



Amador Fire Safe Council

PO Box 1055, Pine Grove, CA 95665

www.AmadorFireSafe.org



April 17th, 2024

3:00-5:00

Virtual & In-Person Meeting

Attend In-Person	Attend Virtually
19888 Church Street, Pine Grove (Behind Pine Grove Park) Volcano Communications Tech Center	Join Zoom Meeting https://us02web.zoom.us/j/2674846542?pwd=VjlrL25rMGkwY2paMmxhckhKbnJSZz09 Meeting ID: 267 484 6542 Call-In Number: 1(669)900-6833 Code: 2674846542# Passcode: 1055

AGENDA

1. Approve/Modify Agenda*
2. Approve April Minutes*
3. Introductions
4. Treasurers Report (John)*
5. Discussion for Revision to AFSC/ARCD Partnership Agreement – Staff Rate Changes (Dana)*
6. Mitchell Mine Fuel Break Maintenance Demonstration Presentation (Brian Allen, CA University Cooperative Extension)
7. Coordinator Report (Amanda)
8. FireWise Community Program Update (Megan)
9. Partner Updates
 - a. Cal Fire
 - b. Amador Fire Protection District
 - c. Bureau of Land Management (BLM)
10. Public Comment
11. Other items/adjourn

*Action items
Meeting will be recorded.



AMADOR FIRE SAFE COUNCIL BOARD MEETING
April 17, 2024 3:00pm



April 17, 2024 - 3:00 pm

1. Approve/Modify Agenda – JH motioned for approval, CG seconded

2. Approval of September Minutes – JH motioned for approval, FL seconded

3. Introductions: Frank Leschinsky (FL), John Heisenbuttel (JH), Susan Peters (SP), Patrick Minyard (PM), Amanda Watson (AW), Dana Simpson (DS), Megan Watts (MW), Richard Yarnell, Connie Gonsalves (CG), various members of the public/Zoom attendees

Absent: Chris Dowd (CD)

4./5. Treasurer Report/Dana:

\$577, 044.26 – Spent down reserve/general accounts in order to pay contractors while waiting for fund reimbursements/advances from Cal Fire. Now have received over 400k in reimbursements/advances. New account needed for UR project – Pat, John and Susan need to go to Bank of Stockton to put signatures on account, remove Jay Francis.

Motion to establish UR account: JH Seconded: CG All in favor: Aye (6) Nay (0)

5. Coordinator Report:

- See Board Packet

6. Firewise Community Update (MW):

Forum coming up next week – focus on continuing to engage communities to stay active. Fair booth planning – RCD/AFSC/Firewise. Sierra Pines community is approved and registered, 3 in the wings. Shout out to Kayla Dale and Tamryn Zarahdka for all their help with Firewise!

7. Partner Update:

CAL FIRE: Burn permits are available online now. Lots of fuel reduction projects/prescribed burns. Jessica (last name?), new forester.

AFPD: Very busy- every weekend events booked for fire education/evac drills/town halls, etc.

BLM: Site visit with BLM on 18-acre parcel – received approval to treat parcel (adjacent to Pine Grove Elementary, Pioneer Volcano Rd. runs through middle) - super good area to treat. (AW)

10. Public Comment:

Wood Angels re-introduced themselves and are looking forward to working more closely with county organizations, including AFSC.

Adjourn: 4:19pm

AMADOR FIRE SAFE COUNCIL

2024 Budget

As of Apr 30, 2024

Expenses

Grants Expenses

305 AFSC Coordinator	80,000.00	1	26,579.46
306 Coordinator Assistant	6,000.00	2	3,283.38
307 Outreach Coordinator	40,000.00	3	19,836.73
308 Technical Assistance	8,000.00	4	1,318.02
309 Project Management	70,000.00	5	21,608.47
310 RPF Professional Forester	125,000.00		32,812.50
315 Environmental Documentation	10,000.00		0.00
320 Groundwork Contracted Labor	2,332,750.00		924,806.32
350 Outreach/Materials/Supplies	10,000.00		1,935.24
Total Grant Expenses	2,681,750.00		1,032,180.12

Operating Expenses

311 Bookkeeper	10,000.00	4	3,937.54
321 State Filing Fees	350.00		100.00
330 Insurance, D&O	2,000.00		0.00
343 Bank Charges	50.00		0.00
345 Office Supplies	4,000.00		0.00
346 Postage	400.00		9.85
350 General Outreach	10,000.00	6	1,125.00
365 Professional Fees	600.00	7	0.00
365 Telephone	375.00		0.00
370 Mileage	4,000.00		561.46
Other	0.00		1,729.95
Total Operating Expenses	31,775.00		7,463.80

Unrestricted Reserves

100,000.00		0.00
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Total Expenses

2,813,525.00		1,039,643.92
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Revenue

Grants

PG&E CEMA Program	30,000.00	8	0.00
SNC Tiger Creek Implementation	29,750.00	9	1,051.07
SNC Tiger Creek Enhancement	43,675.00	9	5,685.15

CAL FIRE Ingress/Egress 1	599,600.00	9	178,067.30
CAL FIRE Ingress/Egress 2	428,508.00	10	244,878.48
SNC County Steward Implementation	283,600.00	11	998.24
Community Fuel Break	294,175.00	12	122,366.41
CAL FIRE Pine Acres Maintenance	333,233.00	9	11,116.31
CAFSC County Coordinator	8,700.00	9	8,673.53
CAFSC County Coordinator – Round 2	81,300.00	9	5,641.18
CalFire Evacuation Improvement	183,000.00	9	261,156.18
CAL FIRE Upper Rancheria	587,750.00	10	253,148.11
Misc Grant Income			
Contributions	500.00		25.00
Indirect/Admin Revenue	290,329.00		114,526.35
Interest Income	200.00		118.67
Total Revenue	3,194,320.00		1,207,451.98

1. Assumes 100 hours/month
2. Assumes 10 hours/month
3. Assumes 80 hours/month
4. Assumes 16 hours/month
5. Assumes 100 hours/month
6. Outreach that is not directly billable to a specific grant
7. Tax preparation.
8. Assumes we receive grant.
9. Assumes we complete 100% of the grant this year.
10. Assumes we complete 80% this year.
11. Assumes we complete 40% this year.
12. Assumes we complete 75% this year.

Amador Fire Safe Council Fund Balances

	As of Dec 31, 2023	As of Apr 30, 2024
3000 General Fund	106,797.38	82,902.13
Upper Rancheria Advance	0.00	39,768.88
Savings/Reserve Account	100,016.99	5,041.00
4255 PG&E/CWPP	94,180.01	185.80
4412 Tiger Creek Enhance	32,804.55	32,809.97
4420 CFSC Coordinator	4,754.63	100.13
4222 Tiger Creek Implementation	2,808.66	2,458.89
4651 Ingress/Egress	43,451.81	782.71
4834 AmCo Stewardship	312,525.74	311,062.01
4842 Community Fuel Break	73,302.29	199.25
4842 Pine Acres Fuel Break	106,901.35	103,574.86
Total	\$ 877,543.41	578,885.63

Amador Fire Safe Council Grant Snapshot

as of Apr 30, 2024

	AFSC	<u>Grant Period</u>	<u>Amount Awarded</u>	<u>Direct Cost</u>	<u>Indirect Cost</u>	<u>Grant Funds Spent to Date</u>	<u>Remaining Advance</u>	<u>Invoiced</u>	<u>Amount remaining</u>
1	Coordinator (CAFSC) - COMPLETE	11/15/2021 - 3/31/2024	\$ 175,000.00	\$ 157,500.00	\$ 17,500.00	\$ 175,000.00	\$ -	\$ -	\$ -
2	Amador County Evac Improvement - CWPP (CalFire) 5GG21101 - COMPLETE	6/14/2022 - 3/15/2024	\$ 379,982.40	\$ 335,000.00	\$ 40,712.40	\$ 379,982.40		\$ 285,908.32	\$ -
3	Coordinator (CAFSC) - Round 2	4/15/2024 - 12/31/2024	\$ 173,217.00	\$ 157,470.00	\$ 15,747.00	\$ 6,205.30	\$ -	\$ 6,205.30	\$ 167,011.70
4	Tiger Creek Implementation 1200 (SNC)	7/28/2020 - 1/1/2025	\$ 834,126.00	\$ 744,756.00	\$ 89,370.00	\$ 798,588.03	\$ -	\$ 47,804.54	\$ 35,537.97
5	Tiger Creek Enhancement 1330 (SNC)	9/13/2021 - 1/1/2025	\$ 220,200.00	\$ 200,200.00	\$ 20,000.00	\$ 176,918.09	\$ 21,298.71		\$ 43,281.91
6	Ingress/Egress (CalFire) 5GG19102	5/13/2020 - 3/1/2025	\$ 1,044,296.00	\$ 949,360.00	\$ 94,936.00	\$ 705,283.48	\$ -	\$ 5,669.58	\$ 339,012.52
7	Pine Acres (CalFire) 5GG20101	approval - 3/15/2025	\$ 515,405.00	\$ 468,550.00	\$ 46,855.00	\$ 36,221.31	\$ 92,629.95		\$ 479,183.69
8	Ingress/Egress Phase 2 5GA21119	6/2/2022 - 03/15/2025	\$ 600,000.00	\$ 545,455.00	\$ 54,545.00	\$ 269,366.33		\$ 247,963.02	\$ 330,633.67
9	Upper Rancheria Community Fuel Break 5GA21149	- 5/31/2025	\$ 950,010.00	\$ 863,645.00	\$ 86,365.00	\$ 291,695.60	\$ -	\$ 41,007.62	\$ 658,314.40
10	RFFCP - SNC	2 years Expected not Executed	\$ 213,290.00		\$ 19,390.00	\$ -	\$ -	\$ -	\$ 213,290.00
11	Amador Community Fuel Break Develop Proj (CalFire) 5GG21201	8/4/2022 - 3/15/2026	\$ 726,000.00	\$ 660,000.00	\$ 66,000.00	\$ 426,068.53	\$ -	\$ 62,911.42	\$ 299,931.47
12	AmCo Implementation 1370 (SNC)	8/23/2022 - 1/1/2028	\$ 1,288,444.00	\$ 1,171,313.00	\$ 117,131.00	\$ 462,217.45	\$310,848.94		\$ 826,226.55
			\$ 7,119,970.40	\$ 5,603,279.00	\$ 668,551.40	\$ 3,727,546.52	\$ 424,777.60	\$ 697,469.80	\$ 3,392,423.88

*matches Unearned Revenue

*Matches Accounts Receivable

ARCD Job Positions									
AFSC Billable Rate Ranges (includes 8% in-direct)									
Title	Current Rates			New Rates effective 7/1/2024			Increase	% Increase	
	Min Hourly	Max Hourly	Current Staff Rate	Min Hourly	Max Hourly	Updated Staff Rate*			
Executive Director	\$ 66.24	\$ 66.24	\$ 66.24	\$ 74.33	\$ 94.77	\$ 74.33	\$ 8.09	12.21%	
Adminstrative & Finance Manager	\$ 44.41	\$ 53.70	\$ 50.32	\$ 52.50	\$ 66.92	\$ 63.74	\$ 13.42	26.67%	
Forestry Project Manager	\$ 48.38	\$ 53.19	\$ 53.19	\$ 54.29	\$ 69.21	\$ 59.68	\$ 6.49	12.20%	
Natural Resource Technician/Project Coordinator	\$ 36.45	\$ 40.61	\$ 39.94	\$ 38.02	\$ 48.42	\$ 44.79	\$ 4.85	12.14%	
Education & Outreach Coordinator - full time	\$ 33.89	\$ 40.44	\$ 40.17	\$ 40.57	\$ 51.67	\$ 45.05	\$ 4.88	12.15%	
Education & Outreach Coordinator - part time**	\$ 33.89	\$ 40.44	\$ 40.17	\$ 37.86	\$ 48.20	\$ 42.03	\$ 1.86	4.63%	
*Current hourly rate and assumes full-time employee elects for the full 7.4% match									
** no retirement match									
New Benefits:									
Up to 7.4% match to CalPers 457B for full-time staff (40 hours per week)									
Added two paid holidays									
COLA - 3.2% of 2024-2025									
Approval of policy to review possible COLA increase annually									
Increased cell phone stipend from \$11.54 to \$15 per pay period									
Notable changes:									
Executive Director did not have a range - just an hourly rate. This adjustment creates a range for this position.									
Admin/Finance Manager's range was updated to be in alignment with similar positions of similar-sized organizations as represented in research conducted by the ED.									

**Amador Fire Safe Council
Coordinator Monthly Report**

May-24

Date Range: April 15th 2024 - May 12 2024

Project	Update	Future Planned Actions
Amador County Collaborative Ingress, Egress and Education Plan	Project Reports and grant closeout submitted	Manage private road projects
	See attachment of road status	
	The Project Selection Committee selected 2 contractors, work is anticipated to start in late May Nate Unit 1: Andrews Lane- & Quartz Mtn/Meath/Twin Pines- Contractor: Nate's Tree Service Unit 2: Nina & Hampton Roads & Fiddletown Park Contractor: Davidson's	Identify the next phase of roads. Tamryn is scheduled to drive Mace Meadows, Stone Jug, and Manzanita/Meadowlark to evaluate projects.
Community Fuel Break Project	Crestview Parcel project prep including initial project flagging. The project is estimated to be 13 acres and BLM will need to flag parcel boundaries.	Direct Award for Crestview and complete project by the end of May.
	AFSC Project Committee Review community fuel break projects. Forestry Project Manager, Gordon, will begin review and potential project planning in summer 2024: Projects include: Butte Mtn, Bonnefoy FWC, Mt. Crossman, Central Pine Grove (Mobile Home Estates), Silver Lake Basin	Plan community fuel break projects over summer 2024
	Gordon and I attended the Butte Mtn FWCs' annual meeting	
Upper Rancheria Fuel Break	Bordges is working on Upper Rancheria. Staff is working on a contract amendment to include additional units along UR 1. Work will continue on UR 1 in Fall 2024. Completed quarterly reporting.	Gordon is planning the Upper Rancheria Townhall update and will give an update at an upcoming AFSC board meeting.
County Coordinator - CAFSC	Coordinator Grant reporting has been awarded. This includes funding for branded uniforms for staff and board.	Establish the County Mapping Committee. Begin coordination for the CWPP development.
Pine Acres Fuel Break Maintenance	Krisman has completed 56.86 acres along the Pine Acres Fuel Break with funding under the 5GG21101 grant. The AFSC Project Committee selected Nate's Tree Service to complete the estimated remaining 90 acres of work along the Pine Acres Fuel Break.	Gordon is planning the Pine Acres Townhall update and will give an update at an upcoming AFSC board meeting.

<p>Funding</p>	<p style="text-align: center;">Grants Funded:</p> <p>County Coordinator Funding: continuing the funding of county coordination until December 2024 - \$175k</p> <p style="text-align: center;">Awaiting funding announcement</p> <p><u>Ohio Hill Fuel Break- partial: PG&E \$37,300 12 acres treatment.</u></p> <p><u>Regional Forest and Fire Capacity Program (RFFCP) Round 3:</u></p> <p>Mapping/Organization Capacity - \$213,290</p> <p>CalFire CCI Wildfire Prevention solicitation:</p> <p style="padding-left: 40px;"><u>County-wide CWPP Update \$167k</u></p> <p style="padding-left: 40px;"><u>Ohio Hill Community Fuel Break, 240 acres, \$917k</u></p> <p style="padding-left: 40px;"><u>Volcano Hills Community Fuel Break, 270 acres, \$1.019mil</u></p> <p style="padding-left: 40px;">BLM Fuels NOFO:</p> <p style="padding-left: 40px;"><u>Rancheria Ridge/CWPP Update: \$691,460</u></p>	
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County Roads Ingress/Egress Update 5/7/2024

Segment #	Road Name	Sections	Mileage	Contractor	Status
1	Sutter Creek Volcano Rd.	0.00- P.M.- 11.75	11.75	Mtn Enterprise	In-Progress
2	Steiner Rd.	P.M.- 1.40- P.M.- 2.04	0.64		Completed
3	Ostrum Rd.	P.M.- 0.00- P.M.-2.35	2.35		Completed
4	Lawrence Rd.	P.M.- 0.00- P.M.- 2.18	2.18		Complete
5	Upton Rd.	P.M.- 0.00 - P.M.- 1.30	1.3		Completed
6	Ridge Rd.	P.M.- 3.15 - P.M.- 5.25	2.1		Completed
7	Clinton Rd.	18709 to End	2.91	Nates Tree Service	Completed
8	Butte Mtn. Rd.	0.00- P.M.- 4.28	4.28		Completed
9	Spagnoli Mine Rd.	0.00- P.M.- 1.59	1.59		Completed
10	East Clinton Rd.	P.M.- 0.00- P.M.- 1.49	1.49		Completed
11	West Clinton Rd.	P.M.- 0.00- P.M.- 1.93	1.93		Completed
12	Irishtown Rd.	P.M.- 0.00- P.M.- 1.94	1.94		Completed
13	Irish Hill Rd.	P.M. 1.00 - P.M. - 2.00	1		Completed
14	Coal Mine Rd.(Harrah's Casino to Buena Vista Rd.)	P.M.- 1.60 - P.M. - 2.41	0.81		Completed
15	Fiddletown Rd	12850 to End	13.57	Smith Grinding	Completed
16	Shakeridge Rd.	P.M. 1.69 - P.M. 1.69 - P.M-. 3.31	1.62		Completed
17	Hale Rd.	P.M.- P.M. 0.00- P.M. - 6.28	6.28		Completed
Added Sections					
18	Pine Gulch Road	0.0 - 0.5	0.5	Smith Grinding	Completed
19	Tyler Road	0.0 - 5.2	5.2		Completed