

**AMADOR FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS**

Meeting Was Recorded

Jackson, California  
Tuesday, May 16, 2023  
10:30 AM

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

**Present:**

Jeff Brown, Chair  
Brian Oneto, Vice Director – took seat at 10:35 AM  
Pat Crew, Director  
Frank Axe, Director  
Richard Forster, Director

**Absent:**

**Staff:**

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

**AGENDA**

**MOTION:** It was moved by Director Forster and seconded by Director Crew and carried 4-0-1, to approve the agenda, Director Oneto absent.

**CONSENT AGENDA**

**MOTION:** It was moved by Director Forster and seconded by Director Axe and carried 4-0-1, to approve the consent agenda, Director Oneto absent.

**PUBLIC MATTERS NOT ON THE AGENDA:** None

**ADMINISTRATIVE MATTERS**

**FY 2023-2024 New Benefit Assessment**

**Review and approve Preliminary Engineers Report:** FM Chew introduced SCI Consultants, John Bliss and Chris Coulter who presented the report.

Director Oneto took his seat at 10:35 AM

Discussion ensued relative to subject matter. Chris stated that the base family dwelling assessment average rate is sixty five dollars. All property usage types are assessed by fire severity zones and time travel factor, properties near a fire station. John Bliss (JB) stated that they chose to do a parcel by parcel analyzation for a benefit assessment like this. The property range that is in use, size and possible development over time, we found that an acreage rate is more beneficial than a square footage rate. Proposition 218 requires a 45 day ballot, to give

voters time to evaluate property and also allows plenty of time for property owners to ask questions and/or have the engineers make correction if needed.

MOTION: It was moved by Director Forster and seconded by Director Axe however Director Oneto asked to continue the discussion. Motion died.

Director Oneto stated that he wanted the assessment to be based on square footage and not by the new calculations. Cindy Grandbois, a member of the public, asked if a parcel is an acre and what is the difference between the types of property and parcel size, what if the property is only a tenth of an acre? How does the owner calculate the new costs? JB addressed the questions by stating that each property owner will receive a ballot that will have their specific replacement assessment rate down to the penny along with a “voters guide” with how the assessment was calculated along with phone numbers to call for any questions. The voter can call the District or SCI. The minimum calculation is one acre, not a tenth. Cindy also asked how much would the annual maintenance cost be from SCI to calculate the benefit assessment for the District if they decide to use them? JB answered \$5,000-\$15,000.

Direction given to SCI by the BOD to calculate revenue and determine the increase difference between the new assessment and current, update the Engineers Report to reflect a detailed Table 1 Proposed Base Assessment Rates with comparison table of current assessment and Update the Engineers Report to define the difference between Range Land/Open Space and Agriculture. Confirm per acre or parcel.

**Resolution 2a Adopting Proposition 218 Assessment Ballot Proceedings Procedures:** SCI Consultants presented. Discussion ensued relative to subject matter.

**Resolution 2b Initiating Proceedings, Providing Intention to Levy Assessments, Preliminary Approving Engineers Report and Providing Notice of Hearing and Mailing of Assessment Ballots for AFPD’s and Emergency Response Services Assessment:** SCI Consultants presented. Discussion ensued relative to subject matter.

MOTION: It was moved by Director Forster and seconded by Director Axe and carried 4-1-0 to approve Resolution 2a and 2b as presented, also approving the engineers report (2b) with direction to make minor updates. Director Oneto voted no.

**RESOLUTION NO. AFPD 23-05**

Resolution Approving the Adoption of Proposition 218 Assessment Ballot Proceedings Procedures (2a)

**RESOLUTION NO. AFPD 23-06**

Resolution Approving Initiating Proceedings, Providing Intention to Levy Assessments, Preliminary Approving Engineers Report and Providing Notice of Hearing and Mailing of Assessment Ballots for AFPD’s and Emergency Response Services Assessment (2b)

**Approval of JPA Agreement – FASIS and FDAC EBA “FRMS”:** Chief Withrow presented and informed the Board that he recommends the Board approve to sign the JPA agreement so that the District may continue to receive personnel benefits and risk management services. Discussion ensued relative to subject matter.

**MOTION:** It was moved by Director Forster and seconded by Director Crew and carried 5-0-0 to approve the Fire Chief to sign the approval of JPA Agreement between FASIS and FDAC EBA;“FRMS”.

**RESOLUTION NO. AFPD 23-04**

Resolution authorizing participation in and approving the amended and restated joint exercise of powers agreement of the Fire Risk Management Services (FRMS) Joint Powers Authority (JPA).

**New Fire Station Update** Chief Withrow presented and informed the Board that the District is working with Jon Hopkins, GSA on the request for qualifications, the property is scheduled to be surveyed by Toma and Associates and Mario’s was updated with status of lease and timeline. Discussion ensued relative to subject matter. No action was taken. Cindy Grandbois, a member from the public addressed the Board and requested that there be a penalty to impose fees or fines to get timber out of the way.

**Training Report:** Chief Withrow presented the report. Discussion ensued relative to subject matter. No action was taken.

**Call Report:** Chief Withrow presented the report. Discussion ensued relative to subject matter. No action was taken.

**Vehicle Maintenance Report:** Chief Withrow presented the reported. Discussion ensued relative to subject matter. No action was taken.

**MISCELLANEOUS MATTERS:**

**Regular Minutes for Meeting from April 18, 2023:** Discussion ensued relative to subject matter.

**Special Minutes for Meeting from May 10, 2023:** Discussion ensued relative to subject matter.

**MOTION:** It was moved by Director Forster and seconded by Director Crew and carried 5-0-0 to approve the April 18th regular meeting minutes and May 10<sup>th</sup> special meeting minutes with minor corrections.

**No Closed Session:** Closed minutes were reviewed and approved during open session.

**Closed Session Minutes:**

**MOTION:** It was moved by Director Axe and seconded by Director Oneto and carried 5-0-0, to approve confidential minutes of May 10th with no corrections.

**ADJOURNMENT:** At 12:10 PM. Chair Brown adjourned the meeting until Tuesday, the 20<sup>th</sup> of June 2023.

  
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Chair, Amador Fire Protection District

