

Tuesday, February 20, 2018

**AMADOR FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS****CONSENT AGENDA**

NOTE: Items listed on the consent agenda are considered routine and may be enacted by one motion. Any item may be removed for discussion and made a part of the regular agenda at the request of a Board member(s).

1. **REPORTS OF APPOINTMENTS** None

2. **BUDGET MATTERS**
 - A. Budget appropriation to transfer funds to new line item created for VFA grant. Monies were budgeted in Fixed Assets but need to be moved to new Grant Line for transparent accounting per guidelines of the grant.

3. **RESOLUTIONS** None

4. **MISCELLANEOUS**
 - A. Approve current Board President as authorized signer for the Mass Mutual 457(b) plan.
 - B. Approve proposed annual meeting schedule for 2018.

5. **GENERAL CORRESPONDENCE** None

AGENDA TRANSMITTAL FORM

☐ Regular Agenda
☒ Consent Agenda
☐ Blue Slip
☐ Closed Session

Meeting Date Requested:

02/20/18

To: Amador Fire Protection Board of Directors

Date: 02/20/18

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

Department Head Signature 

Agenda Title:

BUDGET APPROPRIATION

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

Budget appropriation to transfer funds to new line items created for VFA Grant. Monies were budgeted in Fixed Assets but need to be moved to new Grant Line for transparent accounting per guideline of the grant.

Recommendation/Requested Action:

Approve as submitted

Fiscal Impacts (attach budget transfer form if appropriate)

Staffing Impacts

budget transfer form attached

Is a 4/5ths vote required?

Yes ☒

No ☐

Contract Attached:

Yes ☐

No ☐

N/A ☒

Resolution Attached:

Yes ☐

No ☐

N/A ☒

Ordinance Attached

Yes ☐

No ☐

N/A ☒

Committee Review?

N/A ☒

Name _____

Committee Recommendation: _____

Comments: _____

Request Reviewed by:

Chairman _____ Counsel _____

Auditor _____ GSA Director _____

CAO _____ Risk Management _____

Distribution Instructions:

Auditor _____

FOR CLERK USE ONLY

Meeting Date

2/20/18

Time

10:30am

Item #

2-A

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 _____

Completed by _____

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

DATE: 2/20/2018

REQUESTED BY David Bellerive DEPARTMENT Amador Fire Protection District
David Bellerive, Fire Chief

APPROVED BY DISTRICT BOARD: _____ DATE: _____

APPROVED BY AUDITOR CONTROLLER: _____ DATE: _____

JOURNAL ENTRY NO: _____

BUDGET APPROPRIATIONS

REVENUES APPROPRIATIONS

[illegible]

REASON FOR THE REQUEST:

New line item was created for accounting of grant funds. Monies were budgeted into fixed assets and need to be moved to grant line item for transparent accounting to meet grant guidelines.

AGENDA TRANSMITTAL FORM

☐ Regular Agenda
☒ Consent Agenda
☐ Blue Slip
☐ Closed Session

Meeting Date Requested:

02/20/18

To: Amador Fire Protection Board of Directors

Date: 02/20/2018

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

Department Head Signature 

Agenda Title: MASS MUTUAL 457 (b) PLAN

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

Approve current Board President as authorized signer for the Mass Mutual 457 (b) plan.

Recommendation/Requested Action:

Approve current Board President as authorized signer for subject plan.

Fiscal Impacts (attach budget transfer form if appropriate)

Staffing Impacts

Is a 4/5ths vote required?

Yes ☐

No ☒

Contract Attached:

Yes ☐

No ☐

N/A ☒

Resolution Attached:

Yes ☐

No ☐

N/A ☒

Ordinance Attached

Yes ☐

No ☐

N/A ☒

Committee Review?

N/A ☒

Name

Committee Recommendation:

Comments:

Request Reviewed by:

Chairman _____ Counsel _____

Auditor _____ GSA Director _____

CAO _____ Risk Management _____

Distribution Instructions:

FOR CLERK USE ONLY

Meeting Date 2/20/18 Time 10:30am Item # 4-A

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

Authorized Signatures Form - 457(b) and 401



Mail Address:
MassMutual
PO Box 1583
Hartford, CT 06144-1583

Overnight Mail Address
MassMutual
1 Griffin Road North
Windsor, CT 06095-1512

Please complete and Fax to 877-526-2531 or 800-678-8645 or mail to your Account Manager at:

MassMutual
P.O. Box 1583
Hartford, CT 06144-1583

Group #:	751906
Plan Name:	Amador Fire Protection District 457(b) Plan

The following signatures are authorized for approval of participant enrollment forms, enrollment change forms or other participant transaction processing forms. Signatures submitted on this form, will supersede all other signatures on file. Please have all current authorized signers submit/resubmit their signatures on this form under Authorized Administrators. In the event that an authorized signature is removed or replaced, we will notify MassMutual immediately.

Please Print or Type - Required:

Name and Title of Plan Sponsor	Email address
David Bellerive, Fire Chief	dbellerive@amadorgov.org
Signature	Phone No.

Additional Authorized Administrators - Optional:

Name and Title	Email address
Lynn Morgan, Board President	lmorgan@amadorgov.org
Signature	
Name and Title	Email address
Brain Oneto, Vice President	boneto@amadorgov.org
Signature	
Name and Title	Email Address
Signature	
Name and Title	Email address
Signature	
Name and Title	Email address
Signature	

Massachusetts Mutual Life Insurance Company (MassMutual), 1295 State Street, Springfield, Massachusetts 01111-0001.

AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 2/20/18

From: David Bellerive Phone Ext. 391
(Department Head - please type)

Department Head Signature 

<input type="checkbox"/>	Regular Agenda
<input checked="" type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Blue Slip
<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
<u>2/20/18</u>	

Agenda Title: Adopt an annual meeting schedule for the year 2018

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

Approval of attached annual Board meeting schedule.

Recommendation/Requested Action:

Adopt schedule as presented

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 ☒

Committee Review?

N/A ☒

Name _____

Committee Recommendation: _____

Comments: _____

Request Reviewed by:

Chairman _____ Counsel _____

Auditor _____ GSA Director _____

CAO _____ Risk Management _____

Distribution Instructions: _____

FOR CLERK USE ONLY

Meeting Date 2/20/18 Time 10:30 am Item # 4-B

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

AFPD Board Meeting Schedule 2018

Tuesday	February	20	10:30am
Tuesday	March	20	10:30am
Tuesday	April	17	10:30am
Tuesday	May	15	10:30am
Tuesday	June	19	10:30am
Tuesday	July	17	10:30am
Tuesday	August	14	10:30am
Tuesday	September	18	10:30am
Tuesday	October	16	10:30am
Tuesday	November	20	10:30am
Tuesday	December	11	10:30am