

Wednesday, November 9, 2022

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

**AGENDA**

**-- 1:00 p.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.

Anyone who wishes to address the Board must speak from the podium and should print their name on the Board Meeting Speaker list, which is located on the podium. The Clerk will collect the list at the end of the meeting.

**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](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**

**1:00 PM Regular Scheduled Meeting**

+1 669 900 6833 US

**Meeting ID or Access: 815 9481 9766#**

**Passcode: 128597**

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

<https://us02web.zoom.us/j/81594819766?pwd=S3l2R3hQUdhsM09XOU5JNlJLRDhvUT09>

**\*\*1:00 PM. or soon thereafter Public Hearing – 2022 Fire Code Ordinance \*\***

**REGULAR MEETING AGENDA**

**DATE:** November 9, 2022  
**TIME:** 1:00 PM  
**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 AFPD Board of Directors; however, any matter that requires action may be referred to staff and/or Committee for a report and recommendation for possible action at a subsequent Board meeting. **Please note - there is a five (5) minute limit per topic.**

**PUBLIC HEARING:** Discussion and possible action relative to a public hearing to consider to repeal Ordinance 010 and readopt 2022 California Fire Codes Ordinance 011, Title 24, California Code of Regulations, Part 9 (Code) as amended based on local topographic and climatic conditions, along with certain appendices contained therein. Public hearing is set for 1:00 PM or shortly thereafter on Wednesday the 9<sup>th</sup> of 2022

- (1) **2022 CALIFORNIA FIRE CODE:** Discussion relative to subject matter and possible action of the re-adoption of 2022 California Fire Code, as presented or revised.

**ADMINISTRATIVE MATTERS:**

- (2) **VEHICLE MAINTENANCE REPORT:** Discussion relative to subject matter and possible action.
- (3) **TRAINING REPORT AND PRESENTATION:** Discussion relative to subject matter and possible action.
- (4) **CALL REPORT:** Discussion and possible action relative to subject matter.
- (5) **RECOMMENDATION OF METHOD FOR REQUESTING BID(S):** Discussion relative to subject matter and possible action.
- (6) **SOCIAL SECURITY BENEFITS – SECTION 218 AGREEMENT:** Discussion and possible action relative to subject matter.
- (7) **CONSULTANT GROUP FOR A PROPOSED INCREASE OF BENEFIT ASSESSMENT AGREEMENT:** Discussion and possible action relative to subject matter.
- (8) **UPDATE ON ANNUAL FIRE PREVENTION BUSINESS INSPECTIONS:** Discussion and possible action relative to subject matter.

**MISCELLANEOUS MATTERS**

- (9) **MINUTES:** Discussion and possible action. Review and approval of the regular minutes from September 20th, 2022.

**ADJOURNMENT** until Tuesday, December 13<sup>th</sup>, 2022

**\*\*DO NOT REMOVE UNTIL AFTER NOVEMBER 10, 2022 \*\***

# AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 11/09/2022

From: Walter White  
(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>11/09/2022</u>	

Department Head Signature \_\_\_\_\_

Agenda Title: 2022 California Fire Code - Public Hearing

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

Discussion and action relative to repealing Ordinance 010 (2019 California Code Edition) and adopting 2022 California Fire Code, Title 24, California Code of Regulations, Part 9 (Code) as amended based on local topographic and climatic conditions, along with certain appendices contained therein. Public Hearing is set for Wednesday, November 9th, 2022 at 1:00 PM or soon after.

Recommendation/Requested Action:  
Repeal Ordinance 010 and Adopt 011 New 2022 Fire Code Ordinance

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

Staffing Impacts n/a

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 checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Comments: _____
Committee Review? <u>N/A</u> <input checked="" type="checkbox"/> 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 _____
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 _____		

# AMADOR FIRE PROTECTION DISTRICT

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



## NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Board of Directors of the Amador Fire Protection District will hold a meeting to consider an ordinance adopting the 2022 Edition of the California Fire Code, Title 24, California Code of Regulations, Part 9 (Code), as amended based on local topographic and climatic conditions, along with certain appendices contained therein. With this adoption, AFD will officially remove the 2019 Edition of the California Fire Code in its entirety within its ordinance 010. A copy the proposed draft ordinance (011) with the codes are available, for public inspection, at the Amador Fire Protection District office, 810 Court Street, Jackson, California or on the website under Agenda's & Events 2022 Documents.

The hearing will be held in the Board Chambers at the County Administration Center, 810 Court St., Jackson, on **Wednesday, November 9<sup>th</sup> 2022 at 1:00 p.m.** or as soon thereafter as can be heard. Teleconference is an option.

Any and all interested persons may come and be heard thereon or access teleconference. Details pertaining to the meeting will be published on our website up to 72 hours prior to the meeting date(s).

For further information, please contact the District Office at 209-223-6391, email [amadorfire@amadorgov.org](mailto:amadorfire@amadorgov.org) or visit [www.amadorfire.org](http://www.amadorfire.org).

AMADOR FIRE PROTECTION DISTRICT

Nicole Cook  
Clerk of the Board of Directors

**PUBLISH THIS NOTICE TWICE:      Friday, October 14, 2022**

**Friday, October 28, 2022**

# AMADOR FIRE PROTECTION DISTRICT

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



To: Amador Fire Protection District Board of Directors

From: Patrick Chew, Fire Marshal

Date: September 12, 2022

**SUBJECT: AFPD California Fire Code (CFC) 2022 Ordinance**

Attached is a draft copy of a proposed ordinance adopting the 2022 Edition of the California Fire Code (CFC). The ordinance will be presented at the AFPD's (District) Board meeting on the September 20, 2022. The District's recommended action is to introduce the ordinance, waive the reading, and schedule a public hearing regarding the adoption of the ordinance during a regular board of directors meeting scheduled for Wednesday, November 09, 2022 at 10:30 a.m. Following the end of the required 30-day comment period referenced below, the public hearing notice will be printed in the Ledger Dispatch on Friday, 10/14/2022 and Friday, 10/28/2022.

Changes to the fire code language either added, edited or removed have been highlighted in the attached proposed CFC 2022 Edition as AFPD adopted ordinance.

The District is required to provide to the County, in which the ordinance will apply, a copy of the proposed ordinance. The County may provide the District with written comments, which will become part of the District's public hearing record. Once completed, the approved ordinance shall be filed with the California Department of Housing and Community Development Division of Codes and Standards.

Should you have any questions, please contact me.

cc: Walter White, Fire Chief  
Greg Gillott, County Counsel  
Board of Supervisors  
Chuck Illey, CAO

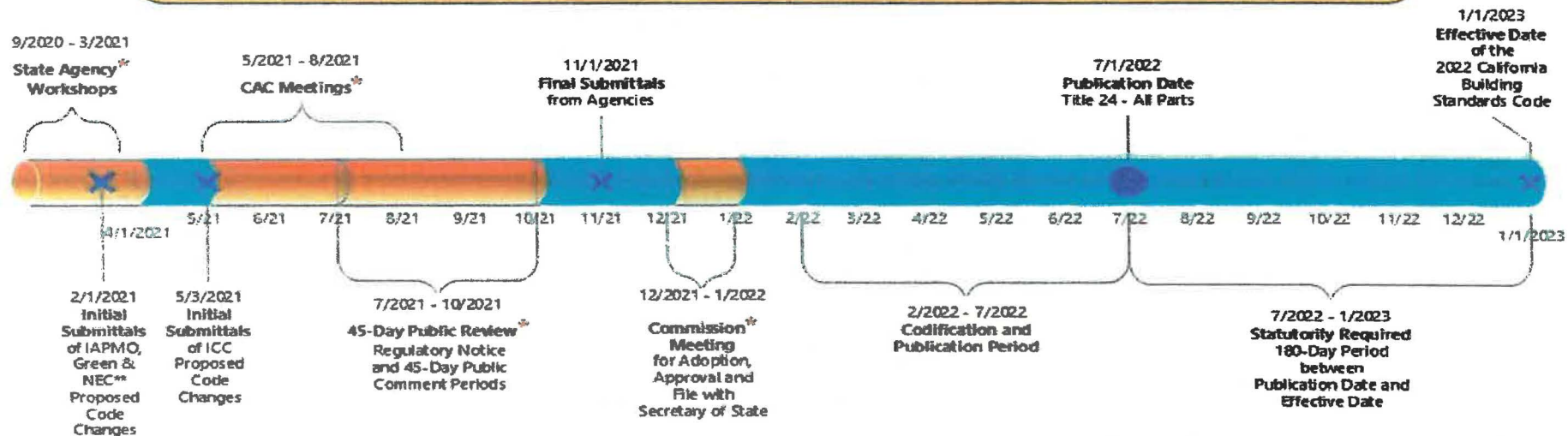
# 2021 Triennial Code Adoption Cycle



California Building Standards Commission

2022 California Building Standards Code, Title 24  
Effective January 1, 2023

## 2021 Triennial Code Adoption Cycle



**Code Advisory Committees (CAC):**

- ACCESS – Accessibility
- BFO – Building, Fire & Other
- GREEN – Green Building
- HF – Health Facilities
- PEME – Plumbing, Electrical, Mechanical & Energy
- SDLF – Structural Design/Lateral Forces

**Model Code Publishers:**

- ICC – International Code Council
- IAPMO – International Association of Plumbing and Mechanical Officials
- NFPA – National Fire Protection Association
- \*\*NEC resubmittal if necessary

\* Public Participation Opportunity

[dgs.ca.gov/BSC](http://dgs.ca.gov/BSC)  
(916) 263-0916

Rev. 09/2020  
All dates are subject to change

ORDINANCE NO. AFPD 040 011

AN ORDINANCE ADOPTING THE CALIFORNIA FIRE CODE WITHIN THE AMADOR FIRE PROTECTION DISTRICT

An ordinance of the Amador Fire Protection District adopting the 2019-2022 edition of the California Fire Code, regulating and governing the safeguarding of life and property from fire and explosion hazards from the storage, handling and use of hazardous substances, materials and devices and from conditions hazardous to life or property in the occupancy of buildings and premises in the Amador Fire Protection District

The Board of Directors of the Amador Fire Protection District does ordain as follows:

**Section 1. Repeal of Existing Ordinance**

Amador Fire Protection District Ordinance No. 006 010, An Ordinance Adopting the California Fire Code Within the Amador Fire Protection District, is hereby repealed in its entirety.

**Section 2. California Fire Code – Adopted By Reference**

Pursuant to California Health and Safety Code 13869, there is hereby adopted by the Board of Directors (Board) of the Amador Fire Protection District (District) for the purpose of prescribing regulations governing conditions hazardous to life and property from fire, hazardous materials, and explosions, that certain code known as the “California Fire Code, Title 24, California Code of Regulations, Part 9” (Code), as published by the International Code Council, including the entire Chapter Five, Appendices Chapter 4, B, C, D, E, F, G, H, and I, K, N, O, P and the whole thereof, save and except such portions as, deleted, modified or amended herein. A copy of this Code is available, for public use and examination, at the office of Clerk of the District. From the date on which this ordinance shall take effect, the provisions thereof shall be effective within the District.

**Section 3. Findings**

California Health and Safety Code, Section 13869.7, 17958.7, and 18941.5, allow for amendments reasonably necessary because of local climatic, geographical or topographical conditions. The District makes the following findings in support of local amendments to the Code.

- A. The topography of the District presents several factors which impede response times: steep and narrow roadways, seasonal closure of roads due to snow and flooding, and insufficient water supplies.
- B. The District includes elevations from 100 feet to over 5,000 feet which present problems for a timely response due to climatic conditions, from fog in the lowlands to snow at higher altitudes.

**Section 4. Amendments**

Based on the afore-cited topographical and climatic findings the District finds it necessary to amend the Code to provide additional fire safety measures in an attempt to reduce the severity of fire and potential loss of life and property. The Code adopted herein is hereby amended as set forth in this section.

Code Section 903, Automatic Fire Sprinkler Systems, is amended to add the following:

A. In addition to the requirements specified in Section 903.2 of the Code, an automatic fire sprinkler system, as approved by the Fire Chief, shall be installed throughout in:

1. Every building hereafter constructed in which the total building area, as defined in ~~section 502~~ Chapter Five of the 2019 2022 California Building Code (CBC), is 5,000 square feet or greater. Occupancy separation walls, regardless of fire rating, shall not create separate structures for the purpose of this section.

Exceptions:

(a). The Fire Chief may waive this requirement if the building is divided into areas of less than 5,000 square feet by the construction of fire walls pursuant to requirements of ~~Section 706~~ Chapter 7 of the CBC.

(b). Agricultural Building as defined Section 202 of the CBC. \*

(c). Residential buildings built pursuant to Amador County Code, Chapter 15.10 (LDRD)

2. Existing buildings, for which the initial building permit for the building was issued after December 29, 1994, where modifications increase the total building area, as defined in section 502 of the CBC, to 5,000 square feet or greater. (Note: 12/29/1994 was the effective date of the District's first ordinance requiring installation of sprinkler's in buildings 5,000 square foot or larger.) Occupancy separation walls, regardless of fire rating, shall not create separate structures for the purpose of this section.

Exceptions:

(a). The Fire Chief may waive this requirement if the building is divided into areas of less than 5,000 square feet by the construction of fire walls pursuant to requirements of ~~Section 706~~ Chapter 7 of the CBC.

(b). Agricultural Building as defined Section 202 of the CFC. \*

3. Existing buildings constructed prior to December 29, 1994 with a total building area, as defined in ~~section 502~~ Chapter 5 of the CBC, of 5,000 square feet or larger, when there is a change in character of the occupancy or use of any building which may in the opinion of the Fire Chief increase or cause to increase the threat of fire or threat to life and property. Occupancy separation walls, regardless of fire rating, shall not create separate structures for the purpose of this section.

Exception:

Agricultural Buildings as defined in Section ~~201~~202 of the CFC. \*

4. For the purpose of Chapter 9 of the CFC, wall separations, new or existing, regardless of fire construction ratings shall not create independent structures. Fire protection systems shall be installed throughout the entire building.

B. An approved fire control room shall be provided for all buildings protected by an automatic fire extinguishing system. The fire control room shall contain all system control valves, fire alarm control panels and other fire equipment required by the Fire Chief. Fire control rooms shall be located within the building at a location approved by the Fire Chief, and shall be provided with a means to access the room directly from the exterior of the building. Durable signage shall be provided on the exterior side of the access door to identify the fire control room. Access to the room shall be provided by a District approved key system. A sign shall be posted within this room indicating "No Storage Permitted".

Exception:

Residential Group R-3 as defined in Section 310 of the CBC. \*\*



Each of the amendments above is based on both findings, A. (topographical) and B. (climatic), as set forth in Section 3.

4-5. Unwarranted Fire Alarm Responses. A property owner shall receive an invoice as a result of continuous malfunction of their existing fire protection system. Three false alarms within a 30 day period shall result in receiving such invoice to the place of business at a cost not to exceed \$264. Each additional unwarranted alarms within the same 30 day period shall be increased to \$88 per alarm or as newly adopted fee scheduled at such time.

NOTE: The purpose of the ordinance is to encourage the property owners to maintain their fire protection system as required within the California Fire Code. ~~Deterred~~

5-6. The designated fire lanes shall be cleared and unobstructed at all times in accordance with the California Fire Code. The designated fire lane shall be 20 feet wide unobstructed with the interior and exterior turning radii of 34 and 54 respectively and with a vertical clearance of 15 feet.

6-7. In accordance with the California Fire Code, the Fire Chief is authorized to issue operating permits based on the hazards and operations identified in Section 105-6 of this code. Operating permits will be issued as part of AFPD's engine company annual inspection program.

\*Section 202 defines "Agricultural Building" as a structure designed and constructed to house farm implements, hay, grain, poultry, livestock or other horticultural products. This structure shall not be a place of human habitation or a place of employment where agricultural products are processed, treated or packaged, nor shall it be a place used by the public.

\*\*Section 310 (in part) defines "Residential Group R-3" as one or two family dwellings; townhouses not more than three stories above grade in height with a separate means of egress; adult or child daycare facilities that provide accommodations for clients for less than 24 hours; congregate living facilities with 16 or fewer persons.

8. Hazardous vegetation and combustible material abatement shall be enforced in accordance with Amador County Code, Title 7, Chapter 7.3, Ordinance Number 1820.

## Section 5. Enforcement

The Code herein adopted shall be enforced by the Fire Chief of the District or his designee.

## Section 6. Appeals

An application for appeal shall be based on a claim that the intent of the Code or the rules legally adopted hereunder have been incorrectly interpreted, the provisions of this Code do not fully apply, or an equivalent method of protection or safety is proposed.

Any person aggrieved by any decision of the Fire Chief, may appeal to the Board by filing a written application of appeal with the Clerk of the Board within thirty (30) days from the date such decision was made.

## Section 7. Penalties

Chapter 1, Section 109.3, Violation Penalties:

Persons who shall violate a provision of this Code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the Fire Chief, or of a permit or certificate used under provisions of this Code, shall be guilty of a misdemeanor, punishable by a fine of not more than five hundred dollars (\$500.00) or

by imprisonment not exceeding one hundred eighty (180) days, or both such fine and imprisonment. When not otherwise specified by the Fire Chief, each day that a violation continues after due notice has been served shall be deemed a separate offense.

**Section 8. Notification**

Pursuant to Health and Safety Code Section 13869.7, not less than 30 days prior to the District noticing a public hearing on this Ordinance, the District has provided a copy of the proposed ordinance to the County of Amador (County).

**Section 9. Ratification and Filing**

Pursuant to Health and Safety Code Section 13869.7(c), this Ordinance shall not become effective until ratification by the County. Upon ratification the County shall file a copy of this Ordinance, which includes the required findings of the District, with the Department of Housing and Community Development.

**Section 10. Validity**

The Board hereby declares that should any portion of this ordinance or of the Code hereby adopted be declared for any reason to be invalid, it is the intent of the Board that it would have passed all other portions of this ordinance independent of the elimination therefrom of any such portion as may be declared invalid.

**Section 11. Publication and Effective Date**

This Ordinance or a summary thereof shall be published in the manner prescribed in Government Code 25124, but not before ratification and required filings by the County as provided for in Health and Safety Code Section 13869.7(c). This Ordinance shall take effect and be in full force thirty (30) days following said publication.

The foregoing ordinance was duly passed and adopted by the Board of Directors of the Amador Fire Protection District at a regular meeting thereof, held on the **16<sup>th</sup> day of June, 2020 DATE** by the following vote:

AYES:

NOES:

ABSENT:

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**Pat Crew Richard Forster**, Chair, Board of Directors

ATTEST:

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

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# AGENDA TRANSMITTAL FORM

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

Date: 11/09/2022

From: Walter White  
(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>11/09/2022</u>	

Department Head Signature \_\_\_\_\_

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 during the month of September and October

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

Contract Attached: Yes  No  N/A

Resolution Attached: Yes  No  N/A

Ordinance Attached: Yes  No  N/A

Committee Review?

N/A

Name \_\_\_\_\_

Comments: \_\_\_\_\_

Committee Recommendation: \_\_\_\_\_

Request Reviewed by:

Chairman \_\_\_\_\_ Counsel \_\_\_\_\_

Auditor \_\_\_\_\_ GSA Director \_\_\_\_\_

CAO \_\_\_\_\_ Risk Management \_\_\_\_\_

Distribution Instructions: \_\_\_\_\_

### FOR CLERK USE ONLY

Meeting Date _____	Time _____	Item # _____
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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 _____	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

Vehicle Description	VIN License Number	IMPLEMENTED July 1, 2017/18 Beginning of Fiscal Year Mileage	22/23 FY Odometer Reading	Repair Hours / Comments (out of service, Mfic., etc. if applicable)	Dates	Maintenance Performed (description)	SEP-OCT Total Cost this Month	Total Cost of Vehicle starting July 2016 (Implementation of report)
C-5100 - 2015 Ford Explorer AWD (Fire Chief)	1FMSK8AR7FGB25939 (E) 1460509	19,530	86,838		07/06/22	Riebes - Battery (\$177.40)		\$5,647.39
C-5107 (Chew) - 2010 Ford Expedition XLT 4x4 (Prevention) (previously 5101,5105)	1FMJU1G59AEA43199 (E) 1305976	162,270	243,552		7/26/22	Sterling's Auto - A svc. and pads (\$704.38)		\$28,253.82
C-5102 (Watkins) 2016 Ford F250 4x4 (Battalion Chief)	1FT7X2B60GEA66410 (E) 1485648	19,611	121,390		7/11/22 9/19/22	Les Schwab Tires - 4 New Tires, Wheel Spin (\$1,559.58) Sterlings - A Service, svc. rear differential (\$653.38)	\$653.38	\$16,427.31
C-5103 (Ebling) 2011 Ford F250 4x4 (Battalion Chief)	1FT7X2B62BEA30761 (E) 1306800	92,337	154,395					\$19,660.19
C-5105 (Command) 2012 Ford Expedition 4x4 (HQ)	1FMJU1GSXCEF67187 (E) 1401123	67,531	96,250					\$8,844.37
C-5104 (Yelinek)-2009 Ford F250 4x4 (Battalion Chief)	1FTSX21569EA15399 (E) 1294991	65,530	114,473		7/18/22 10/26/22	Sterling's Auto - A svc., exhaust manifold (\$1,898.63) Jackson Tire - tie rod end all 4 tires, alignments (thrust angle), track bar rebuild (\$1,428.84)	\$1,428.84	\$23,686.84

<b>E-5111 2015 Rosenbauer 4x4 (111 First Out)</b>	54F2CB417FWM11449 {E} 1488122	19,474	65,832		7/29/22 8/29/22 9/20/22 9/21/22 9/27/22 10/17/22	Cummins - new engine and misc. work,paid in full by Rosenbauer (\$17,182.38) Burton's - Repair oil leak,, pump test, various repairs, rebuild tank to pump valve leaking water (\$8240.38) <b>Burtons Fire - travel time (tech at 111), transfer box eval/misc seals, coolant leaks (\$1,845.17)</b> <b>Burtons Fire - Rplc front and rear braks/hardware kit, rplc ps cab lock (\$6,362.27)</b> <b>Jackson Tire - 4 New Rear Tires (\$3,244.86)</b> <b>Les Schwab - Wheel spin balance (\$75.98)</b>	\$11,528.28	\$62,481.86
<b>E-5113 1991 KME 4x4</b>	1HTSEPCR4NH415881 {E} 349699	80,306	88,638					\$18,756.10
<b>SQ-5115 2003 Ford F350 4X4 (previously SQ-145)</b>	1FDWF37P23ED60337 {E}1159107	42,236	44,643					\$12,578.53
<b>WT-5116 2015 Kenworth</b>	2NKHHJ8X9FM437394 {E}1410351	2,230	5,333					\$7,712.26
<b>OES - 4309 2020 FTL/BME MODEL34</b>	3HAMETAR7NL185478	-						\$0.00
<b>E-5123 2001 International Westmark</b>	1HTSEADR71H370327 {1034294}	99,018	103,783		7/13/22 8/1/22 8/3/22 8/23/22 9/6/22 9/16/22	Burton's Fire, Inc - Water guage (\$464.22) Burton's Fire, Inc - Resolve loss of power, rebuild transfer vavle actuator, rplc foam pro controller head, rplc pump, flow meter, misc. fire pump repairs (\$13,572.06) Lynche's - AC svc and rplc low side fitting, install new AC condensor, repair transmission mounts (\$3,385.91) Auto Zone - Oil and misc. parts (\$57.79) <b>Riebes - 6-lamp kits (\$252.07)</b> <b>Doug Veerkamp - bad oil leak @ front differential (\$3,273.71)</b>	\$3,525.78	\$41,791.85
<b>SQ-5125 2008 Ford F350 (Previously SQ-115)</b>	1FDWX37RX8EC15309 {E}1281212	99,175						\$9,308.80
<b>WT-5126 2007 Kenworth</b>	2NKMHZ8X67M199258 {E} 1212617	16,891	21,244					\$25,567.32

<b>E-5141 2018 Rosenbauer (114 First Out)</b>	54F2CA414JWM12044 {E}1369499	0	42,897		7/5/22 10/26/22	Jackson Tire Svc - 2 New Front Tires (\$1,861.98) US Bank Card Spalusa - Rplcmnt condenser fan (\$149.41)	\$149.41	\$41,479.35
<b>WT-5146 1996 International</b>	1HTSDADR7TH397632 {E} 035872	38,174	49,779					\$21,553.11
<b>E-5148 2003 HME (reserve) (Previously E-5141)</b>	44KFT42822WZ20024 {E}1159077	82,595	125,804		7/05/22 7/6/22 7/12/22 8/3/22 9/7/22 9/19/22 10/11/22	Dale Diesel Performance (\$162.02) Riebes - Coolant (\$72.14) Dale Diesel Performance (\$240) Napa Parts - Starter (\$485.44) ATR - Tow from Pioneer to Doug Veerkamp (\$1,687.50) Doug Veerkamp - A service, turbo charger broken pressure side, labor (\$5392.41) Les Schwab - 2 widebase hwy tubless tires, wheel spin balance (\$1,628.91)	\$8,708.82	\$68,365.87
<b>E-5214 2008 Ford F550</b>	1FDAX57R58EB35812 {E}1281210	28,278	32,500					\$8,328.03
<b>WT-5216 2015 Kenworth</b>	2NKHHJ8X7FM437393 {E}1410352	3,030	10,955					\$6,447.85
<b>E-5221 2003 HME</b>	44KFT42842WZ20025 {E} 1159078	97,576	142,339					\$57,948.31
<b>E-5222 1991 KME</b>	1HTSDPCR9NH416110 {E} 349698	54,320	60,003					\$3,813.14
<b>E-5223 1998 International</b>	1HTSDADR6WH551543 {E} 993299	38,623	48,201		8/23/22	Galls - Code 3 siren w/ light controls (\$592.99)		\$19,424.00
<b>E-5228 2000 HME (122 First Out)</b>	44KFT4287YWZ19055 {E} 959496	49,507	61,543		7/6/22 7/11/22	Riebes - Misc. Parts, oil, AC refrid., (\$350.11) LN Curtis - Plumbing Gaskets (\$114.99)		\$51,172.94
<b>WT-5236 2007 Kenworth</b>	2NKMHZ8X87M199259 {E} 1212616	9,833	12,170					\$2,686.78
<b>U-5310 2008 Ford (Utility)</b>	1FTSW21R98EC31882 {E} 8V25580	30,500	30,789		8/30/22	Lynch's - A service, new brake pads, hoses (\$2,094.35)		\$2,107.26

			-					
<b>E-5361 2016 Rosenbauer (116 First Out)</b>	54F2CA512GWM11580 {E} 1425867	8,502	47,265		7/31/22 8/31/22 9/27/22	JRCH Reimbursement - Jun (\$-0.00) JRCH Reimbursement - Jul (\$-0.00) <b>Burton's Fire - DEF quality sensor, A service, drivers seat belt alarm, coolant sensor alarm (\$2,934.62)</b>	\$2,934.62	\$20,412.03
<b>E-5364 2008 Ford F550 4x4</b>	1FDAW57R38EC53893 {E} 1356272	32,581	44,001		7/31/22 8/3/22 8/31/22 9/26/22 9/30/22	JRCH Reimbursement - Jun (\$-0.00) Lynch's - repair cause of loss of power, injector and fuel supply pipe rplcd (\$2,191.91) JRCH Reimbursement - Jul (\$-0.00) <b>Lynch's Auto - A service, faulty air bag module, glow plugs, flushed trasmission and replaced fuel filters (\$3,399.41)</b> <b>JRCH Reimbursement - Aug (\$-2,191.91)</b>	\$1,207.50	\$19,284.89
<b>E-5368 2007 E-ONE</b>	4ENGAAA8371002458 {E} 1356273	62,266			7/31/22 8/31/22 9/6/22 9/26/22	JRCH Reimbursement - Jun (\$-0.00) JRCH Reimbursement - Jul (\$-0.00) <b>LN Curtis - parts for intake manifold (\$2,371.88)</b> <b>Riverview Int'l Trk - Interm. no start condition, pump pack leak, coolant leaking, filter minder damaged \$4,197.41)</b>	\$6,569.29	\$38,549.46
							<b>\$36,705.92</b>	<b>\$642,289.66</b>



# AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 11/09/2022

From: Walter White  
(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>11/09/2022</u>	

Department Head Signature \_\_\_\_\_

Agenda Title: TRAINING REPORT

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

Discussion only. Report of District Wide Training for the month of September and October

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

<b><u>Month</u></b>	<b><u>Emergency Reporting (live)</u></b>	<b><u>Target Solutions (online)</u></b>	<b><u>Total Hours</u></b>	<b><u>CAL JAC Hours</u></b>
July	363:30:00	133:00:00	496:30:00	158:15:00
August	648:10:00	106:45:00	754:55:00	215:00:00
September	558:30:00	150:45:00	709:15:00	211:45:00
October	774:20:00	225:30:00	999:50:00	408:30:00
November				
December				
January				
February				
March				
April				
May				
June				



### Daily Schedule

Date	Topic	Skill Sheet/Reference	Code
09/01/2022	Progressive Hoselay	Amador Fire Training Evolution #8	LED
09/02/2022	Fire Shelter Deployment	Amador Fire Skill 2-2	LHD
09/03/2022	Progressive Hoselay	Amador Fire Training Evolution #8	LED
09/04/2022	Fire Shelter Deployment	Amador Fire Skill 2-2	LHD
09/05/2022	Structure Triage (WUI)	WUI Operating Principles	LHB
09/06/2022	Urban Interface Evolutions	WUI Operating Principles	LHD
09/07/2022	Structure Triage (WUI)	WUI Operating Principles	LHB
09/08/2022	Urban Interface Evolutions	WUI Operating Principles	LHD
09/09/2022	Structure Triage (WUI)	WUI Operating Principles	LHB
09/10/2022	Urban Interface Evolutions	WUI Operating Principles	LHD
09/11/2022	CSRT Communications	Amador Fire Evolution #21	DBD
09/12/2022	CSRT Permits	Amador Fire Confined Space Permit	DBB
09/13/2022	CSRT Communications	Amador Fire Evolution #21	DBD
09/14/2022	CSRT Permits	Amador Fire Confined Space Permit	DBB
09/15/2022	CSRT Communications	Amador Fire Evolution #21	DBD
09/16/2022	CSRT Permits	Amador Fire Confined Space Permit	DBB
09/17/2022	Handheld Radios	KNG2/GPH CMD/BKR5000 Manual	HGB
09/18/2022	LARRO Anchor Points	OSFM LARRO Curriculum	DBD
09/19/2022	Handheld Radios	KNG2/GPH CMD/BKR5000 Manual	HGB
09/20/2022	LARRO Anchor Points	OSFM LARRO Curriculum	DBD
09/21/2022	Handheld Radios	KNG2/GPH CMD/BKR5000 Manual	HGB
09/22/2022	LARRO Anchor Points	OSFM LARRO Curriculum	DBD
09/23/2022	LARRO Patient Packaging	OSFM LARRO Curriculum	DBD
09/24/2022	LARRO Raising/Lowering Systems	OSFM LARRO Curriculum	DBD
09/25/2022	LARRO Patient Packaging	OSFM LARRO Curriculum	DBD
09/26/2022	LARRO Raising/Lowering Systems	OSFM LARRO Curriculum	DBD
09/27/2022	LARRO Patient Packaging	OSFM LARRO Curriculum	DBD
09/28/2022	LARRO Raising/Lowering Systems	OSFM LARRO Curriculum	DBD
09/29/2022	Multi Company Evolutions LARRO	OSFM LARRO Curriculum	DBD
09/30/2022	Multi Company Evolutions LARRO	OSFM LARRO Curriculum	DBD

### Monthly Target Solutions Assignments

EMS Asthma Part 2	NFPA 1001 Fire Department Communications
First Responder Hybrid Vehicle Incidents	Fire Service Health and Safety

**Notes:**



### Daily Schedule

Date	Topic	Skill Sheet/Reference	Code
10/01/2022	Multi Company Evolutions LARRO	OSFM LARRO Curriculum	DBD
10/02/2022	Multi Company Evolutions LARRO	OSFM LARRO Curriculum	DBD
10/03/2022	Multi Company Evolutions LARRO	OSFM LARRO Curriculum	DBD
10/04/2022	Multi Company Evolutions LARRO	OSFM LARRO Curriculum	DBD
10/05/2022	Structural Fire Behavior	IFSTA Essentials	LAA
10/06/2022	Building Construction	IFSTA Essentials	NAA
10/07/2022	Structural Fire Behavior	IFSTA Essentials	LAA
10/08/2022	Building Construction	IFSTA Essentials	NAA
10/09/2022	Structural Fire Behavior	IFSTA Essentials	LAA
10/10/2022	Building Construction	IFSTA Essentials	NAA
10/11/2022	Structure Fire Report on Conditions	2022 Radio Operating Plan	HGD
10/12/2022	Preconnected Hose Deployment	Amador Fire Evolution #4	LDD
10/13/2022	Structure Fire Report on Conditions	2022 Radio Operating Plan	HGD
10/14/2022	Preconnected Hose Deployment	Amador Fire Evolution #4	LDD
10/15/2022	Structure Fire Report on Conditions	2022 Radio Operating Plan	HGD
10/16/2022	Preconnected Hose Deployment	Amador Fire Evolution #4	LDD
10/17/2022	Wyed Hoseline Deployment	Amador Fire Evolution #7	LDD
10/18/2022	Forward Lay/Hydrant Connection	Amador Fire Skill 1-5	LDD
10/19/2022	Wyed Hoseline Deployment	Amador Fire Evolution #7	LDD
10/20/2022	Forward Lay/Hydrant Connection	Amador Fire Skill 1-5	LDD
10/21/2022	Wyed Hoseline Deployment	Amador Fire Evolution #7	LDD
10/22/2022	Forward Lay/Hydrant Connection	Amador Fire Skill 1-5	LDD
10/23/2022	Ground Ladder Deployment	Amador Fire Skill 1-16	LCD
10/24/2022	Vertical Ventilation	Amador Fire Skill 1-22	IID
10/25/2022	Ground Ladder Deployment	Amador Fire Skill 1-16	LCD
10/26/2022	Vertical Ventilation	Amador Fire Skill 1-22	IID
10/27/2022	Ground Ladder Deployment	Amador Fire Skill 1-16	LCD
10/28/2022	Vertical Ventilation	Amador Fire Skill 1-22	IID
10/29/2022	Multi Company Evolutions Structure		LSD
10/30/2022	Multi Company Evolutions Structure		LSD
10/31/2022	Multi Company Evolutions Structure		LSD

### Monthly Target Solutions Assignments

Anti Harassment Training For All Employees (SB1343)	EMS Endocrine System Emergencies Basic
Fire Alarm Systems	NFPA 1001 Loss Control

**Notes:**

# AGENDA TRANSMITTAL FORM

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

Date: 11/09/2022

From: Walter White  
(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>11/09/2022</u>	

Department Head Signature \_\_\_\_\_

Agenda Title: CALL REPORT

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

Report of District calls for the month of September

Recommendation/Requested Action:  
**Report only**

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

Staffing Impacts n/a

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"/> Comments: _____
Committee Review? Name _____ N/A <input checked="" type="checkbox"/> 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 _____	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 _____	

**AMADOR FIRE PROTECTION DISTRICT  
SEPTEMBER [LAST 3 YEARS] CALL REPORT**

INCIDENT TYPE	2022 #Incidents	2021	2020
<b>Station: 111 - 26517 Meadow Drive Pioneer</b>			
111 - Building Fire	1	1	1
118 - Trash or rubbish fire, contained	1		
131- Passenger vehicle fire			
140 - Natural vegetation fire, other			
141 - Forest, woods or wildland fire	1		2
142 - Brush or brush-and-grass mixture fire			
151 - Outside rubbish, trash or waste fire			1
311 - Medical assist, assist EMS crew	2		
320 - Emergency medical service, other			
321 - EMS call, excluding vehicle accident with injury	23	49	48
322 - Motor vehicle accident with injuries	1	4	4
324 - Motor vehicle accident with no injuries.	1	2	1
341 - Search for person on land	1	1	
381 - Rescue or EMS standby			
400 - Hazardous condition, other			1
412 - Gas leak (natural gas or LPG)			
424 - Carbon monoxide incident			
441 - Heat from short circuit (wiring), defective/worn			
444 - Power line down			
500 - Service Call, other		1	1
542 - Animal rescue		1	1
550 - Public service assistance, other			
554 - Assist invalid	7	9	6
600 - Good intent call, other			
561 - Unauthorized burning			
611 - Dispatched & cancelled en route	6	2	11
622 - No incident found on arrival at dispatch address	1		1
631 - Authorized controlled burning		1	
651 - Smoke scare, odor of smoke	1	2	1
700 - False alarm or false call, other	1	4	1
733 - Smoke detector activation due to malfunction			1
736 - CO detector activation due to malfunction		1	1
745 - Alarm system activation, no fire - unintentional			1
<b># Incidents for 111 - Station 111:</b>	<b>47</b>	<b>78</b>	<b>83</b>
<b>Station: 114 - 19840 Highway 88 Pine Grove</b>			
100 - Fire, other			
122 - Fire in motor home, camper, recreational vehicle			1
131 - Passenger vehicle fire	1		1
142 - Brush or brush-and-grass mixture fire			3
151 - Outside rubbish, trash or waste fire		1	1
231 - Chemical reaction rupture of process vessel			
311 - Medical assist, assist EMS crew	2	3	
320 - Emergency medical service, other	1		2
321 - EMS call, excluding vehicle accident with injury	66	43	56
322 - Motor vehicle accident with injuries	3	3	2
324 - Motor vehicle accident with no injuries.		2	3
350 - Extrication, rescue, other			
381 - Rescue or EMS standby			
400 - Hazardous condition, other			
412 - Gas leak (natural gas or LPG)		1	1
424 - Carbon monoxide incident			
441 - Heat from short circuit (wiring), defective/worn			

**AMADOR FIRE PROTECTION DISTRICT  
SEPTEMBER [LAST 3 YEARS] CALL REPORT**

INCIDENT TYPE	2022 # INCIDENTS	2021	2020
444 - Power line down	1	1	
461 - Building or structure weakened or collapsed			
522 - Water or steam leak		1	
550 - Public service assistance, other			
554 - Assist invalid	12	7	11
561 - Unauthorized burning		1	
600 - Good intent call, other	2		1
611 - Dispatched & cancelled en route	5	4	2
631 - Authorized controlled burning			1
651 - Smoke scare, odor of smoke		1	1
652 - Steam, vapor, fog or dust thought to be smoke	1		
700 - False alarm or false call, other		1	1
721 - Bomb scare or false call, other		1	
736 - CO detector activation due to malfunction	1		
745 - Alarm system activation, no fire - unintentional	1		1

**# Incidents for 114 - Station 114:                    96                    70                    88**

<b>Station: 116 - Dalton Road Jackson CA</b>			
100 - Fire, other	1	1	
111 - Building fire			
113 - Cooking fire, confined to container			
115 - Incinerator overload or malfunction, fire confined			
131 - Passenger vehicle fire	1		1
141 - Forest, woods or wildland fire	1		1
143 - Grass fire		1	1
151 - Outside rubbish, trash or waste fire			1
320 - Emergency medical service, other			
321 - EMS call, excluding vehicle accident with injury	31	26	20
322 - Motor vehicle accident with injuries	3	3	1
324 - Motor vehicle accident with no injuries.	2	2	
353 - Removal of victim(s) from stalled elevator	1		
400 - Hazardous condition, other			
411 - Gasoline or other inflammable liquid spill			1
412 - Gas leak (natural gas or LPG)	1		
424 - Carbon monoxide incident	1		
443 - Breakdown of light ballast			
444 - Power line down			1
445 - Arcing, shorted electrical equipment	1		
510 - Person in distress, other			
551 - Smoke or odor removal	1	1	
531 - Assist police or other governmental agency			
550 - Public service assistance, other			
554 - Assist invalid	5	9	10
561 - Unauthorized burning			
611 - Dispatched & cancelled en route	17	12	8
622 - No incident found on arrival at dispatch address	1		
631 - Authorized controlled burning			
651 - Smoke scare, odor of smoke		1	2
700 - False alarm or false call, other		3	1
743 - Smoke detector activation, no fire - unintentional	1		1
745 - Alarm system activation, no fire - unintentional	1		
900 - Special type of incident, other			

**# Incidents for 116 - Station 116:                    68                    59                    49**

**AMADOR FIRE PROTECTION DISTRICT  
SEPTEMBER [LAST 3 YEARS] CALL REPORT**

INCIDENT TYPE	2022 # INCIDENTS	2021	2020
<b>Station: 122 - 18534 Sherwood Street Plymouth</b>			
100 - Fire, other			1
111 - Building fire	1		
113 - Cooking fire, confined to container			
131 - Passenger vehicle fire	1	1	1
138 - Off-road vehicle or heavy equipment fire			
140 - Natural vegetation fire, other	1	1	
141 - Forest, woods or wildland fire		2	
142 - Brush or brush-and-grass mixture fire		1	
143 - Grass fire		4	
151 - Outside rubbish, trash or waste fire			
320 - Emergency medical service, other		1	
321 - EMS call, excluding vehicle accident with injury	21	33	22
322 - Motor vehicle accident with injuries	2	5	
324 - Motor vehicle accident with no injuries.	1	1	4
352 - Extrication of victim(s) from vehicle			
371 - Electrocution or potential electrocution			
412 - Gas leak (natural gas or LPG)			
424 - Carbon monoxide incident			
441 - Heat from short circuit (wiring), defective/worn			
444 - Power line down			
445 - Arcing, shorted electrical equipment			1
511 - Lock out			
541 - Animal problem	1		1
554 - Assist invalid	8	5	4
561 - Unauthorized burning			
600 - Good intent call, other			
611 - Dispatched & cancelled en route	4	3	11
622 - No incident found on arrival at dispatch address	1	3	
631 - Authorized controlled burning			
651 - Smoke scare, odor of smoke			
700 - False alarm or false call, other			2
745 - Alarm system activation, no fire - unintentional		1	
744 - Detector activation, no fire - unintentional			
813 - Wind storm, tornado/hurricane assessment			
<b># Incidents for 122 - Station 122:</b>	<b>41</b>	<b>61</b>	<b>47</b>
<b>Station: 112 - 23770 Van De Hei Ranch Road</b>			
100 - Fire, Other	1		
141 - Forest, woods or wildland fire			1
142 - Brush or brush-and-grass mixture fire			1
321 - EMS call, excluding vehicle accident with injury	12	20	9
322 - Motor vehicle accident with injuries	1	2	1
324 - Motor vehicle accident with no injuries.		1	1
554 - Assist invalid	5	2	1
561 - Unauthorized burning			
651 - Smoke scare, odor of smoke	1		
<b># Incidents for 112 - Station 112:</b>	<b>20</b>	<b>25</b>	<b>14</b>
<b>Station: 121 - 16850 Demartini Road Plymouth</b>			
113 - Cooking fire, confined to container			
131 - Vehicle fire		1	1
143 - Grass fire	1		1
150 - Outside rubbish fire, other			



**AMADOR FIRE PROTECTION DISTRICT  
SEPTEMBER [LAST 3 YEARS] CALL REPORT**

INCIDENT TYPE	2022 # INCIDENTS	2021	2020
321 - EMS call, excluding vehicle accident with injury	1	10	6
322 - Motor vehicle accident with injuries	2	1	1
324 - Motor vehicle accident with no injuries.			1
511 - Lock out	1		
554 - Assist invalid	1	3	
561 - Unauthorized burning			
611 - Dispatched & cancelled en route	1		4
651 - Smoke scare, odor of smoke			
	<b>7</b>	<b>15</b>	<b>14</b>

<b>Station: 123 - 14410 Jibboom Street Fiddletown</b>			
111 - Building fire	5		
142 - Brush or brush-and-grass mixture fire		3	
321 - EMS call, excluding vehicle accident with injury	1	3	7
322 - Motor vehicle accident with injuries		1	
371 - Electrocution or potential electrocution			
445 - Arcing, shorted electrical equipment			
541 - Animal problem	1		
554 - Assist invalid	1		1
611 - Dispatched & cancelled en route	1	2	3
736 - CO detector activation due to malfunction			

**# Incidents for 123 - Station 123:                    9                    9                    11**

**Totals:                    288                    317                    306**

# AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 11/09/2022

From: Walter White  
(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>11/09/2022</u>	

Department Head Signature \_\_\_\_\_

Agenda Title: Recommendation of Method Approach of Requesting Bids

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

Discussion and possible action relative to the recommendation of the method preferred for requesting bids for new fire station. Refer to memo attached.

Recommendation/Requested Action: \_\_\_\_\_

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

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"/>
Committee Review?      Name _____      N/A <input checked="" type="checkbox"/>	Resolution Attached:      Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Committee Recommendation: _____	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 _____
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**

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

## **MEMORANDUM**

To : Honorable Board of Directors

From : Walter White, Fire Chief

Date : November 3, 2022

**SUBJECT : Method of Requesting to Bid**

The District will be awarded \$8.1 million dollars for a new fire station in Pine Grove; 13775 Mt. Zion Road. Funding was approved by the Governor, through signed legislation, on September 6, 2022 through AB 179, the Budget Act of 2022, section 19.56 (d)(5)(L). Currently funds have not been received, we have been advised that it might not be until early 2023. It is unknown at this time if there will be any conditions required of the funds, once allocated. Since this project is in the infancy stages, does the Board have any recommendation on how the District should pursue going out to bid; design/build or design/bid/build?

# AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 11/09/2022

From: Walter White  
(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>11/09/2022</u>	

Department Head Signature \_\_\_\_\_

Agenda Title: Social Security Benefits - Section 218 Agreement - Absolute Resolution

Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary)  
 Discussion and possible action relative to approving social security benefits - Section 218 Agreement Absolute Resolution. This is step 1 of 2. The absolute coverage agreement does not require a referendum and will cover both positions (Miscellaneous and Fire/Safety) in one agreement and will have the effective date of 6/30/2010. Step two will be a another set of documents that will include the application and agreement. Once that has been presented and approved by the Board of Directors, the package will be sent to SSA to review. Employees may elect to participate in a retirement system which is currently Empower through a 401a and 457b plan and have social security withdrawn at the same time.

Recommendation/Requested Action:  
Approve resolution

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

Is a 4/5ths vote required? Yes  No

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

Committee Review? Name \_\_\_\_\_ N/A

Committee Recommendation: \_\_\_\_\_

Comments: \_\_\_\_\_

Request Reviewed by:

Chairman \_\_\_\_\_ Counsel \_\_\_\_\_  
 Auditor \_\_\_\_\_ GSA Director \_\_\_\_\_  
 CAO \_\_\_\_\_ Risk Management \_\_\_\_\_

Distribution Instructions: \_\_\_\_\_

### 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



**Official State Social Security Administrator**  
California Public Employees' Retirement System

P.O. Box 720720, Sacramento, CA 94229-0720 | Phone: (916) 795-0810 | Fax: (916) 795-3005  
888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | [www.calpers.ca.gov/sssa](http://www.calpers.ca.gov/sssa)

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October 3, 2022

CalPERS ID No.: 6672738351

Nicole Cook  
Executive Secretary  
Amador Fire Protection District  
810 Court Street  
Jackson, CA 95642

Dear Nicole Cook,

Thank you for contacting the State Social Security Administrator's Office (State Administrator) regarding Social Security coverage.

Based on the information provided by the agency in the Coverage Questionnaire, the agency desires to provide social security benefits. The first step in the process is for the agency to adopt a resolution.

These documents should not be modified in any way as only the content included in the documents provided by this office will be accepted.

If you have any questions regarding the enclosed information, please contact this office at (916) 795-0810.

Sincerely,

Veroncia Silva-Gil  
State Social Security Administrator Program

Enclosures

RESOLUTION

WHEREAS, Amador Fire Protection District hereinafter designated as "Public Agency", desires to include services performed by its employees in positions in the California State Social Security Agreement of March 9, 1951, providing for the coverage of public employees under the old age, survivors, disability and health insurance system established by the Federal Social Security Act, as amended; and

WHEREAS, it is necessary that the "Public Agency" now designate any classes of positions which it desires to exclude from coverage under said insurance system;

BE IT FURTHER RESOLVED, that upon receipt of authorization from the Board of Administration, as hereinbefore provided, with such coverage effective as to services performed on and after June 30, 2010; and

BE IT FURTHER RESOLVED, that the following classes of positions of the "Public Agency" shall be excluded from coverage under said agreement:

1. All services excluded from coverage under the agreement by Section 218 of the Social Security Act; and
2. Services excluded by option of the Public Agency (**Check a or b; fill in b if checked**):

a. No optional exclusions desired.

b. Service performed: Elected Officials

BE IT FURTHER RESOLVED, that the Public Agency will pay and reimburse the State at such time and in such amounts as may be determined by the State the approximate cost of any and all work and services relating to such election.

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Presiding Officer

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Official Name of Public Agency

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Date

CERTIFICATION

I, Walter White, Fire Chief of the Amador Fire Protection District, State of California, do hereby certify the foregoing to be a full, true, and correct copy of Resolution No. \_\_\_\_\_ adopted by the Amador Fire Protection District Board of Directors of the Amador Fire Protection District at the regular/special meeting held on the ~~18<sup>th</sup>~~ <sup>9<sup>th</sup></sup> day of ~~October~~ <sup>November</sup>, 2022, as the same appears of record in my office.

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



# AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 11/09/2022

From: Walter White  
(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>11/09/2022</u>	

Department Head Signature \_\_\_\_\_

Agenda Title: Consultant Group (firm) for AFPD's Proposed Increase of Benefit Assessment Agreement

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

Discussion and possible action by seeking Board approval to enter into agreement for Consultant Services with SCI Consulting Group for the implementation of a Benefit Assessment Funding Mechanism and Supporting Services.

Recommendation/Requested Action:  
Approve staff recommendation

Fiscal Impacts (attach budget transfer form if appropriate)

Staffing Impacts

\$71,000 total, \$11,000 is deferred if ballot measure is successful

Is a 4/5ths vote required? Yes  No

Contract Attached:	Yes <input checked="" 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 checked="" type="checkbox"/>	N/A <input checked="" type="checkbox"/>

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 _____	Time _____	Item # _____
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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 NO. AFD 22-14

RESOLUTION APPROVING ENTERING INTO  
AGREEMENT WITH SCI CONSULTING GROUP  
PUBLIC FINANCE CONSULTING SERVICES

**BE IT RESOLVED** by the Board of Directors of the Amador Fire Protection District that said Board does hereby approve the agreement by and between the Amador Fire Protection District, "AFPD" and SCI Consulting Group Public Finance Consulting Services on the terms and conditions contained therein as it relates to project from creating to implementation, collecting and analyzing background information including expenditures and sources of funding and develop a draft benefit assessment structure in order to test feasibility herein by reference.

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

The foregoing resolution was duly passed and adopted by the Board of Directors of the Amador Fire Protection District at a regular meeting thereof, held on the 9<sup>th</sup> of November 2022 by the following vote:

AYES:

NOES:

ABSENT:

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Chair, Board of Directors

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

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# Consultant Services Agreement

THIS AGREEMENT is made on \_\_\_\_\_, 2022, between the Amador Fire Protection District, ("District") and **SCI Consulting Group** ("Consultant" or "SCI"), a California Corporation, who agree as follows:

1. **Scope of Work ("Work").** Consultant shall perform the work and render the services described in the Proposal document dated September 13, 2022 and referenced as *Proposal for the Implementation of a Benefit Assessment Funding Mechanism and Supporting Services* (the "Work"). The Consultant shall provide all labor, equipment, material and supplies required or necessary to properly and competently perform the Work, and determine the method, details and means of doing the Work.

2. **Payment.**

a. In exchange for the Work, District shall pay to the Consultant a fee for completed phases of the Work. The total fee for the Work shall not exceed amounts set forth in the Fee Schedule shown in the Proposal document referenced above. There shall be no compensation for extra or additional work or services by the Consultant unless approved in advance in writing by District. The Consultant's fee shall include all of the Consultant's costs and expenses related to the Work.

b. At the completion of each phase of the Work, the Consultant shall submit to the District an invoice for the Work performed. If the Work is satisfactorily completed and the invoice is accurately computed, the District shall pay the invoice within 30 days of its receipt.

3. **Term.** This Agreement shall take effect on the above date and shall continue in effect until completion of the Work.

4. **Insurance.**

a. **Types & Limits.** The Consultant, at its sole cost and expense, shall procure and maintain for the duration of this Agreement the following types and limits of insurance:

Commercial General Liability	\$2,000,000 per occurrence \$4,000,000 aggregate
Automobile Liability	\$2,000,000 per accident
Workers' Compensation	Statutory limits
Professional Liability	\$2,000,000 per claim
Excess Liability (over General Liability & Auto Liability)	\$1,000,000 per occurrence & \$1,000,000 aggregate

- b. **Other Requirements.** The general liability policy(ies) shall be endorsed to name the District, its officers and employees as additional insureds regarding liability arising out of the Work.
  - c. **Proof of Insurance.** Upon request, the Consultant shall provide to the District proof of insurance.
- 5. **Indemnification.** The Consultant shall indemnify, defend, protect, and hold harmless the District, and its officers and employees from and against any and all liability, losses, claims, damages, expenses, demands, and costs (including, but not limited to, attorney, expert witness and consultant fees, and litigation costs) arising out of the Consultant's performance of the Work and caused by willful misconduct of or by the Consultant or its employees, agents and subcontractors.
- 6. **Entire Agreement.** This writing represents the sole, final, complete, exclusive and integrated expression and statement of the terms of this contract between the parties concerning the Work and supersedes all prior oral and/or written negotiations, representations or contracts. This Agreement may be amended only by a subsequent written contract approved and executed by both parties.
- 7. **Independent Contractor.** The Consultant's relationship to the District is that of an independent contractor.
- 8. **Successors and Assignment.** This Agreement shall bind and inure to the benefit of the heirs, successors and assigns of the parties; however, the Consultant shall not subcontract, assign or transfer this Agreement or any part of it without the prior written consent of the District.
- 9. **No Waiver of Rights.** Any waiver at any time by either party of its rights as to a breach or default of this Agreement shall not be deemed to be a waiver as to any other breach or default.
- 10. **Severability.** If any part of this Agreement is held to be void, invalid or unenforceable, then the remaining parts will nevertheless continue in full force and effect.
- 11. **Governing Law and Venue.** This Agreement will be governed by and construed in accordance with the laws of the State of California.
- 12. **Default.** In the event that the Consultant defaults in the obligations of the Consultant under this Agreement, or the Consultant defaults in the performance of the terms and conditions of this Agreement, the District may, at its option, declare this Agreement to be in default and, at any time, thereafter, may do any one or more of the following: a) enforce performance of the Agreement by the Consultant; or b) terminate this Agreement. In the event that this Agreement is terminated, payment shall still be due for all Work performed by the Consultant through the date of the termination.

13. **Cancellation.** The District or the Consultant may cancel this Agreement without cause. The party desiring to cancel this Agreement shall notify the other party in writing. In the event that this Agreement is cancelled, payment shall still be due for all Work performed by the Consultant through the date of the notification of cancellation.

14. **Attorney's Fees.** In the event any legal action is brought to enforce or construe this Agreement, the prevailing party shall be entitled to an award of reasonable attorney's fees, expert witness and consulting fees, and litigation costs.

15. **Notice.** Any notice, invoice or other communication that is required or permitted to be given under this Agreement shall be in writing and either served personally or sent by prepaid, first class U.S. mail or by commercial delivery service, addressed as follows:

**Public Agency:**  
Amador Fire Protection District  
810 Court Street  
Jackson, CA 95642

**Consultant:**  
SCI Consulting Group  
4745 Mangels Boulevard  
Fairfield, CA 94534

Any party may change its address by notifying the other party of the change in the manner provided below:

_____	_____
_____	_____
_____	_____
_____	_____

# Signature Page

By signing below, we agree to the terms of this Agreement.

**Accepted:**

**Accepted:**

\_\_\_\_\_  
Walter White  
Fire Chief  
Amador Fire Protection District

  
\_\_\_\_\_  
John W. Bliss  
President  
SCI Consulting Group

\_\_\_\_\_  
Date

October 10, 2022  
\_\_\_\_\_  
Date

September 13, 2022

**Submitted via electronically:**

[pchew@amadorgov.org](mailto:pchew@amadorgov.org)

Patrick Chew, Fire Marshall  
Amador Fire Protection District  
810 Court Street  
Jackson, CA 95642

**Re: Proposal for the Implementation of a Benefit Assessment Funding Mechanism and Supporting Services**

Pat:

**SCI Consulting Group** (“SCI”) is pleased to submit, for your review, this proposal to provide the Amador Fire Protection District (“District”) with services in support of the implementation of a benefit assessment funding mechanism to augment its existing revenue. We understand that the District has been operating on a minimal budget, and desires additional resources, including to assistance with funding for firefighter retention.

By way of introduction, SCI is a California Chapter S Corporation formed in 1985 uniquely focused on revenue enhancement services for public agencies, including planning, designing, justifying and successfully establishing new districts, zones, and associated revenues for their service and capital improvement needs, and managing special assessment levies. We respectfully offer the following strengths, which differentiate our firm from others, for your consideration:

**SUCCESSFUL IMPLEMENTATION OF REVENUE MECHANISMS FOR FIRE PROTECTION SERVICES** SCI is California’s top firm for the implementation for funding mechanisms for fire protection services and has been hired to provide services for straightforward revenue mechanisms as well as for some of the most complex and challenging in the state.

For example, SCI was engaged by CalFire from 2012 through 2018 to provide parcel analysis and support for its Fire Prevention Fee. SCI has successfully implemented revenue mechanisms, including Benefit Assessments, Special Taxes and Fees for many Fire Protection Districts and other local agencies throughout California including:

Auberry Volunteer Fire Dept.  
City of Santa Barbara  
East County Fire Protection District  
Herlong Fire Protection District  
Loomis Fire Protection District  
Mi-Wuk Fire Protection District  
Newcastle Fire Protection District  
North San Juan Fire Protection District  
Penryn Fire Protection District  
Rodeo Hercules Fire Protection District

CalFire  
Delta Fire Protection District  
El Medio Fire Protection District  
Kentfield Fire Protection District  
Meeks Bay Fire Protection District  
Mountains Rec. & Conservation Authority  
North County FPD (Monterey County)  
Penn Valley Fire Protection District  
Plumas Eureka Community Services District  
San Bernardino County

Santa Cruz County Fire  
Twain Harte Community Services District  
Wheatland Fire Protection Authority

Shasta Lake Fire Protection District  
Waterloo-Morada Fire Protection District  
Williams Fire Protection Authority

**OVERALL SPECIAL TAX AND BENEFIT ASSESSMENT SUCCESS AND EXPERTISE** With over 37 years of experience in this specialized field, we are proud of our industry-leading record of success with assisting public agencies with increasing their revenues. For agency-wide revenue measures which include a survey, SCI has a success rate of over 94% with over 140 successful ballot measures.

**PROPOSITION 218 BENEFIT ASSESSMENT EXPERTISE** Through the process of designing and establishing numerous new post Proposition 218 benefit assessments and working on these projects with many of the leading Proposition 218 specialized attorneys in the State, we have gained unparalleled legal and Proposition 218 compliance expertise.

**LOW OVERHEAD/LOW COST PROVIDER** We understand levy administration services must provide cost effectiveness, particularly to keep the District's costs within budget constraints. For this reason, we maintain the lowest overhead and leanest structure in the industry. While other firms maintain multiple offices, hierarchical administration and much higher overhead costs, we operate more effectively and with much lower overhead out of one central office located in an economically favorable business area.

**UNMATCHED TECHNICAL CAPABILITIES** Aside from our administrative staff, every employee in our firm is a database expert. We have developed in-house, specialized programs to improve our levy administration services. We are also GIS and mapping experts. We invite you to compare our database and technical expertise with the staff from any other firm.

**UNMATCHED RESPONSIVENESS AND CUSTOMER SERVICE** We invite you to call our toll-free taxpayer inquiry line at (800) 273-5167 and compare our level of service and responsiveness with any other firm. We answer calls directly with knowledgeable levy administration staff, including available representatives who are fluent in Spanish. We also provide the highest level of service and responsiveness for all our clients, including responding to all our clients within the same day.

**OUR CLIENTS ARE OUR BEST REFERENCES** We sincerely encourage you to speak with any of our clients, not only the listed references. They will attest to the comprehensive nature of our services, our level of client responsiveness and our levy administration abilities.

We look forward to this opportunity to assist the District with this important project and stand ready to proceed. If you have any questions or require additional information, please do not hesitate to contact me. I can be reached at (707) 430-4300 ext. 111 or via email at [john.bliss@sci-cg.com](mailto:john.bliss@sci-cg.com).

Sincerely,



John W. Bliss, P.E., President



## Scope of Work

The Scope of Work listed and described below includes the recommended steps for a new benefit assessment.

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### Preliminary Feasibility Analysis

1. Conduct a kick-off meeting with the project team to clarify the project objectives, review potential revenue alternatives, discuss the proposed timeline, and establish a more detailed work plan for the project.
2. Collect and analyze background and reference information including expenditures and sources of funding. This analysis will include a review of the current and projected expenditures by fiscal year, program elements, and funding source(s).
3. Develop a draft benefit assessment structure in order to test feasibility.

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### Public Opinion Research and Polling

SCI has developed a sophisticated research methodology for identifying voters or property owners' priorities and their support for a local funding measure and how best to package the measure for success. One of the primary strengths of the recommended approach is its proven ability to most accurately identify support for a property owner mailed ballot proceeding, not only on an overall basis, but also from different property owners, such as single-family residential, business, industrial, apartment, vacation property owners, and investment property owners. Moreover, the recommended approach and methodology have proven to provide accurate and reliable research findings in a wide range of socio and economic environments such as rural areas, urban communities, ranges of income, and various ethnic backgrounds.

The election environments, legal and logistical considerations, and the campaign opportunities for property owner mailed ballot proceedings are quite different from registered voter elections for special taxes (such as bonds or parcel taxes). Therefore, the research methodology must take these differences into account to ensure reliable results. The methodology developed by SCI does exactly that, and it has proven to be materially more accurate than phone surveys in predicting actual ballot results for benefit assessments.

Due to the demonstrated a higher level of accuracy and improved ability to reach all types of property owners and voters, SCI recommends a mailed survey approach specifically tailored to account for the unique aspects of the potential benefit assessment, services, and other specifics. This recommended approach is one of the keys to ensuring that the District will receive accurate, reliable data and advice regarding property owner, voter and residents' priorities and support for a local benefit assessment funding measure for vector control improvements and services.

For the feasibility of a benefit assessment to be evaluated, a scientific, stratified and randomized mailed survey is the recommended data collection technique. The mailed surveys would also be used as the

primary tool to determine community priorities for vector control services. Once final drafts of the documents for the mailed survey meet the approval of the District, they will be printed. As a next step, the voter information and mailing address will be added, and the surveys will be packaged with the included information items and postage-paid return envelope. After the results of this survey have been obtained (which will be discussed in further detail in the following sections), they will be analyzed and provided to the District with the most accurate support prediction.

For this research project, SCI recommends a mailed survey to 8,000 property owners in the services area in the existing District Boundaries. This sample size will provide sufficient data to develop a participation model for all likely voters for a parcel tax. This phase should provide a confidence level of 95% with a typical margin of error of +/- 2.0%.

Once the surveys are returned, SCI will process the survey responses and prepare the data for analysis. SCI will also develop several filtering schemes and weighting matrices to simulate ballot measure outcomes for a parcel tax. After our analysis, we will prepare a comprehensive report summarizing findings from the opinion research and make recommendations regarding property owner-voters' priorities, and the feasibility of moving forward with a ballot measure to fund vector control services. The report will also include additional value-added elements, such as an outline of the recommended action plan for proceeding with a local funding measure, profiles of likely supporters and opponents for a ballot measure, priorities and funding support by type of project, and key messaging elements and strategies.

#### **Staff and Stakeholder Interviews**

In addition to the mailed survey, SCI would conduct some one-on-one and group interviews, primarily with critical stakeholders (e.g., staff and community leaders, etc.) to further understand community preferences and goals.

Once the final report has been prepared, we recommend having a meeting with the District to discuss the results of the research and suggest the next steps for the District. In addition, the scope of services includes a formal presentation of the survey results, findings, and recommendations to the District.

#### **Deliverables:**

1. Analysis of voters and parcel tax base
2. Preliminary parcel tax analysis and alternative parcel tax methodologies
3. Mailed survey, accompanying informational item, outgoing and postage-prepaid return envelope to a randomized, stratified sample of all registered voters and property owners
4. Interviews with critical stakeholders
5. A Survey Report of recommendations for implementing a successful revenue mechanism

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#### **Benefit Assessment Engineering and Engineer's Report**

1. Perform assessment engineering for the new assessment and preparation of the Engineer's Report. (The underlying assessment engineering will exhaustively analyze a variety of pertinent attributes (size, land use, topography, risk, wind-speed, access, etc.) in order to calculate the special benefit proportionally conferred on each parcel by the proposed fire services, and separate and quantify any general benefit. SCI's engineers are the most experienced in the state at developing Proposition 218-compliant Engineer's Reports for fire services. After the Engineer's Report has been

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prepared, it will be reviewed with District staff and District Counsel, and if necessary, will be revised to reflect any relevant comments or issues identified.

2. Finalize the assessment levies, assessment roll, assessment diagrams, and other information for preliminary District approval.
3. Prepare draft resolutions, Board letters, notices and other materials and documents required or recommended for the proposed assessments. Such documents will be finalized in conjunction with District Counsel.
4. Present the findings, proposed assessment levies and the preliminary Engineer's Report to the District.

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### **Election Services**

1. When the District Board passes the resolution directing the mailing of the ballots, SCI will prepare the draft Proposition 218 notice and ballot for review and approval by the District and District Counsel. Upon approval, SCI will print, address and mail the notice and assessment ballots to all owners of assessable property in the District boundaries. The design of the official notice and assessment ballot is one of the most important elements of a successful ballot outcome. SCI will utilize its unmatched expertise to design the ballot and notice in a way that will clearly and concisely explain the reason for the assessment.
2. Throughout the balloting period, SCI will also field and respond to property owner inquiries and will issue replacement ballots as needed. SCI will also prepare resolutions, documents and information for the public hearing and will assist the District and its legal counsel in responding to property owner testimony at the public hearing, as needed.
3. For ballot tabulation and certification of the results, SCI recommends that the District Clerk be designated as the official tabulator. SCI will provide technical and procedural assistance to the District Clerk to ensure the highest level of transparency, independent oversight and accountability.
4. If the ballot measure is successful, SCI will submit the levy roll and all necessary supporting documents to the District for them to include the assessments on the annual property tax bills.

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### **Communication Outreach Services**

Clear, concise, and appropriate informational outreach is one of the most important elements for a successful ballot outcome. In large part, SCI's unparalleled track record of success is due to our extensive expertise in this area.

SCI will assist with public informational outreach strategies and property owner informational services. Our firm's informational outreach efforts include tasks necessary to ensure that the property owners are

adequately informed about the facts of the assessment ballot proceeding and the proposed services/improvements before mailing ballots. SCI understands that message components must be simple, straightforward, transparent, and well supported with detailed and substantive information.

1. Assist with informational outreach strategies and property owner informational services.
2. Prepare question and answer documents, informational handouts and other materials.
3. Train District staff who may be responding to property owners or will be making presentations on the proposed special tax to the public.
4. Conduct public outreach workshops as appropriate.

## Project Team

### **JOHN BLISS, M.ENG., P.E., PRESIDENT, LICENSE NO. C52091**

John Bliss, a professional engineer and President of SCI, specializes in assessment engineering, special and general benefit analysis, crafting legally compliant, robust Engineer's Reports, assessment administration, cost estimating and budgeting, database design and implementation, regulatory compliance, and revenue measure formations. He has over 15 years of experience in this field of expertise. Moreover, John is a recognized expert assessment engineer and Proposition 218 compliance specialist who has served as an expert witness and technical authority. He also has worked with most of the leading Proposition 218 specialized attorneys in the State, which has further expanded his professional and technical expertise. During his tenure at SCI, John has served as the responsible Assessment Engineer on over 300 Engineer's Reports for new or increased assessments, comprising more post-Proposition 218 new assessment engineering than any other assessment engineer in the State.

John graduated from Brown University with a Bachelor of Science Degree in Engineering and holds a master's degree in Civil Engineering from the University of California, Berkeley, where he was a Regent's Scholar. He is a licensed professional Civil Engineer in the State of California and is a LEED accredited professional.

### **ARCELIA HERRERA, SENIOR CONSULTANT**

Arcelia Herrera, Senior Consultant, contributes over fourteen years of experience in finance, administration and consulting services to the SCI team. Arcelia has extensive expertise with the public opinion research and the creation and administration of benefit assessments and fees. In addition, Arcelia is a computer, GIS and database expert, with advanced degrees and training in these fields.

Arcelia graduated from California State University, Monterey with a Bachelor of Science degree in Applied Computing.

### **VALERIE FLORES, SENIOR CONSULTANT**

Valerie Flores contributes over 25 years of experience in project management and finance. She specializes in levy administration for landscape and lighting, fire, and stormwater projects, as well as parcel taxes for parks and school districts. Valerie currently provides comprehensive annual levy administration to 20 clients generating approximately \$25 million per year.

She has also led projects for funding implementation and public opinion polling. In 2021, Valerie led successful implementations of benefit assessments, one for fire protection services in rural Sacramento County (Delta Fire Protection District), the other for flood control in rural Yuba County (Reclamation District 2103) including planning, assessment engineering, balloting, and community outreach.

Valerie is a spouse of a 30-year military Air Force Veteran, living, working and volunteering in numerous domestic and overseas locations. This experience has embedded resiliency to adjust and overcome challenges and coupled with her ambitious personality has enabled her to be successful in meeting the goals of project management.

She graduated from the University of Phoenix with a Bachelor of Science degree in Business Finance.

## References

Below are project descriptions and references for you review. Please do not hesitate to contact us if you would like to speak with any of the clients for projects listed on the following page.

### **Waterloo Morada Rural County Fire Protection District**

6925 E Foppiano Lane  
Stockton, CA 95212  
(209) 931-3107

**Contact:** Eric Walder, Fire Chief

**Email:** WMFD@wmfire.org

In 2019, SCI assisted the District with a new annual special tax to fund emergency services. SCI's services included conducting a feasibility analysis project and associated public opinion research. Following the survey showing low level of community support for a new funding measure, SCI developed messaging and outreach materials for the District, and coordinated the mailed election materials and requirements. This new special tax, with an annual rate of \$0.07 per square foot per residential unit, \$0.10 per square foot per commercial building, and \$12 per parcel for vacant, agricultural properties and other rates for other uses, was successful and received 75.03% voter support. The new tax generates over \$1.3M per year.

### **City of Santa Barbara**

Santa Barbara City Fire Department  
Fire Prevention Bureau  
925 Chapala  
Santa Barbara, CA 93101  
(916) 405-7166

**Contact:** Chris Braden, Fire Services Specialist

**Email:** cbraden@SantaBarbaraCA.gov

In 2006, SCI assisted the City with the formation of the Wildland Fire Suppression Assessment District. SCI conducted a public opinion survey, which received positive results, and resulted in approval by the City Council to go ahead with a funding measure. SCI assisted the City with its successful Proposition 218 balloting process. Since then SCI has provided the annual administration services for this assessment district.

### **Mi-Wuk Sugar Pine Fire Protection District**

24247 Highway 108  
Mi-Wuk Village, CA 95346  
(209) 586-5256

**Contact:** Larry Crabtree, Fire Chief

**Email:** wuk.chief1@hub3.net

In 2010, SCI assisted the District with a successful new annual assessment to fund fire protection and fire suppression services. SCI began by conducting an opinion research and revenue measure feasibility analysis project designed to measure the level of support from property owners and voters for a new benefit assessment. An issue SCI addressed in our opinion research is whether a voter decided parcel tax or property owner decided assessment would be more advantageous to the District. Our survey, designed to evaluate both funding mechanisms, found that a benefit assessment would be more appropriate. After

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discussing the survey findings with the District, the District elected to proceed with a new benefit assessment. SCI assisted the District with a successful ballot for this new assessment which is generating ongoing annual funding for fire and emergency services at the initial rate of \$170 per home, with no sunset and with annual increases to the rate.

**Truckee Fire Protection District**

10049 Donner Pass Road

Truckee, CA 96160

(530) 582-7850

**Contact:** Joyce Engler, Administrative Officer

**Email:** joyceengler@truckeefire.org

**Work Summary:**

- SCI client since 2006
- Levy administration of two assessments and three parcel taxes in Placer and Nevada Counties
- Submitted levies are over \$1.3 million annually for approximately 22,000 parcels

In 2016, SCI was hired to assume the annual levy administration for its five revenue districts, some of which span both Nevada and Placer counties, include unsecured parcels, or date back to the early 1980s. After performing our standard levy administration audit for the first year (FY 2016-17), SCI was able to increase the District's revenue by \$48,000 due to parcels that were incorrectly assessed or not assessed in previous years. SCI also administers the billing and collection of assessments for over 650 parcels that are not included on the counties' property tax rolls.

## Fee Schedule

In consideration for the work accomplished, as outlined in this proposal, SCI will be compensated as detailed below:

<b>Work Item</b>	<b>Fee</b>
Feasibility Analysis	\$ 3,500
Public Opinion Polling	\$ 24,500 (Optional)
Engineer's Report	\$ 27,500
Election Services	\$ 18,500
Community Outreach	\$ 10,500
<i>If assessment is approved by the voters</i>	
Levy Submittal and First-Year Administration	\$ 11,000

The scope of services includes up to two meetings with the District. Any additional meetings, if required, will be billed at the rate of \$1,050 per consultant per meeting.

Incidental costs incurred by SCI for the purchase of property data, maps, travel and other out-of-pocket expenses will be reimbursed at actual cost with the total not to exceed \$2,000 for the term of the contract without prior authorization from the District.

In the event the District elects to request optional, additive scope of work, SCI will work with the District to negotiate compensation for these additional tasks and execute an Addendum to the agreement of these additional services.



## Additional Information

### **Employment Policies**

SCI does not and shall not discriminate against any employee in the workplace or against any applicant for such employment or against any other person because of race, religion, sex, color, national origin, handicap, or age or any other arbitrary basis. SCI Consulting Group insures compliance with all civil rights laws and other related statutes.

### **Conflict of Interest Statements**

SCI has no known past, ongoing or potential conflicts of interest for working with the District, performing the Scope of Work or any other service for this Project.

### **Independent Contractor**

If selected, SCI shall perform all services as an independent contractor.

### **Additional Scope of Work**

In the event the District elects to request optional, additive scope of work, SCI will work with the District to negotiate compensation for these additional tasks and execute an Addendum to the agreement for these additional services.

### **Responsibilities of District**

SCI will make every effort to minimize the workload on the District, but may need assistance, iteratively, with project overview and history, scheduling and budgeting.

### **Coordination with District**

SCI will coordinate services with District staff through frequent and concise communications including face-to-face meetings, telephone calls and e-mail.

# AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 11/09/2022

From: Walter White  
(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>11/09/2022</u>	

Department Head Signature \_\_\_\_\_

Agenda Title: UPDATE ON ANNUAL BUSINESS INSPECTIONS

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

Report only, no attachment(s)

Recommendation/Requested Action:  
n/a

Fiscal Impacts (attach budget transfer form if appropriate) <u>n/a</u>	Staffing Impacts _____
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Is a 4/5ths vote required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Contract Attached: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input checked="" type="checkbox"/> Resolution Attached: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input checked="" type="checkbox"/> Ordinance Attached: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input checked="" type="checkbox"/> Comments: _____ _____
Committee Review? Name _____ N/A <input checked="" type="checkbox"/> 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 _____
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
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<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
<u>11/09/2022</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 minutes of September 20, 2022 as presented or revised.

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 <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"/> Comments: _____
Committee Review?    N/A <input checked="" type="checkbox"/> 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 _____	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 _____	

**AMADOR FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS**

Meeting Was Recorded

Jackson, California  
Tuesday, September 20, 2022  
10:33 a.m.

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:**

Richard Forster, Chair Director  
Jeff Brown, Vice Chair, Director  
Brian Oneto, Director *(via zoom teleconference at 10:41 am)*  
Pat Crew, Director

**Absent:**

Frank Axe, Director

**Staff:**

Walter White, Fire Chief  
Nicole Cook, Clerk of the Board

**AGENDA**

**MOTION:** It was moved by Director Brown and seconded by Director Crew and carried 4-0-2, to approve the agenda.

**PUBLIC MATTERS NOT ON THE AGENDA:**

Chief White gave brief update on strike deployments.

**\*\*It should be noted at this time that Director Oneto joined the meeting via teleconference**

**PUBLIC HEARING**

**Final Budget:** Director Forster opened the public hearing at 10:39 am. Chief White presented the 2022-2023 Fiscal Year Final Budget as presented to the Board. Discussion ensued relative to subject matter. Direction given to staff to prepare and present, in the near future, an apparatus replacement plan.

**MOTION:** It was moved by Director Crew, seconded by Director Brown and carried 4-0-1 to close the public hearing at 11:05 AM, Director Axe was absent.

**MOTION:** It was moved by Director Crew, seconded by Director Brown, and carried 4-0-1 to approve the final budget as presented, Director Axe was absent.

## ADMINISTRATIVE MATTERS

**August Vehicle Maintenance Report:** Discussion ensued relative to the subject matter. Battalion Chief Justin Yelinek gave report, no action taken.

**August Training Report and Presentation:** Discussion ensued relative to the subject matter. Chief White gave report, no action taken.

**August Call Report:** Discussion ensued relative to subject matter. Chief White gave report and no action taken.

**Agreement with Amador Fire Safe Council:** Discussion ensued relative to subject matter and possible action. Chief White presented the agreement by giving an update of Firewise communities within the county; sixteen communities are Firewise and twenty-six others are pending.

**MOTION:** It was moved by Director Oneto and seconded by Director Crew and carried 4-0-1 to approve entering into an agreement with Amador Fire Safe Council. Director Axe was absent.

### RESOLUTION NO. AFPD 22-13

Resolution Approving the Agreement between Amador Fire Safe Council and Amador Fire Protection District.

**2022 California Fire Code:** Discussion ensued relative to subject matter with possible action. Fire Marshal Chew presented and introduced the Draft 2022 California Fire Code.

**MOTION:** It was moved by Director Brown and seconded by Director Oneto opening the discussion to repeal Ordinance 010 and adopting 2022 California Fire Code, Title 24, California Code of Regulations, Part 9 (Code) as amended based on local topographic and climatic conditions, along with certain appendices contained therein as well as waive the reading of the ordinance and schedule a public hearing notice. The motion was carried 4-0-1, Director Axe was absent.

**Request to Select Consultant Group for a Proposed Increase of Benefit Assessment:** Discussion ensued relative to subject matter. Chief White presented.

Direction given to staff to firm a ballot timeframe, clear definition of regular and special election and to bring benefit assessment annual amounts from other Fire Departments and Districts for comparison to the next meeting.

Cindy Grandbois, Amador resident – supports the District moving in the direction to increase benefit assessment within reason.

**MOTION:** It was moved by Director Crew and seconded by Director Brown and carried 4-0-1 to approve entering into an agreement, with the intention of calculating rates only, to start initial engineer report with SCI Consulting Group, Director Axe was absent.

**MISCELLANEOUS MATTERS:**

**Regular Minutes for Meeting from August 16, 2022:** Discussion ensued relative to subject matter.

**MOTION:** It was moved by Director Brown and seconded by Director Crew and carried 4-0-1, to approve minutes from the August 16<sup>th</sup>, 2022 meeting with minor corrections, Director Axe was absent.

**ADJOURNMENT:** At 12:33 PM. Chair Forster adjourned the meeting until next month.

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Chair, Amador Fire Protection District