE PROTECTION DISTRICT

FY 18/19

85800
REVENUE

Available Fund Balance – $ 245,561
Carry forward available balance from this FY budget. This amount does not include any of our reserve allocation.

Measure M - $ 1,390,000
AFPD’s allocation of sales tax revenue based on a total projected revenue from Measure M of $3.1M.

Aid from County - $ 258,000
Used to fund paid staffing of AFPD fire station #114 in Pine Grove.

Contracted Services - $ 1,310,368
Agreement for services which provides paid staffing to:
  • Jackson Rancheria ($ 1,310,368)
    Billed for actual cost of salaries and benefits for staffing.

CFD 2006-1 - $ 39,000
AFPD share of revenue based on properties within the CFD.

Miscellaneous - $ 153,000
  • Salary and benefits for the Fire Chief and salary for Deputy Chief. Money will be a onetime journal from our “general fund” #45500.

EXPENDITURES

Salary and Benefits:

50100 Salaries: $ 2,157,640
Thirty-five (35) employees: 15 Firefighters; 9 Engineers; 7 Fire Captains; 3 Battalion Chiefs; 1 Fire Chief.

50300 Retirement: $ 92,500 (= LFY high month + 10%) Employer matching contribution of up to 8.4% of employee salary. Note: Our maximum exposure this FY is $181,242.
50400 Employee Group Insurance: $400,000 (= LFY high month + 10 %) Note: Our maximum exposure under current caps is $729,504.

50600 Unemployment: $11,000

Services and Supplies

52300 Professional and Specialized Services: $50,000
- Testing – $3,000
- Physicals/Medical evaluations - $7,000
- “Live Scan” and background checks - $10,000
- Specialized legal services - $30,000

52329 Training $20,000

52800 Special Departmental Expenses: $41,000
- Uniforms – $20,000
- Volunteer per call reimbursement - $13,000
- Volunteer Length of Service Award - $8,000

Fixed Assets

None

Provision for Reserves

Current reserves $1,765,358.

Provisions this fiscal year for reserves $260,809. Total reserves in Fund #85800 $2,026,167.
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<td>50100 SALARIES AND WAGES</td>
<td>50300 RETIREMENT - EMPLOYER'S SHARE</td>
<td>50310 FICA/MEDICARE - EMPLOYER'S SHARE</td>
<td>50400 EMPLOYEE GROUP INSURANCE</td>
<td>50500 WORKER'S COMPENSATION INSURANCE</td>
<td>50600 UNEMPLOYMENT INSURANCE</td>
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<td>52300 PROFESSIONAL &amp; SPECIALIZED SERVICES</td>
<td>52329 TRAINING</td>
<td>52800 SPECIAL DEPARTMENTAL EXPENSE</td>
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<td>TOTAL - AMADOR FIRE PROTECTION DISTRICT</td>
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**COUNTY OF AMADOR**  
**STATE OF CALIFORNIA**  
**SPECIAL DISTRICTS**  
**AFPD - MEASURE M BUDGET DETAIL**  
**FISCAL YEAR 2018-2019**
<table>
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<td>FUND BALANCE</td>
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<td>(48,034.00)</td>
<td>(209,040.00)</td>
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<td>MEASURE M</td>
<td>1,278,543.50</td>
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<td>14,248.87</td>
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<td>TOTAL ADDITIONAL FINANCING SOURCES</td>
<td>3,010,909.55</td>
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<td>3,357,202.21</td>
<td>1,232,064.00</td>
<td>3,404,429.00</td>
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| SUMMARY OF FINANCING REQUIREMENTS      |                  |                  |                     |                  |
| FINANCING USES:                        |                  |                  |                     |                  |
| TOTAL SALARIES AND BENEFITS            | 3,063,915.43     | 3,212,066.68     | 3,032,620.00        | 3,032,620.00     |
| TOTAL SERVICES AND SUPPLIES            | 196,855.91       | 134,575.29       | 79,000.00           | 111,000.00       |
| TOTAL FINANCING USES                  | 3,260,771.34     | 3,346,641.97     | 3,111,620.00        | 3,143,620.00     |
| PROVISIONS FOR RESERVES                | 125,249.00       | 0.00             | 0.00                | 260,809.00       |
| TOTAL FINANCING REQUIREMENTS           | 3,387,020.34     | 3,346,641.97     | 3,111,620.00        | 3,404,429.00     |

Fund 85800
AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors
Date: 09/18/2018
From: David Bellerive (Department Head - please type)

Phone Ext. x391

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 minutes of August 21, 2018 as presented or revised.

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<thead>
<tr>
<th>Recommendation/Requested Action:</th>
<th>Staffing Impacts</th>
<th>Fiscal Impacts (attach budget transfer form if appropriate)</th>
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<tbody>
<tr>
<td>Approve minutes as presented or revised</td>
<td>n/a</td>
<td>n/a</td>
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<table>
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<tr>
<th>Is a 4/5ths vote required?</th>
<th>Yes</th>
<th>No</th>
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<tr>
<th>Committee Review?</th>
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<table>
<thead>
<tr>
<th>Name</th>
<th>Committee Recommendation:</th>
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<tr>
<th>Request Reviewed by:</th>
<th>Counsel</th>
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<th>Auditor</th>
<th>GSA Director</th>
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<th>CAO</th>
<th>Risk Management</th>
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<th>Distribution Instructions:</th>
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n/a

FOR CLERK USE ONLY

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<tr>
<th>Meeting Date</th>
<th>Time</th>
<th>Item #</th>
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<tbody>
<tr>
<td>9/18/2018</td>
<td>10:30 am</td>
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<tr>
<th>Board Action:</th>
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<th>Yes</th>
<th>No</th>
<th>Unanimous Vote:</th>
<th>Yes</th>
<th>No</th>
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<tbody>
<tr>
<td>Ayes:</td>
<td>Resolution</td>
<td>Ordinance</td>
<td>Other:</td>
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<tr>
<td>Noes:</td>
<td>Resolution</td>
<td>Ordinance</td>
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<td></td>
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<tr>
<td>Absent:</td>
<td>Comments:</td>
<td></td>
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</table>

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.

ATTEST: ________________________________
AFPD Board Clerk
AMADOR FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS

Meeting Was Recorded
On MP3
Jackson, California
Tuesday, August 21, 2018
10:32am

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:
Lynn Morgan, President, Director
Brian Oneto, Vice President, Director
Richard Forster, Director
Pat Crew, Director
Frank Axe, Director

Absent:

Staff:
David Bellerive, Fire Chief
Lindsey Clark, Clerk of the Board
Nicole Cook, Deputy Clerk of the Board

AGENDA

MOTION: It was moved by Director Crew, seconded by Director Forster, and unanimously carried to approve the agenda, with correction.

Absent: Director Oneto

PUBLIC MATTERS NOT ON THE AGENDA: Fire Chief David Bellerive provided an update to the Board on the multiple strike team assignments for the past month and an update on the firefighter candidates who are going through the background process prior to the start of a five week academy.

ADMINISTRATIVE MATTERS

Vehicle Maintenance Report: Chief Bellerive presented the subject report to the Board. Discussion ensued relative to subject matter.

Director Forster voiced a concern over a discrepancy of diagnosis for a vehicle that was donated to the City of Ione Fire Department.

At 10:37am Director Oneto took his seat.

Agreement with CA DOJ For Application for Live Scan Processing: Discussion ensued relative to subject matter.

MOTION: It was moved by Director Oneto seconded by Director Crew, and unanimously carried to approve resolution allowing the Board Chair to sign the agreement with the CA Department of Justice for Live Scan Processing.
RESOLUTION NO. AFPD 18-12
Resolution approving the agreement with the CA Department of Justice for Live Scan Processing.

Volunteer Fire Assistance Grant Award: Discussion ensued relative to subject matter

MOTION: It was moved by Director Forster, seconded by Director Axe and unanimously carried to approve resolution allowing the Board Chair to sign the agreement for the Volunteer Fire Assistance Grant Award.

RESOLUTION NO. AFPD 18-13
Resolution approving the agreement for the Volunteer Fire Assistance Grant Award.

MISCELLANEOUS MATTERS

Regular Minutes of July 17, 2018 and July 24, 2018:

MOTION: It was moved by Director Oneto, seconded by Director Crew and unanimously carried to approve the regular minutes of July 17, 2018 with corrections, and the regular minutes of July 24, 2018 as presented.

CLOSED SESSION: At 10:54 a.m., the Board recessed into closed session. The following persons were present during portions of this closed session: Fire Chief David Bellerive. This portion of the meeting was not recorded on tape.

REGULAR SESSION: At 11:30 a.m., the Board reconvened into regular session. The following matters were reviewed during closed session:

Property Negotiations:

MOTION: It was moved by Director Forster, seconded by Director Crew and unanimously carried to approve resolution authorizing purchase of APN 033-480-051.

RESOLUTION NO. AFPD 18-14
Resolution approving the purchase of APN 033-480-051 from Ciro Toma.

At 11:05 a.m. Chief Bellerive left the room.
Public Employee Discipline/Dismissal/Release: Consensus by Board and direction given.

At 11:25 a.m. Chief Bellerive took his seat.
Confidential Minutes of July 17, 2018:

Confidential Minutes of July 24, 2018:

MOTION: It was moved by Director Axe, seconded by Director Crew and unanimously carried to approve the closed session minutes of July 17, 2018 with corrections, and the closed session minutes of July 24, 2018 as presented.

ADJOURNMENT: At 11:32 a.m., President Morgan adjourned the meeting until September 18, 2018 at 10:30 a.m.

President, Amador Fire Protection District

(AFPD MINUTES)
AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors  
Date: 09/18/2018  
From: David Bellerive  
(Department Head - please type)  
Phone Ext. x391  

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 special minutes of August 24, 2018 as presented or revised.

Recommendation/Requested Action: 
Approve minutes as presented or revised

Fiscal Impacts (attach budget transfer form if appropriate)  
n/a

Is a 4/5ths vote required?  
Yes □  No X

Committee Review?  
N/A X

Committee Recommendation:

Request Reviewed by:  
Chairman  
Auditor  
CAO  

Counsel  
GSA Director  
Risk Management

Distribution Instructions:  
n/a

FOR CLERK USE ONLY

Meeting Date  9/18/2018  
Time  10:30am  
Item # 5  

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  
For meeting  

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
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:
Lynn Morgan, President, Director
Brian Oneto, Vice President, Director
Richard Forster, Director
Pat Crew, Director
Frank Axe, Director

Absent:

Staff:
Aaron Watkins, Chief
Lindsey Clark, Clerk of the Board

AGENDA

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

PUBLIC MATTERS NOT ON THE AGENDA: Battalion Chief Aaron Watkins provided an update to the Board on the District’s engines assigned on strike teams, as well as an update on a residential structure fire in Volcano.

ADMINISTRATIVE MATTERS

Purchase of Property:

MOTION: It was moved by Director Forster seconded by Director Crew, and unanimously carried to approve resolution authorizing purchase of APN 033-480-051-000 from Ciro Toma.

RESOLUTION NO. AFPD 18-14

Resolution approving the purchase of APN 033-480-051-000 from Ciro Toma in the amount of $32,500.00.

MISCELLANEOUS MATTERS: None

ADJOURNMENT: At 12:09 p.m., President Morgan adjourned the meeting until September 18, 2018 at 10:30 a.m.

President, Amador Fire Protection District