AMADOR COUNTY BOARD OF SUPERVISORS

COUNTY ADMINISTRATION CENTER
BOARD OF SUPERVISORS CHAMBERS
810 Court Street
Jackson, CA 95642

Public hearing items will commence no sooner than the times listed on the agenda. Closed Session agenda items may be heard before or after scheduled public hearings, dependent upon progression of the agenda.

TO PARTICIPATE REMOTELY BY CALLING IN USING THE FOLLOWING NUMBER:
+1-669-900-6833 (alternate phone numbers listed on amadorgov.org)
Access Code: 758 573 6084#
YOU MAY ALSO VIEW AND PARTICIPATE IN THE MEETING USING THIS LINK:
https://zoom.us/j/7585736084
If all Board Members are present in person, public participation by Zoom is for convenience only. If the zoom feed is lost/hacked for any reason, the meeting may nevertheless go forward at the discretion of the Chair. The only assurance of live comments being received by the Board is to attend in person. The Chair will call the meeting to order and after Board input, will invite the public to comment in person and online.

REGULAR MEETING AGENDA

DATE: Tuesday, December 16, 2025
TIME: 9:00 AM
LOCATION: COUNTY ADMINISTRATION CENTER
BOARD OF SUPERVISORS CHAMBERS
810 Court Street
Jackson, CA 95642

CLOSED SESSION **8:30 a.m.** may be called for labor negotiations (pursuant to Government Code §54957.6), personnel matters (pursuant to Government Code §54957), real estate negotiations/acquisitions (pursuant to Government Code §54956.8), and/or pending or potential litigation (pursuant to Government Code §54956.9).

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS: County Negotiators: Charles T. Iley, County Administrative Officer; Glenn Spitzer, General Services Director

1.a CONFERENCE WITH REAL PROPERTY NEGOTIATORS Property: 18875 Ponderosa Annex Road, Sutter Creek Agency Negotiator: Glenn Spitzer Negotiating Parties: Bruce Pflieger, Realtor with Allison James Estates & Homes, agent for Daniel Dewater Under negotiation: terms of sale
Suggested Action: Discussion Only

2. CONFERENCE WITH COUNTY COUNSEL: EXISTING LITIGATION - {Government Code 54956.9(d)

2.a Jon Hopkins v. County of Amador, Workers Compensation Claim No. 20182000599
Suggested Action: Pleasure of the Board

3. CONFERENCE WITH COUNTY COUNSEL: ANTICIPATED LITIGATION - {Government Code 54956.9(d) (2)}

3.a Claim of Benjamin Crocker, Claim No. 25-27.
Suggested Action: Discussion and possible action.
Crocker_25-27.pdf

3.b Claim of Cruz Fragoza, Claim No. 25-26.
Suggested Action: Discussion and possible action.
Fragoza_25-26.pdf

4. CONFIDENTIAL MINUTES:

4.a Review and possible approval of the November 18, 2025 Confidential Minutes.
Suggested Action: Approval.

REGULAR SESSION **9:00 a.m.**

PLEDGE OF ALLEGIANCE:

PUBLIC MATTERS NOT ON THE AGENDA: Discussion items only, no action to be taken. Any person may address the Board at this time upon any subject within the jurisdiction of the Amador County Board of Supervisors; 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 three (3) minute limit per person.

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.)

APPROVAL OF ITEMS ON THE CONSENT AGENDA: Items listed on the consent agenda are considered routine and may be enacted by one motion. Any item may be removed for discussion and possible action, and made a part of the regular agenda at the request of a Board member(s).

5. REGULAR AGENDA:

5.a Board of Supervisors: Discussion and possible action relative to adoption and presentation of a Resolution honoring Kim Lague and the Rodman Family of Roaring Camp as Businesspersons of the Year for 2025 and presentation of a Resolution from the Office of Assembly Member Heather Hadwick.
Suggested Action: Approve.
RES 25-xxx BPOY_Roaring Camp.docx

5.b Discussion and possible action relative to changes to the Limited Density Residential Dwelling provisions in County Code. Any desired changes would be brought back to the Board for approval.
Suggested Action: Direction to Staff.
LDRD code adopted 2014.pdf

5.c Discussion and possible action relative to a request from the City of Ione for $60,000 in Park Impact Fees to assist with the replacement of the sprinkler system at Howard Park.
Suggested Action: Pleasure of the Board
Request from Ione

5.d General Services Administration: Order Public Auction of 18875 Ponderosa Annex Rd.,

Sutter Creek
Suggested Action: (1) Find that the property is not required for public use; and (2) order a public auction at the GSA Building consistent with Government Code section 25363 with a minimum bid of $310,000.
Memo (12-16-25).pdf
Stip and Order for Judgment (4-6-23).pdf
PHAM__Recorded Judgment (10-17-25).pdf
18875 PONDEROSA ANNEX SURVEY.pdf
LETTER OF INTENT AMADOR COUNTY bUYER SIGNED.pdf
Updated prelim- CURRENT DATE AND TAXES.pdf

5.e Transfer of Mollie Joyce Park and Lions Park from the Amador County Recreation Agency (ACRA) to the County of Amador.
Suggested Action: Discussion and possible action.
Staff Rprt- BOS 12.16.25.docx
Resolution re Cert of Acceptance_Mollie Joyce.docx
Certificate of Acceptance_Mollie Joyce.doc
Resolution re Cert of Acceptance_Lions Park.docx
Certificate of Acceptance_Lions Park.doc

5.f Discussion and possible action relative to the Chairman's signature on a letter to Assembly Member Heather Hadwick requesting a change to the Government Code that would allow the Board of Supervisors to combine the Auditor and Tax Collector/Treasurer positions into one elected position by passing an ordinance in the future.
Suggested Action: Authorize the Chairman's signature on a letter of request.
Legislative Council's Digest.pdf

5.g Senate Bill 694: Discussion and possible action relative to the approval of the Chairman's signature on a letter of support for the subject Bill as it relates to amending regulations related to veteran service providers, focusing on preventing deceptive practices and ensuring qualified assistance for veterans seeking benefits.
Suggested Action: Pleasure of the Board
SB 694 Text
SB 694 Notice of Support.pdf

5.h Discussion and possible action relative to approval of a revised Board of Supervisors Meeting Schedule for the 2026 Calendar Year, The schedule approved at the last meeting did not properly account for the two election periods and must be revised (CAO error).
Suggested Action: Changes as desired and approval
2026 BOS Meeting Schedule - revised 12-16-25.pdf

5.i 2025 California State Association of Counties (CSAC) Annual Meeting Update.
Suggested Action: Report by Supervisors Brown and Epperson regarding the recent CSAC Annual Meeting.

5.j Board of Supervisors: Discussion and possible action relative to appointment of a Primary and Alternate delegate to the 2025-2026 CSAC Board of Directors.
Suggested Action: Approve appointments.
CSAC Board Nomination Memo for 2025-26.pdf
2024-25 Board of Directors Roster.pdf

CSAC Board Selection Form for 2025-26.pdf

5.k Board of Supervisors: Discussion and possible action relative to election of the 2026 Chairman and Vice Chairman for the Amador County Board of Supervisors to be effective March 10, 2026.
Suggested Action: Pleasure of the Board.

5.l 2026 Committee Assignments: Discussion and possible action relative to the 2026 Committee Assignments for the Board of Supervisors.
Suggested Action: Approve assignments.
2026 Committee Assignments.docx

5.m Review and possible approval of the November 18, 2025, Board of Supervisors Meeting Minutes.
Suggested Action: Approval.
November 18, 2025 DRAFT Minutes.pdf

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

6.a Public Works Department: Adoption of an ordinance updating sections 10.08.370, 10.08.400. and 10.08.440 of the Amador County Code as they relate to speed limits. (Reading waived 11/18/25).
Suggested Action: Adopt the Ordinance.
10.08-_updated_ordinance.docx

6.b Amador County Fish and Wildlife Commission: Approval of appointments for the following: Joseph Coughlin, Cody Gold, Clayton Kelly, Trevor Glavich and Jeff Campbell, to the subject committee. The commissioner's term shall expire upon the conclusion of the appointing Supervisor's term in office. If the appointing Supervisor is reelected for a subsequent term in office, the commissioner shall automatically remain a member on the commission.
Suggested Action: Approve the appointments.
Coughlin,, Joseph Application.pdf
Gold - Fish and Wildlife Committee.pdf
Kelly, Clayton Application.pdf
Glavich, Trevor Application.pdf
Campell, Jeff Application.pdf

6.c Authorization to apply for and accept, if awarded, FY 2026-2027 Boating Safety and Enforcement Financial Aid Program.
Suggested Action: Approval of authorization to apply for and accept, if awarded, FY 2026-2027 Boating Safety and Enforcement Financial Aid Program.
FY 26-27 Boating and Waterways.pdf

6.d Registrar of Voters: Acceptance of the canvass of results of votes cast at the Statewide Special Election held on November 4, 2025
Suggested Action: Consent to the canvass of results of votes cast at the Statewide Special Election held on November 4, 2025
Memo to Baord of Supervisors for 2025 Statewide Special Election.pdf

2025 Statewide Special Election Board Agenda Item Resolution and Statement of Vote.pdf

6.e Assessor Roll Corrections - approval of roll correction values being decreased over $150,000.
Suggested Action: Approve
ROLL CORRECTIONS.pdf

6.f Probation: Ink Doctors, A Medical Corporation Contract Amendment
Suggested Action: Approve the amendment to the contract with Ink Doctors, A Medical Corporation Contract Amendment extending the expiration date to 6/30/25.
Amador Amendment signed by vendor 11-25.pdf
Board memo 11-19-25.pdf
Ink Me Off Executed Exemption 11.7.23 SIGNED.pdf
Ink Off Me Final Contract 1-1-24 thru 12-31-25.pdf

6.g Commission on Aging: Approval of the resignation of Mr. Thomas Denney from the subject Commission.
Suggested Action: Approve resignation.
20251120144142.pdf

6.h Amador County Sheriff's Office 2025 Annual Use Report - Military Equipment
Suggested Action: Approval
2025 Annual Use Report - Military Equipment ACSO.pdf

6.i Declaring Local State of Emergency in Amador County Due to Pervasive Tree Mortality.
Suggested Action: Receive and file.
Tree Mortality 12.16.25.doc

6.j Approval of the Funding Agreement with the Kaiser Foundation Health Plan, Inc. for our Community Health Assessment (CHA) and our Community Health Improvement Plan (CHIP).
Suggested Action: Approve
2025.12.16 KAISER AND CHIP - CHA MEMO SIGNED.pdf
2025.12.16 KAISER AND CHIP-CHA AGREEMENT.pdf

6.k Approval of the Patient Navigator Program between Sutter Amador Hospital, Kaiser Foundation Health Plan, Inc, and the Amador County Health Department.
Suggested Action: Approval
2025.12.16 KAISER AND PATIENT NAVIGATOR MEMO SIGNED.pdf
2025.12.16 KAISER AND PATIENT NAVIGATOR AGREEMENT.pdf

6.l Amador County Sheriff's Office purchase of Security Electronics for the existing Jail.
Suggested Action: Approval of Amador County Sheriff's Office purchase of Security Electronics for the existing Jail.
Jail Security Electronics.pdf

6.m Surveying Department-request to set the date for a public hearing for a Certificate of Merger as requested by Jeff Ciufo and Denise Ciufo. The properties involved in said Merger are Lot 2 and Lot 3 of Oakview Subdivision as shown on Book 6 of Subdivision Maps and Plats Amador County Records at Page 52. Assessorâ€™s Parcel No.â€™s 031-360-060 and 031-360-061.
Suggested Action: Adopt the Resolution, set the Hearing Date, and post the Notice

006S053.pdf
Assessor's Map.pdf
Before & After Ciufo Merger.pdf
Ciufo Merger notice with B&A.docx
Ciufo Merger notice.docx
006S052.pdf
ROI Ciufo Merger public hearing.doc

6.n First 5 Amador: Appointment of Jenna Bielby to the committee
Suggested Action: Approve appointment
First 5 Application J Bielby 11-2025.pdf

6.o Approval of the proposed Depository Bank Services Agreement Extension between the County of Amador and Wells Fargo Bank, NA through December 8, 2030.
Suggested Action: Approve extension.
Memo-WF Bank Extension.pdf
WF Contract 12.2025.pdf

6.p Building Department: Adoption of an Ordinance Repealing Chapter 15.04 of the Amador County Code and Adding a New Chapter 15.04 of the Amador County Code Relating to Adoption of the 2025 California Building Codes and Related Codes by Reference. (Reading Waived 11/1825).
Suggested Action: Adopt the Ordinance.
15.04_2022_BLDG_CODE_ADOPT (1).docx

6.q GSA - Airport Assignment and Assumption of Lease
Suggested Action: Approve Assignment and Assumption of Lease and authorize Board Chairman to sign
Airport Memo 12.16.25.pdf
Assignment and Assumption Hgr. 205.pdf
Credit Report 12.1.25.pdf
Lease_9.14.04.pdf

6.r Sheriffâ€™s Office Mid-Management Association (SOMMA) Side Letter of Agreement for â€œJob Classification Title Changeâ€ related to Assembly Bill 229.
Suggested Action: Adopt and authorize the Chairman to sign the Resolution and Side Letter.
Memo - SOMMA Side Letter for Custodial Assignment - Peace Officer SB229.doc
Res - SOMMA Side Letter for Job Class & Title Change.doc
Side_Letter_Amador_SOMMA_Job_Title_Change_2025_DRAFT_v1.docx
Correctional Deputy Captain DRAFT 12.2025.docx
Correctional Deputy Captain FINAL 12.2025.docx
Correctional Deputy Lieutenant DRAFT 12.2025.docx
Correctional Deputy Lieutenant FINAL 12.2025.docx

6.s Sheriffâ€™s Office Association (SOA) Side Letter of Agreement for â€œJob Classification Title Changeâ€ related to Assembly bill 229.
Suggested Action: Adopt and authorize the Chairman to sign the Resolution and Side Letter.
Correctional Deputy Lieutenant DRAFT 12.2025.docx
Correctional Deputy Lieutenant FINAL 12.2025.docx
Correctional Deputy Captain DRAFT 12.2025.docx

Correctional Deputy Captain FINAL 12.2025.docx
Memo - SOA Side Letter for Custodial Assignment - Peace Officer SB229.doc
Res - SOA Side Letter for Job Class & Title Change.doc
Side_Letter_Amador_SOA_Job_Title_Change_2025_DRAFT_v1 MDB edits 20251104.docx

6.t Request to fill Part-time Custodian II vacancy.
Suggested Action: Approve.
Memo - Part-time Custodian II Vacancy.doc

6.u Amador County Sheriff's Office of Emergency Services requests contract amendment approval on an active contracted project: Drought Resiliency Improvement Plan.
Suggested Action: Approval
BOS Memo_CAEHA Contract Amendment.doc
CAEHA Amendment with Amador County 12.16.2025.docx

6.v Amador County Sheriff's Office Amendment to RFP 24-02 Agreement with YouTurn Health, LLC- Billing Structure Revision.
Suggested Action: Approval of Amador County Sheriff's Office Amendment to RFP 24-02 Agreement with YouTurn Health, LLC- Billing Structure Revision.
Contract_Amendment no 1_YouTurnHealth_Amador_ExhibitA.pdf
COSSUP Contract Amendment BOS Memo 12.16.2025.pdf
Master Services Agreement_Signed 07.30.2024.pdf

6.w Addition of a full-time Building Maintenance Worker I position.
Suggested Action: Approve.
Memo - Full-time BMI New Position 12.9.25.doc

6.x Deputy Sheriff New Hire Incentive Program Side Letter of Agreement extension.
Suggested Action: Approve
Memo - DSA Side Letter for New Hire Incentive Program.doc
Res - DSA Side Letter for New Hire Incentive Program.doc
Amador_DSA_Deputy_New_Hire_Incentive_Side_Letter_2023_- 2026_FINAL_v3.docx

6.y Probation Officers Association (POA) New Hire Incentive Program extension.
Suggested Action: Approve.
Memo - POA Side Letter for New Hire Incentive Program.doc
Res - POA Side Letter for New Hire Incentive Program.doc
Amador_POA_PO_New_Hire_Incentive_Side_Letter_2023_2026_FINAL_v2.docx

6.z Sheriffâ€™s Office Association (SOA) amended New Hire Incentive Program extension.
Suggested Action: Approve.
Memo - SOA Side Letter for New Hire Incentive Program.doc
Res - SOA Side Letter for New Hire Incentive Program.doc
Amador_SOA_Dispatch_CO_New_Hire_Incentive_Side_Letter_2023_2026 FINAL_v2.docx

6.aa Surveying Department- Request to adopt the resolution of approval for a Certificate of Compliance as requested by Clark, Oneto, and Oneto Family Trust. The property involved is located off State Highway 104 on the north side along Michigan Bar Road. The parcels have recently been surveyed and adjusted as shown on Amador County Recorded Map Book 68 of

Maps and Plats, Page 58. This Certificate of Compliance officially recognizes each legal parcel.
Suggested Action: Approve the Resolution and Issue the Certificate of Compliance.
Certificate of Compliance Clark Oneto.docx
ROA Clark Oneto CertCompl.doc
Clark Oneto Compl Cert exhibit map.pdf

6.ab Surveying Department-Parcel Map No. 2919 Michael H. Fellion and Antonia Dos Santos Trustees of the Fellion-Dos Santos Trust 2022-0005592. The subject agenda item is a request for approval of Parcel Map. No. 2919. The properties are along and between Irishtown Road and Spagnoli Mine Road. Assessor's Parcel No. 038-010-143. County Departments and Amador Water Agency have reviewed the concept. There are no known outstanding conditions.
Suggested Action: Adopt the resolution approving Parcel Map No. 2919
03801.pdf
ROA PM 2919.docx
T2919.pdf

6.ac Request to Fill Accountant I vacancy and reclassify an employee to an Accountant I - Confidential.
Suggested Action: Approve
Memo -County Auditor Reclassifications.doc

6.ad Sheriff's Office Program Coordinator
Suggested Action: Approval of Sheriff's Office Program Coordinator
Memorandum ACSO.pdf
SOPC Job Description.pdf
SOPC Pay Scale.pdf

6.ae Building Department: Agreement to Limit Use of Agricultural Structure for AG257258 - LOPES
Suggested Action: Adopt the Resolution and authorize the Chairperson to sign the "Agreement to Limit Uses of Agricultural Structure".
AG Resolution.docx
Notarized Agreement.pdf
PLOT PLAN.pdf

6.af Building Department: Agreement to Limit Use of Agricultural Structure for AG257372 - Hutchison
Suggested Action: Adopt the Resolution and authorize the Chairperson to sign the "Agreement to Limit Uses of Agricultural Structure".
AG Resolution.docx
PLOT PLAN.pdf
NOTARIZED AGREEMENT.pdf

6.ag Building Department: Agreement to Limit Use of Agricultural Structure for AG257363 - Finley
Suggested Action: Adopt the Resolution and authorize the Chairperson to sign the "Agreement to Limit Uses of Agricultural Structure".
AG Resolution.docx

NOTARIZED AGREEMENT.pdf
PLOT PLAN.pdf

6.ah Behavioral Health Department and California Mental Health Services Authority (CalMHSA) Participation Agreement â€“ HEDIS Measures - Approval of Sole Source Exemption Request
Suggested Action: Approve and sign sole source exemption request.
Exemption Request ACBH and CalMHSA.pdf

6.ai Behavioral Health Department and California Mental Health Services Authority (CalMHSA) Participation Agreement â€“ HEDIS Measures
Suggested Action: Approve and sign the participation agreement
Memo to Board re HEDIS Measures.pdf
Exemption Request ACBH and CalMHSA.pdf
Agreement ACBH and CalMHSA.pdf

6.aj Building Department: Agreement to Limit Use of Agricultural Structure for AG257297 - COSTA
Suggested Action: Adopt the Resolution and authorize the Chairperson to sign the "Agreement to Limit Uses of Agricultural Structure".
NOTARIZED AGREEMENT.pdf
PLOT PLAN.pdf
AG Resolution.docx

6.ak Law Library Committee: Re-appointments of Grace Pak, Kori Terpak, John Allen, John C. Fowler and Alyssa Ramirez to the subject committee through December 31, 2026.
Suggested Action: Approve the reappointments.
Law Library Committee.pdf

6.al SB 1383 Local Assistance Grant - Approval of the purchase of a Ford Sports Utility Vehicle for the Interfaith Food Bank.
Suggested Action: Approve Amador Solid Waste Management Department Equipment purchase of the 2025 Ford Explorer from Towne Ford in the amount of $43,941.10 and the Use Agreement with the Interfaith Food Bank for the use of the Vehicle.
BOS Memorandum RE SB 1383 Local Assistance Grant IFB SUV Full Packet 12.10.25.pdf

6.am Public Works Department: State Route 88 / Pine Grove Corridor Improvement Project â€“ First Amendment to Consultant Services Agreement with MGE Engineering inc.
Suggested Action: Approve
First Amendment Memo.docx
MGE_First Amendment_December 2025.doc
First Amendment_Attachment A_December.docx
11-20-25 Amador County SR 88 Pine Grove 10H-1 and Estimates - JS - updated 12-1-25.pdf

6.an Update to Purchasing Assistant I/II Job Classifications and Job Descriptions, and Employee Reclassification.
Suggested Action: Approve
Memo - Purchasing-Admin Asst I-II.doc
Purchasing Assistant Memo - GS(12-16-25).docx
Purchasing- Administrative Assistant I (DRAFT) LG.docx

Purchasing- Administrative Assistant I (FINAL) LG.docx
Purchasing-Administrative Assistant II (DRAFT) LG.docx
Purchasing-Administrative Assistant II (FINAL) LG.docx

6.ao Proposed amendments to the Consolidated Salary Schedule and the SEIU, SOA and SOMMA Classification and Wage Plans
Suggested Action: Approve
Memo-Updated Classification and Wage Plans.doc
DRAFT Consolidated Salaries 10.1.2025 Amended 12.16.2025.pdf
DRAFT SEIU GENERAL 10.1.2025 amended 12.16.2025.pdf
SOA 10.01.2025 Amended 12.16.2025 DRAFT.pdf
SOMMA 10.1.2025 Amended 12.16.2025 DRAFT.pdf

6.ap ITB 25-06, Fiddletown Road Pavement Rehabilitation
Suggested Action: Approve
Request to Advertise MEMO_ITB 25-06.docx
Notice to Bidders_Fiddletown Road Pavement Rehabilitation_revised.docx

6.aq Administrative Agency: Operating and Management Agreement between the County and the Amador Council of Tourism (ACT) regarding the Tourism Improvement District.
Suggested Action: Approve the Agreement.
TMD - Management Agreement 11.24.25.docx

6.ar Environmental Health: Approval of an agreement between the County of Amador and the California Association of Environmental Health Administrators (CAEHA) to provide septic system plan review services.
Suggested Action: Suggested Action: Approval
Exemption Request to Competitive Bid for Septic System Plan Review.pdf
AMADOR CAEHA PSA for Consulting Services for Plan Check & REHS 12.05.25.docx

6.as Social Services: Emergency Child Care Bridge Program
Suggested Action: Review and approve entering into a new two-year agreement for the Emergency Child Care Bridge program.
Signed ECCB Exemption.pdf
Memo Emergency Child Care Bridge Program Service Agreement.docx

6.at Social Services: CalWORKs Stage 1 Child Care Agreement
Suggested Action: Review and approve entering into a new three-year agreement for CalWORKs Stage 1 Child Care.
Memo CalWORKs Child Care Subsidy Service Agreement.docx
Signed Stage 1 Child Care Exemption.pdf

6.au Social Services: Family Urgent Response Services (FURS) 1st Amendment
Suggested Action: Review and approve 1st Amendment to contract with Nexus Youth & Family Services adjusting the budget for fiscal year 2025/26.
Memo - Family Urgent Response System Contract 1st Amendment - Copy.docx
1st Amendment - Budget Reduction.doc

6.av Social Services: Resolution honoring Donna Swanner after 26 years of service to Amador County
Suggested Action: Review and approve resolution in recognition of Donna Swanners 26

years of service.
Resolution_Honoring_Donna_Swanner.docx

6.aw Amador County Sheriff's Office 5-year contract with LensLock, LLC for Body Worn Cameras and In-Car Cameras.
Suggested Action: Approval of Amador County Sheriff's Office 5-year contract with LensLock, LLC for Body Worn Cameras and In-Car Cameras.
LensLock, Inc.pdf

ADJOURNMENT: UNTIL TUESDAY, JANUARY 13, 2026 AT 9:00 A.M. (CLOSED SESSION BEGINS AT 8:30 A.M.) ADJOURNMENT:

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) 223-6470 or (209) 257-0619 (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 Supervisors 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 Supervisors, 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 County 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 6254.22.

Board of Supervisors Agenda Item Report

Submitting Department: General Services Administration
Meeting Date: December 16, 2025

SUBJECT
CONFERENCE WITH REAL PROPERTY NEGOTIATORS Property: 18875 Ponderosa Annex Road, Sutter Creek Agency Negotiator: Glenn Spitzer Negotiating Parties: Bruce Pflieger, Realtor with Allison James Estates & Homes, agent for Daniel Dewater Under negotiation: terms of sale

Recommendation:
Discussion Only

4/5 vote required:
No

Distribution Instructions:
Glenn Spitzer

Board of Supervisors Agenda Item Report

Submitting Department: Risk Management
Meeting Date: December 16, 2025

SUBJECT
Jon Hopkins v. County of Amador, Workers Compensation Claim No. 20182000599

Recommendation:
Pleasure of the Board

4/5 vote required:
No

Distribution Instructions:
Sarah Duarte, Risk Management

Board of Supervisors Agenda Item Report

Submitting Department: Board of Supervisors
Meeting Date: December 16, 2025

SUBJECT
Claim of Benjamin Crocker, Claim No. 25-27.

Recommendation:
Discussion and possible action.

4/5 vote required:
No

Distribution Instructions:
County Counsel, File

ATTACHMENTS
- Crocker_25-27.pdf

AMADOR COUNTY BOARD OF SUPERVISORS REFERRAL NOTICE

Date: 11/3/2025 **Referral #:** 25-27 **Claim #:** 25-27

Referred to: County Counsel

RECEIVED
NOV 03 2025
AMADOR
COUNTY COUNSEL

NOV - 3 2025
Board of Supervisors
Official Records
Amador County

Referred from: ◉ Chair
■ Other Clerk

TITLE: Benjamin Crocker

SUMMARY:

☐ For your information

☐ Be prepared to discuss on Board's Agenda on _____

■ Handle as you deem necessary

☐ Place this matter on the next _____ agenda for further review and recommendation

■ Please send copies of any response to the Board

☐ Other

PLEASE NOTE

- A written response is required no later than _____
- The referral Number must be referenced on all responses returned to the Board

Use this space for short response and return to the Board Office

Reset Form Save Print Form

Superior Court of California
County of El Dorado

Case Search

You can search by: Last Name and First Name - Last Name and First 2 Characters of First Name - Company Name or Case Number.

Last Name equals

Crocker

First Name

Benjamin

Company Name

Case Number starts with

25FW0531

Search Clear

Records Per Page

20

Change the number of results per page

No Results Found.

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Outlook

Notice of Claim

From Nobody0123456789 <Nobody0123456789@protonmail.com>
Date Sat 11/1/2025 4:39 PM
To BOS-Clerk of the Board <clerkoftheboard@amadorcounty.gov>

1 attachment (114 KB)
Case Search _ Public Access.pdf;

Some people who received this message don't often get email from nobody0123456789@protonmail.com. Learn why this is important

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

From the Desk Of:

Crocker: Benjamin

In Care of:

105 Terrace View Circle

Jackson, Ca. 95642

Phone # 530-409-4275

11/1/2025

1. On 10/29/2025 (a) I was arrested by multiple Armed Amador County Sheriff Deputies (who for the most part, acted professionally) while I was fishing at the river with my 3 dogs for, Per Amador Sheriff Deputy {Redacted}, an alleged nonviolent misdemeanor warrant out of neighboring Eldorado County, for my allegedly being irritating and obnoxious on the phone, (b) no warrant was ever shown to me, before, during, or after the arrest (c) nor was the warrant given to me upon my release; Amador County Arrest/Incident #2510290069.
2. On 10/29/2025 I bonded out of jail because I was told by Amador Sheriff Deputy {Redacted} that they were going to hold me in jail for 5 days, in conflict with (a) Department policy manual section 420 Misdemeanor Cite and Release, and (b) section 422 Foreign Diplomat, Consular Representatives and Claims of Immunity, even though the Deputies had my Diplomatic and Consular Documents in their possession.
3. At the time of this submission, (a)There are no future court dates or times to appear on the Bond contract, (b) the case number 25FW0531, provided to me by the bonding company is invalid/does not exist, and (c) the Bonding company is/has been unable to provide anymore information to me.
4. At the time of this submission, the Eldorado County Court website shows no case for this matter.
5. On 10/30/2025 the Eldorado County Court Clerk {Redacted}, (a) confirmed there is no new pending case for me in the system, and (b) the case number 25FW0531, provided to me by the

bonding company is invalid/does not exist.

6. I have requested the Alleged Arrest Warrant from the arresting agency; Amador Sheriff, and have been directed to come back into the office, which I am deathly afraid to do, or obtain it from the issuing county agency.
7. I have requested the Alleged Arrest Warrant from the issuing county agency; Eldorado Court and have been directed to obtain it from the Eldorado County Sheriff.
8. I have requested the Alleged Arrest Warrant from Eldorado Sheriff and am awaiting response.
9. I (a) have confirmed with Eldorado District Attorney {Redacted} that there is no active case filed with the court at this time, (b) have requested the Alleged Arrest Warrant from the Eldorado District Attorney's Office, been denied and directed to the Eldorado County Sheriff.

Please Advise,

Respectfully with Appreciation and Gratitude-
Benjamin Crocker

Sent with Proton Mail secure email.

Board of Supervisors Agenda Item Report

Submitting Department: Board of Supervisors
Meeting Date: December 16, 2025

SUBJECT
Claim of Cruz Fragoza, Claim No. 25-26.

Recommendation:
Discussion and possible action.

4/5 vote required:
No

Distribution Instructions:
County Counsel, File`

ATTACHMENTS
- Fragoza_25-26.pdf

AMADOR COUNTY BOARD OF SUPERVISORS REFERRAL NOTICE

Date: 10/16/2025 **Referral #:** 25-26 **Claim #:** 25-26

Referred to: County Counsel

RECEIVED
OCT 16 2025
AMADOR
COUNTY COUNSEL

Referred from: ◉ **Chair**
■ **Other** Clerk

OCT 16 2025
Board of Supervisors
Official Records
Amador County

TITLE: Cruz Fragoza

SUMMARY:

☐ **For your information**

☐ **Be prepared to discuss on Board's Agenda on** _____

■ **Handle as you deem necessary**

☐ **Place this matter on the next** _____ **agenda for further review and recommendation**

■ **Please send copies of any response to the Board**

☐ **Other**

_____

PLEASE NOTE

- **A written response is required no later than** _____
- **The referral Number must be referenced on all responses returned to the Board**

Use this space for short response and return to the Board Office

Reset Form **Save** **Print Form**

CLAIM AGAINST THE COUNTY OF AMADOR

FILE SIGNED CLAIM FORM IN PERSON OR BY MAIL TO:
Clerk of the Board of Supervisors
810 Court Street, Jackson, CA 95642

Please keep a copy for your records – Print/Type only

OCT 14 2025
Board of Supervisors
Official Records
Amador County

(For Dept. Use Only)

1. Claimant's Name, Address and Phone Number(s):

FRAGOZA (Last) CRUZ (First)

P.O. Box 343 (Street or P.O. Box) SAN ANDREAS (City) 95249 (Zip Code)

209-256-0322 (Home Phone) ____ (Work) (Cell)

Reference No. 25-26

Claim No. 25-26

2. Address Where Correspondence Should be Sent: (if different from above)

~~P.O. Box 3~~

3. Date and Location of Accident / Injury / Loss: SEPT 23, 2025

4. Basis of Claim: POT HOLE ON SHAKE RIDGE RD. DAMAGED RIM & TIRE. 17" x 7.5

5. Itemized List of Claimed Expenses/Damages:

ITEM	DOLLAR AMOUNT
RIM	$ 188.74
TIRE	$ 130.00
	$

(Attach additional pages if needed)

Please attach any estimates and/or receipts to your claim
*1 estimate if repairs/damages are less than $1000 **2 estimates if over $1000
***Provide Police report if available

TOTAL CLAIM $ 318.74

6. Describe How Accident / Incident / Loss Occurred and Describe Damage / Injury / Loss Being Claimed:

DRIVING ON SHAKE RIDGE, CAME AROUND A CORNER AND IN THE SHADOW WAS A LARGE ~~HOLE~~ CHUNCK of BLACK TOP AND A HOLE TO MATCH

(Attach additional pages if needed)

7. Provide the Name(s) of any County Employee(s) Involved, and Provide Witness(es) Name(s) and Phone Number(s):

WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM. (Penal Code section 72; Insurance Code section 556.1)

Date: Oct 16, 2025

Signature of Claimant or Representative: [signature]

Board of Supervisors Agenda Item Report

Submitting Department: Board of Supervisors
Meeting Date: December 16, 2025

SUBJECT
Review and possible approval of the November 18, 2025 Confidential Minutes.

Recommendation:
Approval.

4/5 vote required:
No

Distribution Instructions:
File

Board of Supervisors Agenda Item Report

Submitting Department: Board of Supervisors
Meeting Date: December 16, 2025

SUBJECT
Board of Supervisors: Discussion and possible action relative to adoption and presentation of a Resolution honoring Kim Lague and the Rodman Family of Roaring Camp as Businesspersons of the Year for 2025 and presentation of a Resolution from the Office of Assembly Member Heather Hadwick.

Recommendation:
Approve.

4/5 vote required:
No

Distribution Instructions:
Board Clerk

ATTACHMENTS
- RES 25-xxx BPOY_Roaring Camp.docx

BEFORE THE BOARD OF SUPERVISORS OF THE COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF:

RESOLUTION HONORING KIM LAGUE AND THE RODMAN FAMILY OF ROARING CAMP AS 2025 BUSINESS PERSONS OF THE YEAR

RESOLUTION NO. 25-xx

WHEREAS, the property of the Pine Acres Resort and Roaring Camp Mining Company was purchased by Elton and Delores Rodman in the 1940's/1950's with Pine Acres being built in the mind 50's with the purpose of bringing people to Amador County; and

WHEREAS Roaring Camp Mining Company is still owned and operated by three generations of Rodman Family; and

WHEREAS Roaring Camp is a genuine gold mining camp located on the Mokelumne River in California's Mother Lode Region; and

WHEREAS historically, Roaring Camp was established for the forty-niners during the Gold Rush and due to its inaccessibility, gold remains in this area today; and

WHEREAS, Siblings, Errol, Dennis and Kim grew up working at the camp where Kim still works to this day along with her children, Ricky and Nicole and their families, and Niece Tammy and her family; and

WHEREAS, Roaring Camp currently has twenty-two camp cabins and eight tent sites where visitors from all over the world are given the opportunity to experience operating Gold Mine, pan for gold, enjoy a Saturday night steak dinner and visit the Mining Artifact Museum; and

WHEREAS, the beautiful area features waterfalls, rock formations, the confluence of the three forks of the Mokelumne River and is known as the best stretch of river for swimming, hiking and fishing; and

WHEREAS, the family business shared their love of Amador County and the Gold Mining business with five generations of visitors, many of whom later became County residents.

THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Amador, State of California that said Board does hereby adopt this resolution honoring Kim Lague and the Rodman Family of Roaring Camp, for being chosen as Amador County Citizen of the Year for 2025.

The foregoing resolution was duly passed and adopted by the Board of Supervisors in the County of Amador at a regular meeting thereof, held on the 18th day of November 2025, by the following vote:

AYES: Jeff Brown, Patrick Crew, Dan Epperson, Brian Oneto, Logan Carnell
NOES: None
ABSENT: None

_____
Jeff Brown, Chairman, Board of Supervisors

ATTEST:
JENNIFER BURNS, Clerk of the
Board of Supervisors, Amador County, California

_____

Board of Supervisors Agenda Item Report

Submitting Department: Administration
Meeting Date: December 16, 2025

SUBJECT
Discussion and possible action relative to changes to the Limited Density Residential Dwelling provisions in County Code. Any desired changes would be brought back to the Board for approval.

Recommendation:
Direction to Staff.

4/5 vote required:
No

Distribution Instructions:
Clerk, Building

ATTACHMENTS
- LDRD code adopted 2014.pdf

Title 15. Buildings and Construction

Chapter 15.10. LIMITED DENSITY OWNER-BUILT RURAL DWELLING REGULATIONS (FOR ALTERNATIVE OWNER BUILDERS)

§ 15.10.010. General provisions.

On March 25, 2014, the Amador County board of supervisors duly made findings that there are special local conditions within specified areas of Amador County where modifications and changes of the standard regulations for limited density owner-built rural dwellings are reasonably necessary because of local climatic, geographical or topographical conditions. The rural housing construction standards adopted by this chapter are modifications to the standard building regulations otherwise applicable in Amador County and are adopted pursuant to Section **17958.5** of the Health and Safety Code.
(Ord. 1735 § 2(part), 2014)

§ 15.10.020. Purpose and intent.

The modifications contained in this chapter are intended to permit, under specified circumstances, the use of the ingenuity and preferences of individual builders of dwellings intended for occupancy by the builder in designated areas of Amador County, while at the same time maintaining minimum requirements for the protections of life, limb, health, property, safety and welfare of the general public and the occupants of dwellings constructed pursuant to this chapter. It is further intended to allow the use of substitute materials and procedures and alternatives to the specifications prescribed by the uniform technical codes to the extent that a reasonable degree of health and safety is provided by these modifications. In applying these modifications, the community development agency director or designee shall have the authority to exercise reasonable judgment in determining compliance with all requirements of this chapter.
(Ord. 1735 § 2(part), 2014)

§ 15.10.030. Application.

The provisions of this chapter shall apply to the construction, enlargement, conversion, alteration, repair, use, maintenance, and occupancy of limited density owner-built, owner-occupied dwellings and appurtenant structures in rural areas in Amador County. Such dwelling and appurtenant structures shall include seasonally or permanently occupied dwellings, hunting shelters, vacation homes, recreational shelters and detached bedrooms used solely by the owner of the dwelling.
(Ord. 1735 § 2(part), 2014)

§ 15.10.040. Existing buildings.

A building permit may be obtained pursuant to the provisions of this chapter for a dwelling that was constructed or was partially constructed before the effective date of these modifications, provided:

A. The applicant is the owner of the dwelling at the time of application for and issuance of the permit; and

B. The dwelling meets all standards required by this chapter; and

C. An inspection of the dwelling is made by the community development agency director or designee, and he/she determines that the requirements of this chapter have been met or substantially met to the extent that no abnormal risk to health or safety will result from occupancy of the dwelling.

(Ord. 1735 § 2(part), 2014)

§ 15.10.050. Definitions.

For purposes of this chapter, the following words and phrases shall have the meanings given below:

A. **"Detached bedroom"**
means a separate accessory structure without kitchen or sanitation facilities, designed for and used primarily as a sleeping facility in conjunction with a main structure which includes kitchen and sanitation facilities.

B. **"Owner-occupied rural dwelling"**
means any structure consisting of one or more habitable rooms intended or designed for single-family occupancy with all basic facilities for living and sleeping which is situated or is to be situated in a rural area to which the provisions of this chapter are applicable and which is owned by one or more members of the family occupying the structure.

C. **"Owner-built"**
means a structure owned and constructed by any person or family member who acts as the general contractor for, or as the provider of, all or the major part of the labor expended to build the structure and which is to be occupied as the principal residence of that person or family, and not intended for sale, lease, rent or employee occupancy. "Owner-built" shall also mean constructed by a licensed contractor for occupancy by the person or persons owning the property at the time construction is commenced.

For the purposes of this chapter, the sale, lease, renting or employee occupancy of owner-built structures within three years of issuance of a certificate of occupancy shall be presumptive evidence that the structure was erected for the purpose of sale, lease or renting.

D. **"Rural" or "rural area"**
means lands of Amador County which are beyond boundaries of an incorporated city which are zoned for residential construction by right or with a conditional use permit. A "rural parcel" is defined as: five acres or larger for lands west of the Mount Diablo meridian line range 13/14; and all lands located east of the Mount Diablo meridian line range 13/14 that are beyond the limits of a planned development.

E. **"Sound structural condition"**
means a structure in which:

1. Any plumbing, any fireplace, wood stove or other source of heat, and any electrical wiring has been built in conformance with and conforms to the applicable codes and has been and is maintained in a good condition so as to present no unreasonable risk of health and safety; and

2. The fireplace of chimney does not list or bulge and has not settled due to defective material or deterioration, and in which fireplaces and chimneys are of sufficient size to carry imposed loads with safety.

F. **"Substandard building"**
means a structure in which there exists any condition that abnormally endangers the life, limb, health, or safety of anyone within or outside of such structure.

(Ord. 1735 § 2(part), 2014)

§ 15.10.060. Permit applications.

Permits shall be required for the construction or repair of owner-built, owner-occupied rural dwellings and appurtenant structures. Applications for a permit pursuant to this chapter shall be made to the building department. Permit applications shall contain the following information:

A. Name and mailing address of the applicant;

B. The location, assessor's parcel number, and address (if known) of the site where the proposed structure is to be built;

C. A general description of the structure and the intended use (where applicable), mechanical installations with all clearance and venting procedures detailed, electrical installations, and fire safety details;

D. A plot plan indicating the location of the dwelling in relation to property lines, other structures, sanitation and bathing facilities, water source and water ways;

E. If the application being made pertains to a dwelling structure, application shall be made concurrently for approval by the county environmental health department for the installation of sewage or waste disposal facilities;

F. In the case of dwellings, an agreement shall be recorded by the applicant that the dwelling is to be owner-built, owner-occupied and used only for residential purposes;

G. The plan provided for in Section **15.10.080**;

H. Such other necessary data or information as may be required by the community development agency director or designee to implement these regulations.

(Ord. 1735 § 2(part), 2014)

§ 15.10.070. Frequency of permits.

No more than two building permits of initial construction of an owner-built, owner-occupied dwelling in a rural area shall be issued to the same person in any five-year period.

(Ord. 1735 § 2(part), 2014)

§ 15.10.080. Plans.

Each applicant for a building permit pursuant to the provisions of this chapter shall, at the time of making such application, submit a plan for the proposed structure. Such plans shall contain a general description of the structure and all necessary specific information to reasonably facilitate a determination by the community development agency director or designee of conformance with all applicable codes, including the provisions of this chapter. The plans may include a simplified diagram of the single-item floor plan and site evaluation in order to determine the appropriate dimensions of structural members.
(Ord. 1735 § 2(part), 2014)

§ 15.10.090. Waiver of plans.

The community development agency director or designee may waive the submission of plans required under the provisions of Section **15.10.080** which he/she determines are not necessary to obtain compliance with this chapter, based upon the nature of the work for which application is made.
(Ord. 1735 § 2(part), 2014)

§ 15.10.100. Plan modification.

Modifications to the design materials and methods of construction may be allowed; provided, that the building continues to conform to the provisions of this chapter and the community development agency director or designee has approved the modification in writing.
(Ord. 1735 § 2(part), 2014)

§ 15.10.110. Permit issuance.

When the community development agency director or designee determines that the planned work will comply with all applicable codes, including provisions of this chapter, the permit shall be deemed complete.
(Ord. 1735 § 2(part), 2014)

§ 15.10.120. Permit validity.

Permits issued for initial construction of dwellings shall be valid, without renewal, for a period of five successive years.
(Ord. 1735 § 2(part), 2014)

§ 15.10.130. Permit review.

A. Basis of Approval. Pursuant to Section 218 of Title 26 of the California Administrative Code, except as otherwise provided by this chapter, dwellings and appurtenant structures constructed in compliance with this chapter need not conform with the construction requirements prescribed by the latest applicable editions of the Uniform Building, Plumbing, and Mechanical Codes, the National Electrical Code, or other applicable technical codes. Projects will be evaluated against the 1985 code cycle.

B. Mechanical Requirements. Fireplaces, heating and cooking appliances, and gas piping installed in buildings constructed pursuant to this chapter shall be installed and vented in accordance with the requirements of the Uniform Building Code, the Uniform Mechanical Code and the Uniform Plumbing Code. Alternate materials and methods of venting shall be permitted if substantially equivalent in safety and durability.

C. Heating Capacity. A heating facility or appliance shall be installed in each dwelling subject to the provisions of this chapter; however, there shall be no specified requirement for heating capacity or temperature maintenance. The use of solid fuel or solar heating devices shall be deemed to comply with the requirements of this section. If nonrenewable fuel is used in the dwelling, rooms so heated shall meet current insulation standards.

D. Electrical Requirements. No dwelling or appurtenant structures constructed pursuant to this chapter shall be required to be connected to a source of electrical power, or wired, or otherwise fitted for electrification, except as set forth in this subsection.

If electrical wiring or appliances are installed, the installation shall be in accordance with the provisions of the current version of the National Electrical Code for single-family dwellings.

In structures where electrical usage is to be confined to one or more rooms of a structure, the remainder of the structure shall not be required to be wired or otherwise fitted for electrification unless the community development agency director or designee determines that electrical demands are reasonably expected to exceed the wiring capacity of the area that is to be wired. In such instances, the community development agency director or designee may require such further electrification of the structure as may be necessary to meet the excess anticipated demand.

The provisions of this subsection apply to buildings which include a workshop, kitchen, or other single room which may require electrification and there is no expectation of further electrical demand.

E. Room Dimension Requirements. The only room dimension or other room requirements for a structure constructed pursuant to this chapter shall be as follows:

Bedrooms shall be equipped with either a door to the outside or an exterior window with 5.7 square feet of openable area for emergency exit. The window shall have a minimum width of twenty inches, a minimum height of twenty-four inches, and the window sill shall not be more than forty-four inches above the bedroom floor.

F. Sanitation Facilities. A bathtub or shower and a lavatory, or alternate bathing and washing facility, shall be provided at the dwelling site.

G. Plumbing Specifications. Where conventional plumbing, in all or in part, is installed within a dwelling, it shall be installed in accordance with the Uniform Plumbing Code. Alternative materials and methods shall be permitted if the design complies with the intent of such code, and such alternatives shall perform to protect health and safety for the intended purpose.

H. Domestic Water Supply. There shall be a water supply provided by a source approved by the County Environmental Health Department.

I. Fire Safety. Provide for a defensible space by complying with the standards for emergency access, signage, emergency water, and fuel modification found in Chapter **15.30** of this code, Fire and Life Safety Regulations.

J. Exterior Wildfire Exposure. Exterior wall coverings, exterior wall vents, exterior door assemblies, and roofing systems shall meet the requirements of Chapter 7A of the 2009 California Building Code supplement.

(Ord. 1735 § 2(part), 2014)

§ 15.10.140. Inspections.

All construction or work for which a permit is required under this chapter shall be subject to inspection by county inspectors. Structures of conventional or simple construction shall be

inspected at a single final inspection.

Additional inspections shall be conducted under the following circumstances:

An inspection shall be conducted where there is reason to believe that the footing of the structure will be subjected to abnormal vertical or lateral movement due to unstable soil conditions; or in cases where interior wall coverings or construction elements will conceal underlying construction, electrical or mechanical systems; or where an unconventional construction method is to be employed which would preclude examination at a single inspection.
(Ord. 1735 § 2(part), 2014)

§ 15.10.150. Inspection requests and notices.

It shall be the duty of the holder of a building permit issued under this chapter to notify the building department that the construction is ready for inspection and to assure that the premises will be accessible at the time scheduled for inspection. Inspections shall be requested by the applicant at least forty-eight hours in advance of the intended inspection. The inspector shall notify or inform the permit holder of the day during which the inspection is be conducted and shall notify the permit holder if the inspection cannot be made as scheduled.
(Ord. 1735 § 2(part), 2014)

§ 15.10.160. Recorded agreement.

An agreement shall be recorded against the property on which the limited density "owner-built" rural dwelling is constructed stating that the building was constructed according to the 1985 California Building Code cycle.
(Ord. 1735 § 2(part), 2014)

§ 15.10.170. Temporary occupancy.

An owner builder and his/her immediate family may use and occupy a portion or portions of a dwelling or appurtenant structure prior to the completion of the entire structure if approved sanitary facilities are available and functioning at the site and if the work completed does not endanger life, health or safety. Neither the county nor any official or employee thereof shall be responsible for any injuries to anyone, occupants or otherwise, which are attributable to the unfinished structure.
(Ord. 1735 § 2(part), 2014)

§ 15.10.180. Fees for permits and inspection.

A. Any person required to obtain a building, plumbing, electrical, heating or comfort cooling permit under this chapter, or a combination of any such permits, shall at the time of filing an application therefor pay to the building department the fees set forth in the current resolution of the board of supervisors establishing fees for permits issued.

B. Where work is commenced after the effective date of these regulations and prior to obtaining a permit, a double fee may be charged.

C. The community development agency director or designee may refund up to eighty percent of the permit fee subject to the following limitations:

1. Fees allocable to plan checking are not refundable after that building department has commenced review of the plans;

2. No work shall have commenced on the project for which such permit was issued;

3. The permit must be canceled by the owner or holder, in writing, within sixty days of the date of issuance; and

4. No refund shall be made when the permit fee is ten dollars or less.

(Ord. 1735 § 2(part), 2014)

§ 15.10.190. Records.

It shall be the duty of the building department to keep a permanent record of all pertinent transactions under this chapter and to render a monthly report to the board of supervisors concerning such transactions. The building department shall transmit to the county assessor copies of all applications for building permits and copies of all completion reports pertaining to building permits.

(Ord. 1735 § 2(part), 2014)

§ 15.10.200. Liability.

This chapter shall not be construed as imposing upon the county or upon any of its officers or employees any liability or responsibility for injury or damage resulting from any building, plumbing, electrical, heating, or comfort cooling work approved or performed hereunder.

(Ord. 1735 § 2(part), 2014)

§ 15.10.210. Violation constituting a public nuisance.

Any building or structure erected, constructed, enlarged, altered, repaired, moved, improved, removed, converted or demolished, equipped, used, occupied or maintained contrary to the provisions of this chapter shall be and the same is hereby declared to be unlawful and a public nuisance. Any failure, refusal or neglect to obtain a permit as required by this chapter shall be prima facie evidence that a public nuisance has been created in connection with the erection, construction, enlargement, alteration, repair, movement, improvement, removal, conversion or demolition, equipping, use, occupation or maintenance of a building or structure moved, improved, converted or demolished, equipped, used, occupied or maintained contrary to the provisions of this chapter.

(Ord. 1735 § 2(part), 2014)

§ 15.10.220. Penal provisions.

A. No person, firm or corporation, whether as owner, lessee, sublessee or occupant, shall erect, construct, enlarge, alter, repair, move, improve, remove, convert, demolish, equip, use, occupy or maintain any building or premises, or cause or permit the same to be done, contrary to or in violation of any of the provisions of this chapter or any order issued by the community development agency director or designee or the environmental health director hereunder.

B. Any person violating any of the provisions of this chapter shall be deemed guilty of a misdemeanor and upon conviction thereof shall be punishable by a fine of not more than five hundred dollars or by imprisonment in the county jail of the county of Amador for not

more than six months, or by both such fine and imprisonment. Each such person shall be deemed guilty of a separate offense for each day or portion thereof during which any violation of the provisions is committed, continued or permitted by such person.

C. The provisions of subsection **B** of this section shall not apply to an owner of real property building or improving structures thereon or appurtenances thereto who does such work himself; provided, that:

1. Such structure or structures are not intended or offered for sale, lease or rent; and

2. Such structure or structures are one-family dwellings, farm or ranch buildings, which are not more than two stories in height.

D. In all action, criminal or civil, brought under this chapter, proof of the sale, leasing or renting, or the offering for sale, lease or rent, of any such structure by the owner-builder within three years after completion of construction is presumptive evidence that such structure was undertaken for purposes of sale, lease or rent. Sale, lease or rent of a limited density rural dwelling may be allowed by the community development agency director or designee upon demonstration of hardship.

(Ord. 1735 § 2(part), 2014)

Board of Supervisors Agenda Item Report

Submitting Department: Administration
Meeting Date: December 16, 2025

SUBJECT
Discussion and possible action relative to a request from the City of Ione for $60,000 in Park Impact Fees to assist with the replacement of the sprinkler system at Howard Park.

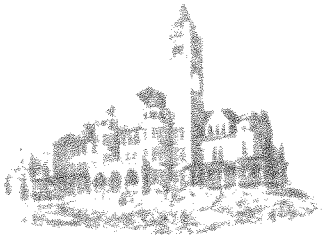
Recommendation:
Pleasure of the Board

4/5 vote required:
Yes

Distribution Instructions:
Clerk, Auditor: GSA Director

ATTACHMENTS
- Request from Ione

City of Ione
P.O. Box 398
1 E. Main Street
Ione, CA 95640



December 10, 2025

Chuck Iley
Amador County Administrative Officer
810 Court Street
Jackson, California 95642

Dear Mr. Iley,

Thank you for meeting with me recently regarding the irrigation improvements being made at the soccer fields at Howard Regional Park.

As I iterated during our meeting, the Ione city council recently voted to award irrigation improvements to the soccer fields at Howard Park to a local contractor in Amador County. Although the local contractor was higher, Council believed it was important to support local contractors as much as they possibly can.

The City Council directed me to ask the Board of Supervisors for their consideration in helping us offset the cost of the improvements. The Amador County soccer league is also stepping up by contributing $45,000 for the improvements as well. With the contribution of a gracious AWA/DWR grant of $95,000 we are short about $120,000

Our request for Board consideration is for a contribution of $ 60,000 from the remaining ACRA funds to assist us in completing this project.

We thank the entire board for their continuing support of Howard Parking and the youth of Amador County.

George Lee
Manager, City of Ione
1 Main Street
Ione, CA 95640

Board of Supervisors Agenda Item Report

Submitting Department: General Services Administration
Meeting Date: December 16, 2025

SUBJECT
General Services Administration: Order Public Auction of 18875 Ponderosa Annex Rd., Sutter Creek

Recommendation:
(1) Find that the property is not required for public use; and (2) order a public auction at the GSA Building consistent with Government Code section 25363 with a minimum bid of $310,000.

4/5 vote required:
Yes

Distribution Instructions:
Glenn Spitzer, Danielle Whitaker, Tacy Oneto Rouen

ATTACHMENTS
- Memo (12-16-25).pdf
- Stip and Order for Judgment (4-6-23).pdf
- PHAM__Recorded Judgment (10-17-25).pdf
- 18875 PONDEROSA ANNEX SURVEY.pdf
- LETTER OF INTENT AMADOR COUNTY bUYER SIGNED.pdf
- Updated prelim- CURRENT DATE AND TAXES.pdf

GENERAL SERVICES ADMINISTRATION

MAIL: 12200-B Airport Road, Jackson, CA 95642
LOCATION: 12200-B Airport Road, Martell, CA
PHONE: (209) 223-6759 FAX: (209) 223-0749 E-MAIL: gspitzer@amadorcounty.gov

M E M O R A N D U M

TO: Board of Supervisors

FROM: Glenn Spitzer, GSA Director

DATE: December 16, 2025

RE: Public Auction of 18875 Ponderosa Annex Rd., Sutter Creek

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Background: 18875 Ponderosa Annex Road in Sutter Creek is a 40-acre residential property improved with a commercial storage facility and a guest dwelling. The property was the subject of civil asset forfeiture proceedings arising out of alleged illegal marijuana farming. Pursuant to a stipulation and order for judgment filed on April 6, 2023, the owner (Hong Quy Do Pham) forfeited the property to Amador County. The County is now required to sell the property and distribute the proceeds consistent with Health and Safety Code section 11489 (65% to law enforcement; 10% to the DA; 24% to the County general fund; and 1% to a qualifying nonprofit organization).

On October 24, 2025, the County received a letter of intent from Daniel Dewater to purchase the property for $310,000. Government Code section 25363 states that the Board may sell property not required for public use. Because Health and Safety Code section 11489 requires the sale and distribution of the proceeds, the property cannot be put to public use. Section 25363 requires the County to sell the property at public auction "at such … place within the county as the board orders by a four-fifths vote."

Subject or Key Issue: Whether to order a public auction of the property at the GSA Building (12200 B Airport Rd., Jackson) with a minimum bid of $310,000.

Analysis: With sufficient advertising, the property should generate bids starting at $310,000. Accordingly, a minimum bid of $310,000 is reasonable.

Alternatives: Order the auction with no minimum bid or an amount other than $310,000.

Fiscal or Staffing Impacts: N/A

4/5ths vote: Yes

Recommendation: (1) Find that the property is not required for public use; and (2) order a public auction at the GSA Building consistent with Government Code section 25363 with a minimum bid of $310,000.

Attachments: April 6, 2023 Stipulation and Order for Judgment
October 17, 2025 Amended Judgment
Letter of Intent
Survey
Preliminary Title Report

cc: Chuck Iley, CAO
file

FILED
Superior Court of California,
County of Amador
04/06/2023
By: A. CARTER, Deputy Clerk

TODD D. RIEBE
DISTRICT ATTORNEY
Deputy District Attorney
County of Amador, State of California
708 COURT STREET
JACKSON, CA 95642
TEL: 209.223.6444

Attorney for Plaintiff

SUPERIOR COURT OF THE STATE OF CALIFORNIA
IN AND FOR THE COUNTY OF AMADOR

THE PEOPLE OF THE STATE OF CALIFORNIA, PLAINTIFF, vs.	) No.: 19CV11264))) **STIPULATION FOR JUDGMENT**
$151,593.23 IN U.S. CURRENCY AND FOUR PARCELS OF LAND; COMMONLY KNOWN AS 18875 PONDEROSA ANNEX ROAD, SUTTER CREEK, CALIFORNIA, and 18908 SHAKERIDGE ROAD, SUTTER CREEK, CALIFORNIA, and 18877 PONDEROSA ANNEX ROAD, SUTTER CREEK, CALIFORNIA, and ADJACENT PARCEL, SUTTER CREEK, CALIFORNIA, DEFENDANT,	**AND ORDER FOR JUDGMENT**))))))))
HONG QUY DO PHAM, INTERESTED PARTY.	))

I. INTRODUCTION

This stipulated settlement arises out of civil asset forfeiture proceedings against Defendant property, ONE HUNDRED FIFTY ONE THOUSAND FIVE HUNDRED NINTY THREE DOLLARS AND TWENTY THREE CENTS ($151,593.23) IN U.S. CURRENCY AND FOUR PARCELS OF LAND; COMMONLY KNOWN AS 18875 PONDEROSA ANNEX ROAD, SUTTER CREEK, CALIFORNIA, and 18908 SHAKERIDGE ROAD, SUTTER CREEK, CALIFORNIA, and 18877 PONDEROSA ANNEX ROAD, SUTTER CREEK, CALIFORNIA, and ADJACENT PARCEL, SUTTER CREEK, CALIFORNIA, in Amador County Superior Court case number 19CV11264. Plaintiff alleges Defendant property

is proceeds of or traceable to the proceeds of transactions involving controlled substances or was furnished or intended to be furnished by a person in exchange for controlled substances. Interested Party, HONG QUY DO PHAM, filed a Claim Opposing Forfeiture of Defendant property pursuant to Health and Safety Code §§ 11488.5.

All parties enter into this Agreement mindful that the ultimate outcome of litigation can be uncertain, that all parties would be at risk concerning uncertain possible procedural or evidentiary rulings, that litigation is inevitably costly to all parties and because all parties feel that the agreed upon settlement would serve the interests of justice.

The parties acknowledge that this Agreement is voluntary and represents a full settlement of the case. The terms set forth herein are contractual and not merely a recital.

II. AGREEMENT

The Plaintiff, THE PEOPLE OF THE STATE OF CALIFORNIA, through its attorney of record, Deputy District Attorney GABRIELLE STIDGER; and Interested Party, HONG QUY DO PHAM, through his attorney of record, CAROLYN HAGIN EMISON, hereby enter into the following Stipulated Judgment in Amador County Superior Court case 19CV11264.

IT IS HEREBY STIPULATED between the parties:

1. The Amador County Superior Court has jurisdiction over this action pursuant to California Health and Safety Code section 11488.4(a).
2. Interested Party, HONG QUY DO PHAM, withdraws his respective Claim Opposing Forfeiture and right to claim as to each and every part of Defendant property for which he has filed a Claim Opposing Forfeiture.
3. In consideration for the withdrawal of the claim, and for other good and valuable consideration, Plaintiff agrees to return the sum of ONE HUNDRED FIFTY ONE THOUSAND FIVE HUNDRED NINTY THREE DOLLARS AND TWENTY THREE CENTS ($151,593.23) to Interested Party, HONG QUY DO PHAM.
4. In consideration for the withdrawal of the claim, and for other good and valuable consideration, Plaintiff agrees to return THREE PARCELS OF PROPERTY: 18908 SHAKERIDGE ROAD, SUTTER CREEK, CALIFORNIA, and 18877 PONDEROSA ANNEX ROAD, SUTTER CREEK, CALIFORNIA, and ADJACENT PARCEL, SUTTER CREEK, CALIFORNIA
5. In consideration for the withdrawal of the claim, and for other good and valuable consideration, the Interested Party, HONG QUY DO PHAM, agrees to forfeit ONE

PARCEL OF PROPERTY: 18875 PONDEROSA ANNEX ROAD, SUTTER CREEK, CALIFORNIA to the state or local government entity pursuant to the provisions of Health and Safety Code §§ 11469-11495, and if necessary, grant easement rights to access 18875 Ponderosa Annex Road, Sutter Creek, California.

6. The parties stipulate there is a factual basis for the forfeiture of Defendant property.

7. The parties to this stipulation make no admission of wrongdoing by virtue of entering into this Agreement. It is understood that the parties are entering into this Agreement and Stipulated Judgment to avoid further litigation and to resolve all issues between the parties regarding case 19CV11264.

8. The parties agree to bear their own costs to date concerning this case including all attorney fees.

9. All parties reciprocally waive any rights to appeal this Judgment, both as to form and content.

10. Judgment shall be entered by the Court in this action, pursuant to this Stipulated Judgment on the request of any party without notice to the other party.

11. Following approval of this Stipulated Judgment by the court, the forfeited property shall be distributed in accordance with Health & Safety Code § 11489, without further order of the Court.

12. Upon the filing of this Stipulated Judgment it shall become final.

SO STIPULATED.

DATE: 4/6/2023

TODD D. RIEBE
DISTRICT ATTORNEY

By: GABRIELLE STIDGER
Attorney for Plaintiff

DATE: 04/05/2023

HONG QUY DO PHAM
Interested Party / Claimant

DATE: April 5, 2023

CAROLYN HAGIN EMISON
Attorney for Interested Party

ORDER OF JUDGMENT

GOOD CAUSE APPEARING, and in the interest of judicial economy, the foregoing is approved and ORDERED.

DATED: 4/6/23

JUDGE OF THE SUPERIOR COURT

RECORDING REQUESTED BY:

COUNTY OF AMADOR

WHEN RECORDED MAIL TO:

Amador County Counsel's Office
County Administration Center
810 Court Street
Jackson, CA 95642

* $ R 0 0 0 0 0 6 1 3 9 1 $ *

Amador Recorder
Kimberly L. Grady
DOC - 2025-0006118
Account: County of Amador
Friday, October 17, 2025 13:03
Total Paid: $0.00

counter1/1 - 9

DOCUMENT TITLE(S)

AMENDED/CORRECTED ORDER FOR JUDGMENT

I declare the following exemption from Recording Fees per Government Code 27388.1 (Affordable Housing & Job Act)

- ☐ This document is subject to Documentary Transfer Tax (R&T 11911)
- ☐ This document is recorded concurrently ("in connection with") a transfer subject to Documentary Transfer Tax
- ☐ This document is recorded concurrently ("in connection with") a transfer of real property that includes a residential dwelling to an owner-occupier
- ☐ The fee cap of $225 per Government Code 27388.1(a)1 has been reached
- ☐ This document is not related to real property
- ☒ This document is expressly exempted from recording fees

Signed: _____

Print Name: Greg Gillott, County Counsel Date: October 17, 2025

FILED
Superior Court of California,
County of Amador
05/07/2025 at 01:37:28 PM
By: S. GUZMAN, Deputy Clerk

TODD D. RIEBE
DISTRICT ATTORNEY
Gabrielle Stidger
Deputy District Attorney
708 Court Street
Jackson, California 95642
Telephon209.223.6444

Attorney for Plaintiff

SUPERIOR COURT OF THE STATE OF CALIFORNIA
IN AND FOR THE COUNTY OF AMADOR

THE PEOPLE OF THE STATE OF CALIFORNIA,

Plaintiff,

vs.

$151,593.23 IN U.S. CURRENCY AND FOUR PARCELS OF LAND; COMMONLY KNOWN AS 18875 PONDEROSA ANNEX ROAD, SUTTER CREEK, CALIFORNIA, AND 18908 SHAKERIDGE ROAD, SUTTER CREEK, CALIFORNIA, AND 18877 PONDEROSA ANNEX ROAD, SUTTER CREEK, CALIFORNIA, AND ADJACENT PARCEL, SUTTER CREEK, CALIFORNIA,

Defendant.

HONG QUY DO PHAM,

Interested Party.

Case No. 19CV11264

AMENDED/CORRECTED ORDER FOR JUDGMENT

Date: May 7, 2025
Time: 1:30 p.m.
Place: Dept. 2

Pursuant to the Stipulation for Judgment and Order for Judgment ("Judgment") filed in the above-referenced case on April 6, 2023, the Interested Party Hong Quy Do Pham agreed to forfeit one of four involved parcels to the County of Amador. In relevant part, paragraph 5 of the Judgment read as follows: the Interested Party, HONG QUY DO PHAM, agrees to forfeit ONE PARCEL OF PROPERTY: 18875 PONDEROSA ANNEX ROAD, SUTTER CREEK, CALIFORNIA to the state or local government entity pursuant to the provisions of Health and


SUPERIOR COURT OF CALIFORNIA
EUREKA
COUNTY OF AMADOR

MADOR COURT-RECEIVED
'25 MAY 7 PM1:37:17


SUPERIOR COURT OF CALIFORNIA
EUREKA
COUNTY OF AMADOR

Safety Code §§ 11469-11495." The County has been unable to record the Judgment or otherwise implement the stipulated forfeiture because of an inadequate property description and because the Judgment did not sufficiently indicate that the involved "local public entity" to which the property was forfeited was the County of Amador. As such, the People have requested this Amended/Corrected Judgment.

The original intent of the Parties in their stipulation was that the property located at 18875 Ponderosa Annex Road, Sutter Creek, California is to be forfeited to the County of Amador.

Accordingly, GOOD CAUSE APPEARING and pursuant to the stipulation, the Judgment is hereby amended to clarify that HONG QUY DO PHAM forfeits all right, title, and interest in 11875 Ponderosa Annex Road, APN 030-020-085-000, more particularly described on Exhibit A (attached and incorporated by this reference), to the County of Amador.

Dated: May 7, 2025

JUDGE OF THE SUPERIOR COURT


COURT OF CALIFORNIA
EUREKA

EXHIBIT A

THE PROPERTY DESCRIBED HEREIN IS SITUATED IN THE STATE OF CALIFORNIA, COUNTY OF AMADOR, AN UNINCORPORATED AREA, DESCRIBED AS FOLLOWS:

PARCEL ONE:
THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 20, IN TOWNSHIP 7 NORTH, RANGE 12 EAST, M.D.B. & M.

EXCEPTING THEREFROM ALL COAL AND OTHER MINERALS CONTAINED IN SAID LANDS TOGETHER WITH THE RIGHT TO PROSPECT FOR, MINE AND REMOVE THE SAME, PURSUANT TO THE ACT OF CONGRESS DATED DECEMBER 29, 1916 AS RESERVED IN THE UNITED STATES LAND PATENT RECORDED ON SEPTEMBER 10, 1938, IN BOOK C OF HOMESTEAD PATENTS, PAGE 277, RECORDS OF AMADOR COUNTY.

PARCEL TWO:
TOGETHER WITH AN EASEMENT FOR ROAD PURPOSES ON, OVER AND ACROSS A STRIP OF LAND LYING WITHIN SECTION 20, TOWNSHIP 7 NORTH, RANGE 12 EAST, M.D.B. & M., AMADOR COUNTY, CALIFORNIA: BEING THE UNIFORM WIDTH OF FOURTEEN (14.00) FEET, THE CENTERLINE OF WHICH IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE CENTERLINE OF THAT CERTAIN ROADWAY DELINEATED AND DESIGNATED "PONDEROSA ANNEX" UPON THAT CERTAIN OFFICIAL MAP ENTITLED, "PARCEL MAP NO. 2110 FOR ALBERT AND CASSANDRA DEHOFF," RECORDED IN THE OFFICE OF THE RECORDER OF AMADOR COUNTY IN BOOK 43 OF MAPS AND PLATS AT PAGE 74; WITH THE CENTERLINE OF THE EXISTING ROADWAY BEING HEREIN DESCRIBED: FROM SAID POINT OF BEGINNING, A 5/8 INCH REBAR WITH AN ALUMINUM CAP STAMPED L.S. 5257 FOUND MARKING THE INTERSECTION OF THE NORTHERLY RIGHT OF WAY LINE OF THE HEREINABOVE REFERRED TO PONDEROSA ANNEX, WITH THE EAST LINE OF "PARCEL 1 2.13 ACRES," AS SHOWN AND SO DESIGNATED UPON THE HEREINABOVE REFERRED TO PARCEL MAP NO. 2110, BEARS NORTH 30° 53' 33" WEST 26.36 FEET DISTANT; THENCE, FROM SAID POINT OF BEGINNING GENERALLY ALONG THE CENTERLINE OF THE HEREINABOVE REFERRED TO EXISTING ROADWAY, NORTH 01° 01' 35" WEST 97.36 FEET; THENCE NORTH 12° 42' 48" EAST 50.00 FEET; THENCE NORTH 14° 45' 58" WEST 50.00 FEET; THENCE NORTH 01° 01' 35" WEST 30.80 FEET; THENCE, ALONG THE ARC OF A CURVE TO THE LEFT, HAVING A RADIUS OF 125.00 FEET, THROUGH A CENTRAL ANGLE OF 41° 29' 33", FOR AN ARC LENGTH OF 90.52 FEET; THENCE NORTH 42° 31' 08" WEST 152.94 FEET; THENCE, ALONG THE ARC OF A CURVE TO THE LEFT, HAVING A RADIUS OF 75.00 FEET, THROUGH A CENTRAL ANGLE OF 26° 04' 38", FOR AN ARC LENGTH OF 34.13 FEET; THENCE NORTH 68° 35' 46" WEST 81.05 FEET; THENCE, ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A RADIUS OF 80.00 FEET, THROUGH A CENTRAL ANGLE OF 65° 13' 53" FOR AN ARC LENGTH OF 91.08 FEET; THENCE NORTH 03° 21' 53" WEST 283.75 FEET; THENCE, ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A RADIUS OF 60.00 FEET, THROUGH A CENTRAL ANGLE OF 94° 11' 33" FOR AN ARC LENGTH OF 98.64 FEET; THENCE SOUTH 89° 10' 20" EAST 545.02 FEET, MORE OR LESS, TO THE EAST LINE OF THAT CERTAIN PARCEL OF LAND CONVEYED TO WILLIAM J. MCNEIL BY INSTRUMENT RECORDED IN BOOK 333 OF OFFICIAL RECORDS AT PAGE 477, AMADOR COUNTY RECORDS, FROM WHICH POINT A 1/2 INCH PIPE MARKING THE SOUTHEAST CORNER OF THAT CERTAIN OFFICIAL ENTITLED, "PARCEL MAP NO. 148 FOR FRED ERICKSON," RECORDED IN THE OFFICE OF THE RECORDER OF AMADOR COUNTY IN BOOK 19 OF MAPS AND PLAT AT PAGE 88 BEARS NORTH 0° 07' 55" WEST 41.32 FEET DISTANT.

APN: 030-020-085-000



The foregoing instrument is a correct copy of the original on file in this office if it bears the seal of the State of California imprinted in purple ink.
Attest: MAY - 7 2025
ANDREA C. SEXTON, Clerk of the Superior Court of the State of California in and for the County of Amador
By _____ Deputy

APN 030-630-010
16651 SHAKE RIDGE RD
SHORE TRUST
1999-0005112

APN 030-630-011
16660 SHAKE RIDGE RD
SCHNEIDER TRUST/CRAWFORD
2007-0007506

FND. 1/2" IRON PIPE TAGGED LS 3570 PER 19-M-88 AT FC. COR.

FND. 1/2" IRON PIPE TAGGED LS 3570 PER 19-M-88 AT FC. COR.

GATE

CL 14' WIDE ROAD EASEMENT PER 2005-0010818

APN 030-020-085
18875 PONDEROSA ANNEX RD

APN 030-010-028
18871 PONDEROSA ANNEX RD
McNEILL
2005-0010818

CL 14' WIDE ROAD EASEMENT PER 2005-0010818

10'-12' WIDE GRAVEL ROAD

N

0 50 100 150

Scale: 1" = 50'

LEGEND

———	PROPERTY LINE, TYPICAL
— — — —	ROAD RIGHT-OF-WAY AND PUE PER 43-M-73
— — — —	EDGE OF PAVEMENT
- - - - - -	EDGE OF GRAVEL ROAD
—·—·—	CL 14' WIDE ROAD EASEMENT PER 2005-0010818
○	FOUND MONUMENT AS NOTED ON PLAT
△	SPIKE FOR SURVEY CONTROL POINT
CL	CENTERLINE OR DISTANCE TO CENTERLINE
CMP	CORRUGATED METAL PIPE CULVERT
PUE	PUBLIC UTILITY EASEMENT

PAVED ROAD

APN 030-010-122
18861 PONDEROSA ANNEX RD
DILLON TRUST
2011-0004108

APN 030-010-098
18881 PONDEROSA ANNEX RD
SMITH TRUST
2023-0007720

APN 030-010-053

APN 030-010-052

18" CMP CULVERT

CL 14' WIDE ROAD EASEMENT PER 2005-0010818

FND. 5/8" REBAR TAGGED LS 5257 PER 43-M-73

ROAD AND PUE PER 43-M-73

25'

25'

PONDEROSA ANNEX ROAD

ROAD AND PUE PER 43-M-73

FND. 5/8" REBAR TAGGED LS 5257 PER 43-M-73

FND. 5/8" REBAR, NO TAG, IN RECORD LOCATION PER 43-M-73

FND. 5/8" REBAR TAGGED LS 5257 PER 43-M-73

APN 030-010-123

APN 030-010-124

PREPARED FOR:
AMADOR COUNTY GSA
ATTN: JON HOPKINS
12200 B AIRPORT ROAD
JACKSON, CA 95642
(209) 223-6759

APN 030-020-085

DATE: 2.08.2024

SCALE: 1"= 50'

DRAWN BY: GMW

JOB NO.: 2401-14

SHEET 1 OF 1 SHEET

RESULTS OF SURVEY MAP
14' ROAD EASEMENT PER 2005-0010818

BEING A PORTION OF SECTION 20, T. 7 N., R. 12 E., M. D. M.
AMADOR COUNTY, CALIFORNIA

TOMA & ASSOCIATES INC.
ENGINEERING - SURVEYING - PLANNING
41 Summit Street, Jackson, CA 95642
(209) 223-0156

Docusign Envelope ID: 0C5630B0-31B2-4FCB-8352-93E6B86A1D3C

REAL ESATE SERVICES

ALLISON JAMES ESTATES & HOMES

T: 530-409-5178 // E: brucepflieger@sbcglobal.net

Bruce Pflieger
Realtor
"The Guy Who gets it done".
1983 Cemetery Rd.
Placerville,, CA 45678

LETTER OF INTENT TO PURCHASE

18875 PONDEROSA ANNEX RD, SUTTER CREEK, CA 95685-9751

On behalf of Daniel Dewater **("BUYER")**, Bruce Pflieger Realtor with Allison James Estates & Homes has been authorized to present to you this Letter of Intent to Purchase for the above referenced location.

CONFIDENTIALITY

Buyer requires absolute confidentiality between Buyer and Seller as well as seller's representative. There shall be no dissemination of any of the proposed or negotiated terms of any pending or executed Purchase agreement between the Buyer and Seller without the express written permission of the Buyer.

BUYER:	Daniel Dewater
SELLER:	Amador County
LOCATION:	18875 Ponderosa Annex Rd, Sutter Creek, CA 95685-9751
SQUARE FOOTAGE/ACREAGE:	1,742,400 40 Acres
LENGTH OF ESCROW:	30 days or more if required by seller..
TERMS OF PURCHASE:	This is an ALL CASH OFFER. Proof of funds attached.
PURCHASE PRICE:	$310,000

Docusign Envelope ID: 0C5630B0-31B2-4FCB-8352-93E6B86A1D3C

PURCHASE TERMS: This purchase is AS IS.

INSPECTIONS &TIME FRAMES : The buyer is free to conduct any and all inspections they choose to. Ther will be no Request for Repairs.
The buyer has 17 days from opening of escrow to conduct Inspections and remove all contingencies.

APN NUMBER: 030-020-112-000

DEPOSITS & CONTINGENCIES: The buyer to place a deposit of $3500 into escrow within 3 days after a purchase contract is executed. The deposit will be at risk upon written removal of contingencies of the buyer to be no later than 18 days after opening of escrow.

PROPERTY ACCESS: The Buyer shall be provided twenty-four hour a day, seven days a week access to the premises during the 17 day inspection period.

REPRESENTATION: Bruce Pfieger of Allison James Estates represents the Buyer in this transaction. In the event a purchase is consummated between Buyer and Seller, Seller agrees to pay Buyer Rep broker (Bruce Pfieger) a Purchase commission equal to two and a half percent (2.5%) of the total Purchase Price to be paid through escrow.

CONFIDENTIALITY: Buyer and Seller shall keep confidential all information pertaining to these negotiations and the proposed purchase, except to the extent to which, (i) the information is already a matter of public knowledge or (ii) Buyer or Seller's financial, legal or Agent representative is necessary to disclose information to outside entities for the purpose of continuing or completing negotiations.

Please email your response to us no later than [5:00 p.m., PST on October 28, 2025]. We look forward to working with you please do not hesitate to call with any questions or comments

Docusign Envelope ID: 0C5630B0-31B2-4FCB-8352-93E6B86A1D3C

Allison James Estates & Homes. submits this non-binding Proposal on behalf of the Daniel Dewater. This Proposal is not a contractual offer and neither party shall be bound by an agreement until a definitive written contract is executed by both parties. This proposal is intended solely as a preliminary expression of general intention and is for discussion purposes only. This proposal is not intended to, and shall not, create any agreement or obligation by either party to negotiate a definitive agreement pertaining to the Property and imposes no duty on either party to continue negotiations. Neither party shall have any contractual obligations to the other with respect to the matters referred herein unless and until a definitive written agreement setting forth all material terms of the parties' agreement has been fully executed and delivered by the parties. Prior to delivery of such definitive executed agreement, and without any liability to the other party, either party may (1) propose different terms from those summarized herein, (2) enter into negotiations with other parties, and/or (3) unilaterally terminate all negotiations with the other party hereto.

Kindest Regards,

Bruce Pflieger

"The Guy Who Gets It Done!"

DRE 01183230

Allison James Estates & Homes
DRE 01885684

530-409-5178

RESIDENTIAL COMMERCIAL INVESTMENTS

AGREED:

DANIEL DEWATER (BUYER)

By: Signed by: Daniel Dewater 22D6F7999F234E2...

Name: Daniel Dewater

Title: _____

AGREED:

AMADOR COUNTY

By: _____

Name: _____

Title: _____

Preliminary Report Top Sheet

♦ HELP US STAY ON TOP OF YOUR TRANSACTION ♦

IF ANY OF THESE QUESTIONS ARE ANSWERED "YES", OR IF YOU HAVE QUESTIONS ABOUT THE BELOW, PLEASE CONTACT YOUR ESCROW OFFICER IMMEDIATELY

- Have any of the principals recently filed bankruptcy?
- Do any of the principals plan to use a power of attorney?
- Are any of the principals going through a divorce? (if so, is there an attorney involved?)
- Is anyone currently vested in title deceased? Has a new Tax I.D. Number been established?
- Do any of the principals NOT have a valid photo identification?
- Is there construction work in progress or incomplete construction?
    - Any construction completed in the last year?
    - Any construction completed in the last 4 months?
- Is there a mobile or manufactured home on the property?
- Are the sellers a non-resident alien or a foreign out of country seller?
- Is the property an investment property or not considered seller's principal residence?
- Will a new entity be formed? (i.e. Partnership, LLC, Corporation)
- If your principals are currently vested or are taking title in their trust, have bank accounts been established in the name of the Trust?
- Will any of the principals be participating in a 1031 Exchange?
- Are any of the principals not able to sign with a Placer Title Company? If so, an approved notary will be required.

THANK YOU FOR CHOOSING

Placer Title Company

PLACER TITLE COMPANY
A MOTHER LODE COMPANY

Escrow Number: P-599050

WIRE FRAUD ADVISORY

Parties to a real estate transaction are often targets for wire fraud and financial confidence schemes, unfortunately with many losing tens or hundreds of thousands of dollars because they relied (without verification) on "revised" or "new" wire instructions appearing to come from a trusted party to the transaction.

IF YOU INTEND TO WIRE FUNDS IN CONJUNCTION WITH THIS REAL ESTATE TRANSACTION, WE STRONGLY RECOMMEND THAT YOU VERBALLY VERIFY THOSE INSTRUCTIONS THROUGH A KNOWN, TRUSTED PHONE NUMBER PRIOR TO SENDING FUNDS.

In addition, the following self-protection strategies are recommended to minimize exposure to possible wire fraud.

- **DO NOT RELY** on emails purporting to change wire instructions. Placer Title Company will never change its wire instructions in the course of a transaction. If you receive a random or unsolicited email from anyone requesting funds to be wired, and attaching "new," "alternate," "updated," "revised" and/or "different" wire instructions, contact your escrow officer immediately (at a verifiable number in the manner noted below) and before wiring any money.

- **VERIFY** the wire instructions you do receive by calling the party who sent the instructions to you. However, **DO NOT** use the phone number provided in the email containing the instructions, and **DO NOT** send a reply email to verify, since the email address may be incorrect, fraudulent or being intercepted by the fraudster. Rather, use phone numbers you have called before and/or can independently verify through other sources (company website or internet search).

- **USE COMPLEX PASSWORDS** that are at least ten (10) characters long and contain a combination of mixed case, numbers, and symbols. You should also change your password often and not reuse the same password for other online accounts.

- **ENABLE MULTI-FACTOR AUTHENTICATION** for all email accounts. Your email provider may have specific instructions on how to implement this feature.

- **CHECK FOR AUTO-FORWARDING** on your email account and disable it. This is one of the most "silent" ways a fraudster can monitor your email account because every email that comes in is automatically forwarded to them, even if you change your password.

This Notice is not intended to provide legal or professional advice, nor is it an exclusive list of self-protection strategies. Customers are encouraged to always be aware of such schemes, and to contact their escrow officer if ever in doubt.

Placer Title Company
11321 Prospect Drive, Suite 1
Jackson, CA 95642
Phone: (209)223-3592
Fax: (209)223-4738

PLACER TITLE COMPANY
A MOTHER LODE COMPANY

Order No.:	P-599050	Update (Version 2)
Reference:	Follow	
Escrow Officer:	Loretta Waite	
Email:	lwaite@placertitle.com	
Email Loan Docs To:	lwaite@placertitle.com	
Proposed Insured:		
Proposed Loan Amount:		
Proposed Sales Price:	$500,000.00	
Proposed Buyer(s):	Buyer To Follow	
Proposed Underwriter:	Westcor Land Title Insurance Company	
Property Address:	18875 Ponderosa Annex Road, Sutter Creek, CA 95685	

PRELIMINARY REPORT

In response to the above referenced application for a policy of title insurance, Placer Title Company hereby reports that it is prepared to issue, or cause to be issued, as of the date hereof, a Policy or Policies of Title Insurance describing the land and the estate or interest therein hereinafter set forth, insuring against loss which may be sustained by reason of any defect, lien or encumbrance not shown or referred to as an Exception below or not excluded from coverage pursuant to the printed Schedules, Conditions and Stipulations of said Policy forms.

The printed Exceptions and Exclusions from the coverage and Limitations on Covered Risks of said Policy or Policies are set forth in Attachment One. The policy to be issued may contain an arbitration clause. When the Amount of Insurance is less than that set forth in the arbitration clause, all arbitrable matters shall be arbitrated at the option of either the Company or the Insured as the exclusive remedy of the parties. Limitations on Covered Risks applicable to the CLTA and ALTA Homeowner's Policies of Title Insurance which establish a Deductible Amount and a Maximum Dollar Limit of Liability for certain coverages are also set forth in Attachment One. Copies of the policy forms should be read. They are available from the office which issued this report.

Please read the exceptions shown or referred to below and the exceptions and exclusions set forth in Attachment One of this report carefully. The exceptions and exclusions are meant to provide you with notice of matters which are not covered under the terms of the title insurance policy and should be carefully considered.

It is important to note that this preliminary report is not a written representation as to the condition of title and may not list all liens, defects, and encumbrances affecting title to the land.

This report (and any supplements or amendments hereto) is issued solely for the purpose of facilitating the issuance of a policy of title insurance and no liability is assumed hereby. If it is desired that liability be assumed prior to the issuance of a policy of title insurance, a Binder or Commitment should be requested.

Dated: April 15, 2023 at 7:30AM
Title Officer: Marlene Gideon

The form of policy of title insurance contemplated by this report is:

2006 ALTA Standard Owners Policy

2021 ALTA Extended Loan Policy

The estate or interest in the land hereinafter described or referred to covered by this report is:

Fee Simple

Title to said estate or interest at the date hereof is vested in:

Hong-Quy Do Pham, an unmarried man

The land referred to in this report is described as follows:

See Exhibit “A” Attached for Legal Description

Exhibit "A"
Legal Description

THE PROPERTY DESCRIBED HEREIN IS SITUATED IN THE STATE OF CALIFORNIA, COUNTY OF AMADOR, AN UNINCORPORATED AREA, DESCRIBED AS FOLLOWS:

PARCEL ONE:

THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 20, IN TOWNSHIP 7 NORTH, RANGE 12 EAST, M.D.B. & M.

EXCEPTING THEREFROM ALL COAL AND OTHER MINERALS CONTAINED IN SAID LANDS TOGETHER WITH THE RIGHT TO PROSPECT FOR, MINE AND REMOVE THE SAME, PURSUANT TO THE ACT OF CONGRESS DATED DECEMBER 29, 1916 AS RESERVED IN THE UNITED STATES LAND PATENT RECORDED ON SEPTEMBER 10, 1938, IN BOOK C OF HOMESTEAD PATENTS, PAGE 277, RECORDS OF AMADOR COUNTY.

PARCEL TWO:

TOGETHER WITH AN EASEMENT FOR ROAD PURPOSES ON, OVER AND ACROSS A STRIP OF LAND LYING WITHIN SECTION 20, TOWNSHIP 7 NORTH, RANGE 12 EAST, M.D.B. & M., AMADOR COUNTY, CALIFORNIA: BEING THE UNIFORM WIDTH OF FOURTEEN (14.00) FEET, THE CENTERLINE OF WHICH IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE CENTERLINE OF THAT CERTAIN ROADWAY DELINEATED AND DESIGNATED "PONDEROSA ANNEX" UPON THAT CERTAIN OFFICIAL MAP ENTITLED, "PARCEL MAP NO. 2110 FOR ALBERT AND CASSANDRA DEHOFF," RECORDED IN THE OFFICE OF THE RECORDER OF AMADOR COUNTY IN BOOK 43 OF MAPS AND PLATS AT PAGE 74; WITH THE CENTERLINE OF THE EXISTING ROADWAY BEING HEREIN DESCRIBED: FROM SAID POINT OF BEGINNING, A 5/8 INCH REBAR WITH AN ALUMINUM CAP STAMPED L.S. 5257 FOUND MARKING THE INTERSECTION OF THE NORTHERLY RIGHT OF WAY LINE OF THE HEREINABOVE REFERRED TO PONDEROSA ANNEX, WITH THE EAST LINE OF "PARCEL 1 2.13 ACRES," AS SHOWN AND SO DESIGNATED UPON THE HEREINABOVE REFERRED TO PARCEL MAP NO. 2110, BEARS NORTH 30° 53' 33" WEST 26.36 FEET DISTANT; THENCE, FROM SAID POINT OF BEGINNING GENERALLY ALONG THE CENTERLINE OF THE HEREINABOVE REFERRED TO EXISTING ROADWAY, NORTH 01° 01' 35" WEST 97.36 FEET; THENCE NORTH 12° 42' 48" EAST 50.00 FEET; THENCE NORTH 14° 45' 58" WEST 50.00 FEET; THENCE NORTH 01° 01' 35" WEST 30.80 FEET; THENCE, ALONG THE ARC OF A CURVE TO THE LEFT, HAVING A RADIUS OF 125.00 FEET, THROUGH A CENTRAL ANGLE OF 41° 29' 33", FOR AN ARC LENGTH OF 90.52 FEET; THENCE NORTH 42° 31' 08" WEST 152.94 FEET; THENCE, ALONG THE ARC OF A CURVE TO THE LEFT, HAVING A RADIUS OF 75.00 FEET, THROUGH A CENTRAL ANGLE OF 26° 04' 38", FOR AN ARC LENGTH OF 34.13 FEET; THENCE NORTH 68° 35' 46" WEST 81.05 FEET; THENCE, ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A RADIUS OF 80.00 FEET, THROUGH A CENTRAL ANGLE OF 65° 13' 53" FOR AN ARC LENGTH OF 91.08 FEET; THENCE NORTH 03° 21' 53" WEST 283.75 FEET; THENCE, ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A RADIUS OF 60.00 FEET, THROUGH A CENTRAL ANGLE OF 94° 11' 33" FOR AN ARC LENGTH OF 98.64 FEET; THENCE SOUTH 89° 10' 20" EAST 545.02 FEET, MORE OR LESS, TO THE EAST LINE OF THAT CERTAIN PARCEL OF LAND CONVEYED TO WILLIAM J. MCNEIL BY INSTRUMENT RECORDED IN BOOK 333 OF OFFICIAL RECORDS AT PAGE 477, AMADOR COUNTY RECORDS, FROM WHICH POINT A 1/2 INCH PIPE MARKING THE SOUTHEAST CORNER OF THAT CERTAIN OFFICIAL ENTITLED, "PARCEL MAP NO. 148 FOR FRED ERICKSON," RECORDED IN THE OFFICE OF THE RECORDER OF AMADOR COUNTY IN BOOK 19 OF MAPS AND PLAT AT PAGE 88 BEARS NORTH 0° 07' 55" WEST 41.32 FEET DISTANT.

APN: 030-020-085-000

EXCEPTIONS

At the date hereof, exceptions to coverage in addition to the printed Exceptions and Exclusions in said policy form would be as follows:

1. TAXES, SPECIAL AND GENERAL, ASSESSMENT DISTRICTS AND SERVICE AREAS FOR THE FISCAL YEAR 2024-2025, A LIEN NOT YET DUE OR PAYABLE.

2. TAXES, SPECIAL AND GENERAL, ASSESSMENT DISTRICTS AND SERVICE AREAS FOR THE FISCAL YEAR 2023-2024:

   1ST INSTALLMENT: $2,249.74 DELINQUENT
   2ND INSTALLMENT: $2,269.74 DELINQUENT
   PARCEL NUMBER: 030-020-085-000
   CODE AREA: 052088
   LAND VALUE: $267,722.00
   IMP. VALUE: $132,521.00
   TOTAL VALUE: $400,243.00
   EXEMPTION AMOUNT:

   NOTE: FIRST INSTALLMENT IS DUE NOVEMBER 1 AND DELINQUENT DECEMBER 10. SECOND INSTALLMENT IS DUE FEBRUARY 1 AND DELINQUENT APRIL 10.

3. THE HEREIN DESCRIBED PROPERTY HAS BEEN DECLARED TAX DEFAULTED FOR NON-PAYMENT OF DELINQUENT TAXES FOR THE FISCAL YEAR 2022-2023AND SUBSEQUENT YEARS, IF ANY. SALE NO. DEF190000259:

   AMOUNT TO REDEEM PRIOR TO APRIL 30, 2024, IS $31,287.00.
   PARCEL NO.: 030-020-085-000

4. THE LIEN OF SUPPLEMENTAL TAXES, IF ANY, ASSESSED PURSUANT TO THE PROVISIONS OF CHAPTER 3.5, (COMMENCING WITH SECTION 75) OF THE REVENUE AND TAXATION CODE, OF THE STATE OF CALIFORNIA.

5. THE LIEN OF BONDS AND ASSESSMENT LIENS, IF APPLICABLE, COLLECTED WITH THE GENERAL AND SPECIAL TAXES.

6. ANY TAXES OR ASSESSMENTS LEVIED BY:
   A. AMADOR WATER AGENCY

7. SAID LAND LIES WITHIN THE BOUNDARIES OF THE AMADOR COUNTY UNIFIED SCHOOL DISTRICT 2002 BOND AND IS SUBJECT TO ASSESSMENTS AND LIENS THEREOF TO BE COLLECTED IN INSTALLMENTS WITH THE COUNTY TAXES.

   FURTHER INFORMATION CONCERNING THE CURRENT AND ESTIMATED FUTURE TAX LIABILITY CAN BE OBTAINED FROM THE OFFICE OF THE SUPERINTENDENT, AMADOR COUNTY UNIFIED SCHOOL DISTRICT, 217 REX AVENUE, JACKSON, CA 95642.

8. AN EASEMENT FOR POLE LINE, WIRES, ANCHORS, GUYS AND INCIDENTAL PURPOSES IN THE DOCUMENT RECORDED NOVEMBER 28, 1961 AS BOOK 105, PAGE 171 OF OFFICIAL RECORDS.

9. AN EASEMENT FOR POLE LINE, WIRES, ANCHORS, GUYS AND INCIDENTAL PURPOSES IN THE DOCUMENT RECORDED JULY 1, 1987 AS BOOK 518, PAGE 448 OF OFFICIAL RECORDS.

10. THE TERMS AND PROVISIONS CONTAINED IN THE DOCUMENT ENTITLED "AGREEMENT AND DECLARATION OF RESTRICTIONS" RECORDED FEBRUARY 19, 1993 AS INSTRUMENT NO. 1993-1802 OF OFFICIAL RECORDS.

11. TERMS, PROVISIONS, COVENANTS, CONDITIONS, RESTRICTIONS AND EASEMENTS, PROVIDED IN THE COVENANTS, CONDITIONS AND RESTRICTIONS, BUT OMITTING ANY COVENANT, CONDITION OR RESTRICTION, IF ANY, BASED ON RACE, COLOR, RELIGION, SEX, GENDER, GENDER IDENTITY, GENDER EXPRESSION, SEXUAL ORIENTATION, FAMILIAL STATUS, MARITAL STATUS, DISABILITY, GENETIC INFORMATION, NATIONAL ORIGIN, SOURCE OF INCOME AS DEFINED IN SUBDIVISION (P) OF SECTION 12955, OR ANCESTRY, UNLESS AND ONLY TO THE EXTENT THAT THE COVENANT, CONDITION OR RESTRICTION (A) IS EXEMPT UNDER TITLE 42 OF THE UNITED STATES CODE, OR (B) RELATES TO HANDICAP, BUT DOES NOT DISCRIMINATE AGAINST HANDICAPPED PERSONS, IN DOCUMENT RECORDED FEBRUARY 19, 1993, (INSTRUMENT) 1993-1802, OFFICIAL RECORDS.

    NOTE: SECTION 12956.1 OF THE GOVERNMENT CODE PROVIDES THE FOLLOWING:

    "IF THIS DOCUMENT CONTAINS ANY RESTRICTION BASED ON RACE, COLOR, RELIGION, SEX, GENDER, GENDER IDENTITY, GENDER EXPRESSION, SEXUAL ORIENTATION, FAMILIAL STATUS, MARITAL STATUS, DISABILITY, GENETIC INFORMATION, NATIONAL ORIGIN, SOURCE OF INCOME AS DEFINED IN SUBDIVISION (P) OF SECTION 12955, OR ANCESTRY, THAT RESTRICTION VIOLATES STATE AND FEDERAL FAIR HOUSING LAWS AND IS VOID AND MAY BE REMOVED PURSUANT TO SECTION 12956.2 OF THE GOVERNMENT CODE. LAWFUL RESTRICTIONS UNDER STATE AND FEDERAL LAW ON THE AGE OF OCCUPANTS IN SENIOR HOUSING OR HOUSING FOR OLDER PERSONS SHALL NOT BE CONSTRUED AS RESTRICTIONS BASED ON FAMILIAL STATUS."

12. TERMS AND CONDITIONS AS CONTAINED IN ORDER AND JUDGMENT QUIETING TITLE TO EASEMENT AND ENJOINING INTERFERENCE THEREOF RECORDED MAY 10, 2010 AS INST. NO. 2010-3345 AMADOR COUNTY OFFICIAL RECORDS.

13. NOTICE OF VIOLATION FILED BY AMADOR COUNTY CODE ENFORCEMENT DEPARTMENT RECORDED MARCH 7, 2011 AS INST. NO. 2011-1842, AMADOR COUNTY OFFICIAL RECORDS.

14. DISCREPANCIES, CONFLICTS IN BOUNDARY LINES, SHORTAGE IN AREA, ENCROACHMENTS, OR ANY OTHER FACTORS WHICH A CORRECT SURVEY WOULD DISCLOSE, AND WHICH ARE NOT SHOWN BY THE PUBLIC RECORDS.

15. NOTE: PARCEL TWO IS INCLUDED FOR INFORMATION PURPOSES ONLY, ARE APPURTENANCES WHICH APPEAR TO BENEFIT SAID LAND. THEY MAY BE INCLUDED ON THE DEED OR ENCUMBRANCE TO BE RECORDED BUT NO ASSURANCE IS BEING GIVEN AS TO THE LOCATION, VALIDITY, OWNERSHIP OR EFFECT OF SAID APPURTENANCES

    ********** SPECIAL INFORMATION **********

    *** CHAIN OF TITLE REPORT:

    ACCORDING TO THE PUBLIC RECORDS, NO DEEDS CONVEYING THE PROPERTY DESCRIBED IN THIS REPORT HAVE

BEEN RECORDED WITHIN A PERIOD OF 2 YEARS PRIOR TO THE DATE OF THIS REPORT, EXCEPT AS SHOWN HEREIN: NONE

*** LENDER'S SUPPLEMENTAL ADDRESS REPORT:

THE ABOVE NUMBERED REPORT IS HEREBY MODIFIED AND/OR SUPPLEMENTED TO REFLECT THE FOLLOWING ADDITIONAL ITEMS RELATING TO THE ISSUANCE OF AN AMERICAN LAND TITLE ASSOCIATION LOAN FORM POLICY:

PLACER TITLE COMPANY STATES THAT THE HEREIN DESCRIBED PROPERTY IS A SINGLE FAMILY RESIDENCE AND THAT THE PROPERTY ADDRESS IS:

18875 PONDEROSA ANNEX ROAD, SUTTER CREEK, CA 95685

***NOTICE REGARDING MAPS

ANY MAPS PROVIDED HEREWITH ARE FOR REFERENCE ONLY. THE PROPERTY AND/OR EASEMENTS SHOWN ARE BUT APPROXIMATIONS, AND NO ASSURANCES ARE GIVEN AS TO ACCURACY, RELIABILITY, DIMENSIONS OR ACREAGE. THIS WILL NOT LIMIT THE COVERAGE PROVIDED BY A CLTA 116, 116.1 OR 116.03 ENDORSEMENT IF ISSUED TO THE POLICY.

*** NOTICE REGARDING FUNDS DEPOSITED IN ESCROW:

IMPORTANT NOTICE- ACCEPTABLE TYPE OF FUNDS

PLEASE BE ADVISED THAT IN ACCORDANCE WITH THE PROVISIONS OF THE CALIFORNIA INSURANCE CODE, SECTION 12413.1, ANY FUNDS DEPOSITED FOR THE CLOSING MUST BE DEPOSITED INTO THE ESCROW DEPOSITORY AND CLEARED PRIOR TO DISBURSEMENT. FUNDS DEPOSITED BY WIRE TRANSFER MAY BE DISBURSED UPON RECEIPT. FUNDS DEPOSIT VIA CASHIER'S CHECKS DRAWN ON A CALIFORNIA BASED BANK MAY BE DISBURSED THE NEXT BUSINESS DAY. IF FUNDS ARE DEPOSITED WITH THE COMPANY BY OTHER METHODS, RECORDING AND/OR DISBURSEMENT MAY BE DELAYED.

IMPORTANT NOTE: PLEASE BE ADVISED THAT ESCROW HOLDER DOES NOT ACCEPT CASH, MONEY ORDERS, ACH TRANSFERS, OR FOREIGN CHECKS.

PLEASE CONTACT ESCROW REGARDING QUESTIONS ON TYPE OF FUNDS REQUIRED IN ORDER TO FACILITATE THE PROMPT CLOSING OF THIS TRANSACTION.

NOTE: IF YOU INTEND TO REMIT MULTIPLE CASHIER'S CHECKS TO CLOSE YOUR ESCROW (WHICH MAY OR MAY NOT INCLUDE GIFT FUNDS OR THIRD PARTY FUNDS) IRS CASH REPORTING UNDER IRS CODE 8300 MAY BE REQUIRED. FOR THIS REASON, YOU MAY WISH TO CONSIDER WIRING FUNDS IN LIEU OF REMITTING CASHIER'S CHECKS.

*** DISCLOSURE OF DISCOUNTS ***

You may be entitled to a discount on your title premiums and/or escrow fees if you meet any of the following conditions:

1. You are an employee of the title insurer or Placer Title Company and the property is your primary residence; or
2. The transaction is a loan, the purpose of which is to rebuild the improvements on the property as a result of a governmentally declared disaster; or
3. The property is being purchased or encumbered by a religious, charitable or nonprofit organization for its use within the normal activities for which such entity was intended.

Please advise the company if you believe any of the above discounts apply.

*** LENDER'S NOTE ***

In accordance with Executive Order 13224, and the USA Patriot Act, **PLACER TITLE COMPANY** compares the names of parties to the proposed transaction to the Specially Designated Nationals and Blocked Persons (SDN List) maintained by the United States Office of Foreign Asset Control.

*** BUYER'S NOTE ***

If an ALTA Residential Owner's Policy is requested and if the property described herein is determined to be eligible for this policy, the following Exceptions From Coverage will appear in the policy:

1. Taxes or assessments which are not shown as liens by the public records or by the records of any taxing authority.

2. (a) Water rights, claims or title to water; (b) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (c) unpatented mining claims; whether or not the matters exception under (a), (b) or (c) are shown by the public records.

3. Any rights, interest or claims of parties in possession of the land which are not shown by the public records.

4. Any easements or liens not shown by the public records. This exception does not limit the lien coverage in Item 8 of the Covered Title Risks.

5. Any facts about the land which a correct survey would disclose and which are not shown by the public records. This exception does not limit the forced removal coverage in Item 12 of the Covered Title Risks.

CLTA PRELIMINARY REPORT FORM

Attachment One (Rev 11-09-18)

CALIFORNIA LAND TITLE ASSOCIATION STANDARD COVERAGE POLICY - 1990

EXCLUSIONS FROM COVERAGE

The following matters are expressly excluded from the coverage of this policy and the Company will not pay loss or damage, costs, attorneys' fees or expenses which arise by reason of:

1. (a) Any law, ordinance or governmental regulation (including but not limited to building or zoning laws, ordinances, or regulations) restricting, regulating, prohibiting or relating (i) the occupancy, use, or enjoyment of the land; (ii) the character, dimensions or location of any improvement now or hereafter erected on the land; (iii) a separation in ownership or a change in the dimensions or area of the land or any parcel of which the land is or was a part; or (iv) environmental protection, or the effect of any violation of these laws, ordinances or governmental regulations, except to the extent that a notice of the enforcement thereof or a notice of a defect, lien, or encumbrance resulting from a violation or alleged violation affecting the land has been recorded in the public records at Date of Policy.
(b) Any governmental police power not excluded by (a) above, except to the extent that a notice of the exercise thereof or notice of a defect, lien or encumbrance resulting from a violation or alleged violation affecting the land has been recorded in the public records at Date of Policy.
2. Rights of eminent domain unless notice of the exercise thereof has been recorded in the public records at Date of Policy, but not excluding from coverage any taking which has occurred prior to Date of Policy which would be binding on the rights of a purchaser for value without knowledge.
3. Defects, liens, encumbrances, adverse claims or other matters:
(a) whether or not recorded in the public records at Date of Policy, but created, suffered, assumed or agreed to by the insured claimant;
(b) not known to the Company, not recorded in the public records at Date of Policy, but known to the insured claimant and not disclosed in writing to the Company by the insured claimant prior to the date the insured claimant became an insured under this policy;
(c) resulting in no loss or damage to the insured claimant;
(d) attaching or created subsequent to Date of Policy; or
(e) resulting in loss or damage which would not have been sustained if the insured claimant had paid value for the insured mortgage or for the estate or interest insured by this policy.
4. Unenforceability of the lien of the insured mortgage because of the inability or failure of the insured at Date of Policy, or the inability or failure of any subsequent owner of the indebtedness, to comply with the applicable doing business laws of the state in which the land is situated.
5. Invalidity or unenforceability of the lien of the insured mortgage, or claim thereof, which arises out of the transaction evidenced by the insured mortgage and is based upon usury or any consumer credit protection or truth in lending law.
6. Any claim, which arises out of the transaction vesting in the insured the estate of interest insured by this policy or the transaction creating the interest of the insured lender, by reason of the operation of federal bankruptcy, state insolvency or similar creditors' rights laws.

EXCEPTIONS FROM COVERAGE - SCHEDULE B, PART I

This policy does not insure against loss or damage (and the Company will not pay costs, attorneys' fees or expenses) which arise by reason of:

1. Taxes or assessments which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the public records.
Proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the public records.
2. Any facts, rights, interests, or claims which are not shown by the public records but which could be ascertained by an inspection of the land or which may be asserted by persons in possession thereof.
3. Easements, liens or encumbrances, or claims thereof, not shown by the public records.

4. Discrepancies, conflicts in boundary lines, shortage in area, encroachments, or any other facts which a correct survey would disclose, and which are not shown by the public records.
5. (a) Unpatented mining claims; (b) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (c) water rights, claims or title to water, whether or not the matters excepted under (a), (b) or (c) are shown by the public records.
6. Any lien or right to a lien for services, labor or material unless such lien is shown by the public records at Date of Policy.

CALIFORNIA LAND TITLE ASSOCIATION
STANDARD COVERAGE OWNER'S POLICY (02-04-22)

EXCLUSIONS FROM COVERAGE

The following matters are excluded from the coverage of this policy, and the Company will not pay loss or damage, costs, attorneys' fees, or expenses that arise by reason of:

1. a. any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) that restricts, regulates, prohibits, or relates to:
i. the occupancy, use, or enjoyment of the Land; ii. the character, dimensions, or location of any improvement on the Land; iii. the subdivision of land; or iv. environmental remediation or protection.
b. any governmental forfeiture, police, regulatory, or national security power.
c. the effect of a violation or enforcement of any matter excluded under Exclusion 1.a. or 1.b. Exclusion 1 does not modify or limit the coverage provided under Covered Risk 5 or 6.
2. Any power of eminent domain. Exclusion 2 does not modify or limit the coverage provided under Covered Risk 7.
3. Any defect, lien, encumbrance, adverse claim, or other matter:
a. created, suffered, assumed, or agreed to by the Insured Claimant;
b. not Known to the Company, not recorded in the Public Records at the Date of Policy, but Known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;
c. resulting in no loss or damage to the Insured Claimant;
d. attaching or created subsequent to the Date of Policy (Exclusion 3.d. does not modify or limit the coverage provided under Covered Risk 9 or 10); or
e. resulting in loss or damage that would not have been sustained if consideration sufficient to qualify the Insured named in Schedule A as a bona fide purchaser had been given for the Title at the Date of Policy.
4. Any claim, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights law, that the transaction vesting the Title as shown in Schedule A is a:
a. fraudulent conveyance or fraudulent transfer;
b. voidable transfer under the Uniform Voidable Transactions Act; or
c. preferential transfer:
i. to the extent the instrument of transfer vesting the Title as shown in Schedule A is not a transfer made as a contemporaneous exchange for new value; or ii. for any other reason not stated in Covered Risk 9.b.
5. Any claim of a PACA-PSA Trust. Exclusion 5 does not modify or limit the coverage provided under Covered Risk 8.
6. Any lien on the Title for real estate taxes or assessments imposed or collected by a governmental authority that becomes due and payable after the Date of Policy. Exclusion 6 does not modify or limit the coverage provided under Covered Risk 2.b.
7. Any discrepancy in the quantity of the area, square footage, or acreage of the Land or of any improvement to the Land.

EXCEPTIONS FROM COVERAGE

Some historical land records contain Discriminatory Covenants that are illegal and unenforceable by law. This policy treats any Discriminatory Covenant in a document referenced in Schedule B as if each Discriminatory Covenant is redacted, repudiated, removed, and not republished or recirculated. Only the remaining provisions of the document are excepted from coverage.

This policy does not insure against loss or damage and the Company will not pay costs, attorneys' fees, or expenses resulting from the terms and conditions of any lease or easement identified in Schedule A, and the following matters:

PART I

1. (a) Taxes or assessments that are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the Public Records; (b) proceedings by a public agency that may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the Public Records.
2. Any facts, rights, interests, or claims that are not shown by the Public Records at Date of Policy but that could be (a) ascertained by an inspection of the Land, or (b) asserted by persons or parties in possession of the Land.
3. Easements, liens or encumbrances, or claims thereof, not shown by the Public Records at Date of Policy.
4. Any encroachment, encumbrance, violation, variation, easement, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land and not shown by the Public Records at Date of Policy.
5. (a) Unpatented mining claims; (b) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (c) water rights, claims or title to water, whether or not the matters excepted under (a), (b), or (c) are shown by the Public Records.
6. Any lien or right to a lien for services, labor, material or equipment unless such lien is shown by the Public Records at Date of Policy.
7. Any claim to (a) ownership of or rights to minerals and similar substances, including but not limited to ores, metals, coal, lignite, oil, gas, uranium, clay, rock, sand, and gravel located in, on, or under the Land or produced from the Land, whether such ownership or rights arise by lease, grant, exception, conveyance, reservation, or otherwise; and (b) any rights, privileges, immunities, rights of way, and easements associated therewith or appurtenant thereto, whether or not the interests or rights excepted in (a) or (b) appear in the Public Records or are shown in Schedule B.

PART II

(Variable exceptions such as taxes, easements, CC&R's, etc., are inserted here)

CLTA/ALTA HOMEOWNER'S POLICY OF TITLE INSURANCE (07-01-2021)

EXCLUSIONS FROM COVERAGE

The following matters are excluded from the coverage of this policy and We will not pay loss or damage, costs, attorneys' fees, or expenses that arise by reason of:

1. a. any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) that restricts, regulates, prohibits, or relates to: i. the occupancy, use, or enjoyment of the Land; ii. the character, dimensions, or location of any improvement on the Land; iii. the subdivision of land; or iv. environmental remediation or protection.
b. any governmental forfeiture, police, or regulatory, or national security power.
c. the effect of a violation or enforcement of any matter excluded under Exclusion 1.a. or 1.b.
Exclusion 1 does not modify or limit the coverage provided under Covered Risk 8.a., 14, 15, 16, 18, 19, 20, 23, or 27.
2. Any power to take the Land by condemnation. Exclusion 2 does not modify or limit the coverage provided under Covered Risk 17.
3. Any defect, lien, encumbrance, adverse claim, or other matter:
a. created, suffered, assumed, or agreed to by You;
b. not Known to Us, not recorded in the Public Records at the Date of Policy, but Known to You and not disclosed in writing to Us by You prior to the date You became an Insured under this policy;
c. resulting in no loss or damage to You;
d. attaching or created subsequent to the Date of Policy (Exclusion 3.d. does not modify or limit the coverage provided under Covered Risk 5, 8.f., 25, 26, 27, 28, or 32); or

e. resulting in loss or damage that would not have been sustained if You paid consideration sufficient to qualify You as a bona fide purchaser of the Title at the Date of Policy.
4. Lack of a right:
a. to any land outside the area specifically described and referred to in Item 3 of Schedule A; and
b. in any street, road, avenue, alley, lane, right-of-way, body of water, or waterway that abut the Land.
Exclusion 4 does not modify or limit the coverage provided under Covered Risk 11 or 21.
5. The failure of Your existing structures, or any portion of Your existing structures, to have been constructed before, on, or after the Date of Policy in accordance with applicable building codes. Exclusion 5 does not modify or limit the coverage provided under Covered Risk 14 or 15.
6. Any claim, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights law, that the transfer of the Title to You is a:
a. fraudulent conveyance or fraudulent transfer;
b. voidable transfer under the Uniform Voidable Transactions Act; or
c. preferential transfer: i. to the extent the instrument of transfer vesting the Title as shown in Schedule A is not a transfer made as a contemporaneous exchange for new value; or ii. for any other reason not stated in Covered Risk 30.
7. Contamination, explosion, fire, flooding, vibration, fracturing, earthquake, or subsidence.
8. Negligence by a person or an entity exercising a right to extract or develop oil, gas, minerals, groundwater, or any other subsurface substance.
9. Any lien on Your Title for real estate taxes or assessments imposed or collected by a governmental authority that becomes due and payable after the Date of Policy. Exclusion 9 does not modify or limit the coverage provided under Covered Risk 8.a. or 27.
10. Any discrepancy in the quantity of the area, square footage, or acreage of the Land or of any improvement to the Land.

LIMITATIONS ON COVERED RISKS

Your insurance for the following Covered Risks is limited on the Owner's Coverage Statement as follows:

For Covered Risk 16, 18, 19, and 21 Your Deductible Amount and Our Maximum Dollar Limit of Liability shown in Schedule A.

The deductible amounts and maximum dollar limits shown on Schedule A are as follows:

	Your Deductible Amount	Our Maximum Dollar Limit of Liability
Covered Risk 16:	1% of Policy Amount or $2,500.00 (whichever is less)	$10,000.00
Covered Risk 18:	1% of Policy Amount or $5,000.00 (whichever is less)	$25,000.00
Covered Risk 19:	1% of Policy Amount or $5,000.00 (whichever is less)	$25,000.00
Covered Risk 21:	1% of Policy Amount or $2,500.00 (whichever is less)	$5,000.00

CLTA/ALTA HOMEOWNER'S POLICY OF TITLE INSURANCE (12-02-13)

EXCLUSIONS

In addition to the Exceptions in Schedule B, You are not insured against loss, costs, attorneys' fees, and expenses resulting from:

1. Governmental police power, and the existence or violation of those portions of any law or government regulation concerning:
a. building;
b. zoning;
c. land use;
d. improvements on the Land;
e. land division; and
f. environmental protection.
This Exclusion does not limit the coverage described in Covered Risk 8.a., 14, 15, 16, 18, 19, 20, 23 or 27.
2. The failure of Your existing structures, or any part of them, to be constructed in accordance with applicable building codes. This Exclusion does not limit the coverage described in Covered Risk 14 or 15.
3. The right to take the Land by condemning it. This Exclusion does not limit the coverage described in Covered Risk 17.
4. Risks:
a. that are created, allowed, or agreed to by You, whether or not they are recorded in the Public Records;
b. that are Known to You at the Policy Date, but not to Us, unless they are recorded in the Public Records at the Policy Date;
c. that result in no loss to You; or
d. that first occur after the Policy Date - this does not limit the coverage described in Covered Risk 7, 8.e., 25, 26, 27 or 28.
5. Failure to pay value for Your Title.
6. Lack of a right:
a. to any land outside the area specifically described and referred to in paragraph 3 of Schedule A; and
b. in streets, alleys, or waterways that touch the Land.
This Exclusion does not limit the coverage described in Covered Risk 11 or 21.
7. The transfer of the Title to You is invalid as a preferential transfer or as a fraudulent transfer or conveyance under federal bankruptcy, state insolvency, or similar creditors' rights laws.
8. Contamination, explosion, fire, flooding, vibration, fracturing, earthquake, or subsidence.
9. Negligence by a person or an Entity exercising a right to extract or develop minerals, water, or any other substances.

LIMITATIONS ON COVERED RISKS

Your insurance for the following Covered Risks is limited on the Owner's Coverage Statement as follows:

For Covered Risk 16, 18, 19, and 21 Your Deductible Amount and Our Maximum Dollar Limit of Liability shown in Schedule A.

The deductible amounts and maximum dollar limits shown on Schedule A are as follows:

	Your Deductible Amount	Our Maximum Dollar Limit of Liability
Covered Risk 16:	1% of Policy Amount or $2,500.00 (whichever is less)	$10,000.00
Covered Risk 18:	1% of Policy Amount or $5,000.00 (whichever is less)	$25,000.00
Covered Risk 19:	1% of Policy Amount or $5,000.00 (whichever is less)	$25,000.00
Covered Risk 21:	1% of Policy Amount or $2,500.00 (whichever is less)	$5,000.00

ALTA OWNER'S POLICY (07-01-2021)

EXCLUSIONS FROM COVERAGE

The following matters are excluded from the coverage of this policy, and the Company will not pay loss or damage, costs, attorneys' fees, or expenses that arise by reason of:

1. a. any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) that restricts, regulates, prohibits, or relates to: i. the occupancy, use, or enjoyment of the Land; ii. the character, dimensions, or location of any improvement on the Land; iii. the subdivision of land; or iv. environmental remediation or protection.
b. any governmental forfeiture, police, regulatory, or national security power.
c. the effect of a violation or enforcement of any matter excluded under Exclusion 1.a. or 1.b.
Exclusion 1 does not modify or limit the coverage provided under Covered Risk 5 or 6.
2. Any power of eminent domain. Exclusion 2 does not modify or limit the coverage provided under Covered Risk 7.
3. Any defect, lien, encumbrance, adverse claim, or other matter:
a. created, suffered, assumed, or agreed to by the Insured Claimant;
b. not Known to the Company, not recorded in the Public Records at the Date of Policy, but Known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;
c. resulting in no loss or damage to the Insured Claimant;
d. attaching or created subsequent to the Date of Policy (Exclusion 3.d. does not modify or limit the coverage provided under Covered Risk 9 or 10); or
e. resulting in loss or damage that would not have been sustained if consideration sufficient to qualify the Insured named in Schedule A as a bona fide purchaser had been given for the Title at the Date of Policy.
4. Any claim, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights law, that the transaction vesting the Title as shown in Schedule A is a:
a. fraudulent conveyance or fraudulent transfer;
b. voidable transfer under the Uniform Voidable Transactions Act; or
c. preferential transfer: i. to the extent the instrument of transfer vesting the Title as shown in Schedule A is not a transfer made as a contemporaneous exchange for new value; or ii. for any other reason not stated in Covered Risk 9.b.
5. Any claim of a PACA-PSA Trust. Exclusion 5 does not modify or limit the coverage provided under Covered Risk 8.
6. Any lien on the Title for real estate taxes or assessments imposed or collected by a governmental authority that becomes due and payable after the Date of Policy. Exclusion 6 does not modify or limit the coverage provided under Covered Risk 2.b.
7. Any discrepancy in the quantity of the area, square footage, or acreage of the Land or of any improvement to the Land.

EXCEPTIONS FROM COVERAGE

Some historical land records contain Discriminatory Covenants that are illegal and unenforceable by law. This policy treats any Discriminatory Covenant in a document referenced in Schedule B as if each Discriminatory Covenant is redacted, repudiated, removed, and not republished or recirculated. Only the remaining provisions of the document are excepted from coverage.

This policy does not insure against loss or damage and the Company will not pay costs, attorneys' fees, or expenses resulting from the terms and conditions of any lease or easement identified in Schedule A, and the following matters:

NOTE: The 2021 ALTA Owner's Policy may be issued to afford either Standard Coverage or Extended Coverage. In addition to variable exceptions such as taxes, easements, CC&R's, etc., the Exceptions from Coverage in a Standard Coverage policy will also include the Western Regional Standard Coverage Exceptions listed as 1 through 7 below:

1. (a) Taxes or assessments that are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the Public Records; (b) proceedings by a public agency that may result in taxes or

assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the Public Records.
2. Any facts, rights, interests, or claims that are not shown by the Public Records at Date of Policy but that could be (a) ascertained by an inspection of the Land or (b) asserted by persons or parties in possession of the Land.
3. Easements, liens or encumbrances, or claims thereof, not shown by the Public Records at Date of Policy.
4. Any encroachment, encumbrance, violation, variation, easement, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land and not shown by the Public Records at Date of Policy.
5. (a) Unpatented mining claims; (b) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (c) water rights, claims or title to water, whether or not the matters excepted under (a), (b), or (c) are shown by the Public Records.
6. Any lien or right to a lien for services, labor, material or equipment unless such lien is shown by the Public Records at Date of Policy.
7. Any claim to (a) ownership of or rights to minerals and similar substances, including but not limited to ores, metals, coal, lignite, oil, gas, uranium, clay, rock, sand, and gravel located in, on, or under the Land or produced from the Land, whether such ownership or rights arise by lease, grant, exception, conveyance, reservation, or otherwise; and (b) any rights, privileges, immunities, rights of way, and easements associated therewith or appurtenant thereto, whether or not the interests or rights excepted in (a) or (b) appear in the Public Records or are shown in Schedule B

2006 ALTA OWNER'S POLICY (06-17-06)

EXCLUSIONS FROM COVERAGE

The following matters are expressly excluded from the coverage of this policy, and the Company will not pay loss or damage, costs, attorneys' fees, or expenses that arise by reason of:

1. (a) Any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) restricting, regulating, prohibiting, or relating to (i) the occupancy, use, or enjoyment of the Land; (ii) the character, dimensions, or location of any improvement erected on the Land; (iii) the subdivision of land; or (iv) environmental protection; or the effect of any violation of these laws, ordinances, or governmental regulations. This Exclusion 1(a) does not modify or limit the coverage provided under Covered Risk 5.
(b) Any governmental police power. This Exclusion 1(b) does not modify or limit the coverage provided under Covered Risk 6.
2. Rights of eminent domain. This Exclusion does not modify or limit the coverage provided under Covered Risk 7 or 8.
3. Defects, liens, encumbrances, adverse claims, or other matters
(a) created, suffered, assumed, or agreed to by the Insured Claimant;
(b) not Known to the Company, not recorded in the Public Records at Date of Policy, but Known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;
(c) resulting in no loss or damage to the Insured Claimant;
(d) attaching or created subsequent to Date of Policy (however, this does not modify or limit the coverage provided under Covered Risk 9 and 10); or
(e) resulting in loss or damage that would not have been sustained if the Insured Claimant had paid value for the Title.
4. Any claim, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights laws, that the transaction vesting the Title as shown in Schedule A, is
(a) a fraudulent conveyance or fraudulent transfer; or
(b) a preferential transfer for any reason not stated in Covered Risk 9 of this policy.
5. Any lien on the Title for real estate taxes or assessments imposed by governmental authority and created or attaching between Date of Policy and the date of recording of the deed or other instrument of transfer in the Public Records that vests Title as shown in Schedule A.

EXCEPTIONS FROM COVERAGE

This policy does not insure against loss or damage, and the Company will not pay costs, attorneys' fees or expenses, that arise by reason of:

NOTE: The 2006 ALTA Owner's Policy may be issued to afford either Standard Coverage or Extended Coverage. In addition to variable exceptions such as taxes, easements, CC&R's, etc., the Exceptions from Coverage in a Standard Coverage policy will also include the Western Regional Standard Coverage Exceptions listed below as 1 through 7 below:

1. (a) Taxes or assessments that are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the Public Records; (b) proceedings by a public agency that may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the Public Records.
2. Any facts, rights, interests, or claims that are not shown by the Public Records at Date of Policy but that could be (a) ascertained by an inspection of the Land, or (b) asserted by persons or parties in possession of the Land.
3. Easements, liens or encumbrances, or claims thereof, not shown by the Public Records at Date of Policy.
4. Any encroachment, encumbrance, violation, variation, easement, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land and not shown by the Public Records at Date of Policy.
5. (a) Unpatented mining claims; (b) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (c) water rights, claims or title to water, whether or not the matters excepted under (a), (b), or (c) are shown by the Public Records.
6. Any lien or right to a lien for services, labor, material or equipment unless such lien is shown by the Public Records at Date of Policy.
7. Any claim to (a) ownership of or rights to minerals and similar substances, including but not limited to ores, metals, coal, lignite, oil, gas, uranium, clay, rock, sand, and gravel located in, on, or under the Land or produced from the Land, whether such ownership or rights arise by lease, grant, exception, conveyance, reservation, or otherwise; and (b) any rights, privileges, immunities, rights of way, and easements associated therewith or appurtenant thereto, whether or not the interests or rights excepted in (a) or (b) appear in the Public Records or are shown in Schedule B.

NOTICE
FEDERAL FOREIGN INVESTMENT IN REAL PROPERTY TAX ACT OF 1980 (FIRPTA)

Upon the sale of United States real property, by a non-resident alien, foreign corporation, partnership or trust, the Foreign Investment in Real Property Tax Act of 1980 (FIRPTA), and as revised by the Tax Reform Act of 1984 (26 USCA 897 (C)(1)(A)(1) and 26 USCA 1445), Revised by the Path Act of 2015, These changes may be reviewed in full in H.R. 2029, now known as Public Law 114-113. See Section 324 of the law for the full text of FIRPTA changes. Effective February 27, 2016, the amendments to FIRPTA contained in the PATH Act have increased the holdback rate from 10% of gross proceeds to 15% of gross proceeds of the sale, regardless of whether the actual tax due may exceed (or be less than) the amount withheld if ANY of the following conditions are met:

1. If the amount realized (generally the sales price) is $300,000 or less, and the property will be used by the Transferee as a residence (as provided for in the current regulations), no monies need be withheld or remitted to the IRS.

2. If the amount realized exceeds $300,000 but does not exceed $1,000,000, and the property will be used by the Transferee as a residence, (as provided for in the current regulations) then the withholding rate is 10% on the full amount realized (generally the sales prices)

3. If the amount realized exceeds $1,000,000, then the withholding rate is 15% on the entire amount, regardless of use by the Transferee. The exemption for personal use as a residence does not apply in this scenario.
If the purchaser who is required to withhold income tax from the seller fails to do so, the purchaser is subject to fines and penalties as provided under Internal Revenue Code Section 1445.

Escrow Holder will, upon written instructions from the purchaser, withhold Federal Income Tax from the seller and will deposit said tax with the Internal Revenue Service, together with IRS Forms 8288 and 8288-A. The fee charged for this service is $45.00 payable to the escrow holder.

CALIFORNIA WITHHOLDING

In accordance with Sections 18662 and 18668 of the Revenue and Taxation Code, a transferee (Buyer) may be required to withhold an amount equal to 3 1/3 percent of the sales price or an alternative withholding amount certified to by the seller in the case of a disposition of California real property interest by either:

1. A seller who is an individual or when the disbursement instructions authorize the proceeds to be sent to a financial intermediary or the seller, OR
2. A corporate seller that has no permanent place of business in California.

The buyer may become subject to penalty for failure to withhold an amount equal to the greater of 10 percent of the amount required to be withheld or five hundred dollars ($500).

However, notwithstanding any other provision included in the California statutes referenced above, no buyer will be required to withhold any amount or be subject to penalty for failure to withhold if:

1. The sales price of the California real property conveyed does not exceed one hundred thousand dollars ($100,000.00), OR
2. The seller executes a written certificate, under the penalty of perjury, of any of the following:
    a. The property qualifies as the seller's (or decedent's, if being sold by the decedent's estate) principal residence within the meaning of Internal Revenue Code (IRC) Section 121; or
    b. The seller (or decedent, if being sold by the decedent's estate) last used the property as the seller's (decedent's) principal residence within the meaning of IRC Section 121 without regard to the two-year time period; or
    c. The seller has a loss or zero gain for California income tax purposes on this sale; or
    d. The property is being compulsorily or involuntarily converted and the seller intends to acquire property that is similar or related in service or use to qualify for non-recognition of gain for California income tax purposes under IRC Section 1033; or
    e. If the transfer qualifies for non-recognition treatment under IRC Section 351 (transfer to a corporation controlled by the transferor) or IRC Section 721 (contribution to a partnership in exchange for a partnership interest); or
    f. The seller is a corporation (or an LLC classified as a corporation for federal and California income tax purposes) that is either qualified through the California Secretary of State or has a permanent place of Business in California; or
    g. The seller is a partnership (or an LLC that is not a disregarded single member LLC and is classified as a partnership for federal and California income tax purposes) with recorded title to the property in the name of the partnership of LLC; or
    h. The seller is a tax-exempt entity under either California or federal law; or
    i. The seller is an insurance company, individual retirement account, qualified pension/profit sharing plan, or charitable remainder trust; or
    j. The transfer qualifies as a simultaneous like-kind exchange within the meaning of IRC Section 1031; or
    k. The transfer qualifies as a deferred like-kind exchange within the meaning of IRC Section 1031; or
    l. The transfer of this property will be an installment sale that you will report as such for California tax purposes and the buyer has agreed to withhold on each principal payment instead of withholding the full amount at the time of transfer.

The Seller is subject to penalty for knowingly filing a fraudulent certificate for the purpose of avoiding the withholding requirement.

NOTICE
DEPOSIT OF FUNDS AND DISBURSEMENT DISCLOSURE

Unless you elect otherwise (as described below), all funds received by (the "Company") in escrow will be deposited with other escrow funds in one or more non-interest bearing escrow accounts of the Company in a financial institution selected by the Company. The depositor acknowledges that the deposit of funds in a non-interest bearing demand account by Escrow Holder may result in said company receiving a range of economic benefits from the bank in the form of services, credits, considerations, or other things of value. The depositor hereby specifically waives any claim to such economic benefits payable to Escrow Holder resulting from non-interest bearing deposits. Unless you direct the Company to open an interest-bearing account (as described below), the Company shall have no obligation to account to you in any manner for the value of, or to compensate any party for, any benefit received by the Company and/or its affiliated company. Any such benefits shall be deemed additional compensation of the Company for its services in connection with the escrow.

If you elect, funds deposited by you prior to the close of escrow may be placed in an individual interest-bearing account arrangement that the Company has established with one of its financial institutions. You do not have an opportunity to earn interest on the funds deposited by a lender. If you elect to earn interest through this special account arrangement, the Company will charge you an additional fee of $50.00 for the establishment and maintenance of the account. This fee compensates the Company for the costs associated with opening and managing the interest-bearing account, preparing correspondence/documentation, transferring funds, maintaining appropriate records for audit/reconciliation purposes, and filing any required tax withholding statements. It is important that you consider this cost in your decision since the cost may exceed the interest you earn.

MOTHER LODE HOLDING COMPANY

Placer Title Co., Centric Title and Escrow, Montana Title and Escrow, National Closing Solutions, National Closing Solutions of Alabama, National Closing Solutions of Maryland, North Idaho Title Insurance, Placer Title Insurance Agency of Utah, Premier Reverse Closings, Premier Title Agency, Texas National Title, Washington Title and Escrow, Western Auxiliary Corp., Wyoming Title and Escrow

NOTICE AT COLLECTION AND PRIVACY POLICY

Updated December 1, 2022

This Privacy Policy ("Policy") describes how Mother Lode Holding Company and its subsidiaries and affiliates (collectively, "Mother Lode," "we," "us," or "our") collect, use, store, and share your information when: (1) when you access or use our websites, mobile applications, web-based applications, or other digital platforms where this Policy is posted ("Sites"); (2) when you use our products and services ("Services"); (3) when you communicate with us in any manner, including by e-mail, in-person, telephone, or other communication method ("Communications"); and (4) when we obtain your information from third parties, including service providers, business partners, and governmental departments and agencies ("Third Parties").

This Policy applies wherever it is posted. To the extent a Mother Lode subsidiary or affiliate has different privacy practices, such entity shall have their own privacy statement posted as applicable.

What Type Of Information Do We Collect About You? We collect a variety of categories of information about you. To learn more about the categories of information we collect, please visit https://www.mlhc.com/privacy-policy.

How Do We Collect Your Information? We collect your information: (1) directly from you; (2) automatically when you interact with us; and (3) from third parties, including business parties and affiliates.

How Do We Use Your Information? We may use your information in a variety of ways, including but not limited to providing the services you have requested, fulfilling your transactions, comply with relevant laws and our policies, and handling a claim. To learn more about how we may use your information, please visit https://www.mlhc.com/privacy-policy.

How Do We Share Your Information? We do not sell your personal information. We only share your information, including to subsidiaries, affiliates, and to unaffiliated third parties: (1) with your consent; (2) in a business transfer; (3) to service providers; (4) to subsidiaries and affiliates; and (5) for legal process and protection. To learn more about how we share your information, please visit https://www.mlhc.com/privacy-policy.

How Do We Store and Protect Your Information? The security of your information is important to us. That is why we take commercially reasonable steps to make sure your information is protected. We use our best efforts to maintain commercially reasonable technical, organizational, and physical safeguards, consistent with applicable law, to protect your information.

How Long Do We Keep Your Information? We keep your information for as long as necessary in accordance with the purpose for which it was collected, our business needs, and our legal and regulatory obligations.

Your Choices We provide you the ability to exercise certain controls and choices regarding our collection, use, storage, and sharing of your information. You can learn more about your choices by visiting https://www.mlhc.com/privacy-policy.

International Jurisdictions: Our Products are offered in the United States of America (US), and are subject to US federal, state, and local law. If you are accessing the Products from another country, please be advised that you may be transferring your information to us in the US, and you consent to that transfer and use of your information in accordance with this Privacy Notice. You also agree to abide by the applicable laws of applicable US federal, state, and local laws concerning your use of the Products, and your agreements with us.

We may change this Privacy Notice from time to time. Any and all changes to this Privacy Notice will be reflected on this page, and where appropriate provided in person or by another electronic method. **YOUR CONTINUED USE, ACCESS, OR INTERACTION WITH OUR PRODUCTS OR YOUR CONTINUED COMMUNICATIONS WITH US AFTER THIS NOTICE HAS BEEN PROVIDED TO YOU WILL REPRESENT THAT YOU HAVE READ AND UNDERSTOOD THIS PRIVACY NOTICE.**

Contact Us privacy@mlhc.com or toll free at 1-877-626-0668

For California Residents

If you are a California resident, you may have certain rights under California law, including but not limited to the California Consumer Privacy Act of 2018, as amended by the California Privacy Rights Act and its implementing regulations ("CCPA"). All phrases used in this section shall have the same meaning as those phrases are used under California law, including the CCPA.

Right to Know. You have a right to request that we disclose the following information to you: (1) the categories of personal information we have collected about or from you; (2) the categories of sources from which the personal information was collected; (3) the business or commercial purpose for such collection and/or disclosure; (4) the categories of third parties with whom we have shared your personal information; and (5) the specific pieces of your personal information we have collected. To submit a verified request for this information, go to our online privacy policy at www.mlhc.com/privacy-policy or call toll-free at 1-877-626-0668. You may also designate an authorized agent to submit a request on your behalf by going to our online privacy policy at www.mlhc.com/privacy-policy or by calling toll-free at 1-877-626-0668.

Right to Correct. You have a right to request that we correct your personal information. This right is subject to certain exceptions available under the CCPA and other applicable law. To submit a verified request for correction, go to our online privacy policy at www.mlhc.com/privacy-policy or call toll-free at 1-877-626-0668.

Right of Deletion. You also have a right to request that we delete the personal information we have collected from and about you. This right is subject to certain exceptions available under the CCPA and other applicable law. To submit a verified request for deletion, go to our online privacy policy at www.mlhc.com/privacy-policy or call toll-free at 1-877-626-0668. You may also designate an authorized agent to submit a request on your behalf by going to our online privacy policy at www.mlhc.com/privacy-policy or by calling toll-free at 1-877-626-0668.

Verification Process. For a request to know, correct or delete, we will verify your identity before responding to your request. To verify your identity, we will generally match the identifying information provided in your request with the information we have on file about you. Depending on the sensitivity of the information requested, we may also utilize more stringent verification methods to verify your identity, including but not limited to requesting additional information from you and/or requiring you to sign a declaration under penalty of perjury.

Notice of Sale and Share. We have not sold or shared the personal information of California residents in the past 12 months. To the extent any Mother Lode affiliated entity has a different practice, it will be stated in the applicable privacy policy. We do not knowingly sell or share the personal information of any California resident under the age of 16.

Right of Non-Discrimination. You have a right to exercise your rights under California law, including under the CCPA, without suffering discrimination. Accordingly, Mother Lode will not discriminate against you in any way if you choose to exercise your rights under the CCPA.

Notice of Collection. To learn more about the categories of personal information we have collected about California residents over the last 12 months, how we have used that information, and how we share that information, please see "California Privacy Rights Act and Disclosures" in https://www.mlhc.com/privacy-policy.

Notice of Disclosure. To learn more about the categories of personal information we may have disclosed about California residents in the past 12 months, please see "California Privacy Rights Act and Disclosures" in https://www.mlhc.com/privacy-policy.

GRAMM-LEACH-BLILEY ACT PRIVACY POLICY NOTICE

Title V of the Gramm-Leach-Bliley Act (GLBA) requires financial companies to provide you with a notice of their privacy policies and practices, such as the types of nonpublic personal information that they collect about you and the categories of persons or entities to whom it may be disclosed. In compliance with the Gramm-Leach-Bliley-Act, we are notifying you of the privacy policies and practices of:

Mother Lode Holding Co.
Montana Title and Escrow Co.
National Closing Solutions, Inc.
National Closing Solutions of Alabama
National Closing Solutions of Maryland
Premier Reverse Closings
Centric Title and Escrow
Placer Title Co.
Placer Title Insurance Agency of Utah
Premier Title Agency
North Idaho Title Insurance Co.
Texas National Title
Western Auxiliary Corp.
Wyoming Title and Escrow Co.

The types of personal information we collect and share depend on the transaction involved. This information may include:

- Identity information such as Social Security number and driver's license information.
- Financial information such as mortgage loan account balances, checking account information and wire transfer instructions
- Information from others involved in your transaction such as documents received from your lender

We collect this information from you, such as on an application or other forms, from our files, and from our affiliates or others involved in your transaction, such as the real estate agent or lender.

We may disclose any of the above information that we collect about our customers or former customers to our affiliates or to non-affiliates as permitted by law for our everyday business purposes, such as to process your transactions and respond to legal and regulatory matters. We do not sell your personal information or share it for marketing purposes.

We do not share any nonpublic personal information about you with anyone for any purpose that is not specifically permitted by law.

We restrict access to nonpublic personal information about you to those employees who need to know that information in order to provide products or services to you. We maintain physical, electronic and procedural safeguards that comply with federal regulations to guard your nonpublic personal information.

Questions about this notice and privacy policy may be sent to MLHC Counsel, Legal Dept., 1508 Eureka Rd., #130, Roseville, CA 95661 or privacy@mlhc.com.

PRIVACY POLICY
Westcor Land Title Insurance Company

Westcor Land Title Insurance Company ("WLTIC") values its customers and is committed to protecting the privacy of personal information. In keeping with that philosophy, we have developed a Privacy Policy, set out below, that will ensure the continued protection of your nonpublic personal information and inform you about the measures WLTIC takes to safeguard that information.

Who is Covered

Our Privacy Policy applies to each customer who purchases a WLTIC title insurance policy. Typically, this means that the customer covered by our Privacy Policy at the closing of the real estate transaction.

Information Collected

In the normal course of business and to provide the necessary services to our customers, we may obtain nonpublic personal information directly from the customer, from customer-related transactions, or from third parties such as our title insurance agents, lenders, appraisers, surveyors or other similar entities.

Access to Information

Access to all nonpublic personal information is limited to those employees who have a need to know in order to perform their jobs. These employees include, but are not limited to, those in departments such as legal, underwriting, claims administration and accounting.

Information Sharing

It is the policy of WLTIC not to share nonpublic personal information that it collects with anyone other than our policy issuing agents as necessary to complete the real estate settlement services and issue the title insurance policy requested by our customer. WLTIC may share nonpublic personal information as permitted by law with entities with whom WLTIC has a joint marketing agreement. Entities with whom WLTIC has a joint marketing agreement have agreed to protect the privacy of our customer's nonpublic personal information by utilizing similar precautions and security measures to those that WLTIC uses to protect this information and only to use the information for lawful purposes. WLTIC, however, may share information as required by law in response to a subpoena, to a government regulatory agency or to prevent fraud.

Information Security

WLTIC, at all times, strives to maintain the confidentiality and integrity of the personal information in its possession and has instituted measures to guard against its unauthorized access. We maintain physical, electronic and procedural safeguards in compliance with federal standards to protect that information.

T.7N., R.12E., M.D.B.&M.

30-02

Map changes become effective with the 2019–2020 roll year. Parcel numbers are subject to change prior to adoption of roll on each July 1.

800'

02/26/2019

Detail "B" 1"=100'

Detail "A" 1"=100'

BUCKEYE DR.

PONDEROSA WAY

CHARLESTON RD

Sutter Creek

Elephant Claim

Melius Claim

STUD HORSE Q.M.

WHITMORE Q.M.

MONDAY Q.M.

Fogus or Tri-Mt. Q.M. Lot 43A

4.99Ac. MILLSITE LOT 438

Adj. Pham Par

Adj. Smith Par

Adj. Par A

Adj. Par D

Adj. Lot 23

Adj. Lot 24

Adj. Par. 10

Non-renewal 1990

60' Access per 95-003992

See Detail "A"

See Detail "B"

(113) 20.88Ac. Adj. Par A — COMP PAR 1 DOC# 18-8098

(112) 47.65Ac. Adj. Pham Par — COMP PAR 2 DOC# 18-8099

(110) 38.85Ac. Adj. Smith Par

(109) 10.10Ac.

(90) 40Ac.

(91) 40Ac.

(92) 160 Ac.

(42) 32.934±Ac.

(84) 10.69Ac.

(104) 5.32Ac.

(105) 17.19Ac.

(106) 63.06±Ac.

(43) 1.6Ac. M/R

(99) 19.77Ac.

(107) 14.12Ac.

(108) 3.52±Ac.

(102) 21.15Ac.

(40) 44±Ac. Cont #132

(95) 178.96±Ac.

(93) 7.95±Ac.

(94) 7.18±Ac.

(79) 24.17Ac. A

(80) 24.25Ac. B

(31) 16.648±Ac.

(32) 35.886± Ac.

(30) 20.02Ac.

(26) 9.56±Ac.

(21) 3.618Ac.

(36) .04Ac.

(35) .009 Ac.

(63) 5 Ac.

(2) 40 Ac.

(3) 30 Ac.

(6) 156.55 Ac.

(10) 40Ac.

(85) 40Ac.

(50) 40Ac.

(68)

(70) 10Ac. A

(71) 10Ac. B

(72) 10Ac. C

1326.72' N88°52'47"E

1326.49'

5306.88'

N00°24'26"W 1279.40'

N01°26'40"W 1240.16'

N89°26'30"E 1308.96'

N1°02'55"W 1253.63'

N00°49'43"W 1260.00'

N9°26'09"E 38.28'

N72°21'E 40'

S0°06'51"E 678.03'

S75°05'29"E 28' 28'

S81°56'42"E 1232.79'

S49°04'23"W 156.6'

734.04' 491.19' 737.80' 379.94' 448.75' 1098' 1288' 1503.10' 751.87' 600.20' S57°04'31"E (39.66) (38.97) (29.24) (13.13) (5.01) (17.98) 1484.87' 1484.54' 1304.32' 589.54' 592.8' 586.45' 1476.65' S32°03'00"W N31°58'23"E

13-R.M.Bk.51,Pg.18 (03/05/98)
R.M.Bk.51,Pg.51 (04/27/98)
14-R.M.Bk.60,Pg.29 (12/11/07)
15-R.M.Bk.65,Pg.76 (08/08/18)

1-R.M. Bk. 13, Pg. 88
2-R.M. Bk. 13, Pg. 27
3-R.M. Bk. 17, Pg. 82
R.M. Bk. 13, Pg. 81
4-R.M. Bk. 21, Pg. 49
5-R.M. Bk. 21, Pg. 61
6-R.M. Bk. 23, Pg. 80
R.M. Bk. 5, Pg. 83
7-R.M. Bk. 27, Pg. 21
8-R.M. Bk. 35, Pg. 97
9-R.M. Bk. 40, Pg. 52
10-R.M. Bk. 44, Pg. 24 (1/10/90)
11-R.M.Bk.47,Pg.93 (11/16/93)
12-R.M.Bk.50,Pg.03 (6/26/96)

IMPORTANT NOTE: This map was prepared for property tax assessment purposes only. It is assumed that the property, as described in it's deed, is the property being assessed. No liability is assumed for the accuracy of the data delineated hereon.

Assessor's Map Bk.30, Pg.02
County of Amador, Calif.

Board of Supervisors Agenda Item Report

Submitting Department: Board of Supervisors
Meeting Date: December 16, 2025

SUBJECT
Transfer of Mollie Joyce Park and Lions Park from the Amador County Recreation Agency (ACRA) to the County of Amador.

Recommendation:
Discussion and possible action.

4/5 vote required:
No

Distribution Instructions:
County Counsel, Auditor-Controller, File

ATTACHMENTS

- Staff Rprt- BOS 12.16.25.docx
- Resolution re Cert of Acceptance_Mollie Joyce.docx
- Certificate of Acceptance_Mollie Joyce.doc
- Resolution re Cert of Acceptance_Lions Park.docx
- Certificate of Acceptance_Lions Park.doc

COUNTY OF AMADOR OFFICE OF THE COUNTY COUNSEL

GREGORY GILLOTT
County Counsel

DIANE FISHER, DEPUTY
SABRINA PIERCE, DEPUTY
ANGELA CREACH, ADMIN. LEGAL ASST.

STAFF REPORT

TO: Board of Supervisors

FROM: Sabrina Pierce
Deputy County Counsel

DATE: December 16, 2025 Board Meeting

RE: Transfer of Mollie Joyce and Lions Park properties to County from the Amador County Recreation Agency

Background:

The Amador County Recreation Agency (ACRA), a joint powers authority, was established in 2003 to provide public recreation common to all member agencies. These members include the County, Amador County Unified School District, and the incorporated cities in the County.[1]

The ACRA Board recently made the decision to recommend to its remaining member agencies that ACRA should cease operations and dissolve the agency. In this process the agency has initiated the distribution of its holdings, to include its real property, to the appropriate governing jurisdiction. Specifically, ACRA desires to convey to the County Mollie Joyce and Lions Park.

Recommended Action:

If the Board agrees that ownership and control of Mollie Joyce and Lions Park should pass to the County, the Board should adopt the attached Resolutions Accepting the Transfer from ACRA.

[1] In October 2023 the City Council of Ione voted to leave the JPA to create their own parks and recreation program. The termination of their agreement with the JPA became effective December 4, 2023.

RESOLUTION NO. 2025-_____

RESOLUTION OF THE AMADOR COUNTY BOARD OF SUPERVISORS ACCEPTING THE TRANSFER OF THE MOLLIE JOYCE PARK PROPERTY FROM THE AMADOR COUNTY RECREATION

WHEREAS, Amador County Recreation Agency ("ACRA"), a Joint Powers Authority duly organized and existing under and by virtue of the laws of the State of California, has the power to "acquire, dispose of, construct, manage, maintain or operate any real or personal property;" and

WHEREAS, the interest to real property commonly known as "Mollie Joyce Park" was conveyed to ACRA by Grant Deed dated February 5, 2008, from Frederick C. Joyce, and

WHEREAS, ACRA has initiated the process of dissolving the Joint Powers Authority; this includes the distribution of ACRA's real property holdings to the County of Amador, as the member entity governing the jurisdiction where the property is located

WHEREAS, ACRA desires to convey Mollie Joyce Park to the County of Amador

WHEREAS, the County is willing to accept the ownership of Mollie Joyce Park.

NOW, THEREFORE, BE IT RESOLVED by the Amador County Board of Supervisors as follows:

1. The Grant Deed from ACRA dated December 15, 2025 is accepted.

2. The Chairman or Vice Chairman is hereby authorized to sign, execute, and record a Certificate of Acceptance pursuant to Government Code Section 27281.

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THE FOREGOING RESOLUTION WAS DULY PASSED AND ADOPTED by the Board of Supervisors of the County of Amador at a regular meeting thereof held on the 16th day of December 2025, by the following vote:

AYES:

NOES:

ABSENT:

_____
CHAIRMAN, Board of Supervisors

ATTEST:

JENNIFER BURNS, Clerk of the
Board of Supervisors of Amador County,
California

Deputy_____

CERTIFICATE OF ACCEPTANCE

Government Code Section 27281

THIS IS TO CERTIFY THAT the interest in real property, commonly known as "Mollie Joyce Park," conveyed by the Grant Deed dated December 15, 2025, from Amador County Recreation Agency, Incorporated to the County of Amador, a political subdivision of the State of California, is hereby accepted by order of the Amador County Board of Supervisors on December 16, 2025, and the grantee consents to recordation thereof by its duly authorized officer.

Dated: December 16, 2025

_____
Jeff Brown, Chairman
Board of Supervisors of Amador County

ATTEST:

_____
Clerk of the Board of Directors

RESOLUTION NO. 2025-_____

RESOLUTION OF THE AMADOR COUNTY BOARD OF SUPERVISORS ACCEPTING THE TRANSFER OF THE LIONS PARK PROPERTY FROM THE AMADOR COUNTY RECREATION AGENCY

WHEREAS, Amador County Recreation Agency ("ACRA"), a Joint Powers Authority duly organized and existing under and by virtue of the laws of the State of California, has the power to "acquire, dispose of, construct, manage, maintain or operate any real or personal property;" and

WHEREAS, the interest to real property commonly known as "Lion's Park" was conveyed to ACRA by Grant Deed dated September 14, 2007, from Sutter Creek Lions Club, Incorporated, and

WHEREAS, ACRA has initiated the process of dissolving the Joint Powers Authority; this includes the distribution of ACRA's real property holdings to the County of Amador, as the member entity governing the jurisdiction where the property is located

WHEREAS, ACRA desires to convey Lions Park to the County of Amador

WHEREAS, the County is willing to accept the ownership of Lions Park.

NOW, THEREFORE, BE IT RESOLVED by the Amador County Board of Supervisors as follows:

1. The Grant Deed from ACRA dated December 15, 2025 is accepted.

2. The Chairman or Vice Chairman is hereby authorized to sign, execute, and record a Certificate of Acceptance pursuant to Government Code Section 27281.

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THE FOREGOING RESOLUTION WAS DULY PASSED AND ADOPTED by the Board of Supervisors of the County of Amador at a regular meeting thereof held on the 16th day of December 2025, by the following vote:

AYES:

NOES:

ABSENT:

_____
CHAIRMAN, Board of Supervisors

ATTEST:

JENNIFER BURNS, Clerk of the
Board of Supervisors of Amador County,
California

Deputy_____

CERTIFICATE OF ACCEPTANCE

Government Code Section 27281

THIS IS TO CERTIFY THAT the interest in real property, commonly known as "Lions Park," conveyed by the Grant Deed dated December 15, 2025, from Amador County Recreation Agency, Incorporated to the County of Amador, a political subdivision of the State of California, is hereby accepted by order of the Amador County Board of Supervisors on December 16, 2025, and the grantee consents to recordation thereof by its duly authorized officer.

Dated: December 16, 2025

_____
Jeff Brown, Chairman
Board of Supervisors of Amador County

ATTEST:

_____
Clerk of the Board of Directors

Board of Supervisors Agenda Item Report

Submitting Department: Administration
Meeting Date: December 16, 2025

SUBJECT
Discussion and possible action relative to the Chairman's signature on a letter to Assembly Member Heather Hadwick requesting a change to the Government Code that would allow the Board of Supervisors to combine the Auditor and Tax Collector/Treasurer positions into one elected position by passing an ordinance in the future.

Recommendation:
Authorize the Chairman's signature on a letter of request.

4/5 vote required:
No

Distribution Instructions:
Clerk; Auditor; Elections

ATTACHMENTS
- Legislative Council's Digest.pdf

An act to amend Section 24304.2 of the Government Code, relating to local government, and declaring the urgency thereof, to take effect immediately.

SECURED COPY

2600489471148BILL

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. Section 24304.2 of the Government Code is amended to read:

24304.2. (a) Notwithstanding Section 24300, in the Counties of Amador, Lake, Mendocino, Santa Cruz, Sonoma, Trinity, and Tulare, the board of supervisors, by ordinance, may consolidate the duties of the offices of Auditor-Controller and Treasurer-Tax Collector into the elected office of Auditor-Controller-Treasurer-Tax Collector. ~~The~~

(b) The board of supervisors of the County of Amador or Lake shall not so consolidate these offices until a vacancy in either the office of Auditor-Controller or in the office of Treasurer-Tax Collector occurs.

SEC. 2. The Legislature finds and declares that a special statute is necessary and that a general statute cannot be made applicable within the meaning of Section 16 of Article IV of the California Constitution because of the particular need to consolidate the duties of the offices of Auditor-Controller and Treasurer-Tax Collector into the elected office of Auditor-Controller-Treasurer-Tax Collector in the County of Amador.

SEC. 3. This act is an urgency statute necessary for the immediate preservation of the public peace, health, or safety within the meaning of Article IV of the California Constitution and shall go into immediate effect. The facts constituting the necessity are:

In order to protect the fiscal health of the County of Amador and to ensure that the fiscal and accounting needs of the County of Amador continue to be met, it is necessary for this act to take effect immediately.

- 0 -

SCORED

2600489471148BILL

LEGISLATIVE COUNSEL'S DIGEST

Bill No.
as introduced, Hadwick.
General Subject: Counties: offices: consolidation.

Existing law authorizes the board of supervisors of specified counties to, by ordinance, consolidate the duties of the offices of Auditor-Controller and Treasurer-Tax Collector into the elected office of Auditor-Controller-Treasurer-Tax Collector.

This bill would additionally authorize the board of supervisors of the County of Amador to consolidate the duties of the offices of Auditor-Controller and Treasurer-Tax Collector into the elected office of Auditor-Controller-Treasurer-Tax Collector when a vacancy in either the office of Auditor-Controller or in the office of Treasurer-Tax Collector occurs.

This bill would make legislative findings and declarations as to the necessity of a special statute for the County of Amador.

This bill would declare that it is to take effect immediately as an urgency statute.

Vote: ⅔. Appropriation: no. Fiscal committee: no. State-mandated local program: no.

SECURITY COPY

2600489471148BILL

Board of Supervisors Agenda Item Report

Submitting Department: Board of Supervisors
Meeting Date: December 16, 2025

SUBJECT
Senate Bill 694: Discussion and possible action relative to the approval of the Chairman's signature on a letter of support for the subject Bill as it relates to amending regulations related to veteran service providers, focusing on preventing deceptive practices and ensuring qualified assistance for veterans seeking benefits.

Recommendation:
Pleasure of the Board

4/5 vote required:
No

Distribution Instructions:
Board Clerk

ATTACHMENTS
- SB 694 Text
- SB 694 Notice of Support.pdf

SB-694 Deceptive practices: service members and veterans. (2025-2026)

SHARE THIS:

Date Published: 06/24/2025 04:00 AM

REVISED JULY 09, 2025

AMENDED IN ASSEMBLY JUNE 23, 2025

CALIFORNIA LEGISLATURE— 2025–2026 REGULAR SESSION

SENATE BILL NO. 694

Introduced by ~~Senator~~ *Senators* Archuleta *and Cervantes*
(Principal Coauthor: Assembly Member Schiavo)
(Coauthors: Assembly Members Jeff Gonzalez and Stefani)

February 21, 2025

An act to amend Section ~~881~~ *1770 of the Civil Code, and to amend Section 401* of the Military and Veterans Code, relating to ~~veterans.~~ *unfair business practices.*

LEGISLATIVE COUNSEL'S DIGEST

SB 694, as amended, Archuleta. ~~Veteran service providers.~~ *Deceptive practices: service members and veterans.*

The Consumers Legal Remedies Act makes unlawful certain unfair methods of competition and certain unfair or deceptive acts or practices undertaken by a person in a transaction intended to result or that results in the sale or lease of goods or services to a consumer, including charging or receiving an unreasonable fee, as defined, to prepare, aid, or advise any prospective applicant, applicant, or recipient in the procurement, maintenance, or securing of public social services, as defined to include, among other things, veterans pensions.

This bill would expand the definition of public social services to also include other veterans benefits. The bill would also expand the definition of an unreasonable fee to include a fee charged with respect to federal veterans benefits that exceeds the amount that could be charged for those services by an attorney or claims agent accredited by the United States Department of Veterans Affairs.

Existing law prohibits a person from, in connection with any transaction or any sale of goods or services, electronically accessing a Common Access Card (CAC) issued to a service member, placing or requiring the placement of such a CAC in a smart card reader, requesting or requesting entry of the personal identification number (PIN) associated with such a CAC, or requiring a service member to log in to any United States Department of Defense or, in the case of a member of the United States Coast Guard, United States Department

of Homeland Security computer system. Existing law makes void a transaction or sale entered into in violation of these provisions.

This bill would extend the above-described restrictions to prohibit requiring a former or current service member to log in or share their credentials for accessing, or accessing with another person's credentials, any United States Department of Defense, United States Department of Veterans Affairs, or United States Department of Homeland Security computer system. Except as provided, the bill would prohibit a person from, in connection with any transaction or any sale of goods or services, directly or indirectly soliciting, contracting for, charging, or receiving, or attempting to solicit, contract for, charge, or receive, any fee or compensation with respect to the preparation, presentation, or prosecution of any claim for benefits under the laws administered by the United States Department of Veterans Affairs. The bill would also make void a contract performed in violation of these provisions. The bill would make violations of these provisions a misdemeanor. By expanding the scope of a crime, this bill would impose a state-mandated local program.
The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

~~Existing law establishes a competitive grant program that is administered by the Department of Veterans Affairs for veteran service providers to provide supportive services that improve the quality of life for veterans and their families. Existing law requires the department to adopt regulations to certify and decertify a veteran service provider, as specified. Existing law requires the department to provide a progress report to the Legislature on or before April 1, 2019, on the status of those regulations.~~

~~This bill would instead require a progress report to be submitted on or before April 1, 2026.~~
Vote: majority Appropriation: no Fiscal Committee: yes Local Program: ~~no~~*yes*

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. *Section 1770 of the Civil Code is amended to read:*

1770. (a) The unfair methods of competition and unfair or deceptive acts or practices listed in this subdivision undertaken by any person in a transaction intended to result or that results in the sale or lease of goods or services to any consumer are unlawful:

(1) Passing off goods or services as those of another.

(2) Misrepresenting the source, sponsorship, approval, or certification of goods or services.

(3) Misrepresenting the affiliation, connection, or association with, or certification by, another.

(4) Using deceptive representations or designations of geographic origin in connection with goods or services.

(5) Representing that goods or services have sponsorship, approval, characteristics, ingredients, uses, benefits, or quantities that they do not have or that a person has a sponsorship, approval, status, affiliation, or connection that the person does not have.

(6) Representing that goods are original or new if they have deteriorated unreasonably or are altered, reconditioned, reclaimed, used, or secondhand.

(7) Representing that goods or services are of a particular standard, quality, or grade, or that goods are of a particular style or model, if they are of another.

(8) Disparaging the goods, services, or business of another by false or misleading representation of fact.

(9) Advertising goods or services with intent not to sell them as advertised.

(10) Advertising goods or services with intent not to supply reasonably expectable demand, unless the advertisement discloses a limitation of quantity.

(11) Advertising furniture without clearly indicating that it is unassembled if that is the case.

(12) Advertising the price of unassembled furniture without clearly indicating the assembled price of that furniture if the same furniture is available assembled from the seller.

(13) Making false or misleading statements of fact concerning reasons for, existence of, or amounts of, price reductions.

(14) Representing that a transaction confers or involves rights, remedies, or obligations that it does not have or involve, or that are prohibited by law.

(15) Representing that a part, replacement, or repair service is needed when it is not.

(16) Representing that the subject of a transaction has been supplied in accordance with a previous representation when it has not.

(17) Representing that the consumer will receive a rebate, discount, or other economic benefit, if the earning of the benefit is contingent on an event to occur subsequent to the consummation of the transaction.

(18) Misrepresenting the authority of a salesperson, representative, or agent to negotiate the final terms of a transaction with a consumer.

(19) Inserting an unconscionable provision in the contract.

(20) Advertising that a product is being offered at a specific price plus a specific percentage of that price unless (A) the total price is set forth in the advertisement, which may include, but is not limited to, shelf tags, displays, and media advertising, in a size larger than any other price in that advertisement, and (B) the specific price plus a specific percentage of that price represents a markup from the seller's costs or from the wholesale price of the product. This subdivision shall not apply to in-store advertising by businesses that are open only to members or cooperative organizations organized pursuant to Division 3 (commencing with Section 12000) of Title 1 of the Corporations Code if more than 50 percent of purchases are made at the specific price set forth in the advertisement.

(21) Selling or leasing goods in violation of Chapter 4 (commencing with Section 1797.8) of Title 1.7.

(22) (A) Disseminating an unsolicited prerecorded message by telephone without an unrecorded, natural voice first informing the person answering the telephone of the name of the caller or the organization being represented, and either the address or the telephone number of the caller, and without obtaining the consent of that person to listen to the prerecorded message.

(B) This subdivision does not apply to a message disseminated to a business associate, customer, or other person having an established relationship with the person or organization making the call, to a call for the purpose of collecting an existing obligation, or to any call generated at the request of the recipient.

(23) (A) The home solicitation, as defined in subdivision (h) of Section 1761, of a consumer who is a senior citizen where a loan or assessment is made encumbering the primary residence of that consumer for purposes of paying for home improvements and where the transaction is part of a pattern or practice in violation any of the following:

(i) Subsection (h) or (i) of Section 1639 of Title 15 of the United States Code.

(ii) Paragraph (1), (2), or (4) of subdivision (a) of Section 226.34 of Title 12 of the Code of Federal Regulations.

(iii) Section 22684, 22685, 22686, or 22687 of the Financial Code.

(iv) Section 5898.16, 5898.17, 5913, 5922, 5923, 5924, 5925, 5926, or 5940 of the Streets and Highways Code.

(B) A third party shall not be liable under this subdivision unless (i) there was an agency relationship between the party who engaged in home solicitation and the third party, or (ii) the third party had actual knowledge of, or participated in, the unfair or deceptive transaction. A third party who is a holder in due course under a home solicitation transaction shall not be liable under this subdivision.

(24) (A) Charging or receiving an unreasonable fee to prepare, aid, or advise any prospective applicant, applicant, or recipient in the procurement, maintenance, or securing of public social services.

(B) For purposes of this paragraph:

(i) "Public social services" means those activities and functions of state and local government administered or supervised by the State Department of Health Care Services, the State Department of

Public Health, or the State Department of Social Services, and involved in providing aid or services, or both, including health care services, and medical assistance, to those persons who, because of their economic circumstances or social condition, are in need of that aid or those services and may benefit from them.

(ii) "Public social services" also includes activities and functions administered or supervised by the United States Department of Veterans Affairs or the California Department of Veterans Affairs involved in providing aid or services, or both, to veterans, including pension *and other* benefits.

(iii) "Unreasonable fee" means a fee that is ~~exorbitant~~ *either or both of the following:*

(I) Exorbitant and disproportionate to the services performed. Factors to be considered, if appropriate, ~~in determining the reasonableness of a fee,~~ are based on the circumstances existing at the time of the service and shall include, but not be limited to, all of the following:

~~(I)~~

(ia) The time and effort required.

~~(II)~~

(ib) The novelty and difficulty of the services.

~~(III)~~

(ic) The skill required to perform the services.

~~(IV)~~

(id) The nature and length of the professional relationship.

~~(V)~~

(ie) The experience, reputation, and ability of the person providing the services.

(II) Charged with respect to federal veterans benefits that exceeds the amount that could be charged for those services by an attorney or claims agent accredited by the United States Department of Veterans Affairs.

(C) This paragraph shall not apply to attorneys licensed to practice law in California, who are subject to the California Rules of Professional Conduct and to the mandatory fee arbitration provisions of Article 13 (commencing with Section 6200) of Chapter 4 of Division 3 of the Business and Professions Code, when the fees charged or received are for providing representation in administrative agency appeal proceedings or court proceedings for purposes of procuring, maintaining, or securing public social services on behalf of a person or group of persons.

(25) (A) Advertising or promoting any event, presentation, seminar, workshop, or other public gathering regarding veterans' benefits or entitlements that does not include the following statement in the same type size and font as the term "veteran" or any variation of that term:

(i) "I am not authorized to file an initial application for Veterans' Aid and Attendance benefits on your behalf, or to represent you before the Board of Veterans' Appeals within the United States Department of Veterans Affairs in any proceeding on any matter, including an application for those benefits. It would be illegal for me to accept a fee for preparing that application on your behalf." The requirements of this clause do not apply to a person licensed to act as an agent or attorney in proceedings before the Agency of Original Jurisdiction and the Board of Veterans' Appeals within the United States Department of Veterans Affairs when that person is offering those services at the advertised event.

(ii) The statement in clause (i) shall also be disseminated, both orally and in writing, at the beginning of any event, presentation, seminar, workshop, or public gathering regarding veterans' benefits or entitlements.

(B) Advertising or promoting any event, presentation, seminar, workshop, or other public gathering regarding veterans' benefits or entitlements that is not sponsored by, or affiliated with, the United States

Department of Veterans Affairs, the California Department of Veterans Affairs, or any other congressionally chartered or recognized organization of honorably discharged members of the Armed Forces of the United States, or any of their auxiliaries that does not include the following statement, in the same type size and font as the term "veteran" or the variation of that term:

"This event is not sponsored by, or affiliated with, the United States Department of Veterans Affairs, the California Department of Veterans Affairs, or any other congressionally chartered or recognized organization of honorably discharged members of the Armed Forces of the United States, or any of their auxiliaries. None of the insurance products promoted at this sales event are endorsed by those organizations, all of which offer free advice to veterans about how to qualify and apply for benefits."

(i) The statement in this subparagraph shall be disseminated, both orally and in writing, at the beginning of any event, presentation, seminar, workshop, or public gathering regarding veterans' benefits or entitlements.

(ii) The requirements of this subparagraph shall not apply in a case where the United States Department of Veterans Affairs, the California Department of Veterans Affairs, or other congressionally chartered or recognized organization of honorably discharged members of the Armed Forces of the United States, or any of their auxiliaries have granted written permission to the advertiser or promoter for the use of its name, symbol, or insignia to advertise or promote the event, presentation, seminar, workshop, or other public gathering.

(26) Advertising, offering for sale, or selling a financial product that is illegal under state or federal law, including any cash payment for the assignment to a third party of the consumer's right to receive future pension or veteran's benefits.

(27) Representing that a product is made in California by using a Made in California label created pursuant to Section 12098.10 of the Government Code, unless the product complies with Section 12098.10 of the Government Code.

(28) (A) Failing to include either of the following in a solicitation by a covered person, or an entity acting on behalf of a covered person, to a consumer for a consumer financial product or service:

(i) The name of the covered person, and, if applicable, the entity acting on behalf of the covered person, and relevant contact information, including a mailing address and telephone number.

(ii) (I) The following disclosure statement in at least 18-point bold type and in the language in which a solicitation described by this paragraph is drafted: "THIS IS AN ADVERTISEMENT. YOU ARE NOT REQUIRED TO MAKE ANY PAYMENT OR TAKE ANY OTHER ACTION IN RESPONSE TO THIS OFFER."

(II) (ia) The disclosure statement described in subclause (I) shall appear in at least 16-point bold type on the front of an envelope that contains a solicitation described by this paragraph.

(ib) This subclause applies only to solicitations made by physical mail.

(B) For purposes of this paragraph:

(i) "Consumer financial product or service" has the same meaning as defined in Section 90005 of the Financial Code.

(ii) (I) "Covered person" has the same meaning as defined in Section 90005 of the Financial Code.

(II) "Covered person" does not mean an entity exempt from Division 24 (commencing with Section 90000) of the Financial Code pursuant to Section 90002 of the Financial Code.

(iii) "Solicitation" means an advertisement or marketing communication through writing or graphics that is directed to, or likely to give the impression of being directed to, an individually identified person, residence, or business location. "Solicitation" does not include any of the following:

(I) Communication through a mass advertisement, including in a catalog, on a radio or television broadcast, or on a publicly accessible internet website, if that communication is not directed to, or is not likely to give the impression of being directed to, an individually identified person, residence, or business location.

(II) Communication via a telephone, mail, or electronic communication that was initiated by a consumer.

(III) A written credit or insurance solicitation that is subject to the disclosure requirements of subsection (d) of Section 1681m of Title 15 of the United States Code.

(29) (A) Advertising, displaying, or offering a price for a good or service that does not include all mandatory fees or charges other than either of the following:

(i) Taxes or fees imposed by a government on the transaction.

(ii) Postage or carriage charges that will be reasonably and actually incurred to ship the physical good to the consumer.

(B) Compliance by a person providing broadband internet access service on its own or as part of a bundle, as defined in Section 8.1(b) of Title 47 of the Code of Federal Regulations, with the broadband consumer label requirements adopted by the Federal Communications Commission in FCC 22-86 on November 14, 2022, codified in Section 8.1(a) of Title 47 of the Code of Federal Regulations, shall be deemed compliance with this paragraph.

(C) (i) For purposes of this subparagraph, "financial entity" means an entity that is exempt from Division 24 (commencing with Section 90000) of the Financial Code pursuant to Section 90002 of the Financial Code.

(ii) A financial entity that is required to provide disclosures in compliance with any of the following federal or state acts or regulations with respect to a financial transaction is exempt from this paragraph for purposes of that financial transaction:

(I) The federal Truth in Savings Act, as amended (12 U.S.C. Sec. 4301 et seq.).

(II) The federal Electronic Fund Transfer Act, as amended (15 U.S.C. Sec. 1693 et seq.).

(III) Section 19 of the Federal Reserve Act, as amended (12 U.S.C. Sec. 461 et seq.).

(IV) The federal Truth in Lending Act, as amended (15 U.S.C. Sec. 1601 et seq.).

(V) The federal Real Estate Settlement Procedures Act, as amended (12 U.S.C. Sec. 2601 et seq.).

(VI) The federal Home Ownership and Equity Protection Act (15 U.S.C. Sec. 1639).

(VII) Any regulation adopted pursuant to any of the federal acts in subclauses (I) to (VI), inclusive.

(VIII) The California Financing Law (Division 9 (commencing with Section 22000) of the Financial Code).

(IX) The California Residential Mortgage Lending Act (Division 20 (commencing with Section 50000) of the Financial Code).

(X) The Real Estate Law (Part 1 (commencing with Section 10000) of Division 4 of the Business and Professions Code).

(XI) Any regulation adopted pursuant to any of the state acts in subclauses (VIII) to (X), inclusive.

(D) (i) Subject to clause (ii), this paragraph does not apply to a mandatory fee or charge for individual food or beverage items sold directly to a customer by a restaurant, bar, food concession, grocery store, or grocery delivery service, or by means of a menu or contract for banquet or catering services that fully discloses the terms of service.

(ii) A mandatory fee or charge under clause (i) shall be clearly and conspicuously displayed, with an explanation of its purpose, on any advertisement, menu, or other display that contains the price of the food or beverage item.

(iii) "Grocery delivery service" means a company owned by, or under contract with, a grocery store or distributor that delivers food, primarily fresh produce, meat, poultry, fish, deli products, dairy products, perishable beverages, baked foods, and prepared foods, from the grocery store or distributor to a consumer.

(iv) The exemption in this subparagraph does not apply to a "third-party food delivery platform," as defined in Section 113930.5 of the Health and Safety Code, or any other food delivery platform.

(b) (1) It is an unfair or deceptive act or practice for a mortgage broker or lender, directly or indirectly, to use a home improvement contractor to negotiate the terms of any loan that is secured, whether in whole or in part, by the residence of the borrower and that is used to finance a home improvement contract or any portion of a home improvement contract. For purposes of this subdivision, "mortgage broker or lender" includes a finance lender licensed pursuant to the California Financing Law (Division 9 (commencing with Section 22000) of the Financial Code), a residential mortgage lender licensed pursuant to the California Residential Mortgage Lending Act (Division 20 (commencing with Section 50000) of the Financial Code), or a real estate broker licensed under the Real Estate Law (Division 4 (commencing with Section 10000) of the Business and Professions Code).

(2) This section shall not be construed to either authorize or prohibit a home improvement contractor from referring a consumer to a mortgage broker or lender by this subdivision. However, a home improvement contractor may refer a consumer to a mortgage lender or broker if that referral does not violate Section 7157 of the Business and Professions Code or any other law. A mortgage lender or broker may purchase an executed home improvement contract if that purchase does not violate Section 7157 of the Business and Professions Code or any other law. Nothing in this paragraph shall have any effect on the application of Chapter 1 (commencing with Section 1801) of Title 2 to a home improvement transaction or the financing of a home improvement transaction.

(c) As of July 1, 2025, any disclosure, advertisement, or notice that is required to be "clearly" or "clearly and conspicuously" made must have text that is "clear and conspicuous," as defined in subdivision (u) of Section 1791.

(d) This section shall become operative on July 1, 2024.

SEC. 2. *Section 401 of the Military and Veterans Code is amended to read:*

401. (a) Application by a service member for, or receipt by a service member of, a stay, postponement, or suspension pursuant to this chapter in the payment of any tax, fine, penalty, insurance premium, or other civil obligation or liability of that person shall not itself, without regard to other considerations, provide the basis for any of the following:

(1) A determination by any lender or other person that the service member is unable to pay any civil obligation or liability in accordance with its terms.

(2) With respect to a credit transaction between a creditor and the service member, any of the following:

(A) A denial or revocation of credit by the creditor.

(B) A change by the creditor in the terms of an existing credit arrangement.

(C) A refusal by the creditor to grant credit to the service member in substantially the amount or on substantially the terms requested.

(3) An adverse report relating to the creditworthiness of the service member by or to any person or entity engaged in the practice of assembling or evaluating consumer credit information.

(4) A refusal by an insurer to insure the service member.

(5) An annotation in a service member's record by a creditor or a person engaged in the practice of assembling or evaluating consumer credit information identifying the service member as a member of the active militia, as defined in Section 120, or an active or reserve component of the Armed Forces.

(b) A person shall not, in connection with the collection of any obligation, including any debt or payment, falsely claim to be a member or civilian employee of the Armed Forces, a component of the active militia, as defined in Section 120, the *United States* Department of Defense, the *United States* Department of Homeland Security, or the Military Department, or identify themselves through the use of any military rank, rating, or title.

(c) A person shall not, in connection with the collection of any obligation, including any debt or payment, from a member of the active militia, as defined in Section 120, or a member of an active or reserve component of the Armed Forces, contact the member's military unit or chain of command without the written consent of the member given after the obligation becomes due and payable.

(d) *(1)* A person shall not, in connection with any transaction or any sale of goods or services, ~~electronically~~ *do any of the following:*

(A) Electronically access a Common Access Card (CAC) issued to a service member, place or require the placement of such a CAC in a smart card reader, *or* request or ~~request~~ *require* entry of the personal identification number (PIN) associated with such a ~~CAC, or require~~ *CAC.*

(B) Require a current or former service member to log in to *or share their credentials for accessing* any *United States* Department of ~~Defense or, in the case of a member of the Coast Guard,~~ *Defense, United States Department of Veterans Affairs, or United States* Department of Homeland Security computer system. ~~A~~

(C) Access a United States Department of Defense, United States Department of Veterans Affairs, or United States Department of Homeland Security computer system with another person's credentials.

(2) A transaction or sale entered into *or performed* in violation of this subdivision is void.

(e) Except as provided in Sections 1984 and 5904 of Title 38 of the United States Code, a person shall not directly or indirectly solicit, contract for, charge, or receive, or attempt to solicit, contract for, charge, or receive, any fee or compensation with respect to the preparation, presentation, or prosecution of any claim for benefits under the laws administered by the United States Department of Veterans Affairs.

~~(e)~~

(f) (1) A person shall not condition the receipt of a military or veteran discount, in any form, on the waiver by a recipient of the discount of any right the person has under state or federal law. Any such waiver is void.

(2) Any other waiver of a right provided to service members, former service members, or their dependents by this code is void.

~~(f)~~

(g) Any person violating any provision of this section is liable for actual damages, reasonable attorney's fees, and costs incurred by the injured party.

~~(g)~~

(h) Any person violating any provision of this section is guilty of a misdemeanor, and shall be punishable by imprisonment not to exceed one year or by a fine not to exceed one thousand dollars ($1,000), or both.

SEC. 3. *No reimbursement is required by this act pursuant to Section 6 of Article XIII B of the California Constitution because the only costs that may be incurred by a local agency or school district will be incurred because this act creates a new crime or infraction, eliminates a crime or infraction, or changes the penalty for a crime or infraction, within the meaning of Section 17556 of the Government Code, or changes the definition of a crime within the meaning of Section 6 of Article XIII B of the California Constitution.*

~~SECTION 1.Section 881 of the Military and Veterans Code is amended to read:~~

~~881.(a)"Certified California veteran service provider" means an entity applying to the competitive grant program established pursuant to this chapter, that is certified by the department as having an established history of providing supportive services, and that meets all of the following requirements:~~

~~(1)Provides supportive services as required by this chapter and regulations adopted pursuant to the chapter.~~

~~(2)Demonstrates, through the submission of appropriate supporting data, that the veteran service provider has the knowledge, experience, and cultural competency to provide supportive services to veterans and their families.~~

~~(3)Demonstrates, through audits and employment history, the fiscal and management capacity to capably perform supportive services to veterans and their families.~~

~~(4)Is a nonprofit organization that is exempt from federal income taxation as an organization described in Section 501(c)(3) or (c)(19) of the Internal Revenue Code.~~

~~(5)Demonstrates through the submission of appropriate supporting data that the entity has effectively served the needs of a veteran or veterans and their families.~~

~~(6)Demonstrates that all required filings with the Secretary of State, the office of the Attorney General, and the Franchise Tax Board are current. Demonstrates that the entity meets or exceeds the provisions of Article 1.3 (commencing with Section 17510) of Chapter 1 of Part 3 of Division 7 of the Business and Professions Code and complies with the standards included in the Attorney General's Guide for Charities.~~

~~(b)A certified California veteran service provider shall provide to the department all of the following up-to-date documents upon application for certification and at any time during the certification period on request and reasonable notice by the department:~~

~~(1)Articles of incorporation and all amendments to the articles of incorporation.~~

~~(2)IRS Letter of Determination.~~

~~(3)Taxpayer identification number.~~

~~(4)Independent audit reports dating back three years.~~

~~(c)(1)To obtain certification as a certified California veteran service provider, the applicant shall apply to the department in a form and manner as required by the department.~~

~~(2)Beginning July 1, 2019, the department shall begin processing and approving or rejecting all applications for certification on the basis of the requirements set forth in subdivision (a).~~

~~(d)The department shall maintain a list of certified California veteran service providers on its internet website, including the type of supportive services provided by the providers.~~

~~(e)On or before April 1, 2026, the department shall provide the Senate and Assembly Committees on Military and Veterans Affairs with a progress report on the status of the regulations required by subdivision (b) of Section 883.~~

REVISIONS:
Heading—Lines 1 and 2.

California State Association of Counties®
1100 K Street, Suite 101 | Sacramento, CA 95814

August 7, 2025

The Honorable Buffy Wicks
Chair, Assembly Appropriations Committee
1021 O Street, Suite 8220
Sacramento, CA 95814

RE: SB 694 (Archuleta) Deceptive practices: service members and veterans. As amended on June, 23, 2025 – Notice of Support

Dear Chair Wicks,

On behalf of the California State Association of Counties (CSAC), representing all 58 counties in California, we write in support of Senate Bill 694 (Archuleta). This measure strengthens consumer protections for veterans in California by ensuring that only accredited individuals may charge for services related to filing claims for U.S. Department of Veteran Affairs (VA) benefits.

Veterans' benefits are a crucial support system for those who have served this country in the armed forces. As with other government benefits, applicants may need assistance in applying for these critical benefits. California veterans who need assistance with filing a claim for disability benefits can get help at no charge from their VA-accredited county veteran service office (CVSO) or from nonprofit veterans service organizations (VSOs). CVSOs are county agencies established to assist veterans and their families in obtaining benefits and services accrued through military service. In addition to CVSOs and nonprofit VSOs, which provide assistance free of charge, the VA also accredits attorneys and claims agents to represent veterans and assist with benefit claims. Accredited attorneys and claims agents cannot charge money for assistance with an initial claim for veteran's benefits, but, subject to limits set and enforced by the VA, they can charge for other services. The VA accreditation program exists to ensure that veterans receive competent and fair representation on their VA benefits claims.

Despite this structure, counties witness firsthand how vulnerable veterans can be misled by unaccredited actors who charge illegal or excessive fees, jeopardize personal data, and often leave veterans worse off. Prohibiting unaccredited claims agents and lawyers from charging a veteran for help with an initial benefits claim not only protects veterans, but it also ensures that counties continue to play a crucial role in connecting their resident

CSAC Officers | **President** Jeff Griffiths, Inyo County | **1st Vice President** Susan Ellenberg, Santa Clara County | **2nd Vice President** Luis Alejo, Monterey County | **Past President** Bruce Gibson, San Luis Obispo County | **CEO** Graham Knaus

veterans with benefits and services available to them. County governments often collaborate with federal and state agencies, as well as local nonprofit organizations, to ensure that veterans are aware of and have access to the benefits they are entitled to. By working with veterans and their families, counties can ensure that those who have served their country receive the support and assistance they deserve.

SB 694 reinforces a strong framework for ethical and qualified representation, taking steps to eliminate unethical practices that exploit vulnerable veterans. We believe California's veterans deserve the most transparent and accountable support when applying for the benefits they have earned through service.

For these reasons, CSAC is pleased to support SB 694 and respectfully requests your AYE vote on this measure. Should you have any questions or concerns please contact me at ejungwirth@counties.org.

Sincerely,



Emma Jungwirth
Senior Legislative Advocate, CSAC

CC : The Honorable Bob Archuleta, California State Senate
Members and Staff, Assembly Appropriations Committee
Irene Ho, Deputy Chief Consultant, Assembly Appropriations Committee
Joe Shinstock, Fiscal Director, Assembly Republican Caucus

Board of Supervisors Agenda Item Report

Submitting Department: Administration
Meeting Date: December 16, 2025

SUBJECT
Discussion and possible action relative to approval of a revised Board of Supervisors Meeting Schedule for the 2026 Calendar Year, The schedule approved at the last meeting did not properly account for the two election periods and must be revised (CAO error).

Recommendation:
Changes as desired and approval

4/5 vote required:
No

Distribution Instructions:
Clerk

ATTACHMENTS
- 2026 BOS Meeting Schedule - revised 12-16-25.pdf

Draft - 2026 Amador County Board of Supervisors Meeting Schedule

Revised - 12/16/2025

January

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- Board of Supervisors Meeting
- Board Chambers in use by Elections
- County Holiday
- Budget Workshop

The Election Center will utilize the Board Chambers for Election Day plus ten days for the Primary and General Elections

The May meetings have been reduced to one

The October meetings have been shifted to the first and third Tuesdays of the month.

There is only one meeting proposed for November and December.

Board of Equalization meetings will be held on an as-needed basis

Board of Supervisors Agenda Item Report

Submitting Department: Board of Supervisors
Meeting Date: December 16, 2025

SUBJECT
2025 California State Association of Counties (CSAC) Annual Meeting Update.

Recommendation:
Report by Supervisors Brown and Epperson regarding the recent CSAC Annual Meeting.

4/5 vote required:
No

Distribution Instructions:
File

Board of Supervisors Agenda Item Report

Submitting Department: Board of Supervisors
Meeting Date: December 16, 2025

SUBJECT
Board of Supervisors: Discussion and possible action relative to appointment of a Primary and Alternate delegate to the 2025-2026 CSAC Board of Directors.

Recommendation:
Approve appointments.

4/5 vote required:
No

Distribution Instructions:
CSAC (Korina Jones), File

ATTACHMENTS

- CSAC Board Nomination Memo for 2025-26.pdf
- 2024-25 Board of Directors Roster.pdf
- CSAC Board Selection Form for 2025-26.pdf

Officers

President
Jeff Griffiths
Inyo County

1st Vice President
Susan Ellenberg
Santa Clara County

2nd Vice President
Luis Alejo
Monterey County

Past President
Bruce Gibson
San Luis Obispo County

CEO
Graham Knaus

September 20, 2025

TO: Chairs, Boards of Supervisors

FROM: Graham Knaus, CEO

SUBJECT: Nomination and Selection of CSAC Board of Directors Members

In accordance with the CSAC Constitution, we would like to provide you with information about the nomination process for CSAC Board of Directors members and alternates.

CSAC Board members and alternates are nominated by their respective Boards of Supervisors and appointed by the CSAC Executive Committee. The nomination is for a one-year term commencing with the CSAC Annual Meeting. Any member of your Board of Supervisors is eligible for the directorship.

The 2025 Annual Meeting will commence on Monday, December 1. At this meeting, the new Board will meet first by caucus (urban, suburban, and rural) to nominate CSAC Officers and Executive Committee members, and again as a full Board to elect the 2025-2026 Executive Committee and to conduct other Association business.

Please note that if your county is nominating a new member to serve on the CSAC Board of Directors and you want that representative to vote on behalf of your county during the CSAC Annual Meeting, you must appoint this representative prior to the start of the Annual Meeting on Monday, December 1.

Attached is the current Board roster, along with a nomination form. If you do not submit a 2025-2026 nomination, your current Board representative and alternate will continue to serve. Please note that counties can change Board members and/or alternates at any point throughout the year, subject to final appointment by the CSAC Executive Committee.

If you have any questions or need further information, please contact Korina Jones at kjones@counties.org or 916-247-0032.

cc: 2024-2025 CSAC Board of Directors
Clerks, Board of Supervisors

CALIFORNIA STATE ASSOCIATION OF COUNTIES

Board of Directors

2024-2025

SECTION		
U=Urban	President:	Jeff Griffiths, Inyo
S=Suburban	First Vice President:	Susan Ellenberg, Santa Clara
R=Rural	Second Vice President:	Luis Alejo, Monterey
	Immediate Past President:	Bruce Gibson, San Luis Obispo

Members of the CSAC Executive Committee are highlighted for your reference

SECTION	COUNTY	DIRECTOR
U	Alameda County	David Haubert
R	Alpine County	Terry Woodrow
R	Amador County	Jeff Brown
S	Butte County	Tod Kimmelshue
R	Calaveras County	Benjamin Stopper
R	Colusa County	Kent Boes
U	Contra Costa County	John Gioia
R	Del Norte County	Chris Howard
R	El Dorado County	Greg Ferrero
U	Fresno County	Buddy Mendes
R	Glenn County	Grant Carmon
R	Humboldt County	Michelle Bushnell
S	Imperial County	Jesus Eduardo Escobar
R	Inyo County	Trina Orrill
S	Kern County	Leticia Perez
R	Kings County	Rusty Robinson
R	Lake County	Bruno Sabatier
R	Lassen County	Gary Bridges
U	Los Angeles County	Kathryn Barger
R	Madera County	Jordan Wamhoff
S	Marin County	Mary Sackett
R	Mariposa County	Rosemarie Smallcombe
R	Mendocino County	Maureen “Mo” Mulheren
S	Merced County	Scott Silveira
R	Modoc County	Ned Coe
R	Mono County	John Peters
S	Monterey County	Luis Alejo
S	Napa County	Anne Cottrell
R	Nevada County	Heidi Hall

U	Orange County	Doug Chaffee
S	Placer County	Bonnie Gore
R	Plumas County	Tom McGowan
U	Riverside County	V. Manuel Perez
U	Sacramento County	Rich Desmond
R	San Benito County	Angela Curro
U	San Bernardino County	Jesse Armendarez
U	San Diego County	Monica Montgomery Steppe
U	San Francisco City & County	Rafael Mandelman
U	San Joaquin County	Robert Rickman
S	San Luis Obispo County	Bruce Gibson
U	San Mateo County	Noelia Corzo
S	Santa Barbara County	Bob Nelson
U	Santa Clara County	Susan Ellenberg
S	Santa Cruz County	Manu Koenig
R	Shasta County	Kevin Crye
R	Sierra County	Lee Adams
R	Siskiyou County	Ed Valenzuela
S	Solano County	Wanda Williams
S	Sonoma County	James Gore
S	Stanislaus County	Mani Grewal
R	Sutter County	Dan Flores
R	Tehama County	Pati Nolen
R	Trinity County	Ric Leutwyler
S	Tulare County	Amy Shuklian
R	Tuolumne County	Ryan Campbell
U	Ventura County	Kelly Long
S	Yolo County	Lucas Frerichs
R	Yuba County	John Messick

TREASURER

Belia Ramos, Napa County

ADVISORS

Brian E. Washington, Marin County Counsel, County Counsels' Association Past President
Jason Britt, Tulare County CAO, California Association of County Executives, President

Nomination of CSAC Board of Directors Member and Alternate(s) for 2025-26.

The Board of Supervisors nominates the following named Supervisor(s) to a position on the CSAC Board of Directors for the 2025-26 Association year beginning Monday, December 1, 2025.

When you submit this form, it will not automatically collect your details like name and email address unless you provide it yourself.

* Required

1. County *

Enter your answer

2. Director *

Enter your answer

3. Alternate(s) *

Enter your answer

4. Name and email of individual completing this form *

Enter your answer

5. List names and emails of everyone who should be added to the CSAC Board of Directors email distribution list *

Enter your answer

You can print a copy of your answer after you submit

Never give out your password. Report abuse

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Board of Supervisors Agenda Item Report

Submitting Department: Board of Supervisors
Meeting Date: December 16, 2025

SUBJECT
Board of Supervisors: Discussion and possible action relative to election of the 2026 Chairman and Vice Chairman for the Amador County Board of Supervisors to be effective March 10, 2026.

Recommendation:
Pleasure of the Board.

4/5 vote required:
No

Distribution Instructions:
File

Board of Supervisors Agenda Item Report

Submitting Department: Board of Supervisors
Meeting Date: December 16, 2025

SUBJECT
2026 Committee Assignments: Discussion and possible action relative to the 2026 Committee Assignments for the Board of Supervisors.

Recommendation:
Approve assignments.

4/5 vote required:
No

Distribution Instructions:
File

ATTACHMENTS
- 2026 Committee Assignments.docx

AMADOR COUNTY BOARD OF SUPERVISORS

2026 COMMITTEE ASSIGNMENTS

The following committees are standing committees. They serve as advisory committees and the recommendations made there from are referred to the full Board for action.

ADMINISTRATIVE (Chairman & Vice Chairman)..... …Crew/Brown

Budget Issues - All Departments
Health and Human Services Issues
Personnel Issues – All Departments

AGRICULTURE AND NATURAL RESOURCES..... Oneto/Crew
Agriculture Issues
Agriculture Advisory Committee
Mining Issues
Timber Issues
Weights & Measures Issues

LAND USE ..... Oneto/Carnell
Land Use Issues

ECONOMIC & COMMUNITY DEVELOPMENT..... Crew/Carnell
Economic Development Issues, including Sierra West Business Park, Mill site development and Carbondale Industrial Park, and Wicklow Planning

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TRIBAL RELATIONS..... Epperson/Crew

PUBLIC WORKS ..... Crew/Brown
Public Works Issues, including Waste Management (Landfill)

WATER / JOINT WATER ..... …Oneto/Epperson

AD HOC COMMITTEE ASSIGNMENTS

The following committees are Ad Hoc committees created to make recommendations to the full Board on a single topic or issue.

Animal Control Ad Hoc Committee — Epperson/Crew

** OTHER APPOINTMENTS **

Administrative Abatement Hearing Board ……..…Crew/Brown/Epperson*
Airport Committee ……Epperson/Brown
Airport Land Use Commission (ALUC)……Carnell/Brown
Amador Council of Tourism (ACT)……..……Epperson/Carnell
Amador County Transportation Commission…….……..Crew/Oneto/Epperson*
Amador County Recreation Agency ACRA)…….……....Brown/Carnell
Amador County Solid Waste Management Regional Agency....……...……...… Oneto/Carnell/Crew*
Amador Fire Protection Authority (AFPA)……Oneto/Carnell*
Amador-Tuolumne Community Action Agency (A-TCAA)…… ……Brown/Epperson
Amador Regional Sanitation Authority ARSA)…… ……Carnell/Epperson
Amador County Tree Mortality Committee…… Oneto/Brown
Area 12 Agency on Aging…….. Epperson/Carnell*
Calaveras Amador Mokelumne River Authority……...…...… Oneto/Epperson/Crew*
California State Association of Counties (CSAC) Board of Director……..…..... . Brown/TBD*
CSAC Excess Insurance Authority…… ……Brown/Sarah Duarte*
Housing, Land Use and Transportation (CSAC) .....Brown/TBD*
Agricultural & Natural Resources (CSAC) .....Brown/TBD*
Central Sierra Child Support Agency ..... Brown/Carnell/Crew*
Central Sierra Economic Development District (CSEDD) …… …….. Crew/Epperson*
Chamber of Commerce…… ……..…Crew/Epperson*
Amador County Fish and Wildlife Commission……..Epperson*
First 5 Amador Commission (Proposition 10).....Brown/Carnell*
Commission on Aging .....Carnell/Epperson*
Disaster Council..... Oneto/Carnell
Emergency Medical Care Committee (EMCC) ……..……..Brown/Epperson
Mountain County Emergency Medical Services Agency (MCEMSA)……..,……. ……Brown/Epperson*
Health Benefits Advisory Committee…….……Carnell/Epperson*
Homeless Task Force……..Carnell/Epperson
Kennedy Mine Foundation ..... Crew/Carnell*
Local Agency Formation Commission (LAFCO) ..... Crew/Carnell/Oneto*
Local Enforcement Agency Hearing Panel (LEA) ..... Crew *
Mental Health Board ……..Epperson/Carnell*
Mokelumne River Association and Upper Mokelumne Watershed Association..... Oneto/Carnell*
Upper Mokelumne River Watershed Authority (UMRWA)……..……..... Carnell/Oneto*
Mother Lode Job Training Agency Governing Board.....Carnell/Brown*
Mountain Counties Air Basin (MCAB) and Mountain Counties Water Resources……Epperson/Oneto
National Association of Counties (NACO) .....Brown/TBD*
Parks Committee……..…Brown/Carnell
Rural County Representatives of California (RCRC).....Oneto/Brown*
Golden State Finance Authority (GSFA)……..... Oneto/Brown*
Environmental Services Joint Powers Authority (ESJPA)……..…….Oneto/Jeff Gardner/Brown*
Regional Traffic Mitigation Oversight Committee..... Oneto/Crew*
Sierra Nevada Conservancy Sub Region Board .....Oneto/Brown*
Amador County Groundwater Authority ……..Epperson/Oneto
UCCEE Central Sierra Multi County Partnership Advisory Council…….. ….. … Epperson/Carnell*
USFS MOU Committee…….. Oneto/Brown
Vehicle Abatement Authority…….Epperson/Carnell*

* denotes alternate member

Board of Supervisors Agenda Item Report

Submitting Department: Board of Supervisors
Meeting Date: December 16, 2025

SUBJECT
Review and possible approval of the November 18, 2025, Board of Supervisors Meeting Minutes.

Recommendation:
Approval.

4/5 vote required:
No

Distribution Instructions:
File

ATTACHMENTS
- November 18, 2025 DRAFT Minutes.pdf

Amador County Board of Supervisors
ACTION MINUTES

REGULAR MEETING

DATE: **Tuesday, November 18, 2025**
TIME: **9:00 a.m.**
LOCATION: **County Administration Center, 810 Court Street, Jackson, California**

The Board of Supervisors of the County of Amador met at 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 on Roll Call:

Jeff Brown, District III – Chairman
Patrick Crew, District I – Vice Chairman
Logan Carnell, District IV
Brian Oneto, District V

Staff: Charles T. Iley, County Administrative Officer
Gregory Gillott, County Counsel
Heather Peek, Deputy Clerk of the Board

Absent: Dan Epperson, District II

NOTE: These minutes remain in *Draft* form until approved by Minute Order at the next regular meeting of the Board of Supervisors. Any packets prepared by County Staff are hereby incorporated into these minutes by reference as though set forth in full. Any staff report, recommended findings, mitigation measures, conditions, or recommendations which are referred to by Board members in their decisions which are contained in the staff reports are part of these minutes by reference only. Any written material, petitions, packets, or comments received at the hearing also become a part of these minutes by reference.

CLOSED SESSION may be called for labor negotiations (pursuant to Government Code §54957.6), personnel matters (pursuant to Government Code §54957), real estate negotiations/acquisitions (pursuant to Government Code §54956.8), and/or pending or potential litigation (pursuant to Government Code §54956.9). **At 8:30 a.m., the Board convened into closed session.**

*At this time, Chairman Brown announced the American Legion-Post 108 would be providing a Posting the Colors, the Pledge of Allegiance and the National Anthem, sung by Mr. Jack Magee.

Confidential Minutes: Review and possible approval of the October 21, 2025, Confidential Minutes.

ACTION: **Direction given pursuant to the following motion**.

MOTION: **It was moved by Supervisor Carnell, seconded by Supervisor Crew and carried 4-0-1, to approve the October 21, 2025, Confidential Minutes.**

PLEDGE OF ALLEGIANCE: Chairman Brown led the Board and the public in the *Pledge of Allegiance.*

PUBLIC MATTERS NOT ON THE AGENDA: Discussion items only, no action to be taken. Any person may address the Board at this time upon any subject within the jurisdiction of the Amador County Board of Supervisors; 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 **three (3) minute limit per person.**

*Chairman Brown noted Supervisor Epperson wouldn't be in attendance today due to flight delays.

The following individual wished to speak:

- Ms. Stacey Frame, Amador County Public Health

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.)

ACTION: Direction given pursuant to the following motion.

MOTION: It was moved by Supervisor Crew, seconded by Supervisor Carnell and carried 4-0-1, to approve the agenda as presented.

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

ACTION: Direction given pursuant to the following motion.

MOTION: It was moved by Supervisor Oneto, seconded by Supervisor Carnell and carried 4-0-1 to approve the consent agenda as presented.

REGULAR AGENDA

American Legion-Post 108: Presentation of a USA Flag to the Board of Supervisors.

ACTION: Presentation only.

Pine Grove Cemetery: Discussion and possible action relative to the transfer of Pine Grove Cemetery to Amador County from the Pine Grove Trustees.

Mr. Gregory Gillott, County Counsel, addressed the Board and provided background on the history and management of the Pine Grove Cemetery. Mr. Gillott mentioned Keith and Linda Brizzy, and Sandy Trevaskis, have been solely responsible for maintaining and administering the cemetery for many years and they're now unable to continue this work. Mr. Gillott noted it is appropriate and necessary for the County to assume responsibility for the three parcels involved

in the transfer. Mr. Gillott outlined the required steps for the transfer, which includes the adoption of a resolution of acceptance, and execution and recording of the necessary documents.

ACTION: **Direction given pursuant to the following motion**.

MOTION: **It was moved by Supervisor Carnell, seconded by Supervisor Crew and carried 4-0-1, to approve the resolution accepting the transfer of the Pine Grove Cemetery parcels to Amador County.**

Administrative Agency: Presentation and adoption of a resolution celebrating and raising awareness for National Adoption Day and children in foster care in Amador County.

Ms. Andrea Sexton, Court Executive Officer for the Amador Superior Court, addressed the board and provided information regarding adoption and foster care in Amador County.

ACTION: Direction given pursuant to the following motion.

MOTION: **It was moved by Supervisor Carnell, seconded by Supervisor Crew and carried 4-0-1 to adopt the following resolution. Chairman Brown subsequently presented the Resolution to representatives from Amador Superior Courts.**

RESOLUTION NO. 25-143

Proclaiming November 20 2025, as Adoption Day in Amador County.

Administrative Agency: Discussion and possible action relative to adoption and presentation of a resolution honoring Rich Vela upon his retirement from the County of Amador.

The following individual wished to speak:

- Mr. Richard Vela

ACTION: Direction given pursuant to the following motion.

MOTION: **It was moved by Supervisor Oneto, seconded by Supervisor Crew and carried 4-0-1 to adopt the following resolution. Chairman Brown subsequently presented the Resolution to Mr. Vela.**

RESOLUTION NO. 25-144

Honoring Richard Vela Upon His Retirement from the County of Amador.

Administrative Agency: Presentation and Adoption of a Resolution Proclaiming the Week of November 17 through November 21, 2025, as "California Clerk of the Board of Supervisors Week" in Amador County.

ACTION: Direction given pursuant to the following motion.

MOTION: **It was moved by Supervisor Carnell, seconded by Supervisor Crew and carried 4-0-1 to adopt the following resolution. Chairman Brown subsequently presented the Resolution to Ms. Jennifer Burns, Clerk of the Board.**

RESOLUTION NO. 25-144

Proclaiming the Week of November 17 through November 21, 2025, as "California Clerk of the Board of Supervisors Week" in Amador County.

Administrative Agency: Presentation Recognizing Tacy Oneto-Rouen, Auditor-Controller, and the entire staff of the Amador County Auditor's Office on Receiving the Award for County Financial Transactions Reporting.

Supervisors took this time to recognize and congratulate Ms. Tacy Oneto-Rouen, Auditor Controller, and her staff upon receiving the Award for County Financial Transactions Reporting.

Discussion ensued and the following individual wished to speak:

- Ms. Tacy Oneto-Rouen, Auditor-Controller

ACTION: Presentation only.

General Services Administration: Assignment of contracts from the Amador County Recreation Agency to the County (ACRA).

Mr. Glenn Spitzer, General Services Director, addressed the Board and provided an update on ACRA's dissolution and the resulting transfer of responsibilities to the County. Mr. Spitzer noted with ACRA closing, the County is assuming responsibility for two ACRA managed parks: Mollie Joyce Park and Lions Park, as well as maintenance responsibilities for Pioneer Park and Fiddletown Park, which ACRA previously maintained. Mr. Spitzer mentioned the County is also taking on administrative duties related to public use of park facilities and that staff is developing a website to assist the public in securing use permits, and to direct users to the appropriate entity for facilities not owned by the County, such as Howard Park. Mr. Spitzer said the County will not be assuming recreational programming currently or previously offered by ACRA.

As part of the dissolution process, ACRA has several contracts requiring action:

1. Molly Joyce Cell Tower Contract (income contract): since the County will be assuming ownership of Molly Joyce Park, Mr. Spitzer recommended assuming this contract as the revenue helps offset park maintenance costs. Mr. Spitzer noted that the ground lease will transfer automatically with the deed; the County will need to provide updated payment documentation upon recordation.

2. Little League Contract: this contract involves the league using County facilities and paying associated fees. The league retains most maintenance responsibilities, and the County provides limited support; Mr. Spitzer recommended assuming this contract.

3. Amador City Maintenance Contract: this contract involves maintenance of Amador City's main park, cemetery, and eight pocket parks. Mr. Spitzer advised not assuming this contract. The County typically does not maintain property it does not own; the maintenance needs appear more extensive than the current payment of $350 per month, and assuming maintenance would expose the County to additional liability arising from ownership, control, or maintenance. Amador City has requested continuation of the contract. Mr. Spitzer didn't identify an operational need for the County to take it on.

Supervisors discussed the increasing fiscal burden on the County as it assumes former ACRA responsibilities. Questions were raised about whether Amador City's contribution could be increased to cover true maintenance costs. Mr. Spitzer noted that renegotiation is possible but would require clarification of actual maintenance needs and associated expenses. Supervisors expressed hesitation about the number and condition of the pocket parks, the scope of work, and the liability risks. Discussion clarified that other former ACRA contracts, including pool operations, have already been terminated or taken over by the cities involved.

ACTION: **Direction given pursuant to the following motion**.

MOTION: **It was moved by Supervisor Oneto, seconded by Supervisor Crew and carried 4-0-1, to assume the Mollie Joyce cell tower contract and Mollie Joyce Little League contract, and not to assume the Amador City maintenance contract, and authorized the General Services Director and the Chairman to sign any necessary legal documents associated with the accepted agreements.**

Agriculture Department: Presentation of 2024 Crop Report.

ACTION: Presentation only.

Administrative Agency: Discussion and possible action relative to a request from the City of Plymouth to extend and/or otherwise alter the repayment schedule for the $150,000 loan taken by the city for repairs to the Arroyo Ditch in 2017. The funds originally came from the Water Development Fund (formerly called the Water Supply Fund).

Mr. Cameron Begbie, Interim City Manager for the City of Plymouth, addressed the Board and acknowledged the City had defaulted by failing to make payments and stated the City is currently facing financial challenges but has initiated corrective and revenue generating measures. Mr. Begbie requested the Board's consideration for restructuring the loan, to allow an extension of time, with payments beginning in July of 2026, forgiveness of interest for an additional two years, and potential forgiveness of accrued interest. Mr. Begbie is committed to ensuring the city fulfills its obligations and improving its fiscal management.

Supervisors asked whether the city would be able to resume payments within a year. The City Manager stated yes and that they intend to begin payments by July.

Discussion ensued with the Board acknowledging Mr. Begbie for addressing the matter and for his efforts to stabilize the City's finances.

The Board directed the City of Plymouth to return in July of 2026, with an updated repayment plan, along with a payment, and clearer financial projections.

ACTION: **Direction given to staff**.

Administrative Agency: Discussion and possible action relative to a request from the City of Plymouth for an extension to the agreement for Park Impact Fees to be utilized at the Veteran's Park in Plymouth. The funds were distributed to the City as per the agreement, but the project has not yet been completed.

Mr. Cameron Begbie, Interim City Manager for the City of Plymouth, addressed the Board and reported that significant improvements have been completed at Veterans Park through a partnership between the city, Rotary, and Veterans Park Committee. Mr. Begbie highlighted the current park features that include new granite pillars engraved with names of District V Veterans, a Branch-of-service markers with QR codes for historical information, bridges and walking trails, and landscaping maintained by Plymouth Elementary students. Mr. Begbie stated that the remaining funds will be used for irrigation upgrades and potential restroom installation and confirmed the funds remain intact and properly accounted for.

Supervisors praised the work completed and the strong involvement of Rotary and the Veterans Park Committee.

The Board discussed the extension length, and it was determined that two years was considered reasonable, with the option for future extension if necessary.

Mr. Begbie offered to provide documentation of expenditures within the next month.

The Board expressed appreciation for the work being done at Veterans Park and for the City's collaborative approach.

ACTION: **Direction given pursuant to the following motion**.

MOTION: **It was moved by Supervisor Oneto, seconded by Supervisor Crew and carried 4-0-1, to approve a two-year extension to the agreement for use of memorial fund monies for Veterans Park improvements, and authorize the Chairman to sign the amendment.**

Administrative Agency: Discussion and possible action relative to a proposed ordinance that would update sections 10.08.370, 10.08.400. and 10.08.440 of Amador County Code as they relate to speed limits. This would enact the speed limit changes as directed by the BOS in September of this year.

*At 10:30 am, the Board recessed from the Board of Supervisors meeting to hold a scheduled public hearing with the Amador Fire Protection District (AFPD). At 10:43 am, the Board of Supervisors reconvened with their meeting.

Mr. Gregory Gillott, County Counsel, addressed the Board and stated the purpose of update is to allow California Highway Patrol (CHP) to enforce the updated limits.

ACTION: **Direction given pursuant to the following motion**.

MOTION: **It was moved by Supervisor Carnell, seconded by Supervisor Crew and carried 4-0-1, to waive the reading and schedule on the consent agenda for adoption at the next regular scheduled meeting.**

Building Department: Consideration and Possible Action Regarding an Ordinance Repealing Chapter 15.04 of the Amador County Code and Adding a New Chapter 15.04 of the Amador County Code Relating to Adoption of the 2025 California Building Codes and Related Codes by Reference.

Mr. Todd Barr, Chief Building Official, addressed the Board and stated the building code is updated every three years, noting key points that the adoption allows selective enforcement of appendices and local oversight. Mr. Barr mentioned recent legislation prohibits more restrictive residential code enforcement in fire-affected areas until 2031, no significant local impacts anticipated. Mr. Barr said the 2024 International Property Maintenance Code is being adopted separately which focuses on property maintenance and surrounding properties rather than structural code.

Supervisors asked about possible amendments to the LDRD, that included allowing smaller parcel sizes. Mr. Barr clarified that the Board may consider exceptions to the LDRD on a case-by-case basis and has previously approved smaller parcels in special circumstances. Supervisors noted potential challenges for local development, including fire safety concerns.

The Board acknowledged the importance of maintaining an up-to-date building code and confirmed that property maintenance code adoption will be addressed separately at the next scheduled meeting.

ACTION: **Direction given pursuant to the following motion**.

MOTION: **It was moved by Supervisor Crew, seconded by Supervisor Carnell and carried 4-0-1, to waive the reading of the ordinance and adopt the 2025 California Building Code and related codes by reference, scheduled for adoption at the December 16, 2025 Board meeting.**

Administrative Agency: Discussion and possible action relative to the creation of a Parks and Recreation Committee to serve the functions formerly performed by ACRA.

Chairman Brown addressed the Board and requested that he and Supervisor Carnell to continue serving as the newly established Parks and Recreation Committee for the coming year. Chairman Brown said the committee would assume the functions formerly performed by ACRA, including coordination and oversight of park activities.

The Board expressed support for continued coordination of Parks and Recreation functions under the new committee structure.

Discussion ensued with the following action being taken.

ACTION: **Direction given pursuant to the following motion**.

MOTION: **It was moved by Supervisor Crew, seconded by Supervisor Oneto and**

carried 4-0-1, to approve creation of the Parks and Recreation Committee and retain current staff members for a one-year term to coordinate park activities.

Administrative Agency: Rural County Representatives of California (RCRC): Discussion and possible action relative to the designation of the 2026 Delegates and Alternates for Rural County Representatives of California (RCRC), Golden State Finance Authority (GSFA), Golden State Connect Authority (GSCA) and Environmental Services Joint Power Authority (ESJPA).

Discussion ensued with the following action being taken.

ACTION: **Direction given pursuant to the following motion**.

MOTION: **It was moved by Supervisor Carnell, seconded by Supervisor Crew and carried 4-0-1, to appoint Supervisor Brian Oneto as the 2026 primary delegate and Supervisor Jeff Brown as the alternate delegate for Rural County Representatives of California (RCRC), Golden State Finance Authority (GSFA), and Golden State Connect Authority (GSCA; and Supervisor Brian Oneto as the 2026 primary delegate and Mr. Jeff Gardner, Director of Solid Waste, as the alternate delegate for Environmental Services Joint Power Authority (ESJPA)**.

Administrative Agency: Discussion and possible action relative to the approval of the 2026 meeting schedule for the Board of Supervisors and the Board of Equalization.

Mr. Charles Iley, County Administrative Officer, addressed the Board and presented the proposed 2026 meeting schedule for the Board of Supervisors and Board of Equalization (BOE).

Discussion ensued to potentially align the BOE meetings with regular Board of Supervisors meetings to improve efficiency.

ACTION: **Direction given pursuant to the following motion**.

MOTION: **It was moved by Supervisor Crew, seconded by Supervisor Carnell and carried 4-0-1, to return this item to the next regular scheduled meeting.**

Minutes: Review and possible approval of the October 21, 2025, Board of Supervisors Meeting Minutes.

ACTION: **Direction given pursuant to the following motion**.

MOTION: **It was moved by Supervisor Oneto, seconded by Supervisor Crew and carried 4-0-1, to approve the October 21, 2025, Board of Supervisors Meeting Minutes.**

ADJOURNMENT: Until Tuesday, December 16, 2025, at 8:30 a.m.

_____

Jeff Brown, Chairman, Board of Supervisors

ATTEST:

_____

HEATHER PEEK, Clerk of the Board of Supervisors,

November 18, 2025, CONSENT MINUTES

4.a. Resolution Approving Undersheriff as the Authorized Official for Grant Funding through the State of California; Board of State and Community Corrections, Edward Byrne Memorial Justice Assistance Grant (JAG) Equipment and Training Program 2025-2026.
ACTION: Approved Resolution No. 25-146

4.b. Treasurer/Tax Collector: Extension of Existing Professional Services Agreement with Bid4Assets.
ACTION: Approved

4.c. Establishment of the Amador Weed Advisory Group and approval of an associated MOU.
ACTION: Approved

4.d. Assessor Roll Corrections - approval of roll correction values being decreased over $150,000
ACTION: Approved

4.e. Declaring Local State of Emergency in Amador County Due to Pervasive Tree Mortality.
ACTION: Approved Resolution No. 25-147

4.f. Emergency Medical Care Committee (EMCC): Approval of appointment for the following, to the subject committee for a term of two years ending October 28, 2027: Ambulance Provider: Michelle Tyer, Primary.
ACTION: Approved

4.g. Airport: Assignment and Assumption of Lease Agreement Hangar Lot #200
ACTION: Approved

4.h. Airport: Assignment and Assumption of Lease Agreement Hangar Lot #155
ACTION: Approved

4.i. Approval of the agreement with the California Department of Public Health (CDPH) for Disease Intervention Specialist (DIS) Workforce Development

ACTION: Approved

4.j. Amador County Behavioral Health/Kings View Professional Services 2nd Amendment
ACTION: Approved

4.k. Approval of Agreement between Amador County Behavioral Health and Sutter Amador Hospital for Substance Use Navigator (SUN) Services for FY 25-26
ACTION: Approved

4.l. Assessor Roll Corrections - approval of roll correction values being decreased over $150,000
ACTION: Approved

4.m Request to direct a portion of the County of Amador 2021-2023 Permanent Local Housing Allocations to a dedicated interest-bearing account for supportive services costs associated with Permanent Supportive Housing.
ACTION: Approved Resolution No. 25-148

4.n General Services Administration - Award RFQ 25-24 Wicklow Way Specific Plan and Environmental Impact Report
ACTION: Approved

4.o Budget Appropriation Transfers and Increases to close out the FY 24/25 budget
ACTION: Approved

4.p Resolution Approving Undersheriff as the Authorized Official for Federal Grant Funding through the U.S Department of Justice Office Community Oriented Policing Services (COPS) 2025 Community Policing Development Microgrants Program.
ACTION: Approved Resolution No. 25-153

4.q Resolution Approving Undersheriff as the Authorized Official for Grant Funding through the United States Department of Justice Community Oriented Policing Services (COPS) Office Program 2025-2028.
ACTION: Approved Resolution No. 25-149

4.r Amador County Sheriff's Office Specialized Forensic Service Agreement #2008 Amendment 1 with County of El Dorado
ACTION: Approved

4.s RFP Aviation Fuel Suppliers - Request to Award
ACTION: Approved

4.t General Services Administration: RFP 25-04 Safe Roads & Streets for All (SS4A)
ACTION: Approved

4.u Amended Public Works Maintenance Superintendent Job Description
ACTION: Approved

4.v Sheriff's Office: Approval of an increase in expense line 2210- 56200 in the amount of $45,000.00 and revenue line 2210 -47890 for the purchase of a 2022 Ram 1500. These funds are coming from Asset Forfeiture and there will be no impact to the General Fund.
ACTION: Approved

4.w Agreement with the Office of Traffic Safety for a grant in the amount of $140,000.00 to educate bicyclists and pedestrians about traffic dangers
ACTION: Approved

4.x Budget increase in the amount of $107,219.00 to account for new grant revenues
ACTION: Approved

4.y Social Services Apprenticeship Program
ACTION: Approved

4.z Social Services: Resolution honoring Carol Hobson after 25 years of service to Amador County
ACTION: Approved Resolution No. 25-150

4.aa General Services Administration: Jail Expansion Professional Fee
ACTION: Approved Resolution No. 25-151 and 25-152

4.ab Amador Fire Protection District: Acceptance of the Local Agency Special Tax and Bond Accountability Report for FY Ending 2025-2026.
ACTION: Approved

4.ac Reclassification of a Crisis Services Coordinator I to a Crisis Services Coordinator II
ACTION: Approved

Board of Supervisors Agenda Item Report

Submitting Department: Board of Supervisors
Meeting Date: December 16, 2025

SUBJECT
Public Works Department: Adoption of an ordinance updating sections 10.08.370, 10.08.400. and 10.08.440 of the Amador County Code as they relate to speed limits. (Reading waived 11/18/25).

Recommendation:
Adopt the Ordinance.

4/5 vote required:
No

Distribution Instructions:
Public Works, County Counsel, File

ATTACHMENTS
- 10.08-_updated_ordinance.docx

ORDINANCE NO. _____

The Board of Supervisors of the County of Amador ordains as follows:

SECTION 1. Section 10.08.370 of Chapter 10.08 of the Amador County Code shall be amended to include subsection C.

10.08.370 Camanche Road, County Road No. 90

The board determines and declares a prima facie speed limit of:

A. Thirty-five miles per hour on Camanche Road from Post Mile 0.00 to Post Mile 0.80; and

B. Forty-five miles per hour on Camanche Road from Post Mile 0.80 to Post Mile 2.95.

C. Fifty miles per hour on Camanche Road from Post Mile 2.95 to 4.290.

SECTION 2. Section 10.08.400 of Chapter 10.08 of the Amador County Code shall be amended as follows.

10.08.400 Shenandoah Road, County Road No. 55

The board determines and declares a prima facie speed limit of fifty miles per hour on Shenandoah Road from Post Mile 0.00 to Post Mile 8.35.

SECTION 3. Section 10.08.440 of Chapter 10.08 of the Amador County Code shall be added as follows.

10.08.440 Lupe Road, County Road No. 224

The board determines and declares a prima facie speed limit of thirty miles per hour on the entire length of Lupe Road.

SECTION 4. This ordinance or a summary thereof shall be published within fifteen days after the date hereof in a newspaper of general circulation printed and published in the County of Amador, State of California, and shall become effective thirty (30) days after the date hereof.

The foregoing Ordinance was duly passed and adopted by the Board of Supervisors of the County of Amador at a regular meeting thereof, held on the 16th day of December 2025, by the following vote:

AYES:

NOES: None

_____

Chairman, Board of Supervisors

ATTEST:

JENNIFER BURNS, Clerk of the

Board of Supervisors, Amador County,

California

_____

Deputy

Board of Supervisors Agenda Item Report

Submitting Department: Board of Supervisors
Meeting Date: December 16, 2025

SUBJECT
Amador County Fish and Wildlife Commission: Approval of appointments for the following: Joseph Coughlin, Cody Gold, Clayton Kelly, Trevor Glavich and Jeff Campbell, to the subject committee. The commissioner's term shall expire upon the conclusion of the appointing Supervisor's term in office. If the appointing Supervisor is reelected for a subsequent term in office, the commissioner shall automatically remain a member on the commission.

Recommendation:
Approve the appointments.

4/5 vote required:
No

Distribution Instructions:
File

ATTACHMENTS
- Coughlin,, Joseph Application.pdf
- Gold - Fish and Wildlife Committee.pdf
- Kelly, Clayton Application.pdf
- Glavich, Trevor Application.pdf
- Campell, Jeff Application.pdf

SEP 08 2025
Board of Supervisors
Official Records
Amador County

AMADOR COUNTY BOARD OF SUPERVISORS
COUNTY ADMINISTRATION CENTER *810 COURT STREET * JACKSON, CA * 95642
(209) 223-6470

COMMITTEE MEMBER APPLICATION FORM

Date 09/06/2025

Please consider me for the following committee:

FISH AND WILDLIFE

NAME: JOSEPH COUGHLIN

Mailing Address: PO BOX 1253 JACKSON, CA 95642

Physical Address: 435 COURT STREET JACKSON, CA 95642

Business Address: 12225 STEINER ROAD PLYMOUTH, CA 95669

Telephone - Home: 209-304-7011 **Work:** SAME AS HOME

Please state briefly your qualifications and why you are interested in serving on this committee (use additional sheet of paper, if necessary):

I am an avid angler and hunter who was born and raised in Amador County. I have an extensive understanding of California regulations and laws governing fishing and hunting. I also have knowledge of the publicly owned lands in Amador and surrounding counties. Good stewardship of our natural resources is a top priority for me. I want future generations to be able to hunt, fish and otherwise enjoy our Amador heritage.

Signature _____

***Please be aware this completed form may be released to any member of the public or media upon request.**

-FOR CLERKS USE ONLY-

☐ Application Accepted ☐ Application Rejected

Date Appointed _____ Committee Number _____

Term Expires _____ Supervisorial District _____

AMADOR COUNTY BOARD OF SUPERVISORS
COUNTY ADMINISTRATION CENTER *810 COURT STREET * JACKSON, CA * 95642
(209) 223-6470

COMMITTEE MEMBER APPLICATION FORM

Date 10/1/25

Please consider me for the following committee:
Fish and wildlife

NAME: Cody Gold
Mailing Address: 410 Depot Rd. Ione, CA 95640
Physical Address: (Same)
Business Address: (Same)
Telephone - Home: (209) 256-1313 **Work:** (same)

Please state briefly your qualifications and why you are interested in serving on this committee (use additional sheet of paper, if necessary):

I have lived in Amador County my entire life and love the outdoors. I have been hunting and fishing within Amador County since childhood and would like to see us preserve our resources so my children can also enjoy our fish and wildlife.

Signature _____
*Please be aware this completed form may be released to any member of the public or media upon request.

-FOR CLERKS USE ONLY-

☐ Application Accepted ☐ Application Rejected

Date Appointed _____ Committee Number _____

Term Expires _____ Supervisorial District _____

AMADOR COUNTY BOARD OF SUPERVISORS
COUNTY ADMINISTRATION CENTER *810 COURT STREET * JACKSON, CA * 95642
(209) 223-6470

COMMITTEE MEMBER APPLICATION FORM

Date 04/17/2025

Please consider me for the following committee:
Amador County Fish and Wildlife Committee

NAME: Clayton B Kelley
Mailing Address: 23670 Pineridge rd Pioneer, CA 95666
Physical Address: 23670 Pineridge rd Pioneer, CA 95666
Business Address: C
Telephone - Home: (209) 256-5960 **Work:** (209) 256-5960

Please state briefly your qualifications and why you are interested in serving on this committee (use additional sheet of paper, if necessary):

I grew up as an avid fisherman and hunter in Amador County. After graduating from Amador High in 2012 I spent my summers fishing and hunting in Alaska while attending Humboldt State University where I graduated with a degree in outdoor and environmental education. After college I worked in Alpine County where I worked with the Forest Commission and watershed group to provide access and opportunity for hunting and fishing. I'm currently working as a ranger for EBMUD and am continuing to share my love and experience for hunting with our local and surrounding communities.

Signature Clayton C Kelley
***Please be aware this completed form may be released to any member of the public or media upon request.**

-FOR CLERKS USE ONLY-

☐ Application Accepted ☐ Application Rejected

Date Appointed _____ Committee Number_____

Term Expires _____ Supervisorial District_____

SEP 22 2025
Board of Supervisors
Official Records
Amador County

AMADOR COUNTY BOARD OF SUPERVISORS
COUNTY ADMINISTRATION CENTER *810 COURT STREET * JACKSON, CA * 95642
(209) 223-6470

COMMITTEE MEMBER APPLICATION FORM

Date 9/5/2025

Please consider me for the following committee:
Amador County Fish + Wildlife

NAME: Trevor Glavich
Mailing Address: 17025 Lorna Ln Pine Grove, CA 95665
Physical Address: see above
Business Address:
Telephone - Home: (209) 256-5300 **Work:**

Please state briefly your qualifications and why you are interested in serving on this committee (use additional sheet of paper, if necessary):

I am an avid hunter and I love the outdoors. I am interested in this committee because I would like to play a part in healthy game management.

Signature _____

***Please be aware this completed form may be released to any member of the public or media upon request.**

-FOR CLERKS USE ONLY-

☐ Application Accepted ☐ Application Rejected

Date Appointed _____ Committee Number _____

Term Expires _____ Supervisorial District _____

AMADOR COUNTY BOARD OF SUPERVISORS
COUNTY ADMINISTRATION CENTER *810 COURT STREET * JACKSON, CA * 95642
(209) 223-6470

COMMITTEE MEMBER APPLICATION FORM

Date 12-1-2025

Please consider me for the following committee:
Amador County Fish & Wildlife Commission

NAME: JEFF CAMPBELL

Mailing Address: 175 SUTTER HILL RD SUTTER CREEK CA

Physical Address: 15970 HWY 49 DRYTOWN CA

Business Address: 175 SUTTER HILL RD

Telephone - Home: 209-256-2125 **Work:** 209-267-5998

Please state briefly your qualifications and why you are interested in serving on this committee (use additional sheet of paper, if necessary):

AVID OUTDOORSMAN, HUNTING, FISHING ETC.
HAVE BEEN INVOLVED IN FISH DERBYS, KIDS FISHING DAYS SEVERAL TIMES MOST RECENTLY WITH ALPINE COUNTY AT CAPLES LAKE RESORT.

Signature _____

*Please be aware this completed form may be released to any member of the public or media upon request.

-FOR CLERKS USE ONLY-

Application Accepted — Application Rejected

Date Appointed _____ Committee Number _____

Term Expires _____ Supervisorial District _____

Board of Supervisors Agenda Item Report

Submitting Department: Sheriff
Meeting Date: December 16, 2025

SUBJECT
Authorization to apply for and accept, if awarded, FY 2026-2027 Boating Safety and Enforcement Financial Aid Program.

Recommendation:
Approval of authorization to apply for and accept, if awarded, FY 2026-2027 Boating Safety and Enforcement Financial Aid Program.

4/5 vote required:
Yes

Distribution Instructions:
File, ACSO-Kim Long

ATTACHMENTS
- FY 26-27 Boating and Waterways.pdf

BEFORE THE BOARD OF SUPERVISORS OF THE
COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF

AUTHORIZATION TO APPLY FOR AND ACCEPT, IF AWARDED, FISCAL YEAR 2026-2027 BOATING SAFETY AND ENFORCEMENT FINANCIAL AID PROGRAM FUNDING FROM THE STATE OF CALIFORNIA DEPARTMENT OF PARKS AND RECREATION, DIVISION OF BOATING AND WATERWAYS IN THE ANTICIPATED AMOUNT OF $104,136.00	)	25-0XX

WHEREAS, funding from the Boating and Safety and Enforcement Financial Aid Program helps support the provision of necessary law enforcement services on the waterways of Amador County; and

WHEREAS, Harbors and Navigation Code Section 663.7 and California Code of Regulations Section 6593 together require that certain assurance be provided as a condition of receiving such financial aid; and

NOW, THEREFORE BE IT RESOLVED AND ORDERED that the Amador County Sheriff, or his designee, is hereby authorized and directed on behalf of the COUNTY OF AMADOR, a political subdivision of the State of California, to submit an application to the California Department of Parks and Recreation, Division of Boating and Waterways for the Boating Safety and Enforcement Financial Aid Program for Fiscal Year 2026-27, and accept, if awarded, funding in the anticipated amount of $104,136.00, and to have signature authority on all program-related documents, and to do and perform everything necessary to carry out the purpose of this Resolution; and

BE IT FURTHER RESOLVED that the County is authorized to participate in the Fiscal Year 2026-27 Boating Safety and Enforcement Financial Aid Program, that it shall expend on boating safety program not less than an amount equal to 100% of the amount received by the county from personal property taxes on vessels, and that the County Auditor is authorized to certify the amount of prior year vessel taxes received by the County.

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Amador at a regular meeting thereof, held on the 16th day of December 2025 by the following vote:

AYES:

NOES:

ABSENT:

_____
Chairman, Board of Supervisors

ATTEST:

_____
Jennifer Burns, Clerk of the Board

Application for Financial Aid -- 801
Fiscal Year 2026-2027

Agency Amador County Sheriff **County** Amador

Address 700 Court Street, Jackson CA 95642

General Description of Boating Safety and Enforcement Programs:

(Give a comprehensive description of all programs in the County. If more space is needed, please attach a separate sheet).

Listed and attached in Exhibit 1.

Waterways to be Patrolled					Estimated Density by Quarter[a/]			
Lakes, Open Ocean	Area in Square Miles	Primary Usage[b/]	Type(s) of Patrols[c/]	FT or PT[d/]	1st	2nd	3rd	4th
1. Lake Camanche	12	B	On water	FT	400	50	50	400
2. Lake Pardee	4	A	On water	PT	200	100	250	250
3. Lake Amador	1	B	On water	PT	50	30	60	70
4. Bear River Reservoir	2	B	On water	PT	30	10	1	20
5. Silver Lake	2	B	On water	PT	30	10	1	20
6. Salt Springs Reservoir	2	B	On water	PT	5	5	1	5
7. Lake Tabeaud	1	B	On water	PT	10	5	3	10
8.								
9.								
10.								
11.								
12.								
13.								
14.								
Rivers	Length in Miles	Primary Usage[b/]	Type(s) of Patrols[c/]	FT or PT[d/]	1st	2nd	3rd	4th
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								

a/ Enter the highest number of boats on the waterway at any one time on any one day in each quarter, excluding holidays and holiday weekends.

b/ A = Fishing; B = Combined recreational boating activities (fishing, water skiing, pleasure boating, etc.)

c/ On-water, foot, truck/vehicle, and/or air

d/ FT = Full-time; PT = Part-time. If less than full-time, specify patrol schedule on a separate sheet.

Revised 2019

Boating Safety and Enforcement Aid Program
Proposed Program Costs -- 801.1
Fiscal Year 2026-2027

Agency Amador County Sheriff

Address 700 Court Street, Jackson CA 95642 **County** Amador

Proposed Program Costs

1. Personnel (Form 801.2)	$131,990.06
2. Operations, Maintenance and Equipment (Form 801.3)[a/]	$27,150.00
3. Total direct BS&E proposed program cost (2+3)	$159,140.06
4. Administrative costs[b/]	$1,395.00
5. Total BS&E proposed program costs (3+4)	$160,535.06
6. Less: Boat Taxes (Form 801.4)	$22,280.07
7. Total Net Proposed Program Cost (5-6)	$138,254.99

a/ New applicant agencies should use 30% of personnel costs to estimate operations, maintenance and equipment costs in lieu of form 801.3.

b/ Administrative costs cannot exceed five percent of direct BS&E proposed program cost (line 3).

County Authorized Representative:

SIGNATURE DATE

TYPED NAME AND TITLE TELEPHONE

Boating Safety and Enforcement Aid Program
Proposed Personnel Costs -- 801.2
Fiscal Year 2026-2027

Agency Amador County Sheriff **County** Amador

Proposed Personnel Costs

Employee Compensation

	Title (NO NAMES)	Grade	No. Hours or Months	Pay per Hour or Month	Total Compensation
1.	Marine Deputy	E	1,305.00	$46.01	$60,043.05
2.	Extra Help	C	370.00	$62.59	$23,158.30
3.	Extra Help	C	90.00	$62.59	$5,633.10
4.	Extra Help	C	90.00	$62.59	$5,633.10
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					
20.					
21.	Total		1,855.00		$94,467.55

22. Average Customary Fringe Benefit Percent 39.72000000%

23. Total Proposed Personnel Costs $131,990.06

Boating Safety and Enforcement Aid Program
Proposed Operations, Maintenance and Equipment Costs -- 801.3
Fiscal Year 2026-2027

Agency Amador County Sheriff **County** Amador

Patrol Vessels: Fuel $4,500.00 + Repair $8,500.00 + Storage $2,400.00 = $ 15,400.00

Vehicles: Miles 4,500 Mileage Allowance 0.70 = 3,150.00

LIST OTHER O&M AND EQUIPMENT

1. Radio Maintenance Contract for Marine Program	$	1,500.00
2. Miscellaneous Boating Equipment	$	4,500.00
3. Utilities	$	2,000.00
4. Insurance for (2) boats and (2) PWCs	$	600.00
5.	$	
6.	$	
7.	$	
8.	$	
9.	$	
##	$	
11.	$	
12.	$	
13.	$	
14.	$	
15.	$	
16.	$	
17.	$	
18.	$	
19.	$	
20.	$	
21.	$	
22.	$	
23.	$	
24.	$	
25.	$	
Total	$	27,150.00

Revised 2019

Fiscal Year 2026-2027

Agency Amador County Sheriff

County Amador

Total estimated costs are offset by the estimated prior year vessel taxes received by the county to determine the maximum amount of financial aid you are eligible for. Vessel taxes received by the county represent 100% of the amount received by the county from the share of personal property taxes on vessels allocated to the County General Fund for boating safety and enforcement activities. Report on line 1 the estimated amount of prior year vessel taxes you anticipate you will receive.

1. Estimated boat tax revenues from prior fiscal year $ 22,280.07

Certification

I attest that I am a duly authorized representative of the auditor's office of

Amador county/city;

and that this calculation results in the best estimate of boat tax revenues for the fiscal year noted.

Tacy Oneto Rouen
SIGNATURE

10/29/2025
DATE

Tacy Oneto Rouen, Auditor-Controller
TYPED NAME AND TITLE

(209) 223-6363
TELEPHONE

OFFICE OF
SHERIFF - CORONER

GARY W. REDMAN
SHERIFF - CORONER

Exhibit I

GENERAL DESCRIPTION OF BOATING SAFETY
AND ENFORCEMENT PROGRAM (BS&E)

The geographical make-up of Amador County dictates the need for one full-time deputy sheriff during the fiscal year and the addition of part-time deputy sheriffs during the summer months, weekends and holidays.

Amador County has seven reservoirs and twelve miles of Wild River. The high elevation lakes allow for all types of water activities. There are Boy Scout camps located at each of these lakes during the summer months. The low elevation lakes vary in their usage and year round activity. The largest, Lake Camanche, allows for all water activities and is open to the public year round. Lake Amador allows for fishing and swimming and is open to the public year round. Lake Pardee, which is a primary water source for the East Bay Municipal Utility District (EBMUD) only allows for fishing and is closed during the winter months. Security and water quality are a high priority within the EBMUD law enforcement section, which the Amador County Sheriff's Office plays an integral part in through a contract for law enforcement services. Thus the Amador County Sheriff's Office still patrols Lake Pardee on a routine basis year round.

A full-time deputy sheriff assisted by part-time deputies (summer months) conducts patrols by boat of Amador County waterways. The patrol of waterways is on a regular non-scheduled basis. Patrol of Amador County's waterways is conducted to gain compliance with boating statues and boating safety.

Department deputies conduct all scuba activities along with search and rescue operations under the direction of a department captain.

Presentations concerning boating safety are made at community gatherings throughout the county as well as in the county school system year round.

It is the desire of the Amador County Sheriff's Office to educate the public, provide boating safety, and enhance the public's boating experience through the continued participation in the Boating Safety and Enforcement Program.

Board of Supervisors Agenda Item Report

Submitting Department: Elections
Meeting Date: December 16, 2025

SUBJECT
Registrar of Voters: Acceptance of the canvass of results of votes cast at the Statewide Special Election held on November 4, 2025

Recommendation:
Consent to the canvass of results of votes cast at the Statewide Special Election held on November 4, 2025

4/5 vote required:
Yes

Distribution Instructions:
Return to the Elections Department

ATTACHMENTS

- Memo to Baord of Supervisors for 2025 Statewide Special Election.pdf
- 2025 Statewide Special Election Board Agenda Item Resolution and Statement of Vote.pdf

AMADOR COUNTY REGISTRAR OF VOTERS

KIMBERLY L. GRADY
810 Court Street
Jackson, California 95642-2132
Phone (209) 223-6465
Fax (209) 223-6467

Memo

To: Board of Supervisors

From: Kim Grady, Registrar of Voters

Date: December 16, 2025

Re: Consent of the Certification of Election Results

The purpose of this item is to obtain consent of the Board of Supervisor's acceptance of the canvass of the votes cast at the Statewide Special Election held on November 4, 2025. The Statement of Vote is Exhibit A and contains the certified results by precinct.

BEFORE THE BOARD OF SUPERVISORS OF THE
COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF

RESOLUTION ACCEPTING THE CANVASS OF RESULTS OF VOTES CAST AT THE STATEWIDE SPECIAL ELECTION HELD ON NOVEMBER 4, 2025	))))	RESOLUTION NO. 25-

WHEREAS, the certified results for the Statewide Special Election held on November 4, 2025, have this day been submitted to this Board by Registrar of Voters Kimberly L. Grady, following her canvass of same conducted as per Elections Code Section §15300;

NOW, THEREFORE, BE IT RESOLVED, that the Statement of the Vote of the Statewide Special Election held on November 4, 2025, as in Exhibit 'A' attached hereto and made a part hereof are hereby submitted;

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Amador at a regular meeting thereof, held on the 16th day of December 2025 by the following vote:

AYES:

NOES:

ABSENT:

_____
Chairman, Board of Supervisors

ATTEST:

_____
Heather Peek, Clerk of the
Board of Supervisors,
Amador County, California

RESOLUTION NO. 25-

EXHIBIT ‘A’

STATEMENT OF VOTES CAST

AT THE

STATEWIDE SPECIAL ELECTION

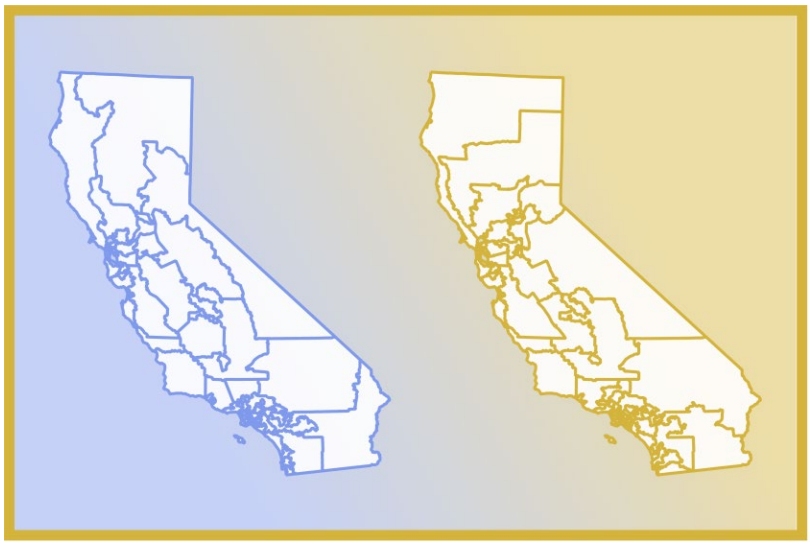
HELD

NOVEMBER 4, 2025

IN

AMADOR COUNTY

STATE OF CALIFORNIA



STATEMENT OF VOTE

STATEWIDE SPECIAL ELECTION
NOVEMBER 4, 2025

KIMBERLY L. GRADY
REGISTRAR OF VOTERS

VOTER'S CHOICE
AMADOR COUNTY
You choose when, where, and how to vote

CERTIFICATION OF COUNTY CLERK/REGISTRAR OF VOTERS OF THE RESULTS OF THE CANVASS OF THE NOVEMBER 4, 2025, STATEWIDE SPECIAL ELECTION

STATE OF CALIFORNIA }
COUNTY OF AMADOR } ss.

I, Kimberly L. Grady, County Clerk/Registrar of Voters of Amador County, do hereby certify that, in pursuance to the provisions of Elections Code Section 15300, et seq., I did canvass the results of the votes cast in the Statewide Special Election held in said County on November 4, 2025, for measures and contests that were submitted to the vote of the voters, and that the Statement of Votes Cast, to which this certificate is attached, is full, true and correct.

I hereby set my hand and official seal this 2nd day of December 2025 at the County of Amador.

Kimberly L Grady

Registrar of Voters
County of Amador
State of California

TABLE OF CONTENTS

Office Type	Contests	Page #
Statistics	Registration and Turnout Information	1 – 2
State Propositions	Proposition #50	2 – 4

Attachments will follow page 4 of the Statement of Vote:

- 1% Manual Tally Report
- List of Voting Centers and Drop Boxes
- Regular Precinct to Voting Precinct Cross Reference

	STATISTICS			
	Registered Voters - Total	Ballots Cast - Total	Ballots Cast - Blank	Voter Turnout - Total
CP01	1,350	925	0	68.52%
CP02	1,068	683	0	63.95%
CP03	786	535	1	68.07%
CP04	893	674	1	75.48%
CP05	538	378	0	70.26%
CP06	2,401	1,529	1	63.68%
CP07	1,506	890	0	59.1%
CP08	616	448	0	72.73%
CP09	133	89	0	66.92%
CP10	310	179	0	57.74%
CP11	151	117	0	77.48%
CP12	1,131	776	1	68.61%
CP13	692	484	1	69.94%
CP14	994	698	0	70.22%
CP15	1,343	939	1	69.92%
CP16	847	546	1	64.46%
CP17	848	562	0	66.27%
CP18	1,048	720	1	68.7%
CP19	515	379	0	73.59%
CP20	799	547	0	68.46%
CP21	659	494	0	74.96%
CP22	808	561	1	69.43%
CP23	823	613	0	74.48%
CP24	856	636	2	74.3%
CP25	83	67	1	80.72%
CP26	42	36	0	85.71%
CP27	218	123	0	56.42%
CP28	686	510	2	74.34%
CP29	887	638	1	71.93%
CP30	787	449	1	57.05%
CP31	980	582	0	59.39%
CP32	30	21	0	70%
CP33	13	7	0	53.85%

	STATISTICS			
	Registered Voters - Total	Ballots Cast - Total	Ballots Cast - Blank	Voter Turnout - Total
CP34	145	109	0	75.17%
CP35	115	72	0	62.61%
CP36	145	85	0	58.62%
CP37	26	21	0	80.77%
CP38	101	72	0	71.29%
CP39	100	82	0	82%
CP40	62	43	0	69.35%
CP41	644	451	0	70.03%
CP42	122	75	0	61.48%
CP43	64	48	0	75%
CP44	102	67	0	65.69%
CP45	47	30	0	63.83%
CP46	393	296	0	75.32%
CP47	62	48	0	77.42%
Totals	26,969	18,334	16	

	Proposition 50 - Majority Vote Required	
	VOTE FOR 1	
	Yes	No
CP01	382	543
CP02	255	428
CP03	239	294
CP04	187	486
CP05	124	254
CP06	447	1,081
CP07	234	656
CP08	93	354
CP09	15	74
CP10	56	123

	Proposition 50 - Majority Vote Required	
	VOTE FOR 1	
	Yes	No
CP11	74	43
CP12	265	510
CP13	156	327
CP14	242	456
CP15	337	601
CP16	187	358
CP17	237	325
CP18	323	396
CP19	132	247
CP20	182	365
CP21	173	321
CP22	187	373
CP23	229	384
CP24	228	406
CP25	27	39
CP26	6	30
CP27	62	61
CP28	161	347
CP29	223	414
CP30	129	319
CP31	108	474
CP32	6	15
CP33	1	6
CP34	33	76
CP35	7	65
CP36	19	66
CP37	11	10
CP38	28	44
CP39	43	39
CP40	15	28

	Proposition 50 - Majority Vote Required	
	VOTE FOR 1	
	Yes	No
CP41	154	297
CP42	21	54
CP43	20	28
CP44	28	39
CP45	12	18
CP46	106	190
CP47	35	13
Totals	6,239	12,077

1% Manual Tally Report – November 4, 2025 – Statewide Special Election

Pursuant to Elections Code 15360, Amador County Elections Department conducted a 1% manual tally of precinct results for the **November 4, 2025 Statewide Special Election**. Notice of the drawing of batches was given by press release and posted in the office and on our website one week prior to the date of the random selection.

The random selection of batches was conducted in our office on **Thursday, November 6, 2025 at 9:00 am**. Slips of paper containing batch numbers were drawn from a container to select the batches to be fully tallied (2). One containing Vote by Mail ballots and one containing in person voting ballots.

Tabulation Batch	Outcome for fully tallied
A0006 VBM Ballots	Balanced on first tally.
County Admin Center ED	Balanced on first tally.

NOVEMBER 4, 2025
STATEWIDE SPECIAL ELECTION

ELECTION SERVICES	VOTE CENTER
29 days before the Election *EC §4005(b)*	**4 days before the Election** *EC §4005(b)*
Starting October 6, 2025: Regular Hours: 8:30 am to 4:30 pm Monday – Friday **County Administration Center** **Elections Office – 2nd Floor** 810 Court Street Jackson, CA 95642	**Starting November 1, 2025:** 10:00 am to 6:00 pm - Everyday 7:00 am to 8:00 pm on Election Day **County Administration Center** 810 Court Street Jackson, CA 95642

24 HOUR OFFICIAL BALLOT DROP BOXES

28 days before the Election
EC §4005(b)

Starting October 7, 2025:

Accessible 24 hours Daily
Closes at 8:00 pm on Election Day

County Administration Center
810 Court Street
Jackson, CA 95642
Outside in rear parking lot



Pine Grove Market
19394 State Highway 88
Pine Grove, CA 95665
Inside store



Reminder to track your ballot at wheresmyballot.sos.ca.gov

Regular/Vote-by-Mail/Voting Pct Xref (Summary - Regular Pct Order)

Statewide Special Election - 11/04/2025

Regular Precinct	VBM Pct	Voting Precinct	MB?	Bal Type
1011 Pct 1011	CP05A	CP05 - CP05	Yes	1
1012 Pct 1012	CP04A	CP04 - CP04	Yes	1
1013 Pct 1013	CP04A	CP04 - CP04	Yes	1
1014 Pct 1014	CP05A	CP05 - CP05	Yes	1
1015 Pct 1015	CP05A	CP05 - CP05	Yes	1
1016 Pct 1016	CP10A	CP10 - CP10	Yes	1
1017 Pct 1017	CP36A	CP36 - CP36	Yes	1
1018 Pct 1018	CP37A	CP37 - CP37	Yes	1
1019 Pct 1019	CP33A	CP33 - CP33	Yes	1
1301 Pct 1301	CP03A	CP03 - CP03	Yes	1
1302 Pct 1302	CP01A	CP01 - CP01	Yes	1
1303 Pct 1303	CP02A	CP02 - CP02	Yes	1
1304 Pct 1304	CP01A	CP01 - CP01	Yes	1
1305 Pct 1305	CP01A	CP01 - CP01	Yes	1
1306 Pct 1306	CP02A	CP02 - CP02	Yes	1
1307 Pct 1307	CP02A	CP02 - CP02	Yes	1
1308 Pct 1308	CP01A	CP01 - CP01	Yes	1
1309 Pct 1309	CP01A	CP01 - CP01	Yes	1
1310 Pct 1310	CP03A	CP03 - CP03	Yes	1
1311 Pct 1311	CP03A	CP03 - CP03	Yes	1
1312 Pct 1312	CP02A	CP02 - CP02	Yes	1
1313 Pct 1313	CP02A	CP02 - CP02	Yes	1
1314 Pct 1314	CP02A	CP02 - CP02	Yes	1
1315 Pct 1315	CP02A	CP02 - CP02	Yes	1
2011 Pct 2011	CP31A	CP31 - CP31	Yes	1
2012 Pct 2012	CP32A	CP32 - CP32	Yes	1
2013 Pct 2013	CP26A	CP26 - CP26	Yes	1
2014 Pct 2014	CP34A	CP34 - CP34	Yes	1
2015 Pct 2015	CP26A	CP26 - CP26	Yes	1
2017 Pct 2017	CP26A	CP26 - CP26	Yes	1
2018 Pct 2018	CP30A	CP30 - CP30	Yes	1
2019 Pct 2019	CP26A	CP26 - CP26	Yes	1
2021 Pct 2021	CP26A	CP26 - CP26	Yes	1
2022 Pct 2022	CP30A	CP30 - CP30	Yes	1
2023 Pct 2023	CP32A	CP32 - CP32	Yes	1
2024 Pct 2024	CP31A	CP31 - CP31	Yes	1
2201 Pct 2201	CP06A	CP06 - CP06	Yes	1
2202 Pct 2202	CP07A	CP07 - CP07	Yes	1
2203 Pct 2203	CP06A	CP06 - CP06	Yes	1
2204 Pct 2204	CP07A	CP07 - CP07	Yes	1
2205 Pct 2205	CP06A	CP06 - CP06	Yes	1
2206 Pct 2206	CP06A	CP06 - CP06	Yes	1
2207 Pct 2207	CP06A	CP06 - CP06	Yes	1
2208 Pct 2208	CP06A	CP06 - CP06	Yes	1
3001 Pct 3001	CP42A	CP42 - CP42	Yes	1
3002 Pct 3002	CP12A	CP12 - CP12	Yes	1
3003 Pct 3003	CP12A	CP12 - CP12	Yes	1
3004 Pct 3004	CP16A	CP16 - CP16	Yes	1
3005 Pct 3005	CP15A	CP15 - CP15	Yes	1
3006 Pct 3006	CP15A	CP15 - CP15	Yes	1
3007 Pct 3007	CP14A	CP14 - CP14	Yes	1
3008 Pct 3008	CP43A	CP43 - CP43	Yes	1
3009 Pct 3009	CP16A	CP16 - CP16	Yes	1
3010 Pct 3010	CP44A	CP44 - CP44	Yes	1
3011 Pct 3011	CP16A	CP16 - CP16	Yes	1
3012 Pct 3012	CP47A	CP47 - CP47	Yes	1
3013 Pct 3013	CP12A	CP12 - CP12	Yes	1
3014 Pct 3014	CP12A	CP12 - CP12	Yes	1
3020 Pct 3020	CP16A	CP16 - CP16	Yes	1
3021 Pct 3021	CP46A	CP46 - CP46	Yes	1
4011 Pct 4011	CP19A	CP19 - CP19	Yes	1
4012 Pct 4012	CP45A	CP45 - CP45	Yes	1
4013 Pct 4013	CP19A	CP19 - CP19	Yes	1
4014 Pct 4014	CP20A	CP20 - CP20	Yes	1
4015 Pct 4015	CP13A	CP13 - CP13	Yes	1
4016 Pct 4016	CP41A	CP41 - CP41	Yes	1
4017 Pct 4017	CP13A	CP13 - CP13	Yes	1
4018 Pct 4018	CP13A	CP13 - CP13	Yes	1
4019 Pct 4019	CP21A	CP21 - CP21	Yes	1
4020 Pct 4020	CP19A	CP19 - CP19	Yes	1
4021 Pct 4021	CP19A	CP19 - CP19	Yes	1
4022 Pct 4022	CP19A	CP19 - CP19	Yes	1
4023 Pct 4023	CP19A	CP19 - CP19	Yes	1
4024 Pct 4024	CP19A	CP19 - CP19	Yes	1
4025 Pct 4025	CP19A	CP19 - CP19	Yes	1
4026 Pct 4026	CP19A	CP19 - CP19	Yes	1
4027 Pct 4027	CP19A	CP19 - CP19	Yes	1
4028 Pct 4028	CP19A	CP19 - CP19	Yes	1
4029 Pct 4029	CP39A	CP39 - CP39	Yes	1
4129 Pct 4129	CP11A	CP11 - CP11	Yes	1
4501 Pct 4501	CP18A	CP18 - CP18	Yes	1
4502 Pct 4502	CP18A	CP18 - CP18	Yes	1

Regular Precinct	VBM Pct	Voting Precinct	MB?	Bal Type
4503 Pct 4503	CP17A	CP17 - CP17	Yes	1
4504 Pct 4504	CP18A	CP18 - CP18	Yes	1
4505 Pct 4505	CP17A	CP17 - CP17	Yes	1
4506 Pct 4506	CP18A	CP18 - CP18	Yes	1
4507 Pct 4507	CP18A	CP18 - CP18	Yes	1
4508 Pct 4508	CP17A	CP17 - CP17	Yes	1
4509 Pct 4509	CP17A	CP17 - CP17	Yes	1
4510 Pct 4510	CP18A	CP18 - CP18	Yes	1
4511 Pct 4511	CP18A	CP18 - CP18	Yes	1
5010 Pct 5010	CP08A	CP08 - CP08	Yes	1
5011 Pct 5011	CP25A	CP25 - CP25	Yes	1
5012 Pct 5012	CP24A	CP24 - CP24	Yes	1
5013 Pct 5013	CP27A	CP27 - CP27	Yes	1
5014 Pct 5014	CP28A	CP28 - CP28	Yes	1
5015 Pct 5015	CP29A	CP29 - CP29	Yes	1
5016 Pct 5016	CP28A	CP28 - CP28	Yes	1
5017 Pct 5017	CP38A	CP38 - CP38	Yes	1
5018 Pct 5018	CP38A	CP38 - CP38	Yes	1
5019 Pct 5019	CP23A	CP23 - CP23	Yes	1
5020 Pct 5020	CP23A	CP23 - CP23	Yes	1
5021 Pct 5021	CP23A	CP23 - CP23	Yes	1
5023 Pct 5023	CP24A	CP24 - CP24	Yes	1
5025 Pct 5025	CP24A	CP24 - CP24	Yes	1
5027 Pct 5027	CP29A	CP29 - CP29	Yes	1
5028 Pct 5028	CP40A	CP40 - CP40	Yes	1
5029 Pct 5029	CP29A	CP29 - CP29	Yes	1
5030 Pct 5030	CP28A	CP28 - CP28	Yes	1
5031 Pct 5031	CP27A	CP27 - CP27	Yes	1
5032 Pct 5032	CP38A	CP38 - CP38	Yes	1
5033 Pct 5033	CP29A	CP29 - CP29	Yes	1
5034 Pct 5034	CP09A	CP09 - CP09	Yes	1
5035 Pct 5035	CP35A	CP35 - CP35	Yes	1
5401 Pct 5401	CP22A	CP22 - CP22	Yes	1
5402 Pct 5402	CP22A	CP22 - CP22	Yes	1
5403 Pct 5403	CP22A	CP22 - CP22	Yes	1
5404 Pct 5404	CP22A	CP22 - CP22	Yes	1
5405 Pct 5405	CP22A	CP22 - CP22	Yes	1
5406 Pct 5406	CP22A	CP22 - CP22	Yes	1

Total Regular Pcts: **120**
Whole: **120**
Portioned: **0**

Voting Pcts: **47**
VBM Pcts: **47**

Ballot Types: **1**

Board of Supervisors Agenda Item Report

Submitting Department: Assessor
Meeting Date: December 16, 2025

SUBJECT
Assessor Roll Corrections - approval of roll correction values being decreased over $150,000.

Recommendation:
Approve

4/5 vote required:
Yes

Distribution Instructions:
Assessor Auditor

ATTACHMENTS
- ROLL CORRECTIONS.pdf

County of AMADOR
ASSESSOR ROLL CORRECTION

Asmt	Tax Year	R/C #	Roll Type	Fee Parcel	Originating Asmt	From TRA	New TRA
030-020-085-000	2023	A0537	I	030-020-085-000	030-020-085-000	052-088	052-088

R&T 1: 75.54 | R&T 2: | N Taxroll Asmt Only | Y Value History | Taxability Code: 000

	Roll Value	New Value	Sup From Net	Sup To Net
Land	267,722			
Structure	132,521			
Growing				
PP MH				
Fixtures R/P				
Fixtures				
Personal Property				
HOX				
Other Exemptions				
CODE	Net Change	-400,243	Supl Change	

Owner: COUNTY OF AMADOR
Mailing Address: 810 COURT ST
JACKSON CA 95642-2132

Situs: 18875 PONDEROSA ANNEX RD
SUTTER CREEK CA

Bill Comments: CHANGE IN OWNERSHIP AS OF 4/6/23
NON TAXABLE PROPERTY

N	10 % PP Penalty
N	Restricted
N	Timber Preserve
N	5151 Interest
N	506 Interest

Supl Info

Event From/Thru Dates

Ownership From/Thru Dates

506/5151 From/Thru Dates

From 1 | From 2 | Thru

TaxBill Days:
R/C Date: Nov 18, 2025
Created By: TM

Print R/C Wks: C
Print R/C Letter: C
R/C Completed: C

Appraiser _____ Initials Date

Supv Appr _____ Initials Date

Chief Appr _____ Initials Date

Asmt Clerk _____ Initials Date

Off Mgr _____ Initials Date

Assessor _____ Signature Date

Auditor _____ Signature Date

County Counsel _____ Signature Date

County of AMADOR
ASSESSOR ROLL CORRECTION

Asmt	Tax Year	R/C #	Roll Type	Fee Parcel	Originating Asmt	From TRA	New TRA
030-020-085-000	2024	A0538	I	030-020-085-000	030-020-085-000	052-088	052-088

R&T 1: 75.54 | R&T 2: | N Taxroll Asmt Only | Y Value History | Taxability Code: 000

	Roll Value	New Value	Sup From Net	Sup To Net
Land	273,076			
Structure	135,171			
Growing				
PP MH				
Fixtures R/P				
Fixtures				
Personal Property				
HOX				
Other Exemptions				
CODE	Net Change	-408,247	Supl Change	

Owner: COUNTY OF AMADOR
Mailing Address: 810 COURT ST
JACKSON CA 95642-2132

Situs: 18875 PONDEROSA ANNEX RD
SUTTER CREEK CA

Bill Comments: CHANGE IN OWNERSHIP AS OF 4/6/23
NON TAXABLE PROPERTY

N	10 % PP Penalty
N	Restricted
N	Timber Preserve
N	5151 Interest
N	506 Interest

Supl Info

Event From/Thru Dates

Ownership From/Thru Dates

506/5151 From/Thru Dates

From 1 | From 2 | Thru

TaxBill Days:
R/C Date: Nov 18, 2025
Created By: TM

Print R/C Wks: C
Print R/C Letter: C
R/C Completed: C

Appraiser _____ Initials Date

Supv Appr _____ Initials Date

Chief Appr _____ Initials Date

Asmt Clerk _____ Initials Date

Off Mgr _____ Initials Date

Assessor _____ Signature Date

Auditor _____ Signature Date

County Counsel _____ Signature Date

County of AMADOR
ASSESSOR ROLL CORRECTION

Asmt	Tax Year	R/C #	Roll Type	Fee Parcel	Originating Asmt	From TRA	New TRA
030-020-085-000	2025	A0539	S	030-020-085-000	030-020-085-000	052-088	052-088

R&T 1: 75.54 | R&T 2: | N Taxroll Asmt Only | Y Value History | Taxability Code: 000

	Roll Value	New Value	Sup From Net	Sup To Net
Land	278,537			
Structure	137,874			
Growing				
PP MH				
Fixtures R/P				
Fixtures				
Personal Property				
HOX				
Other Exemptions				
CODE	Net Change	-416,411	Supl Change	

Owner: COUNTY OF AMADOR
Mailing Address: 810 COURT ST
JACKSON CA 95642-2132

Situs: 18875 PONDEROSA ANNEX RD
SUTTER CREEK CA

Bill Comments: CHANGE IN OWNERSHIP AS OF 4/6/23
NON TAXABLE PROPERTY

N	10 % PP Penalty
N	Restricted
N	Timber Preserve
N	5151 Interest
N	506 Interest

Supl Info

Event From/Thru Dates

Ownership From/Thru Dates

506/5151 From/Thru Dates

From 1 | From 2 | Thru

TaxBill Days:
R/C Date: Nov 18, 2025
Created By: TM

Print R/C Wks: C
Print R/C Letter: C
R/C Completed: C

Appraiser _____ Initials Date

Supv Appr _____ Initials Date

Chief Appr _____ Initials Date

Asmt Clerk _____ Initials Date

Off Mgr _____ Initials Date

Assessor _____ Signature Date

Auditor _____ Signature Date

County Counsel _____ Signature Date

Board of Supervisors Agenda Item Report

Submitting Department: Probation
Meeting Date: December 16, 2025

SUBJECT
Probation: Ink Doctors, A Medical Corporation Contract Amendment

Recommendation:
Approve the amendment to the contract with Ink Doctors, A Medical Corporation Contract Amendment extending the expiration date to 6/30/25.

4/5 vote required:
No

Distribution Instructions:
Probation, GSA

ATTACHMENTS

- Amador Amendment signed by vendor 11-25.pdf
- Board memo 11-19-25.pdf
- Ink Me Off Executed Exemption 11.7.23 SIGNED.pdf
- Ink Off Me Final Contract 1-1-24 thru 12-31-25.pdf

FIRST AMENDMENT TO AGREEMENT BETWEEN AMADOR COUNTY
AND INK DOCTORS, A MEDICAL CORPORATION, DBA INKOFF.ME, LLC

THIS FIRST AMENDMENT TO THE SERVICES AGREEMENT (this "Second Amendment") is made as of _____, by and between COUNTY OF AMADOR, a political subdivision of the State of California ("County") and Ink Doctors, A Medical Corporation, DBA Inkoff.me, LLC ("Contractor").

RECITALS

A. County and Contractor executed an Agreement for mobile tattoo removal services (the "Original Agreement") dated December 5, 2023 whereby Contractor agreed to provide certain professional services upon the terms and conditions set forth in the Original Agreement. The Original Agreement, as amended by the First Amendment, is referred to herein as the "Agreement."

B. County and Contractor desire to modify the Agreement as set forth in this First Amendment.

NOW, THEREFORE, the parties agree as follows:

1. Section II, "TERM," of the Original Agreement is amended by changing Section II of the Original Agreement to read as follows:

   TERM: This Agreement shall commence on the date of execution by County and shall terminate upon June 30, 2026; unless extended in writing by mutual agreement of the parties.

2. Except as set forth in this First Amendment, the Original Agreement shall remain unmodified and in full force and effect.

IN WITNESS WHEREOF, the parties have executed this First Amendment as of the date first set forth above.

COUNTY OF AMADOR:

BY: _____
JEFF BROWN
Chairperson, Board of Supervisors

ATTEST:
BY: _____
JENNIFER BURNS
Clerk of the Board of Supervisors

APPROVED AS TO FORM:

BY: _____
GREGORY GILLOTT
Amador County Counsel

INK DOCTORS, A MEDICAL CORPORATION:

BY: Christopher Bendinelli
Christopher Bendinelli (Nov 14, 2025 13:01:26 PST)
CHRISTOPHER BENDINELLI
President

Contractor's Social Security or Employer's Tax Identification Number: 45-5192843

DERON J. BRODEHL
Chief Probation Officer

JENNIFER MYNDERUP
Chief Deputy Probation Officer

Memo

To: Board of Supervisors

From: Deron J. Brodehl, Chief Probation Officer

CC:

Date: November 19, 2025

Re: Tattoo Removal Services Contract Amendment

This memo is to request Board approval of the attached amendment to the previously approved two-year contract with Ink Doctors, A Medical Corporation, dba Ink Off Me, for tattoo removal services.

We would like to extend the contract to align with our fiscal year. There is no impact to the General Fund as we currently utilize AB 1869 funds.

The Purchasing Agent and County Counsel have reviewed this request in accordance with all policies and laws.

If you have any questions, please do not hesitate to contact me.

Thank you.

EXEMPTION REQUEST TO COMPETITIVE BID/PROPOSAL
&
DISCLOSURE STATEMENT

Purpose: You must complete this form for any acquisition where the basis for the vendor/contractor is:

1. **There is only one specific supply or service that can reasonably meet your needs.**
2. **There is only one vendor/contractor who can reasonably provide that supply or service.**

Requesting Department: Probation **Date of Request:** 10/19/23

Contact Name: Mark Bonini **Phone:** 209-223-6229

Estimated Total Cost: $ 110,500.00 **Proposed Vendor:** Ink Off Me

This form must accompany the purchase requisition whenever an exception to State and local laws/policies subject to the competitive bidding/proposal process is requested. Requests for goods and/or services from a specific vendor, or limited to a specific brand, where substitutes to the recommended vendor or brand are unacceptable, must be accompanied by a written justification explaining the circumstances that make competition or alternatives unacceptable. The employee signing the justification must disclose in writing whether or not he/she has a potential or actual conflict of interest. County employees who have a business relationship with or financial interest in the recommended vendor/contractor must disclose the conflict of interest. Any employee with an actual or potential conflict of interest may not participate in the purchase decision.

The Purchasing Agent or authorized designee will determine whether the justification is appropriate. Requests for exception must be supported by factual statements.

_____ Sole Source: Item is available from only one vendor. Item is one-of-a-kind item and is not sold through distributors. Manufacturer is a sole distributor.

_____ Sole Brand: Various vendors can supply the specified model and brand and competitive bid/proposal will be solicited for the brand requested only.

X Exceptions: Services or goods of a unique nature where competition would for any reason be impractical, impossible and not in the public's best interest: Check those that apply.

☒ Expert or specialized professional services ☐ Legal printing
☐ Legal services ☐ Emergency ☐ Existing public contract
☐ Insurance ☐ Existing contract ☐ Other, define below

INSTRUCTIONS

1. Please check all applicable categories (a. through i.) below and provide additional information where indicated.

☐ a. The requested product is an integral repair part or accessory compatible with existing equipment.

☐ b. The requested product has unique design/performance specifications or quality requirements that are not available in comparable products.

☐ c. The requested product is standardized in accordance with Section **3.08.260** and the use of another brand/model would require considerable time and funding to evaluate and change.

☐ d. The requested product is one in which I (and/or my staff) have specialized training and/or extensive expertise. Retraining would incur substantial cost in time and/or funding.

☐ e. The requested product is used or demonstration equipment available at a lower-than-new cost.

☐ f. Repair/Maintenance service is available only from manufacturer or designated service representative.

☐ g. Upgrade to or enhancement of existing software is available only from manufacturer.

☒ h. Service proposed by vendor/contractor is unique; therefore, competitive bids/proposals are not reasonable or applicable. Describe below the unique qualifications, rights, licenses, etc. this vendor/contractor possesses and the distinctive service to be provided

☒ i. Other factors (provide detailed explanation in #2 below).

2. Provide a detailed explanation and pertinent documentation *for each category* checked in item 1 above. Attach additional sheets if necessary: Ink Off Me is uniquely positioned not only by geography, but also due to the fact they offer a completely mobile solution for tattoo removal. Ink Off Me has contracts with other Probation Departments in our region and will come on site with their services. Additionally, they will service not only justice involved persons, but any one in our county who wishes to get their tattoos removed. Ink Off Me will also service juveniles who have parental consent. Ink Off Me's home county is San Joaquin.

3. Was an evaluation of other equipment, products, or services performed? ☒ Yes ☐ No
If yes, please provide all supporting documentation.
Internet search of other vendors in area:
Heritage Eye, Skin and Laser Center, Stockton, CA – no mobile services
Laser Away, Folsom, CA – no mobile services
Cascade Medical Wellness & Aesthetics, Folsom & Sacramento, CA – no mobile services
La Bella Vita, Rocklin, CA – no mobile services
Aesthetic Envy, Sacramento, CA – no mobile services
Laser Esthetica, Roseville, CA – no mobile services
Virago Skin & Body, Vacaville, CA – no mobile services
Chief Probation Officers in our region polled:
All Chiefs reported they know of no other mobile tattoo removal services. Two reported having contracts with Ink Off Me.

4. List below the name of each individual who was involved in the evaluation, if conducted, and in making the recommendation to procure this product or service. Attach additional information, if any potential Conflict of Interest is known.

Mark Bonini Department Probation Officers

CERTIFICATION:

I am aware of Amador County polices and laws concerning purchasing procedures and requisitioning. As an approved department representative, I have gathered technical information and have made a concentrated effort to review comparable/equal equipment and/or services. This is documented in this justification. I further declare there is no real or potential Conflict of Interest and have: 1) received no income or gifts from this vendor/contractor and; 2) no financial interests in this company and; 3) no other type of business relationship with this vendor/contractor and; 4) to the best of my knowledge no member of my staff or near relative has any financial interest in this company. I hereby certify as to the validity of the information and feel confident this justification for sole source/sole brand/exception is accurate and appropriate for this acquisition.

This form was completed by:

DEPARTMENT APPROVAL: 10/19/23
Dept. Head (or Auth. Rep.) / Date

PROCUREMENT APPROVAL: 11/6/2023
Procurement Officer / Date

THIS MUST GO TO THE BOARD FOR APPROVAL

Procurement Officer Use Only
- Contract
- Purchase Order
- On Account
- X BOS Approval Required

AGREEMENT

This AGREEMENT is made and entered into as of this 5th day of December, 2023, by and between the COUNTY OF AMADOR, a political subdivision of the State of California, hereinafter referred to as "COUNTY," and INK DOCTORS, A MEDICAL CORPORATION, DBA INKOFF.ME, LLC, an organization, hereinafter referred to as "CONTRACTOR."

RECITALS

WHEREAS, COUNTY desires to assist clients of the Adult Community Corrections Division in obtaining tattoo removal services; and

WHEREAS, CONTRACTOR provides mobile tattoo removal services for clients; and

WHEREAS, COUNTY and CONTRACTOR desire to enter into this Agreement on the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual promises hereinafter set forth, COUNTY and CONTRACTOR agree as follows:

I. SCOPE OF SERVICES

CONTRACTOR shall provide services in the amount, type, and manner described in Exhibit A, which is attached hereto and incorporated herein.

II. TERM

This Agreement shall be effective and commence as of the date first written above and shall end on December 31, 2025.

III. NOTICE

Any notice, demand, request, consent, or approval that either party hereto may or is required to give the other pursuant to this Agreement or law shall be in writing and shall be either personally delivered or sent by mail, addressed as follows:

TO: COUNTY OF AMADOR
Amador County Probation Department
675 New York Ranch Road
Jackson, CA 95642

TO: CONTRACTOR
Heather Bendinelli
Manager
Ink Doctors, A Medical Corporation
3555 Rosecrans Street, Suite 114 #202
San Diego, CA 92110

Either party may change the address to which subsequent notice and/or other communications can be sent by giving written notice designating a change of address to the other party, which shall be effective upon receipt.

IV. COMPLIANCE WITH LAWS

A. CONTRACTOR shall observe and comply with all applicable Federal, State, and County laws, regulations, and ordinances.

B. Confidentiality of Records and Department Security Requirements

1. PROBATION is a department of COUNTY and is a law enforcement agency working with justice system information that is confidential under California and federal law including the following:

   a. Penal Code sections: 1203.5, 1203.10 (reports); 11105 et seq. and 13300 et seq. (criminal offender records); 11167.5 (child abuse & neglect reporting); 502 (misuse of computer systems)
   b. Welfare and Institutions Code sections: 827 (juvenile court & CPS records); 10850 and 17006 (public social services)
   c. Civil Code section: 56 (medical records)
   d. Health & Safety Code section: 11977; 42 USC section 290dd; 42 CFR section 2.12 et seq. (drug treatment records)
   e. Evidence Code sections: 1012 et seq. (psychological records); 1040 et seq. (official information)

2. CONTRACTOR's employees, subcontractors, and volunteers with access to PROBATION facilities, computers, or records will be required to do the following:

   a. Pass a background investigation, which may include fingerprinting and a Department of Justice records check, before working in PROBATION facilities or accessing PROBATION computers or records

   b. Learn and comply with the security policies and procedures in effect at PROBATION throughout the term of their assignment to PROBATION

   c. Access and use any restricted or confidential material only as required for performance of the assigned duties, and disseminate data only to personnel specifically authorized; violations may be prosecuted to the full extent allowed by law, including the termination of the contract

3. CONTRACTOR agrees to inform all of its employees, subcontractors, and volunteers of the provisions of this section and that a knowing violation of state or federal confidentiality laws is a misdemeanor. CONTRACTOR shall ensure that all persons with access to PROBATION facilities, computers, or records have signed all required acknowledgements that meet the standards for PROBATION employees having access to confidential information, prior to commencing work.

4. Upon notice from PROBATION that an employee, subcontractor, or volunteer does not meet PROBATION security requirements or has violated PROBATION security requirements, CONTRACTOR shall be responsible for immediately removing and replacing, within twenty-four (24) hours, any employee, subcontractor, or volunteer working on this contract and/or taking other appropriate disciplinary action as determined by CONTRACTOR and PROBATION. PROBATION will confer with CONTRACTOR about means to remediate security concerns, including further training, direct supervision, direct oversight by an employee acceptable to PROBATION, or removal of duties requiring access to PROBATION facilities, computers, or confidential records.

V. GOVERNING LAWS AND JURISDICTION

This Agreement shall be deemed to have been executed and to be performed within the State of California and shall be construed and governed by the internal laws of the State of California. Any legal proceedings arising out of or relating to this Agreement shall be brought in Amador County, California.

VI. LICENSES, PERMITS AND CONTRACTUAL GOOD STANDING

A. CONTRACTOR shall possess and maintain all necessary licenses, permits, certificates and credentials required for the performance of this Agreement by the laws of the United States, the State of California, County of Amador and all other appropriate governmental agencies, including any certification and credentials required by COUNTY. Failure to maintain the licenses, permits, certificates, and credentials shall be deemed a breach of this Agreement and constitutes grounds for the termination of this Agreement by COUNTY.

B. CONTRACTOR further certifies to COUNTY that it and its principals are not debarred, suspended, or otherwise excluded from or ineligible for, participation in federal, State or county government contracts. Contractor certifies that it shall not contract with a Subcontractor that is so debarred or suspended.

VII. PERFORMANCE AND PROFESSIONALISM STANDARDS

CONTRACTOR shall perform its services under this Agreement in accordance with the industry and/or professional standards applicable to CONTRACTOR'S services.

CONTRACTOR and all of its employees, subcontractors, agents, and volunteers shall reflect a professional image while performing services under this Agreement for the COUNTY.

VIII. OWNERSHIP OF WORK PRODUCT

All technical data, evaluations, plans, specifications, reports, documents, or other work products developed by CONTRACTOR hereunder shall be the exclusive property of COUNTY and shall be delivered to COUNTY upon completion of the services authorized hereunder. CONTRACTOR may retain copies thereof for its files and internal use. Publication of the information directly derived from work performed or data obtained in connection with services rendered under this Agreement must first be approved in writing by COUNTY. COUNTY recognizes that all technical data, evaluations, plans, specifications, reports, and other work products are instruments of CONTRACTOR'S services and are not designed for use other than what is intended by this Agreement.

IX. STATUS OF CONTRACTOR

A. It is understood and agreed that CONTRACTOR (including CONTRACTOR's employees) is an independent contractor and that no relationship of employer-employee exists between the parties hereto. CONTRACTOR' s assigned personnel shall not be entitled to any benefits payable to employees of COUNTY. COUNTY is not required to make any deductions or withholdings from the compensation payable to CONTRACTOR under the provisions of this agreement; and as an independent contractor, CONTRACTOR hereby indemnifies and holds COUNTY harmless from any and all claims that may be made against COUNTY based upon any contention by any third party that an employer-employee relationship exists by reason of this agreement.

B. It is further understood and agreed by the parties hereto that CONTRACTOR in the performance of its obligation hereunder is subject to the control or direction of COUNTY as to the designation of tasks to be performed, the results to be accomplished by the services hereunder agreed to be rendered and performed, and not the means, methods, or sequence used by CONTRACTOR for accomplishing the results.

C. If, in the performance of this agreement, any third persons are employed by CONTRACTOR, such person shall be entirely and exclusively under the direction, supervision, and control of CONTRACTOR. All terms of employment, including hours, wages, working conditions, discipline, hiring, and discharging, or any other terms of employment or requirements of law, shall be determined by CONTRACTOR, and COUNTY shall have no right or authority over such persons or the terms of such employment.

D. It is further understood and agreed that as an independent contractor and not an employee of COUNTY, neither CONTRACTOR nor CONTRACTOR's

assigned personnel shall have a) any entitlement as a COUNTY employee; or b) except as otherwise provided by this Agreement, right to act on behalf of COUNTY in any capacity whatsoever as agent, nor to bind COUNTY to any obligation whatsoever. CONTRACTOR shall not be covered by worker's compensation; nor shall CONTRACTOR be entitled to compensated sick leave, vacation leave, retirement entitlement, participation in group health, dental, life and other insurance programs, or entitled to other fringe benefits payable by COUNTY to employees of COUNTY.

E. It is further understood and agreed that CONTRACTOR must issue W-2 and 941 Forms for income and employment tax purposes, for all of CONTRACTOR's assigned personnel under the terms and conditions of this agreement.

X. CONTRACTOR IDENTIFICATION

CONTRACTOR shall provide the COUNTY with the following information for the purpose of compliance with California Unemployment Insurance Code section 1088.8: CONTRACTOR'S name, address, telephone number, social security number, and whether dependent health insurance coverage is available to CONTRACTOR.

XI. COMPLIANCE WITH CHILD, FAMILY, AND SPOUSAL SUPPORT REPORTING OBLIGATIONS

A. CONTRACTOR'S failure to comply with state and federal child, family and spousal support reporting requirements regarding a CONTRACTOR's employees or failure to implement lawfully served wage and earnings assignment orders or notices of assignment relating to child, family and spousal support obligations shall constitute a default under this Agreement.

B. CONTRACTOR'S failure to cure such default within 90 days of notice by COUNTY shall be grounds for termination of this Agreement.

XIII. CONFLICT OF INTEREST

CONTRACTOR and CONTRACTOR'S officers and employees shall not have a financial interest, or acquire any financial interest, direct or indirect, in any business, property, or source of income that could be financially affected by or otherwise conflict in any manner or degree with the performance of services required under this Agreement.

XIV. LOBBYING AND UNION ORGANIZATION ACTIVITIES

A. CONTRACTOR shall comply with all certification and disclosure requirements prescribed by Section 319, Public Law 101-121 (31 U.S.C. § 1352) and any implementing regulations.

B. If services under this Agreement are funded with state funds granted to COUNTY, CONTRACTOR shall not utilize any such funds to assist, promote or deter union organization by employees performing work under this Agreement and shall comply with the provisions of Government Code Sections 16645 through 16649.

XVI. NONDISCRIMINATION IN EMPLOYMENT, SERVICES, BENEFITS AND FACILITIES

A. CONTRACTOR agrees and assures COUNTY that CONTRACTOR and any subcontractors shall comply with all applicable federal, state, and local anti-discrimination laws, regulations, and ordinances and to not unlawfully discriminate, harass, or allow harassment against any employee, applicant for employment, employee or agent of COUNTY, or recipient of services contemplated to be provided or provided under this Agreement, because of race, ancestry, marital status, color, religious creed, political belief, national origin, ethnic group identification, sex, sexual orientation, age (over 40), medical condition (including HIV and AIDS), or physical or mental disability. CONTRACTOR shall ensure that the evaluation and treatment of its employees and applicants for employment, the treatment of COUNTY employees and agents, and recipients of services are free from such discrimination and harassment.

B. CONTRACTOR represents that it is in compliance with and agrees that it will continue to comply with the Americans with Disabilities Act of 1990 (42 U.S.C. § 12101 et seq.), the Fair Employment and Housing Act (Government Code § 12900 et seq.), and regulations and guidelines issued pursuant thereto.

C. CONTRACTOR agrees to compile data, maintain records and submit reports to permit effective enforcement of all applicable anti-discrimination laws and this provision.

D. CONTRACTOR shall include this nondiscrimination provision in all subcontracts related to this Agreement.

XVII. INDEMNIFICATION

To the fullest extent permitted by law, for work or services (including professional services), provided under this Agreement, CONTRACTOR shall indemnify, defend, and hold harmless COUNTY, its governing Board, officers, directors, officials, employees, and authorized volunteers and agents, (individually an "Indemnified Party" and collectively "Indemnified Parties"), from and against any and all claims, demands, actions, losses, liabilities, damages, and all expenses and costs incidental thereto (collectively "Claims"), including cost of defense, settlement, arbitration, expert fees, and reasonable attorneys' fees, resulting from injuries to or death of any person, including employees of either party hereto, and damage to or destruction of any property, or loss of use or reduction in value thereof, including the property of either party hereto, and recovery of monetary losses incurred by COUNTY directly

attributable to the performance of CONTRACTOR, arising out of, pertaining to, or resulting from the negligent acts, errors, omissions, recklessness, or willful misconduct of CONTRACTOR, its employees, or CONTRACTOR's subconsultants or subcontractors at any tier, or any other party for which CONTRACTOR is legally liable under law.

The right to defense and indemnity under this indemnity obligation arises upon occurrence of an event giving rise to a Claim and, thereafter, upon tender in writing to CONTRACTOR. Upon receipt of tender, CONTRACTOR shall provide prompt written response that it accepts tender. Failure to accept tender may be grounds for termination of the Agreement. CONTRACTOR shall control the defense of Indemnified Parties; subject to using counsel reasonably acceptable to COUNTY. Both parties agree to cooperate in the defense of a Claim.

This indemnity obligation shall not be limited by the types and amounts of insurance or self-insurance maintained by CONTRACTOR or CONTRACTOR'S subcontractors at any tier.

Nothing in this indemnity obligation shall be construed to create any duty to, any standard of care with reference to, or any liability or obligation, contractual or otherwise, to any third party.

The provisions of this indemnity obligation shall survive the expiration or termination of the Agreement.

XVIII. INSURANCE

Without limiting CONTRACTOR'S indemnification, CONTRACTOR shall maintain in force at all times during the term of this Agreement and any extensions or modifications thereto, insurance as specified in Exhibit C. It is the responsibility of CONTRACTOR to notify its insurance advisor or insurance carrier(s) regarding coverage, limits, forms and other insurance requirements specified in Exhibit C. It is understood and agreed that COUNTY shall not pay any sum to CONTRACTOR under this Agreement unless and until COUNTY is satisfied that all insurance required by this Agreement is in force at the time services hereunder are rendered. Failure to maintain insurance as required in this agreement may be grounds for material breach of contract.

XIX. INFORMATION TECHNOLOGY ASSURANCES

CONTRACTOR shall take all reasonable precautions to ensure that any hardware, software, and/or embedded chip devices used by CONTRACTOR in the performance of services under this Agreement, other than those owned or provided by COUNTY, shall be free from viruses. Nothing in this provision shall be construed to limit any rights or remedies otherwise available to COUNTY under this Agreement.

XX. COMPENSATION AND PAYMENT OF INVOICES LIMITATIONS

A. Compensation under this Agreement shall be limited to the Maximum Total Payment Amount set forth in Exhibit B, or Exhibit B as modified by COUNTY in accordance with express provisions in this Agreement.

B. CONTRACTOR shall submit a monthly invoice on the forms and in accordance with the procedures prescribed by COUNTY on a monthly basis. Invoices shall be submitted to COUNTY no later than the fifteenth (15th) day of the month following the invoice period, and COUNTY shall pay CONTRACTOR within thirty (30) days after receipt of an appropriate and correct invoice.

C. COUNTY operates on a July through June fiscal year. Invoices for services provided in any fiscal year must be submitted no later than July 31, one month after the end of the fiscal year. Invoices submitted after July 31 for the prior fiscal year shall not be honored by COUNTY unless CONTRACTOR has obtained prior written COUNTY approval to the contrary.

D. CONTRACTOR shall maintain for four years following termination of this Agreement full and complete documentation of all services and expenditures associated with performing the services covered under this Agreement. Expense documentation shall include the following: time sheets or payroll records for each employee, receipts for supplies, applicable subcontract expenditures, applicable overhead, and indirect expenditures.

E. In the event CONTRACTOR fails to comply with any provisions of this Agreement, COUNTY may withhold payment until such non-compliance has been corrected.

XXII. HIPAA BUSINESS ASSOCIATE PROVISIONS

If COUNTY determines that under this Agreement CONTRACTOR is a "Business Associate" of COUNTY, as defined in the Health Insurance Portability and Accountability Act (42 CFR §160.03), then CONTRACTOR shall comply with the Business Associate provision contained in Exhibit __, which is attached hereto and incorporated by reference herein. This provision shall not apply to this Agreement.

XXIII. SUBCONTRACTS AND ASSIGNMENTS

A. CONTRACTOR shall obtain prior written approval from COUNTY before subcontracting any of the services delivered under this Agreement. CONTRACTOR remains legally responsible for the performance of all contract terms including work performed by third parties under subcontracts. Any subcontracting will be subject to all applicable provisions of this Agreement. CONTRACTOR shall be held responsible by COUNTY for the performance of any subcontractor whether approved by COUNTY or not.

B. This Agreement is not assignable by CONTRACTOR in whole or in part, without the prior written consent of COUNTY.

XXIV. AMENDMENT AND WAIVER

Except as provided herein, no alteration, amendment, variation, or waiver of the terms of this Agreement shall be valid unless made in writing and signed by both parties. Waiver by either party of any default, breach or condition precedent shall not be construed as a waiver of any other default, breach or condition precedent, or any other right hereunder. No interpretation of any provision of this Agreement shall be binding upon COUNTY unless agreed in writing by DIRECTOR and counsel for COUNTY.

XXV. SUCCESSORS

This Agreement shall bind the successors of COUNTY and CONTRACTOR in the same manner as if they were expressly named.

XXVI. TIME

Time is of the essence of this Agreement.

XXVII. INTERPRETATION

This Agreement shall be deemed to have been prepared equally by both of the parties, and the Agreement and its individual provisions shall not be construed or interpreted more favorably for one party on the basis that the other party prepared it.

XXVIII. DIRECTOR

As used in this Agreement, "DIRECTOR" shall mean the Chief Probation Officer of the Probation Department, or his/her designee.

XXIX. DISPUTES

In the event of any dispute arising out of or relating to this Agreement, the parties shall attempt, in good faith, to promptly resolve the dispute mutually between themselves. Pending resolution of any such dispute, CONTRACTOR shall continue without delay to carry out all its responsibilities under this Agreement unless the Agreement is otherwise terminated in accordance with the Termination provisions herein. COUNTY shall not be required to make payments for any services that are the subject of this dispute resolution process until such dispute has been mutually resolved by the parties. If the dispute cannot be resolved within 15 calendar days of initiating such negotiations or such other time period as may be mutually agreed to by the parties in writing, either party may pursue its available legal and equitable remedies, pursuant to the laws of the State of California. Nothing in this Agreement or provision shall constitute a waiver of any of the government claim filing requirements

set forth in Title 1, Division 3.6, of the California Government Code or as otherwise set forth in local, state and federal law.

XXX. TERMINATION

A. Either party may terminate this Agreement without cause upon thirty (30) days' written notice to the other party. Notice shall be deemed served on the date of mailing. If notice of termination for cause is given by COUNTY or CONTRACTOR and it is later determined that the noticed party was not in default or the default was excusable, then the notice of termination shall be deemed to have been given without cause pursuant to this paragraph (A).

B. Either party may terminate this Agreement for cause immediately upon giving written notice to the other party should that party materially fail to perform any of the covenants contained in this Agreement in the time and/or manner specified. In the event of such termination, COUNTY may proceed with the work in any manner deemed proper by COUNTY. If notice of termination for cause is given by either party, and it is later determined that the noticed party was not in default or the default was excusable, then the notice of termination shall be deemed to have been given without cause pursuant to paragraph (A) above.

C. COUNTY may terminate or amend this Agreement immediately upon giving written notice to CONTRACTOR that funds are not available because: 1) Sufficient funds are not appropriated in COUNTY'S Adopted or Adjusted Budget; 2) the COUNTY is advised that funds are not available from external sources for this Agreement or any portion thereof, including if distribution of such funds to the COUNTY is suspended or delayed; 3) if funds for the services and/or programs provided pursuant to this Agreement are not appropriated by the State; 4) funds that were previously available for this Agreement are reduced, eliminated and/or re-allocated by COUNTY as a result of budget or revenue reductions during the fiscal year.

D. If this Agreement is terminated under paragraph A or C above, CONTRACTOR shall only be paid for any services completed and provided prior to notice of termination. In the event of termination under paragraph A or C above, CONTRACTOR shall be paid an amount which bears the same ratio to the total compensation authorized by the Agreement as the services actually performed bear to the total services of CONTRACTOR covered by this Agreement, less payments of compensation previously made. In no event, however, shall COUNTY pay CONTRACTOR an amount that exceeds a pro rata portion of the Agreement total based on the portion of the Agreement term that has elapsed on the effective date of the termination.

E. CONTRACTOR shall not incur any expenses under this Agreement after notice of termination and shall cancel any outstanding expense obligations to a third party that CONTRACTOR can legally cancel.

XXXII. AUDITS AND RECORDS

Upon COUNTY's request, COUNTY or its designee shall have the right at reasonable times and intervals to audit, at CONTRACTOR's premises, CONTRACTOR's financial and program records as COUNTY deems necessary to determined CONTRACTOR's compliance with legal and contractual requirements and the correctness of claims submitted by CONTRACTOR. CONTRACTOR shall maintain such records for a period of four years following termination of the Agreement, and shall make them available for copying upon COUNTY's request at COUNTY's expense. COUNTY shall have the right to withhold any payment under this Agreement until CONTRACTOR has provided access to CONTRACTOR's financial and program records related to this Agreement.

XXXIII. PRIOR AGREEMENTS

This Agreement constitutes the entire contract between COUNTY and CONTRACTOR regarding the subject matter of this Agreement. Any prior agreements, whether oral or written, between COUNTY and CONTRACTOR regarding the subject matter of this Agreement are hereby terminated effective immediately upon full execution of this Agreement.

XXXIV. SEVERABILITY

If any term or condition of this Agreement or the application thereof to any person(s) or circumstance is held invalid or unenforceable, such invalidity or unenforceability shall not affect other terms, conditions, or applications which can be given effect without the invalid term, condition, or application; to this end the terms and conditions of this Agreement are declared severable.

XXXV. FORCE MAJEURE

Neither CONTRACTOR nor COUNTY shall be liable or responsible for delays or failures in performance resulting from events beyond the reasonable control of such party and without fault or negligence of such party. Such events shall include but not be limited to acts of God, strikes, lockouts, riots, acts of war, epidemics, acts of government, fire, power failures, nuclear accidents, earthquakes, unusually severe weather, acts of terrorism, or other disasters, whether or not similar to the foregoing, and acts or omissions or failure to cooperate of the other party or third parties (except as otherwise specifically provided herein).

XXXVI. SURVIVAL OF TERMS

All services performed and deliverables provided pursuant to this Agreement are subject to all of the terms, conditions, price discounts and rates set forth herein, notwithstanding the expiration of the initial term of this Agreement or any extension thereof. Further, the terms, conditions and warranties contained in this Agreement

that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Agreement shall so survive.

XXXVII. DUPLICATE COUNTERPARTS

This Agreement may be executed in duplicate counterparts. The Agreement shall be deemed executed when it has been signed by both parties.

XXXVIII. AUTHORITY TO EXECUTE

Each person executing this Agreement represents and warrants that he or she is duly authorized and has legal authority to execute and deliver this Agreement for or on behalf of the parties to this Agreement. Each party represents and warrants to the other that the execution and delivery of the Agreement and the
Performance of such party's obligations hereunder have been duly authorized.

XXXIX. COVID-19 COMPLIANCE

CONTRACTOR shall be solely and completely responsible for implementing the applicable COVID-19 guidelines from the California Division of Occupational Safety and Health and the applicable COVID-19 guidance from the California Department of Public Health (CDPH) including staff education, staff training, routine cleaning of staff and public space, accessible and/or on-site washing facilities, and to the extent applicable Personal Protective Equipment (PPE) donning and maintenance. CONTRACTOR shall establish a safety plan for compliance with these standards as required by COUNTY and provide the safety plan to COUNTY upon request. This safety plan and/or narrative description shall describe the education, training, routine cleaning, on-site washing facilities and the PPE to be used or provided by the CONTRACTOR. Compliance with these standards is not a reimbursable expense pursuant to this AGREEMENT.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the day and year first written above.

COUNTY OF AMADOR

BY: _____
JEFF BROWN
Chairperson, Board of Supervisors

ATTEST:

BY: _____ Deputy
JENNFIER BURNS
Clerk of the Board of Supervisors

APPROVED AS TO FORM:

BY: _____
GREGORY GILLOTT
Amador County Counsel

INK DOCTORS, A MEDICAL CORPORATION

BY: Christopher Bendinelli
Christopher Bendinelli (Nov 14, 2023 10:28 PST)
Christopher Bendinelli
President

Date: 11/14/2023

Contractor's Social Security or Employer's Tax Identification Number: 455192843

**EXHIBIT A to Agreement
between the COUNTY OF AMADOR,
hereinafter referred to as "COUNTY," and
INK DOCTORS, A MEDICAL CORPORATION
DBA INKOFF.ME, LLC
hereinafter referred to as "CONTRACTOR"**

SCOPE OF SERVICES

I. SERVICE LOCATION(S)

Facility Name(s):
Street Address:
City, State, Zip Code:

II. DESCRIPTION OF SERVICES

A. CONTRACTOR shall provide a Mobile Unit to provide tattoo removal services for Probation clients referred by COUNTY. Program components shall include the following:

1. Provide Mobile Unit consisting a registered nurse and nurse's assistant who provides the laser tattoo removal on Probation site.
2. Maintain a set date, time and location for the Mobile Unit to be stationed
3. Tattoo removal sessions of 5-10 minutes per client.
4. Service 5-10 clients in an hour or 10-20 clients in 2 hours.
5. Provide services to returning clients every 7-8 weeks for treatment until removal is complete (average number of sessions per person is 6-10).
6. Provide clients a care package with a reminder of how to care for their treated tattoo.
7. Hiring and supervision of an appropriately credentialed registered nurse and nurse's assistant, as necessary.
8. Tracking and reporting attendance.
9. Ensuring clients' tattoo removal process is making adequate progress toward completion.

B. CONTRACTOR shall provide all necessary program supplies at all locations where services are provided.

C. CONTRACTOR shall provide appropriate staffing on days determined and agreed upon by Probation to provide tattoo removal service for clients identified for the program.

D. Monthly, Cumulative, and Annual Reports to include the following:

1. Number of clients who received tattoo removal services;
2. Number of clients who failed to appear for scheduled tattoo removal services;
3. Number of clients who completed tattoo removal services;
4. Summary of overall types of tattoo removal services performed; and
5. Report format to be determined by Probation Management and CONTRACTOR.

E. During times in which CONTRACTOR must follow social distancing and/or other guidelines with regards to the COVID-19 pandemic or any other public health emergency, CONTRACTOR shall provide the same services as described above virtually over phone, text, email, and video conferencing to the extent possible.

F. CONTRACTOR shall direct all invoices and/or questions related to billing and contracts to the following via email: County of Amador Probation Department

**EXHIBIT B to Agreement
between the COUNTY OF AMADOR
hereinafter referred to as "COUNTY," and
INK DOCTORS, A MEDICAL CORPORATION
DBA INKOFF.ME, LLC
hereinafter referred to as "CONTRACTOR"**

BUDGET REQUIREMENTS

I. MAXIMUM PAYMENT TO CONTRACTOR

A. The Maximum Total Payment Amount under this Agreement is $110,500.00 during the term beginning on the date first written above, and ending December 31, 2025, for the work as described in Exhibit A, Section II, Description of Services.

B. Reimbursement shall be based on CONTRACTOR's actual billable fees as per II. Budget below. Invoice documentation shall include the following:

1. A schedule with the following information should be provided:

   - Date of service(s) provided
   - List of Probation Clients which services was provided for
   - Number of hours served each billing cycle
   - Total Invoice amount including an hourly rate and cost breakdown

2. CONTRACTOR's supporting documentation shall include financial reports reflecting details regarding actual monthly charges being invoiced.

C. Invoices shall be approved by the Chief Deputy.

II. BUDGET

The Budget for this Agreement is outlined below:

Service Category	Budget Amount
Mobile Unit for 96-102 hours (Reimbursed at actual cost per hour)	$110,500.00
TOTAL	**$110,500.00**

**EXHIBIT C to Agreement
between the COUNTY OF AMADOR
hereinafter referred to as "COUNTY," and
INK DOCTORS, A MEDICAL CORPORATION
DBA INKOFF.ME, LLC
hereinafter referred to as "CONTRACTOR"**

COUNTY OF AMADOR
INSURANCE REQUIREMENTS

Without limiting CONTRACTOR's indemnification, CONTRACTOR shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Agreement by CONTRACTOR, its agents, representatives or employees. COUNTY shall retain the right at any time to review the coverage, form, and amount of the insurance required hereby. If in the opinion of COUNTY's Risk Manager, insurance provisions in these requirements do not provide adequate protection for COUNTY and for members of the public, COUNTY may require CONTRACTOR to obtain insurance sufficient in coverage, form and amount to provide adequate protection. COUNTY s requirements shall be reasonable but shall be imposed to assure protection from and against the kind and extent of risks that exist at the time a change in insurance is required.

Verification of Coverage

CONTRACTOR shall furnish COUNTY with certificates evidencing coverage required below. Copies of required endorsements must be attached to provided certificates. COUNTY Risk Manager may approve self-insurance programs in lieu of required policies of insurance if, in the opinion of the Risk Manager, the interests of COUNTY and the general public are adequately protected. All certificates, evidences of self-insurance, and additional insured endorsements are to be received and approved by COUNTY before performance commences. COUNTY reserves the right to require that CONTRACTOR provide complete copies of any policy of insurance including endorsements offered in compliance with these specifications.

Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. GENERAL LIABILITY: Insurance Services Office's Commercial General Liability occurrence coverage form CG 0001. Including, but not limited to Premises/Operations, Products/Completed Operations, Contractual, and Personal & Advertising Injury, without additional exclusions or limitations, unless approved by the County Risk Manager.

2. AUTOMOBILE LIABILITY: Insurance Services Office's Commercial Automobile

Liability coverage form CA 0001.

a. Commercial Automobile Liability: auto coverage symbol "1" (any auto) for corporate/business owned vehicles. If there are no owned or leased vehicles, symbols 8 and 9 for non-owned and hired autos shall apply.
b. Personal Lines automobile insurance shall apply if vehicles are individually owned.

3. WORKERS' COMPENSATION: Statutory requirements of the State of California and Employer's Liability Insurance.
4. PROFESSIONAL LIABILITY or Errors and Omissions Liability insurance appropriate to the CONTRACTOR's profession.
5. SEXUAL ABUSE OR MOLESTATION (SAM) LIABILITY: If the work will include contact with minors, CONTRACTOR shall obtain and maintain a policy covering Sexual Abuse and Molestation.
6. UMBRELLA or Excess Liability policies are acceptable where the need for higher liability limits is noted in the Minimum Limits of Insurance and shall provide liability coverages that at least follow form over the underlying insurance requirements where necessary for Commercial General Liability, Commercial Automobile Liability, Employers' Liability, and any other liability coverage (other than Professional Liability) designated under the Minimum Scope of Insurance.

Minimum Limits of Insurance

Contractor shall maintain limits no less than:

1. General Liability shall be on an Occurrence basis (as opposed to Claims Made basis). Minimum limits and structure shall be:

General Aggregate:	$2,000,000
Products Comp/Op Aggregate:	$2,000,000
Personal & Adv. Injury:	$1,000,000
Each Occurrence:	$1,000,000

2. Automobile Liability:
   a. Commercial Automobile Liability for Corporate/business owned vehicles including non-owned and hired, $1,000,000 Combined Single Limit.
   b. Personal Lines Automobile Liability for Individually owned vehicles, $250,000 per person, $500,000 each accident, $100,000 property damage.
3. Workers' Compensation: Statutory.
4. Employer's Liability: $1,000,000 per accident for bodily injury or disease.
5. Professional Liability or Errors and Omissions Liability: $1,000,000 per claim and $2,000,000 aggregate.
6. Sexual Abuse or Molestation (SAM) Liability: If the work will include contact with minors, CONTRACTOR shall obtain and maintain a policy covering Sexual Abuse and Molestation with a limit no less than **$250,000** per person

and $1,000,000 aggregate.

Deductibles and Self-Insured Retention

Any deductibles or self-insured retention that apply to any insurance required by this Agreement must be declared and approved by COUNTY.

Claims Made Professional Liability Insurance

If professional liability coverage is written on a Claims Made form:

1. The "Retro Date" must be shown, and must be on or before the date of the Agreement or the beginning of Agreement performance by CONTRACTOR.

2. Insurance must be maintained and evidence of insurance must be provided for at least one (1) year after completion of the Agreement.

3. If coverage is cancelled or non-renewed, and not replaced with another claims made policy form with a "Retro Date" prior to the contract effective date, the CONTRACTOR must purchase "extended reporting" coverage for a minimum of one (1) year after completion of the Agreement.

Other Insurance Provisions

The insurance policies required in this Agreement are to contain, or be endorsed to contain, as applicable, the following provisions:

All Policies:

1. ACCEPTABILITY OF INSURERS: Insurance is to be placed with insurers with a current A.M. Best's rating of no less than **A-: VII.** The COUNTY's Risk Manager may waive or alter this requirement, or accept self-insurance in lieu of any required policy of insurance if, in the opinion of the Risk Manager, the interests of COUNTY and the general public are adequately protected.

2. MAINTENANCE OF INSURANCE COVERAGE: The Contractor shall maintain all insurance coverages and limits in place at all times and provide the County with evidence of each policy's renewal within ten (10) days after its anniversary date. Contractor is required by this Agreement to immediately notify County if they receive a communication from their insurance carrier or agent that any required insurance is to be canceled, non-renewed, reduced in scope or limits or otherwise materially changed. Contractor shall provide evidence that such cancelled or non-renewed or otherwise materially changed insurance has been replaced or its cancellation notice withdrawn without any interruption in coverage, scope or limits. Failure to maintain

required insurance in force shall be considered a material breach of the Agreement.

Commercial General Liability and/or Commercial Automobile Liability:

1. ADDITIONAL INSURED STATUS: COUNTY, its governing Board, officers, directors, officials, employees and authorized volunteers and agents, each an "Additional Insured Party," and collectively "Additional Insured Parties," are to be endorsed as additional insureds as respects: liability arising out of activities performed by or on behalf of CONTRACTOR; products and completed operations of the Contractor; premises owned, occupied or used by CONTRACTOR; or automobiles owned, leased, hired or borrowed by CONTRACTOR. The coverage shall contain no endorsed limitations on the scope of protection afforded to the Additional Insured Parties. Additional Insured applies to General Liability and Auto Liability.

2. PRIMARY INSURANCE: For any claims related to this agreement, CONTRACTOR 's insurance coverage shall be endorsed to be primary insurance as respects COUNTY, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by COUNTY, its officers, directors, officials, employees, or volunteers shall be excess of CONTRACTOR 's insurance and shall not contribute with it.

3. SEVERABILITY OF INTEREST: CONTRACTOR 's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

4. SUBCONTRACTORS: CONTRACTOR shall be responsible for the acts and omissions of all its subcontractors and shall require all its subcontractors to maintain adequate insurance.

Professional Liability:

PROFESSIONAL LIABILITY PROVISION: Any professional liability or errors and omissions policy required hereunder shall apply to any claims, losses, liabilities, or damages, demands and actions arising out of or resulting from professional services provided under this Agreement.

Workers' Compensation:

WORKERS' COMPENSATION WAIVER OF SUBROGATION: The workers' compensation policy required hereunder shall be endorsed to state that the workers' compensation carrier waives its right of subrogation against COUNTY, its governing Board, officers, directors, officials, employees and authorized agents and volunteers, which might arise by reason of payment under such policy in connection with performance under this Agreement by CONTRACTOR.

Notification of Claim

If any claim for damages is filed with CONTRACTOR or if any lawsuit is instituted against CONTRACTOR, that arise out of or are in any way connected with CONTRACTOR's performance under this Agreement and that in any way, directly or indirectly, contingently or otherwise, affect or might reasonably affect COUNTY, CONTRACTOR shall give prompt and timely notice thereof to COUNTY. Notice shall be deemed prompt and timely if given within thirty (30) days following the date of receipt of a claim or ten (10) days following the date of service of process of a lawsuit.

EXHIBIT D to Agreement

**between the COUNTY OF AMADOR
hereinafter referred to as "COUNTY," and
INK DOCTORS, A MEDICAL CORPORATION
DBA INKOFF.ME, LLC
hereinafter referred to as "CONTRACTOR"**

HIPAA Business Associate Exhibit to Contract

Whereas, COUNTY, pursuant to the terms of the Agreement, wishes to disclose to CONTRACTOR and CONTRACTOR wishes to disclose to COUNTY, certain information, some of which may constitute Protected Health Information (PHI) including any in an electronic format (Electronic Protected Health Information or EPHI);

Whereas, in the course of the performance of the Agreement, CONTRACTOR will be provided with access to PHI;

Whereas, COUNTY and CONTRACTOR desire to protect the privacy and provide for the security of PHI disclosed to each other in compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) Title 45 Code of Federal Regulations (CFR), Title 42 CFR Section 1320d, and regulations promulgated thereunder by the U.S. Department of Health and Human Services (the HIPAA Regulations) and other applicable laws and regulations.

Whereas, it appears that the CONTRACTOR is a Business Associate of COUNTY as that term is defined in the HIPAA regulations; and

Whereas, COUNTY is willing to provide CONTRACTOR and its agents with access to PHI such that CONTRACTOR can perform under the Agreement, under the terms of this Exhibit;

Whereas, the purpose of this Exhibit is to satisfy certain standards and requirements of HIPAA and the HIPAA Regulations, including, but not limited to, Title 45, Section 164.504(e) of the Code of Federal Regulations (CFR), as the same may be amended from time to time.

NOW, THEREFORE, in consideration of the mutual promises made herein, the parties agree as follows:

I. HIPAA REQUIREMENTS

A. DEFINITIONS

1. "Protected Health Information" or "PHI" means any information, whether oral or recorded in any form or medium, including electronic (EPHI) as that

term is defined in the Security Rule: 1) that relates to the past, present, or future physical or mental condition of an individual; the provision of health care to an individual; or the past, present or future payment for the provision of health care to an individual, and 2) that identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the individual, and shall have the meaning given to such term under HIPAA and the HIPAA Regulations, including, but not limited to, 45 CFR Section 164.501;

2. "Individual" shall have the same meaning as the term "individual" in 45 CFR Section 164.501 and shall include a person who qualifies as a personal representative in accordance with 45 CFR Section 164.502(g);

3. "Privacy Rule" shall mean the "Standards for Privacy of Individually Identifiable Health Information", 45 CFR Part 160 and Part 164, subparts A and E, as amended from time to time.

4. "Security Rule" shall mean the "Security Standards", 45 CFR Parts 160, 162, and 164.

B. Permitted Uses and Disclosures: CONTRACTOR may use and/or disclose PHI received by it pursuant to the Agreement and this Exhibit solely for the purpose of performing its obligations under the Agreement and this Exhibit or as otherwise required by law. CONTRACTOR may disclose PHI to, and permit the use of PHI by, its employees, contractors, agents, or other representatives only to the extent directly related to and necessary for the performance of the Agreement and this Exhibit. CONTRACTOR shall not use or disclose PHI in any manner that would constitute a violation of HIPAA and the HIPAA regulations if so used by COUNTY.

C. Use and Disclosure for Contractor's Purposes and Data Aggregation: CONTRACTOR may, if necessary, use and disclose PHI for the proper management and administration of CONTRACTOR's business or to carry out CONTRACTOR's legal responsibilities. CONTRACTOR may also use PHI to provide data aggregation services to COUNTY as permitted by 42 CFR Section 164.504(e)(2)(i)(B).

D. De-Identification: Notwithstanding anything herein to the contrary, CONTRACTOR may store, analyze, access and use components of PHI that have been "de-identified" and that do not contain individually identifiable health information, provided that any such use is consistent with applicable laws and regulations.

E. Appropriate Safeguards: Prior to receipt of PHI in connection with the Agreement and Exhibit, CONTRACTOR shall implement and maintain appropriate security safeguards to ensure that PHI is not used or disclosed by CONTRACTOR in violation of this Exhibit or applicable laws and regulations. Security measures maintained by CONTRACTOR shall include such appropriate administrative, technical and physical safeguards as are necessary to protect such PHI. Such safeguards shall be designed to protect the confidentiality and integrity of such PHI obtained, accessed or created from or on behalf of COUNTY. Upon request by COUNTY, CONTRACTOR shall provide a written description of such safeguards.

F. Reporting Unauthorized Uses and Disclosures: As required by 45 CFR Section 164.308(a)(2), the designated HIPAA Security Officer of CONTRACTOR shall notify COUNTY in writing within five (5) working days of its discovery of any use or disclosure of PHI not permitted by the Agreement or this Exhibit of which CONTRACTOR or its officers, employees or agents become aware. Such notice shall include the name of each individual, with address or other identifiers where known, whose unsecured protected health information (PHI) has been, or is reasonably believed by the CONTRACTOR to have been, accessed, acquired, or disclosed during such unauthorized use or disclosure.

Any unauthorized use or disclosure shall be treated as discovered by the CONTRACTOR on the first day on which such access, acquisition or disclosure is known to the CONTRACTOR, including any person, other than the individual committing the unauthorized use or disclosure, that is an employee, officer or other agent of the CONTRACTOR, or who should reasonably have known such unauthorized activities had occurred.

CONTRACTOR shall promptly identify, respond to and report to COUNTY any suspected or known "security incident" of which it becomes aware. Such term is defined in the HIPAA Security Rule, 45 CFR Section 164.304: "the attempted or successful unauthorized access, use, disclosure, modification, or destruction of information or interference with system operations in an information system." CONTRACTOR's incident report shall identify the date of the security incident, the scope of the security incident, the CONTRACTOR's response to the security incident and the identification of the party responsible for causing the security incident, if known.

G. Mitigating the Effect of Unauthorized Uses and Disclosures: CONTRACTOR shall take prompt corrective action to mitigate to the greatest extent possible, any harmful effects arising from any improper use and/or disclosure of PHI and shall take such other action pertaining to such unauthorized use or disclosure as may be required by applicable federal and state laws and regulations.

Mitigation shall include CONTRACTOR notification to each individual whose unsecured protected health information (PHI or EPHI) has been, or is reasonably believed by the CONTRACTOR to have been, accessed, acquired, or disclosed during such unauthorized use or disclosure. The standard for such notification shall comply with all notification requirements as specified in 45 CFR Subpart D.

Upon completion of such notification, the designated HIPAA Security Officer of CONTRACTOR shall provide the COUNTY Compliance Officer a report including the following: method(s) of communication used, as specified in 45 CFR Subpart D; date such notification was made; number of individuals notified; and a copy of the content of the notification.

H. Individual Rights: CONTRACTOR shall comply with the following individual rights requirements as applicable to PHI obtained, used or maintained by CONTRACTOR:

1. Right of Access. CONTRACTOR shall provide access to PHI, at the request of COUNTY and in the time and manner designated by COUNTY, to COUNTY or, as directed, to an individual in order to meet the requirements under 45 CFR Section 164.524.

2. Right of Addendum. CONTRACTOR shall make any Addendum to PHI that COUNTY directs or agrees to pursuant to 45 CFR Section 164.526 at the request of COUNTY or an individual, and in the time and manner designated by COUNTY.

3. Documenting of Disclosures. CONTRACTOR shall document such disclosures of PHI as would be required for COUNTY to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 CFR Section 164.528.

4. Right to Accounting of Disclosures. CONTRACTOR agrees to provide COUNTY or an individual, in the time and manner designated by COUNTY, such information collected in order to permit COUNTY to respond to a request by an individual for an accounting of disclosures of PHI in accordance with 45 CFR Section 164.528.

I. **County Obligations**:

1. COUNTY shall notify CONTRACTOR of any limitation in its notice of privacy practices in accordance with 45 CFR Section 164.520 to the extent that such limitation may affect CONTRACTOR's use or disclosure of PHI.

2. COUNTY shall notify CONTRACTOR of any changes in, or revocation of, permission by an individual to use or disclose PHI, to the extent that such changes may affect CONTRACTOR's use or disclosure of PHI.

3. COUNTY shall notify CONTRACTOR of any restriction to the use or disclosure of PHI that COUNTY has agreed to in accordance with 45 CFR Section 164.522, to the extent that such restriction may affect CONTRACTOR's use or disclosure of PHI.

J. Contractor's Agents: CONTRACTOR shall require that any agent, subcontractor or other representative that is authorized to receive, use or have access to PHI obtained or created under the Agreement or this Exhibit shall agree in writing to adhere to the same restrictions, conditions and requirements regarding the use and/or disclosure of PHI and safeguarding of PHI that apply to CONTRACTOR under this Agreement and Exhibit. CONTRACTOR shall implement and maintain sanctions against any agent, subcontractor or other representative that violates such restrictions, conditions or requirements and shall mitigate the effects of any such violation. Such agreement shall identify COUNTY as a third-part beneficiary with rights of enforcement in the event of any violations by CONTRACTOR's agents, subcontractors or other representatives. Additionally, the agent, subcontractor or other representative shall be required to notify CONTRACTOR of any instances of which it is aware in which the confidentiality of PHI has been breached.

K. Regulatory Compliance: CONTACTOR shall make its internal practices, books and records relating to the use and disclosure of PHI received from COUNTY, or

created or received by CONTRACTOR on behalf of COUNTY, available to any state or federal agency, including the U.S. Department of Health and Human Services, for purposes of determining compliance with the HIPAA Regulations.

L. Inspection of Records: Within ten (10) calendar days of a written request, CONTRACTOR shall make available to COUNTY for inspection during normal business hours at CONTRACTOR's place of business all records, books, agreements, data, systems, policies and procedures relating to the use and/or disclosure of PHI received from, or created or received by CONTRACTOR on behalf of COUNTY, for purposes of enabling COUNTY to determine CONTRACTOR's compliance with the terms of this Exhibit. In the event that protected health information (PHI) has been, or is reasonably believed by the CONTRACTOR to have been, accessed, acquired, or disclosed, pursuant to (G) of this Exhibit, this advance notice by COUNTY may be waived.

M. Audit, Inspection and Enforcement By County: With reasonable notice, COUNTY and its authorized agents or contractors may audit and/or examine CONTRACTOR's facilities, systems, policies and procedures, data and records as may be necessary to determine compliance with the terms of this Exhibit. CONTRACTOR shall promptly correct any violation of this Exhibit found by COUNTY and shall certify in writing that the correction has been made. COUNTY's failure to detect any unsatisfactory practice does not constitute acceptance of the practice or a waiver of COUNTY's enforcement rights under this Agreement and Exhibit.

N. Compliance With Law: CONTRACTOR shall comply with all applicable federal and state laws and regulations, including, if applicable under the terms and requirements of the Agreement and this Exhibit, the HIPAA Standards for Electronic Transactions, 45 CFR Parts 160 and 162.

O. Interpretation: Any ambiguity in this Exhibit shall be resolved in favor of a meaning that permits COUNTY to comply with HIPAA and its implementing regulations.

P. Amendment: The parties agree to amend this Exhibit from time to time as necessary for COUNTY to comply with the requirements of HIPAA and its implementation.

Q. Term and Termination:

1. The terms of this Exhibit shall remain in effect for the duration of all services provided by CONTRACTOR and for so long as CONTRACTOR shall remain in possession of any PHI received from, or created or received by CONTRACTOR on behalf of COUNTY, unless COUNTY has agreed in accordance with this section that it is not feasible to return or destroy all PHI.

2. Upon termination of the Agreement and this Exhibit, CONTRACTOR shall recover any PHI relating to the Agreement and this Exhibit in the possession of its subcontractors, agents or representatives. CONTRACTOR shall return to COUNTY, or destroy with consent of COUNTY, all such PHI plus all other PHI

relating to the Agreement and this Exhibit in its possession and shall retain no copies. If CONTRACTOR believes that it is not feasible to return or destroy the PHI as described above, CONTRACTOR shall so notify COUNTY in writing. The notification shall include: i) a statement that CONTRACTOR has determined that it is not feasible to return or destroy the PHI in its possession, and ii) the specific reasons for such determination. If COUNTY agrees in its sole discretion that CONTRACTOR cannot feasibly return or destroy the PHI, CONTRACTOR shall ensure that any and all protections, requirements and restrictions contained in this Agreement and Exhibit shall be extended to any PHI retained after the termination of the Agreement and the Exhibit, and that any further uses and/or disclosures will be limited to the purposes that make the return or destruction of the PHI infeasible.

R. INSURANCE: In addition to any insurance requirements in the Agreement, CONTRACTOR shall maintain insurance, in such amounts as the COUNTY Risk Manager may deem necessary, to cover loss of PHI data and claims based upon alleged violations of privacy rights through improper use or disclosure of PHI. Professional or Errors and Omissions or amendments covering notification or mitigation of disclosure of PHI shall meet or exceed any minimum insurance requirements of the Agreement.

S. PATIENTS RIGHTS/GRIEVANCES

1. CONTRACTOR shall give to all patients written notice of their rights pursuant to and in compliance with California Code of Regulations Title 9, Section 860 et seq.; Title XIX of the Social Security Act; and Title 42, Code of Federal Regulations. In addition, in all facilities providing the services described herein, CONTRACTOR shall have prominently posted in the predominant language of the community a list of the patient's rights.

2. As a condition of reimbursement, CONTRACTOR shall provide the same level of treatment to beneficiaries served under this Agreement as provided to all other patients served.

3. CONTRACTOR shall not discriminate against any beneficiary of services provided under this Agreement in any manner.

4. CONTRACTOR agrees to provide a system through which recipients of service shall have the opportunity to express and have considered their views, grievances, and complaints regarding the delivery of services, including affording recipients' notice of adverse determination and a hearing thereon to the extent required by law.

**EXHIBIT E to Agreement
between the COUNTY OF AMADOR
hereinafter referred to as "COUNTY," and
INK DOCTORS, A MEDICAL CORPORATION
DBA INKOFF.ME, LLC
hereinafter referred to as "CONTRACTOR"**

I. LAWS, STATUTES AND REGULATIONS

CONTRACTOR must abide, as applicable by the provisions of Parts and Division 10.5 of the Health and Safety Code, beginning with Section 11750 thereof, Title 9 and Title 22 of the California Code of Regulations, Drug/Medi-cal Policies, the Alcohol Services Reporting System for County Alcoholism Programs, Drug Program Fiscal System Manual, State Department of Alcohol and Drug Programs Guidelines and any county manuals and regulations implementing the above-referenced statutes and regulations in carrying out the requirements of the Agreement.

II. OPERATION AND ADMINISTRATION

A. The Board of Directors of CONTRACTOR must operate according to the provision of its Articles of Incorporation and Bylaws. Said documents and any amendments must be delivered to DIRECTOR.

B. CONTRACTOR must forward to the DIRECTOR all copies of its notices of meetings, minutes and public information that are material to the performance of this Agreement.

III. CLINICAL REVIEW AND PROGRAM EVALUATION

A. CONTRACTOR must permit, at reasonable time, personnel designated by DIRECTOR to come on CONTRACTOR'S premises for the purpose of making periodic inspections. CONTRACTOR must furnish the DIRECTOR with such information as may be required to evaluate the effectiveness of the services being rendered.

B. CONTRACTOR must permit state or county personnel to come on CONTRACTOR'S premises for annual licensing and/or certification review or other evaluations the state or county requires.

C. At reasonable times during normal business hours, the COUNTY or DIRECTOR, and/or their appropriate audit agency of designees have the right to inspect or otherwise evaluate the quality, appropriateness, and timeliness of services performed and to audit and inspect any books and

records of CONTRACTOR that pertain to services performed and determination of amount payable under this Agreement.

IV. REPORTS

A. CONTRACTOR must provide COUNTY, to satisfaction of the DIRECTOR, with budgets and reports of planned and actual expenditures, the units of service with a description and reference to the appropriate regulation describing such service, and revenues for services provided under this Agreement.

B. CONTRACTOR must provide DIRECTOR with a year-end cost settlement report no later than 60 days after the close of the fiscal year.

C. CONTRACTOR must provide DIRECTOR with copies of state CADDS, if applicable, and associated data within 10 days of the end of month in which admission or discharge took place.

D. CONTRACTOR must without additional compensation therefore, make further fiscal statistical, program evaluation, and progress reports as required by DIRECTOR concerning CONTRACTOR'S activities as they affect the contract duties and purposes herein. DIRECTOR must explain procedures for reporting the required information.

V. CLAIMS FOR PAYMENT

A. During the term of this Agreement, COUNTY shall, except as herein provided, make provisional payments upon the receipt of claims submitted by CONTRACTOR. CONTRACTOR MUST submit a monthly invoice on the forms and in accordance with the procedures prescribed by the DIRECTOR. Unless otherwise provided, invoices must be submitted to COUNTY no later than the fifteenth day of the month following the claim period, and COUNTY must reimburse CONTRACTOR within 30 days after receipt of an appropriate and correct invoice.

B. The maximum monthly payment must not exceed ten percent of the larger of: (1) the net amount of the line-item budget as indicated in Exhibit "C" or (2) the net amount of the line-item budget in said Exhibit "C", as amended pursuant to provisions of the Agreement. For agreements of less than a 12-month period the maximum monthly payment must not exceed ten percent of a 12-month equivalent of the larger of (1) or (2) above.

C. Format or other changes may be made by COUNTY to invoice forms from time to time as needed and furnished to CONTRACTOR for billing purposed. All invoices must clearly reflect and in reasonable detail give information regarding the services for which the claim is being made. It is

understood and agreed that COUNTY may withhold payment until receipt of a billing in the prescribed detail and format.

D. It is understood that any records of revenues or expenditures under this contract may be subject to compliance with state or federal regulations, and may be audited by the appropriate federal, state, or COUNTY agency. In the event of audit disallowance of claimed costs subject to compliance with state or federal regulations, COUNTY is not liable for any lost revenue subject to this Agreement.

E. If a post-agreement audit, conducted in accordance with standard accounting procedures, finds that the actual aggregate costs for all services furnished pursuant to this Agreement are lower than the payments made by the COUNTY, or if any payments made by COUNTY are not reimbursable in accordance with the terms of the Alcohol Services Reporting System, the Drug Program Fiscal System Manual, or Drug/Medi-Cal policies or any funds administered through the state Department of Alcohol and Drug Programs, the difference shall be repaid by CONTRACTOR forthwith by cash payment or at the sole discretion of DIRECTOR as a credit on future billings. If such post-agreement audit finds that the actual cost of any service furnished hereunder are higher than the payments made by COUNTY for that service, then the difference may be paid to CONTRACTOR, up to the maximum obligation of this Agreement. That portion of the actual costs that exceed provisional rates must not be paid unless documented by a previously submitted report of estimated operational cost increases.

F. In the event CONTRACTOR fails to comply with any provision of this Agreement COUNTY must withhold payment until such non-compliance has been corrected.

G. In the event of termination of this Agreement prior to specified duration or in the event of non-renewal of contract services between CONTRACTOR and COUNTY, CONTRACTOR must within 30 days of termination of this Agreement, declare to COUNTY any and all accounts receivables and assign to COUNTY billings to all clients and/or payers for services rendered clients for which claims have been or are being made to COUNTY for reimbursement.

VI. AUDIT REQUIREMENTS

CONTRACTOR must submit to the COUNTY an annual audit prepared by an independent auditor. This audit must be performed in accordance with generally accepted auditing standards. If CONTRACTOR receives more than $250,000 in federal funds, the audit must be in conformance with OMB Circular A-133.

VII. PAYMENT LIMITATION

A. Attached to and made part of the Agreement as Exhibit "C" is a budget that is the basis for and limitation of payments by COUNTY to CONTRACTOR for the services described in this Agreement. COUNTY must pay to CONTRACTOR a sum not to exceed the lesser of:

1. The net amount of the line-item budget as indicated in Exhibit "C" or

2. The actual net cost of serviced provided under this Agreement determined in accordance with the procedures and audit provisions set forth in "Claims for Payment" above.

B. CONTRACTOR must use the funds provided by COUNTY exclusively for the purposes of performing the services described in Exhibit "C". It is understood and agreed that no funds provided by COUNTY pursuant to this Agreement shall be used for political activity or political contribution.

VIII. REPORTABLE EVENTS

Upon the occurrence of any reportable event(s) identified below, each licensed CONTRACTOR must provide the specified information to the COUNTY. A telephone report must be made within one day followed by a written report within ten days.

A. Events

1. Death of any program participant by any cause

2. Any facility-related injury of a program participant that requires medical treatment

3. All cases of communicable disease reportable under Section 3125 of the Health and Safety Code or Sections 2500, 2502, or 2503 of Title 17, California Administrative Code must be reported to local health officer in addition to the above

4. Poisonings

5. Catastrophes such as flooding, tornado, earthquake, or any other natural disaster

6. Fires or explosions that occur in or on the premises

B. Specific Information to Provide

1. Participant's name, age, sex, and date of admission
2. Date, time, and nature of event
3. Attending physician's name, findings, and treatment, if any

Board of Supervisors Agenda Item Report

Submitting Department: Board of Supervisors
Meeting Date: December 16, 2025

SUBJECT
Commission on Aging: Approval of the resignation of Mr. Thomas Denney from the subject Commission.

Recommendation:
Approve resignation.

4/5 vote required:
No

Distribution Instructions:
Board Clerk for file updating

ATTACHMENTS
- 20251120144142.pdf

Thomas Denney
16790 Bonnie Way
Pioneer, CA 95666

November 10, 2025

Amador County Board of Supervisors
Jackson, CA

To whom it may concern:

I hereby resign my position on the Amador County Commission On Aging effective immediately. Thank you for the opportunity to serve the older Americans and senior citizens of Amador County California.

It is my hope an effort will be made to fill my position with another man as there is only one other man serving on the Commission On Aging at this time.

Sincerely,

Thomas Denney

Board of Supervisors Agenda Item Report

Submitting Department: Sheriff
Meeting Date: December 16, 2025

SUBJECT
Amador County Sheriff's Office 2025 Annual Use Report - Military Equipment

Recommendation:
Approval

4/5 vote required:
No

Distribution Instructions:
Inter-Department, File, ACSO

ATTACHMENTS

- 2025 Annual Use Report - Military Equipment ACSO.pdf

2025 Annual Use Report – "Military Equipment"

1. Unmanned Aircraft System (UAS): An unmanned aircraft along with the associated equipment necessary to control it remotely.

a. Purpose:

To be deployed when its view would assist deputies or incident commanders with the following situations, which include but are not limited to:

i. Major collision investigations.
ii. Search for missing persons.
iii. Natural disaster management.
iv. Crime scene photography.
v. SWAT, tactical or other public safety and life preservation missions.
vi. In response to specific requests from local, state or federal fire authorities for fire response and/or prevention.

b. Use during calendar year:

UAS were used to locate missing persons, for natural disaster management, during tactical operations, for aerial observation during critical incidents, and to assist with investigations.

c. Complaints/Concerns:

None.

d. Audits/Policy Violations:

None.

e. Quantity, type, and annual maintenance cost:

i. 3 DJI Mavic 2 - Approximately $150.
ii. 1 DJI Matrice 200 V2 – Approximately $150
iii. 1 DJI Spark – Approximately $50
iv. 3 Redcat Teal 2 – Approximately $150

f. Source of funds for following year:

General Fund monies placed into Sheriff's Office budgets 2210 and 2213. Redcat drones purchased with USFS Title 111 funds.

g. Anticipated changes in 2026:

None.

2. Robot: Unmanned machine operating on the ground utilized to enhance safety to the community and deputies.

a. Purpose:

To be used to remotely gain visual/audio data, open doors, disrupt packages, check confined spaces and clear buildings.

b. Use during calendar year:

The robot was utilized by the Special Weapons & Tactics (SWAT) Team to clear unsecured areas where dangerous suspects could be hiding.

c. Complaints/Concerns:

None.

d. Audits/Policy Violations:

None.

e. Quantity, type, and annual maintenance cost:

1 Robotex Avatar II - $100

f. Source of funds for following year:

General Fund monies placed into Sheriff's Office budget 2210.

g. Anticipated changes in 2026:

None.

3. Armored Vehicles: Commercially produced wheeled armored personnel vehicle utilized for law enforcement purposes.

a. Purpose:

To be used in response to critical incidents to enhance officer and community safety, improve scene containment and stabilization, and assist in resolving critical incidents.

b. Use during calendar year:

Armored vehicles were utilized to provide transportation and ballistic protection to law enforcement personnel during special and high risk operations. The vehicles were also utilized for public engagement events. The vehicles were available during emergencies and weather-related events to navigate difficult terrain.

c. Complaints/Concerns:

None.

d. Audits/Policy Violations:

None.

e. Quantity, type, and annual maintenance cost:

i. 1 BAE Caiman MRAP – Approximately $2000
ii. 1 Oshkosh Defense MATV – Approximately $2000

f. Source of funds for following year:

General Fund monies placed into Sheriff's Office budget 2210.

g. Anticipated changes in 2026:

None.

4. Mobile Incident Command (IC)/Crisis Negotiations Team (CNT) Vehicle: A mobile office that provides shelter, access to law enforcement computer systems, mobile inside workspace, and serves as a secondary or emergency public-safety answering point.

a. Purpose:

To be used based on the specific circumstances of a given critical incident, large event, natural disaster or community event that is taking place.

b. Use during calendar year:

The vehicle was utilized as a mobile field office during special events and tactical field operations and as a secondary dispatch center.

c. Complaints/Concerns:

None.

d. Audits/Policy Violations:

None.

e. Quantity, type, and annual maintenance cost:

1 Chevrolet 6500 chassis vehicle – Approximately $1500

f. Source of funds for following year:

General Fund monies placed into Sheriff's Office budgets 2210 and 2212.

g. Anticipated changes in 2026:

None.

5. 40 MM Launchers and Rounds: 40MM Launchers are utilized by department personnel as a less lethal tool to launch tactical gas and impact rounds.

a. Purpose:

To limit the escalation of conflict where employment of lethal force is prohibited or undesirable. Used where deliverable energy and/or chemical irritant is desired for the incapacitation of an aggressive, non-compliant subject(s).

b. Use during calendar year:

40 MM launchers and associated munitions were present at all high risk tactical operations. The less lethal launchers were not utilized on any individuals during the calendar year.

c. Complaints/Concerns:

None.

d. Audits/Policy Violations:

All launchers accounted for during annual audit. End of calendar year munitions audit results provided below.

e. Quantity, type, and annual maintenance cost:

i. 2 Defense Technology 40MM Single Shot Launcher - $5
ii. 41 Defense Technology 40MM Exact Impact Sponge - $0
iii. 35 Defense Technology 40MM Direct Impact OC - $0
iv. 30 Defense Technology Ferret 40 MM Liquid Barricade Penetrator - $0
v. 25 Defense Technology Spede-Heat 40MM Short Range CS - $0
vi. 15 Defense Technology 40MM Direct Impact CS - $0
vii. 3 Penn Arms L140 40 MM Single Shot Launcher - $15

f. Source of funds for following year:

General Fund monies placed into Sheriff's Office budget 2210

g. Anticipated changes in 2026:

None.

6. Less Lethal Shotgun and Munitions: Less lethal shotgun utilized by department personnel as a less lethal tool to launch tactical gas and specialty impact munitions.

a. Purpose:

To limit the escalation of conflict where employment of lethal force is prohibited or undesirable. Used where deliverable energy and/or chemical irritant is desired for the incapacitation of an aggressive, non-compliant subject(s).

b. Use during calendar year:

Carried by patrol and special team personnel as a less lethal force option. The less lethal shotgun and associated munitions were not fired at any subjects during the calendar year.

c. Complaints/Concerns:

None.

d. Audits/Policy Violations:

All less lethal shotguns were accounted for during the annual audit.

e. Quantity, type, and annual maintenance cost:

i. 18 Remington 870 Less Lethal Shotguns – Approximately $100
ii. 170 Defense Technology Drag Stabilized Bean Bag Round – $0
iii. 20 Defense Technology Ferret 12-Gauge Liquid Barricade Round CS - $0

f. Source of funds for following year:

General Fund monies placed into Sheriff's Office budget 2210.

g. Anticipated changes in 2026:

None.

7. Distraction Devices: A distraction device is ideal for distracting dangerous suspects during tactical movements, hostage rescue, room entry or other high-risk arrest situations.

a. Purpose:

To produce atmospheric over-pressure and brilliant white light and, as a result, can cause short-term (6 - 8 seconds) physiological/psychological sensory deprivation to give deputies a tactical advantage.

b. Use during calendar year:

Carried by specially trained tactical team personnel during high risk operations.

c. Complaints/Concerns:

None.

d. Audits/Policy Violations:

All devices accounted for during periodic audits.

e. Quantity, type, and annual maintenance cost:

9 Defense Technology 8902NR Flash-bang - $0
12 Defense Technology 15gm Flash-Bang reloads - $0
6 CTS 7290-9 Tactical 9-Bang Flash Bang - $0

f. Source of funds for following year:

General Fund monies placed into Sheriff's Office budget 2210.

g. Anticipated changes in 2026:

None.

8. Rifles: Guns that are fired from shoulder level, having a long spirally grooved barrel intended to make bullets spin and thereby have greater accuracy over a long distance.

a. Purpose:

To be used as weapons to address a threat with more precision and/or greater distances than a handgun, if present and feasible.

b. Use during calendar year:

Deployed daily by patrol personnel, with specialized models being utilized by tactical response team members.

c. Complaints/Concerns:

None.

d. Audits/Policy Violations:

All firearms accounted for during annual audit.

e. Quantity, type, and annual maintenance cost:

i. 2 GAP10 .308 Rifles – Approximately $20
ii. 12 Daniel Defense MK18 5.56MM Rifle – Approximately $120
iii. 2 Daniel Defense MK12 5.56MM Rifle – Approximately $20
iv. 2 Daniel Defense DDM4 V7 5.56MM Rifle – Approximately $20
v. 2 Daniel Defense DDM4 V11 5.56MM Rifle – Approximately $20
vi. 37 Colt LE6920 5.56MM Rifle – Approximately $370
vii. 8 Colt LE 6933 5.56MM Rifle – Approximately $80
viii. 1 Colt H-Bar II 5.56MM Rifle – Approximately $10
ix. 1 Bushmaster XM15-E25.223 Rifle – Approximately $10
x. 1 Remington 870 Breaching Shotgun – Approximately $10
xi. 3 Accuracy International ATLE .308 Rifles – Approximately $30

f. Source of funds for following year:

General Fund monies placed into Sheriff's Office budget 2210. Daniel Defense rifles to be purchased with asset forfeiture funds.

g. Anticipated changes in 2026:

Purchase 33 Daniel Defense M4A1 RIII rifles to replace Colt rifles.

9. Chemical Agent & Smoke Canisters: Canisters that contain chemical agents that are released when deployed.

a. Purpose:

To limit the escalation of conflict where employment of lethal force is prohibited or undesirable. Situations for use of the less lethal

weapon systems, chemical agents, and smoke may include, but are not limited to:

i. Self-destructive, dangerous and/or combative individuals.
ii. Riot/crowd control and civil unrest incidents.
iii. Circumstances where a tactical advantage can be obtained.
iv. Potentially vicious animals.
v. Training exercises or approved demonstrations.

b. Use during calendar year:

Present at all high risk tactical operations during the calendar year.

c. Complaints/Concerns:

None.

d. Audits/Policy Violations:

All units accounted for during annual audit.

e. Quantity, type, and annual maintenance cost:

i. 10 Defense Technology model 1082 CS Grenade - $0
ii. 20 Defense Technology model 1083 smoke canister - $0
iii. 20 Defense Technology model 1016 CS Grenade - $0
iv. 4 Defense Technology model 1089 Rubber Ball/OC Grenade - $0
v. 18 Defense Technology model 1097 Rubber Ball/CS Grenade - $0
vi. 6 Defense Technology model 1087 60-Caliber Rubber Balls - $0
vii. 2 Defense Technology model 56895 MK-9 1.3% OC Aerosol - $0
viii. 24 Defense Technology model 1072 Spede-Heat CS Grenade - $0

f. Source of funds during following year:

General Fund monies placed into Sheriff's Office budget 2210.

g. Anticipated changes in 2026:

None.

10. **PepperBall/FN Launchers:** Devices that discharge irritant projectiles.

a. Purpose:

To limit the escalation of conflict where employment of lethal force is prohibited or undesirable. Situations for use of the less lethal weapon systems may include but, are not limited to:

i. Self-destructive, dangerous and/or combative individuals.

ii. Riot/crowd control and civil unrest incidents.
iii. Circumstances where a tactical advantage can be obtained.
iv. Potentially vicious animals.
v. Training exercises or approved demonstrations.

b. Use during calendar year:

Launchers were carried by patrol personnel, corrections staff, and tactical operators to provide less lethal force options to manage non-compliant suspects.

c. Complaints/Concerns:

None.

d. Audits/Policy Violations:

All launchers accounted for during annual audit.

e. Quantity, type, and annual maintenance cost:

i. 3 PepperBall FTC Launchers - $10
ii. 1 PepperBall SA200 Launchers - $10
iii. 725 PepperBall Live Projectiles - $0
iv. 600 PepperBall Inert Projectiles - $0
v. 5 FN303 Launchers - $0
vi. 100 FN303 Pava/OC Projectiles - $0
vii. 100 FN303 Clear Impact Projectile - $0
viii. 1 PepperBall S Launcher - $10
ix. 5 PepperBall VKS Launchers - $50

f. Source of funds during following year:

General Fund monies placed into Sheriff's Office budgets 2210 and 2310.

g. Anticipated changes in 2026:

The Sheriff's Office plans to return the existing FN launchers and associated munitions.

11. **Kinetic Breaching Tool:** A breaching device that bridges the gap between traditional mechanical breaching, shotgun breaching, and explosive breaching.

a. Purpose:

Used to mechanically breach entry points during high-risk tactical events.

b. Use during calendar year:

Utilized by the narcotics taskforce to breach fortified structures during the service of search warrants. Present during all high risk tactical operations for breaching purposes.

c. Complaints/Concerns:

None.

d. Audits/Policy Violations:

None.

e. Quantity, type, and annual maintenance cost:

1 Aardvark Tactical KBT Kinetic Breaching Tool - $25

f. Source of funds during following year:

General Fund monies placed into Sheriff's Office budgets 2210 and 2213.

g. Anticipated changes in 2026:

None.

2024 Training

Equipment Category/Item	Approximate Training Hours in 2024	Approximate Number of Users
40mm Launchers & Associated Munitions	2 Hours/Per Person	10
Less Lethal Shotgun & Associated Munitions	2 Hours/Per Person	40
Distraction Devices	2 Hours/Per Person	10
Daniel Defense MK18	72 Hours/Per Person	10
Daniel Defense MK12	24 Hours/Per Person	1
Daniel Defense DDM4 V7	8 Hours/Per Person	1
Daniel Defense DDM4 V11	8 Hours/Per Person	1
GAP Precision GAP 10	48 Hours/Per Person	2
Accuracy International ATLE	48 Hours/Per Person	3
Colt LE6920	4 Hours/Per Year	29
Colt LE6933	4 Hours/Per Year	5
Remington 870 Breaching Shotgun	4 Hours/Per Year	2
Defense Technology #1082, 1083, 1016, 1072, 1089, 1087, 1097, 56895	4 Hours/Per Year	10
PepperBall/FN Launchers & Associated Munitions	2 Hours/Per Person	40
Kinetic Breaching Tool	8 Hours/Per Person	1

Total hourly cost for training varies per employee based upon factors such as rank, longevity, incentive pay, shift differential, and benefit selection.

Board of Supervisors Agenda Item Report

Submitting Department: Board of Supervisors
Meeting Date: December 16, 2025

SUBJECT
Declaring Local State of Emergency in Amador County Due to Pervasive Tree Mortality.

Recommendation:
Receive and file.

4/5 vote required:
No

Distribution Instructions:
File

ATTACHMENTS
- Tree Mortality 12.16.25.doc

BEFORE THE BOARD OF SUPERVISORS OF THE COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF:

RESOLUTION DECLARING LOCAL STATE OF EMERGENCY IN AMADOR COUNTY DUE TO PERVASIVE TREE MORTALITY	)))	RESOLUTION NO.

WHEREAS, On October 20, 2015, Governor Brown of the State of California, issued an Executive Order related to unprecedented tree mortality due to drought conditions, directed state agencies to begin collaborating and partnering with local government to take action to remove dead and dying trees threatening public safety and infrastructure and approved California Disaster Assistance Act funding to assist in these efforts; and

WHEREAS, California Government Code Section 8630 empowers the Board of Supervisors to proclaim the existence or threatened existence of extreme peril to the safety of persons and property and are or are likely to be beyond the control of the services, personnel, equipment, and facilities of this County; and

WHEREAS, On January 17, 2014, Governor Brown proclaimed a Drought State of Emergency as the State is experiencing the most severe drought in history with four years of below average rain and snow; and

WHEREAS, On December 14, 2015, California Department of Forestry and Fire Protection issued a news release stating "even with recent rains it will likely take years to slow down the massive tree mortality and bark beetle infestation"; and

WHEREAS, The latest aerial survey estimated that between 2010 and 2019, over 162.7 million trees have died across California as a result of the drought and the effects of bark beetle infestation; and

WHEREAS, Tree mortality from bark beetle infestation has accelerated over the past few months in Amador County; and

WHEREAS, On July 31, 2015, Governor Brown proclaimed a State of emergency due to a series of wildfires statewide citing drought conditions which have increased the State's risk of wildfires and caused millions of trees to die; and

WHEREAS, Beginning on September 9, 2015 the Butte Fire in Amador and Calaveras County destroyed 921 structures including; 549 homes, 368 outbuildings, and 4 commercial properties, caused power loss to thousands of homes and business, and thousands of families to evacuate their homes, all resulting in part from dead and dying trees caused by drought conditions; and

WHEREAS, Unless the risks posed by dead, dying and diseased trees are immediately abated, there will remain a significantly increased risk to life and property, and interruption of essential services; and

WHEREAS, The magnitude of the Butte Fire tree mortality and the pervasive tree mortality in other parts of the County represents a threat that is beyond the capacity of the

County (public and private) services, personnel, equipment and facilities and requires coordination and assistance from State and Federal agencies.

THEREFORE, BE IT HEREBY RESOLVED that the Amador County Board of Supervisors do hereby find that the aforesaid conditions of extreme peril warrant and necessitate the proclamation of a local emergency in Amador County and imminent threat of disaster as the result of tree mortality.

BE IT FURTHER RESOLVED that the Amador County Board of Supervisors does hereby establish a tree mortality taskforce and charge it to develop a risk abatement plan, coordinate agency, organization and citizen efforts, seek funding, resolve barriers, and maximize County resources.

BE IT FURTHER RESOLVED that the County of Amador requests the State of California include Amador County in the list of Priority Counties within the California Tree Mortality Task Force.

BE IT FURTHER RESOLVED that the County of Amador requests the assistance of the State of California in the coordination of resources to assist in the removal of dead and dying trees due to drought and bark beetle infestation.

BE IT FURTHER RESOLVED that the County of Amador requests the state of California to waive or expedite regulations, permits and permit fees that may hinder response and recovery efforts, make available assistance under the California Disaster Assistance Act or any other state funding, and to expedite access to federal resources and any other appropriate federal disaster relief programs.

BE IT FURTHER RESOLVED that said local State of Emergency shall be deemed to continue to exist until its termination is proclaimed by the Board of Supervisors of Amador, State of California.

The foregoing resolution was duly passed and adopted by the Board of Supervisors in the County of Amador at a regular meeting thereof, held on the 16th day of December, 2025, by the following vote:

AYES:
NOES:
ABSENT:

_____
Jeff Brown, Chairman, Board of Supervisors

ATTEST:
JENNIFER BURNS, Clerk of the
Board of Supervisors, Amador County, California

_____

(RESOLUTION NO.)

Board of Supervisors Agenda Item Report

Submitting Department: Public Health
Meeting Date: December 16, 2025

SUBJECT
Approval of the Funding Agreement with the Kaiser Foundation Health Plan, Inc. for our Community Health Assessment (CHA) and our Community Health Improvement Plan (CHIP).

Recommendation:
Approve

4/5 vote required:
No

Distribution Instructions:
Please return packet and proof of approval to Claudia Peebles at Public Health

ATTACHMENTS
- 2025.12.16 KAISER AND CHIP - CHA MEMO SIGNED.pdf
- 2025.12.16 KAISER AND CHIP-CHA AGREEMENT.pdf

Amador County Public Health

10877 Conductor Blvd., Ste. 400, Sutter Creek, CA 95685
Phone (209) 223-6407, Fax (209) 223-1562
publichealth@amadorcounty.gov

MEMORANDUM

Date: 12/16/2025

To: Amador County Board of Supervisors

From: Joanne Hasson, Public Health Director

RE: Approval of the Funding Agreement with the Kaiser Foundation Health Plan, Inc. for our Community Health Assessment (CHA) and our Community Health Improvement Plan (CHIP)

These funds are intended to support Local Health Jurisdictions in completion of the organization's Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) in the following ways:

- Administrative support and project management
- Community engagement (incentives, food for community participation, funds for childcare and gas cards)
- Implementation strategies (specific to CHIP)

We appreciate the Board's continued support of this important work to improve the health and well-being of our community and respectfully request approval of the attached agreement.

Requested Action: Approval of the attached Funding Agreement in support of our Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) activities between Amador County and Kaiser Foundation Health Plan, Inc.

KAISER PERMANENTE®

Kaiser Foundation Health Plan, Inc.
Northern California Population Needs Assessment Funding Agreement

August 18, 2025

Dear Amador County Public Health:

Kaiser Foundation Health Plan, Inc., on behalf of its Northern California region ("KFHP"), is pleased to inform you that it has approved payment disbursement in the amount of $2,205 (the "PNA Funds") to County of Amador ("Grantee"), pursuant to Title 42 of the Code of Federal Regulations, Section 438.6(b), and the requirements of California Department of Health Care Services ("DHCS"), including but not limited to the CalAIM: Population Health Management (PHM) Policy Guide, upon the terms and conditions set forth in this Funding Agreement ("Agreement"). KFHP and Grantee may each individually be referred to herein as a "Party" and collectively as the "Parties".

1. Purpose of the PNA Funds. Grantee agrees to use the entire PNA Funds during the Funding Period (as defined in Exhibit A) exclusively to support the specific goals, objectives, activities, and outcomes stated in Exhibit A (the "Project"). Grantee may not use any part of the PNA Funds, including any interest earned thereon, for any other purpose without the prior written approval of KFHP. In no event shall Grantee use any of the PNA Funds to (a) support a political campaign, (b) support or attempt to influence any government legislation, except making available the results of non-partisan analysis, study or research, or (c) grant an award to another party or for any purpose other than one specified in Section 170(c)(2)(b) of the Internal Revenue Code of 1986, as amended. Grantee understands and agrees that KFHP's disbursement of PNA Funds pursuant to this Agreement does not constitute KFHP's agreement to participate in Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) activities.

2. Payment of PNA Funds. Subject to the terms of this Agreement, KFHP agrees pay the PNA Funds to Grantee within sixty (60) calendar days of the Funding Period Start Date set forth in Exhibit A, unless otherwise specified in Exhibit A. Progress toward utilization of funding ("Progress Reports") will be reported to KFHP as specified in Exhibit A. Grantee's failure to meet Project milestones can result in a corrective action plan being imposed on Grantee by KFHP.

3. Return of PNA Funds; Termination. KFHP reserves the right to discontinue, modify, or withhold payments to be made under this Agreement, to terminate this Agreement, and/or to require a total or partial return of any PNA Funds (expended or unexpended)in the following circumstances: (i) if KFHP, in its sole discretion, determines that the Grantee has failed to comply with any term or condition of this Agreement or (ii) such action is necessary to comply with the requirements of any law or regulation applicable to Grantee, to KFHP, or to the PNA Funds. Notwithstanding the foregoing, Grantee shall return all unexpended funds to KFHP at the end of Funding Period set forth in Exhibit A.

4. Reports, Records, Audits and Site Visits. Grantee shall submit written progress report(s) to KFHP in accordance with the due dates and terms set forth in Exhibit A or otherwise communicated to Grantee by KFHP. KFHP, DHCS, the Centers for Medicare and Medicaid Services, the US Health and Human Services Department, the Comptroller General, and the US Department of Justice are authorized to conduct audits, including on-site audits, at any time during the term of this Agreement and within four (4) years after completion of the Project. Grantee shall allow KFHP and its representatives, at their request, to have reasonable access during regular business hours to Grantee's files, records, accounts, personnel and clients or other beneficiaries for the purpose of making such audits, verifications or program evaluations as KFHP deems necessary or appropriate concerning the PNA Funds or the Project. Grantee shall comply with all reasonable requests of KFHP for information and interviews regarding the use of PNA Funds. Grantee shall maintain adequate records sufficient to identify the PNA Funds and to whom and for what purpose such PNA Funds are expended for at least ten (10) years after Grantee spends the PNA Funds.

5. Representations. Grantee acknowledges, represents, and agrees (i) that it acts completely independently of KFHP and is solely responsible for any and all activities of Grantee, including without limitation those activities that are supported by the PNA Funds, and (ii), to the fullest extent permitted by law, to defend, indemnify, and hold harmless KFHP, its affiliates, and each of their respective officers, directors, trustees, employees and agents from and against any and all claims, liabilities, losses, taxes and expenses (including reasonable attorneys' fees) arising from, or in connection with, the Project-any act, omission in applying for, accepting, receiving or expending the PNA Funds, or breach of this Agreement by Grantee, its employees, or agents.

6. Tax Exemption Status. If Grantee is exempt from state and/or federal taxation, Grantee will provide KFHP proof of such exemption upon KFHP's written request. If the PNA Funds is a taxable event for Grantee, Grantee agrees to pay all taxes associated with the PNA Funds, and Grantee will indemnify KFHP against any such taxes.

7. Conflict of Interest. Grantee warrants that no part of the Grant provided for herein shall be paid directly or indirectly to any officer or employee of the State of California as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to Grantee in connection with any services contemplated or performed relative to this Agreement. Grantee certifies that no member of or delegate of Congress, the General Accounting Office, the U.S. Department of Health and Human Services, CMS, or any other federal agency has or will benefit financially or materially from this Agreement.

8. Confidentiality. Grantee shall not disclose or cause to be disclosed any confidential or proprietary information, records, or other documents relating to the practice, services, operations or business of KFHP that Grantee obtains during the term of this Agreement, except as necessary for the Project. Grantee shall use and disclose all personal health

information and personally identifiable information only in accordance with all applicable state and federal laws and regulations, including, without limitation, the Health Insurance Portability and Accountability Act of 1996, the Health Information Technology for Economic and Clinical Health Act of 2009, California Civil Code section 56, *et seq.*, and, with respect to each, any amendments and implementing regulations.

9. Independence of the Parties. Neither the PNA Funds nor this Agreement shall be deemed to create any relationship of agency, partnership, or joint venture between the Parties, and Grantee shall make no such representation to anyone. If any portion of this Agreement is found to be illegal or invalid, it shall not invalidate the remaining portions of the document, provided the essential purposes for which each Party has entered into this Agreement can still be achieved.

10. Equal Employment Opportunity. Grantee agrees to comply with and be bound by the nondiscrimination and affirmative action clauses contained in: Executive Order 11246, as amended, relative to equal opportunity for all persons without regard to race, color, religion, sex or national origin; the Vocational Rehabilitation Act of 1973, as amended, relative to the employment of qualified handicapped individuals without discrimination based upon their physical or mental handicaps; the Vietnam Era Veterans Readjustment Assistance Act of 1974, as amended, relative to the employment of disabled veterans and veterans of the Vietnam Era, and the implementing rules and regulations prescribed by the Secretary of Labor in Title 41, Part 60 of the CFR.

11. Amendments. The Parties may amend this Agreement only in writing and signed by both Parties; provided, however, that if any law, rule, or regulation applicable to this Agreement, or any interpretation thereof by any court, is modified or implemented during the term of the Agreement in a way that materially changes the terms of the Agreement, KFHP may, upon written notice to Grantee, amend the Agreement to the minimum degree necessary to comply with such a change in law, rule, or regulation.

12. Assignment. Grantee may not assign or delegate any obligations or rights under this Agreement without the prior written consent of KFHP.

13. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California, as well as all laws and applicable regulations governing the Medi-Cal managed care contract between DHCS and KFHP ("DHCS Contract"). Grantee shall comply with all applicable requirements of the DHCS Contract and the Medi-Cal program, including Medi-Cal or Medicaid statutes, Medi-Cal or Medicaid regulations, and DHCS instructions. This shall include any monitoring requested by KFHP or DHCS.

14. Entire Agreement. This Agreement shall supersede any prior and contemporaneous oral and written understandings or communications between the Parties, and it constitutes the entire agreement of the Parties with respect to the subject matter hereof. This Agreement may not be delegated, assigned, amended or modified except upon the written consent of both Parties.

15. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original and all of which together shall be deemed one and the same instrument.

16. Recitals and Exhibits. The recitals set forth in, and the exhibits attached to, this Agreement are incorporated made a part of the Agreement by this reference.

Yours in good health,

Erica Mahgerefteh

Lead, Medi-Cal Population Needs Assessment and PHM Strategy, CA

Agreed to: County of Amador

Signature: _____

Name: Jeff Brown

Title: Chairman of the Board of Supervisors

Date: _____

Exhibit A: Population Needs Assessment Funding Agreement Summary

Grantee Name: County of Amador	**Amount:** $2,205
Project Contact: Lindsey Clark	
Telephone: 209-223-6696	**Email: lclark@amadorcounty.gov**
KFHP Contact: Lindsey Ball **KFHP Contact's Email:** Lindsey.x1.ball@kp.org	

Purpose and Funding Objectives:
The PNA Funds disbursed pursuant to the Agreement are intended to support Grantee, a Local Health Jurisdiction, in completion of its Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) in the following ways:

- Administrative support and project management
- Governance (convening support, etc.)
- Community engagement (e.g., incentives/food for community participation, funds for childcare, and gas cards)
- Implementation strategies (specific to CHIP)

Funding Period & Project Milestones
Start date: July 1,2025 **End Date:** June 30, 2026

Data Infrastructure

1) **Data Collection and Community Involvement (outreach, surveys, key informant interviews, focus groups, forum) (7/1/2025 – 10/31/2025) $15,000**

Administrative Support

2) **Steering committee formation and regular meetings to guide work (Monthly: July-November) $5,000**
3) **Write CHIP goals and share with Steering Committee (12/1/2025-12/31/2025) $5,000**
4) **Publish CHIP and share with community (January-February 2026) $5,000**
5) **Initiate and sustain initial implementation of CHIP goals for first quarter of 2026 calendar year (January 2026-March 2026) $10,000**
6) **1st quarter internal Public Health check-in meeting on CHIP implementation (April 2026) – Will share results of progress with MCPs. $5,000**
7) **Continue implementation of CHIP goals for the second quarter of 2026 calendar year (April 2026-June 2026) $10,000**
8) **2nd quarter internal Public Health check-in meeting on CHIP implementation July 2026) – Will share results of progress with MCPs. $5,000**

Disbursement of PNA Funds
Subject to the terms of the Agreement, KFHP will disburse the PNA Funds to Grantee in a single installment for 1 year funding requests, within sixty (60) calendar days of the Funding Period Start Date set forth above, as required by DHCS. To be eligible for funding, Grantee must submit to

KFHP one (1) copy of the Grantee's W-9 form and any additional documentation reasonably requested by KFHP.

KFHP shall have no obligation to provide any additional funding to Grantee under this Agreement or for any other purpose.

Grantee shall not use any portion of the PNA Funds for costs not approved under this Agreement, including, but not limited to, the following:

- Indirect costs, including accounting and legal expenses, administrative salaries, office expenses, rent, security expenses, telephone expenses, and utilities, unless otherwise approved under this Agreement.
- Capital campaigns;
- Endowments;
- Annual drives or fundraisers;
- Operating deficit or debt retirement;
- Services or costs previously funded by other duplicative funding source;
- Direct services billable to KFHP, and/or
- Other miscellaneous lines items.

Reporting Requirements:
Grantee shall prepare and deliver Progress Reports to KFHP by the dates identified below. Submission of Progress Reports will be completed via an online portal or as otherwise indicated by KFHP. KFHP may request additional Progress Report(s) during the Term and up to one (1) year after the expiration or termination of this Agreement.

Grantee shall submit each Progress Report no later than five (5) business days after the reporting date listed below:

Progress Report	Reporting Date
Mid-Term Progress Report	December 31, 2025
Final Progress Report	June 30, 2026

KFHP may change the reporting due date(s) of the Progress Reports based on changes to DHCS's submission timeframe or upon written agreement between KFHP and Grantee.

Each Progress Report shall (1) document progress toward the funding activity(ies) listed in "Purpose and Funding Objectives" above in the format required by KFHP and (2) meet other requirements imposed by DHCS.

Failure to timely complete and submit Progress Reports, or submission of incomplete Progress Reports, may impact receipt of PNA Funds under this Agreement and may disqualify Grantee from receiving any future Population Needs Assessment funding.

Grantee's reporting obligations shall survive any expiration or termination of the Agreement.

Board of Supervisors Agenda Item Report

Submitting Department: Public Health
Meeting Date: December 16, 2025

SUBJECT
Approval of the Patient Navigator Program between Sutter Amador Hospital, Kaiser Foundation Health Plan, Inc, and the Amador County Health Department.

Recommendation:
Approval

4/5 vote required:
No

Distribution Instructions:
Please return packet and proof of approval to Claudia Peebles in Public Health.

ATTACHMENTS
- 2025.12.16 KAISER AND PATIENT NAVIGATOR MEMO SIGNED.pdf
- 2025.12.16 KAISER AND PATIENT NAVIGATOR AGREEMENT.pdf

Amador County Public Health
10877 Conductor Blvd., Ste. 400, Sutter Creek, CA 95685
Phone (209) 223-6407, Fax (209) 223-1562
publichealth@amadorcounty.gov

MEMORANDUM

Date: 12/16/2025

To: Amador County Board of Supervisors

From: Joanne Hasson, Public Health Director

RE: Approval of the Patient Navigator Program between Sutter Amador Hospital, Kaiser Foundation Health Plan, Inc. and the Amador County Public Health Department

Amador Public Health respectfully requests approval and signature of the agreement with Kaiser Foundation Health Plan, Inc., Sutter Amador Hospital and Amador County Public Health for the launch of the Patient Navigator Program.

The Patient Navigator Program will support Outreach Specialists housed within Public Health, who will serve as Patient Navigators both onsite at Sutter Amador Hospital and within the Amador County Public Health Department. These navigators assist both hospital patients and community members.

In Addition to medical navigation, the program addresses social determinants of health by connecting clients to services such as housing, transportation and financial assistance. Attached for your consideration and approval is the contract between Amador County Public Health and the Kaiser Foundation Health Plan, Inc.

We are grateful for the support of our healthcare partners and appreciate the Board's continued commitment to improving the health and well-being of our community.

Requested Action: Approval of the Patient Navigator Program between Sutter Amador Hospital, Kaiser Foundation Health Plan, Inc. and Amador County Public Health Department

KAISER PERMANENTE®

Kaiser Foundation Health Plan, Inc.
Northern California Population Needs Assessment Funding Agreement

August 19, 2025

Dear Amador County Public Health:

Kaiser Foundation Health Plan, Inc., on behalf of its Northern California region ("KFHP"), is pleased to inform you that it has approved payment disbursement in the amount of $8,741 (the "PNA Funds") to Amador County Public Health ("Grantee"), pursuant to Title 42 of the Code of Federal Regulations, Section 438.6(b), and the requirements of California Department of Health Care Services ("DHCS"), including but not limited to the CalAIM: Population Health Management (PHM) Policy Guide, upon the terms and conditions set forth in this Funding Agreement ("Agreement").

1. Purpose of the PNA Funds. Grantee agrees to use the entire PNA Funds during the Funding Period (as defined in Exhibit A) exclusively to support the specific goals, objectives, activities, and outcomes stated in Exhibit A (the "Project"). Grantee may not use any part of the PNA Funds, including any interest earned thereon, for any other purpose without the prior written approval of KFHP. In no event shall Grantee use any of the funds from the PNA Funds to (a) support a political campaign, (b) support or attempt to influence any government legislation, except making available the results of non-partisan analysis, study or research, or (c) grant an award to another party or for any purpose other than one specified in Section 170(c)(2)(b) of the Internal Revenue Code of 1986, as amended. Grantee understands and agrees that the PNA Funds to be disbursed by KFHP pursuant to this Agreement does not constitute KFHP's agreement to participate in CHA/CHIP activities.

2. Payment of PNA Funds. At the direction of Grantee, KFHP agrees to pay the Grantee's Fiscal Agent (Sutter Health) $8,741 of the PNA Funds within sixty (60) calendar days of the Funding Period Start Date set forth in Exhibit A. Progress toward utilization of funding will be reported to KFHP as specified in Exhibit A. Failure to meet milestones can result in a corrective action plan being imposed on Grantee by KFHP.

3. Return of PNA Funds. KFHP reserves the right to discontinue, modify, or withhold payments to be made under this Agreement, to terminate this Agreement, and/or to require a total or partial return of any funds, including any unexpended funds, under the following conditions: (i) if KFHP, in its sole discretion, determines that the Grantee has failed to comply with any term or condition of this Agreement or (ii) such action is necessary to comply with the requirements of any law or regulation applicable to Grantee, to KFHP, or to the PNA Funds. Notwithstanding the foregoing, Grantee shall return all unexpended funds to KFHP at the end of Funding Period set forth in Exhibit A.

4. Reports, Records, Audits and Site Visits. Grantee shall submit, written progress report(s) to KFHP in accordance with the due dates and terms indicated in Exhibit A or otherwise

communicated to Grantee by KFHP. KFHP, DHCS, the Centers for Medicare and Medicaid Services, the US Health and Human Services Department, the Comptroller General, and the US Department of Justice are authorized to conduct audits, including on-site audits, at any time during the term of this Agreement and within four (4) years after completion of the Project. Grantee shall allow KFHP and its representatives, at its request, to have reasonable access during regular business hours to Grantee's files, records, accounts, personnel and clients or other beneficiaries for the purpose of making such audits, verifications or program evaluations as KFHP deems necessary or appropriate concerning PNA Funds. Grantee shall ensure that KFHP has reasonable access to files, records, accounts, personnel and clients or other beneficiaries for the same purpose. Grantee shall comply with all reasonable requests of KFHP for information and interviews regarding the use of PNA Funds. Grantee shall maintain adequate records sufficient to identify the PNA Funds and to whom and for what purpose such PNA Funds are expended for at least ten (10) years after Grantee spends the PNA Funds.

5. Representations. Grantee acknowledges, represents, and agrees (i) that it acts completely independently of KFHP and is solely responsible for any and all activities of Grantee, including without limitation those activities that are supported by the PNA Funds, and (ii), to the fullest extent permitted by law, to defend, indemnify, and hold harmless KFHP, its affiliates, and each of their respective officers, directors, trustees, employees and agents from and against any and all claims, liabilities, losses, taxes and expenses (including reasonable attorneys' fees) arising from, or in connection with, the Project and any act, omission, or breach of this Agreement by Grantee, their respective employees, or agents, in applying for, accepting, receiving, or expending the PNA Funds.

6. Tax Exemption Status. Grantee is exempt from state and/or federal taxation and agrees to provide KFHP proof of such exemption upon KFHP's written request. If the PNA Funds is a taxable event for Grantee, Grantee agrees to pay all taxes associated with the PNA Funds, and Grantee will indemnify KFHP against any such taxes.

7. Conflict of Interest. Grantee warrants that no part of the Grant provided for herein shall be paid directly or indirectly to any officer or employee of the State of California as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to Grantee, as applicable, in connection with any services contemplated or performed relative to this Agreement. Grantee certifies that no member of or delegate of Congress, the General Accounting Office, the U.S. Department of Health and Human Services, CMS, or any other federal agency has or will benefit financially or materially from this Agreement.

8. Confidentiality. Grantee agrees to not disclose or cause to be disclosed any confidential or proprietary information, records, or other documents relating to the practice, services, operations or business of KFHP that Grantee obtains during the term of this Agreement, except as necessary for the Project. Grantee further agrees to use and disclose all personal health information and personally identifiable information only in accordance with all

applicable state and federal laws and regulations, including, without limitation, the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), the Health Information Technology for Economic and Clinical Health Act of 2009 ("HITECH"), California Civil Code section 56, *et seq.*, and any amendments and implementing regulations.

9. Independence of the Parties. Neither the PNA Funds nor this Agreement shall be deemed to create any relationship of agency, partnership, or joint venture between the Partiesand Grantee shall not make any such representation to anyone. If any portion of this Agreement is found to be illegal or invalid, it shall not invalidate the remaining portions of the document, provided the essential purposes for which each party has entered into this Agreement can still be achieved.

10. Equal Employment Opportunity. Grantee agrees to comply with and be bound by the nondiscrimination and affirmative action clauses contained in: Executive Order 11246, as amended, relative to equal opportunity for all persons without regard to race, color, religion, sex or national origin; the Vocational Rehabilitation Act of 1973, as amended, relative to the employment of qualified handicapped individuals without discrimination based upon their physical or mental handicaps; the Vietnam Era Veterans Readjustment Assistance Act of 1974, as amended, relative to the employment of disabled veterans and veterans of the Vietnam Era, and the implementing rules and regulations prescribed by the Secretary of Labor in Title 41, Part 60 of the CFR.

11. Amendments. The parties may amend this Agreement only in writing and signed by all parties; provided, however, that if any law, rule, or regulation applicable to this Agreement, or any interpretation thereof by any court, is modified or implemented during the term of the Agreement in a way that materially changes the terms of the Agreement, KFHP may, upon written notice to Grantee, amend the Agreement to the minimum degree necessary to comply with such a change in law, rule, or regulation.

12. Assignment. Grantee may not assign or delegate any obligations or rights under this Agreement without the prior written consent of KFHP.

13. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California, as well as all laws and applicable regulations governing the Medi-Cal managed care contract between DHCS and KFHP ("DHCS Contract"). Grantee shall comply with all applicable requirements of the DHCS Contract and the Medi-Cal program, including Medi-Cal or Medicaid statutes, Medi-Cal or Medicaid regulations, and DHCS instructions. This shall include any monitoring requested by KFHP or DHCS.

14. Entire Agreement. This Agreement shall supersede any prior and contemporaneous oral and written understandings or communications between the parties, and it constitutes the entire agreement of the parties with respect to the subject matter hereof. This Agreement may not be delegated, assigned, amended or modified except upon the written consent of all parties.

15. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original and all of which together shall be deemed one and the same instrument.

16. Recitals and Exhibits. The recitals set forth in, and the exhibits attached to, this Agreement are incorporated made a part of the Agreement by this reference.

Yours in good health,

Vidya Iyengar

VP, Medicaid Operations/Care Delivery - CA/HI

Erica Mahgerefteh

Lead, Medi-Cal Population Needs Assessment and PHM Strategy, CA

Agreed to: County of Amador

Signature: _____

Name: Jeff Brown

Title: Chairman of the Board of Supervisors

Date: _____

Exhibit A: Population Needs Assessment Funding Agreement Summary

Grantee Name: County of Amador	**Amount:** $8,741
Project Contact: Lindsey Clark	
Telephone: 209-223-6696	**Email:** lclark@amadorcounty.gov
KFHP Contact: Lindsey Ball **KFHP Contact's Email:** Lindsey.x1.ball@kp.org	
Purpose and Funding Objectives: The PNA Funds disbursed pursuant to the Agreement are intended to support Local Health Jurisdictions in completion of the organization's Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) in the following ways: • Administrative support and project management • Community engagement (e.g., incentives/food for community participation, funds for childcare, and gas cards) • Implementation strategies (specific to CHIP)	
Funding Period **Start date:** June 30, 2025 **End Date:** June 30, 2027 KFHP Population Needs Assessment funding will be allocated to salaries, benefits, and an indirect cost rate of 18.95% for the 1.5 FTE Outreach Specialists, who will deliver core program functions as part of the Patient Navigation initiative. Activities will include: • Assisting uninsured and underinsured patients and community members in scheduling appointments with new primary care providers. • Supporting patients with transportation coordination. • Helping patients discharged from Sutter Amador Hospital access needed medications. • Connecting clients to local community resources such as housing and food. • Providing reminder calls for primary care appointments. • Attending community outreach and mobile service events to deliver education, outreach, and support. • Educating clients about Medi-Cal services and offering assistance with Medi-Cal applications. To ensure accountability and performance tracking, Outreach Specialists will provide to KFHP: • Log the number of clients served, types of referrals made, services provided, and client outcomes on a quarterly basis. • Participate in required meetings with Managed Care Plans (MCPs), averaging 1–2 meetings per month.	
Disbursement of PNA Funds Subject to the terms of the Agreement, at the direction of Grantee, KFHP will disburse the PNA Funds to Fiscal Agent in a single installment for 1 year funding requests. To be eligible for funding,	

Grantee must submit to KFHP one (1) copy of the Grantee's W-9 form and any additional documentation reasonably requested by KFHP.

KFHP will distribute the funds as follows: KFHP will disburse funds on or within 60 days of the Funding Period Start Date set forth above, as required by the Department of Health Care Services.

KFHP shall have no obligation to provide any additional funding to Grantee under this Agreement or for any other purpose.

Grantee shall not, and, to the extent applicable, shall ensure that Administrator does not, use any portion of the PNA Funds for costs not approved under this Agreement, including, but not limited to, the following:

- Indirect costs, including accounting and legal expenses, administrative salaries, office expenses, rent, security expenses, telephone expenses, and utilities, unless otherwise approved under this Agreement.
- Capital campaigns;
- Endowments;
- Annual drives or fundraisers;
- Operating deficit or debt retirement;
- Services or costs previously funded by other duplicative funding source; or
- Direct services billable to KFHP, and/or
- Other miscellaneous lines items.

Reporting Requirements:
Grantee shall prepare and deliver an annual progress report to KFHP by the dates identified below. Submission will be completed via an online portal or as otherwise indicated by KFHP. KFHP may request additional Progress Report(s) during the Term and up to one (1) year after the expiration or termination of this Agreement.

Grantee shall submit each Progress Report no later than five (5) business days after the reporting date listed below:

Progress Report	Reporting Date
Mid-Term Progress Report	June 30, 2026
Final Progress Report	June 30, 2027

KFHP may change the reporting due date(s) of the Progress Reports based on changes to DHCS's submission timeframe or upon written agreement between KFHP and Grantee.

Each Progress Report shall (1) document progress toward funding activity listed in "Population Needs Assessment Funding Objectives" in a progress report provided by KFHP and (2) meet other requirements imposed by DHCS.

Failure to timely complete and submit Annual Progress Reports, or submission of incomplete Progress Reports, may impact receipt of PNA Funds under this Agreement and may disqualify Grantee from receiving any future Population Needs Assessment funding.

The reporting obligations of this Article shall survive any expiration or termination of this Agreement.

Board of Supervisors Agenda Item Report

Submitting Department: Sheriff
Meeting Date: December 16, 2025

SUBJECT
Amador County Sheriff's Office purchase of Security Electronics for the existing Jail.

Recommendation:
Approval of Amador County Sheriff's Office purchase of Security Electronics for the existing Jail.

4/5 vote required:
Yes

Distribution Instructions:
Inter-Department, ACSO, File; Auditor-Controller

ATTACHMENTS
- Jail Security Electronics.pdf

INTER-OFFICE MEMORANDUM

TO: BOARD OF SUPERVISORS

FROM: ADAM STONE, CAPTAIN

SUBJECT: APPROVE PURCHASE OF FIXED ASSETS

DATE: 12/01/2025

CC:

Background:

The Amador County Sheriff's Office is requesting the purchase of Security Electronics for operation and control of the Existing Jail doors, cameras, alarms, etc. This would be a onetime purchase of a fixed assets not originally in the adopted budget. The purpose of this is to replace end of life Security Electronics. Correctional Technology Group (CTG) is currently onsite to install Security Electronics in the new Jail Expansion. As part of that contract, CTG is required to install their proprietary software in the existing Jail to make both buildings controls redundant to each other. Upon inspection by CTG, several components of the existing Jail, which is not part of the contract, needs replacement. Failures of this equipment have been occurring and some items replaced at a higher Labor and Parts price rate. Replacing these parts would give us new warranties to cover the equipment and a maintenance contract with CTG to have all Security Electronics covered by one contractor.

The attached quotes from CTG are a complete list of Security Electronics and Labor required for the update. CTG has current Bonds and Insurance through the Jail Expansion Project. Also attached is the exemption of competitive bid/proposal approved and signed by GSA Director Glenn Spitzer.

Fiscal Impact:

Purchase of equipment will be made through the CalAIM Path 3 funding in the amount of $122,747.00. The remaining $27,749.00 will come from the approved 2025/2026 Jail Budget and will not require any additional funding.

4/5ths Vote: No

Recommendations:

1) Dispense with the need for formal bidding procedure with approved exemption form from the GSA Director.
2) Authorize purchase of Security Electronics Equipment from Correctional Technology Group in an amount not to exceed $122,747.00 from CalAIM Funding Budget **2750**.
3) Authorize purchase of Security Electronics Design and Labor from Correctional Technology Group in an amount not to exceed $27,749.00 from Sheriff-Jail Budget **2310**.

GENERAL SERVICES ADMINISTRATION

DEPARTMENT OF GENERAL SERVICES
CONTRACT & PURCHASING SERVICES DIVISION

EXEMPTION REQUEST TO COMPETITIVE BID/PROPOSAL
&
DISCLOSURE STATEMENT

Purpose: You must complete this form for any acquisition where the basis for the vendor/contractor is:

1. **There is only one specific supply or service that can reasonably meet your needs.**
2. **There is only one vendor/contractor who can reasonably provide that supply or service.**

Requesting Department: SHERIFF/JAIL 2310 **Date of Request:** 11/24/2025

Contact Name: Adam Stone **Phone:** 2092236369

Estimated Total Cost: $ 160,072.00 **Proposed Vendor:** Correctional Technology Group

This form must accompany the purchase requisition whenever an exception to State and local laws/policies subject to the competitive bidding/proposal process is requested. Requests for goods and/or services from a specific vendor, or limited to a specific brand, where substitutes to the recommended vendor or brand are unacceptable, must be accompanied by a written justification explaining the circumstances that make competition or alternatives unacceptable. The employee signing the justification must disclose in writing whether or not he/she has a potential or actual conflict of interest. County employees who have a business relationship with or financial interest in the recommended vendor/contractor must disclose the conflict of interest. Any employee with an actual or potential conflict of interest may not participate in the purchase decision.

The Purchasing Agent or authorized designee will determine whether the justification is appropriate. Requests for exception must be supported by factual statements.

XX Sole Source: Item is available from only one vendor. Item is one-of-a-kind item and is not sold through distributors. Manufacturer is a sole distributor.

____ Sole Brand: Various vendors can supply the specified model and brand and competitive bid/proposal will be solicited for the brand requested only.

XX Exceptions: Services or goods of a unique nature where competition would for any reason be impractical, impossible and not in the public's best interest: Check those that apply.

☐ Expert or specialized professional services ☐ Legal printing
☐ Legal services ☐ Emergency ☐ Existing public contract
☐ Insurance ☒ Existing contract ☐ Other, define below

INSTRUCTIONS

1. Please check all applicable categories (a. through i.) below and provide additional information where indicated.

☒ a. The requested product is an integral repair part or accessory compatible with existing equipment.

☒ b. The requested product has unique design/performance specifications or quality requirements that are not available in comparable products.

☐ c. The requested product is standardized in accordance with Section **3.08.260** and the use of another brand/model would require considerable time and funding to evaluate and change.

☒ d. The requested product is one in which I (and/or my staff) have specialized training and/or extensive expertise. Retraining would incur substantial cost in time and/or funding.

☐ e. The requested product is used or demonstration equipment available at a lower-than-new cost.

☐ f. Repair/Maintenance service is available only from manufacturer or designated service representative.

☐ g. Upgrade to or enhancement of existing software is available only from manufacturer.

☐ h. Service proposed by vendor/contractor is unique; therefore, competitive bids/proposals are not reasonable or applicable. Describe below the unique qualifications, rights, licenses, etc. this vendor/contractor possesses and the distinctive service to be provided

☒ i. Other factors (provide detailed explanation in #2 below).

2. Provide a detailed explanation and pertinent documentation *for each category* checked in item 1 above. Attach additional sheets if necessary:

CTG is the contracted security equipment provider for the New Jail construction and integration with the existing Jail. It will be their proprietary software that operates the Jail doors, cameras, alarms, etc. This quote is for the upgrade and replacement of outdated hardware and software in the existing Jail to be compatible with the New Jail. Current equipment is 10 years old, out of maintenance contract and warranty, and failing. Replacing all equipment will get the optimal performance and safety in both facilities as well as a maintenance and warranty contract for repairs as needed from one contractor.

3. Was an evaluation of other equipment, products, or services performed? ☐ Yes ☒ No
If yes, please provide all supporting documentation.

4. List below the name of each individual who was involved in the evaluation, if conducted, and in making the recommendation to procure this product or service. Attach additional information, if any potential Conflict of Interest is known.

CERTIFICATION:

I am aware of Amador County polices and laws concerning purchasing procedures and requisitioning. As an approved department representative, I have gathered technical information and have made a concentrated effort to review comparable/equal equipment and/or services. This is documented in this justification. I further declare there is no real or potential Conflict of Interest and have: 1) received no income or gifts from this vendor/contractor and; 2) no financial interests in this company and; 3) no other type of business relationship with this vendor/contractor and; 4) to the best of my knowledge no member of my staff or near relative has any financial interest in this company. I hereby certify as to the validity of the information and feel confident this justification for sole source/sole brand/exception is accurate and appropriate for this acquisition.

This form was completed by:

DEPARTMENT APPROVAL: _____
Dept. Head (or Auth. Rep.) / Date

PROCUREMENT APPROVAL: _____ 11-24-25
Procurement Officer / Date

Procurement Officer Use Only
- [x] Contract
- [ ] Purchase Order
- [ ] On Account
- [x] BOS Approval Required

Rev 10.06.20

NOTE: IF YOU NEED MORE THAN (7) PRODUCT/SERVICE LINES PLEASE USE THE ALTERNATE 2-PAGE FORM AVAILABLE ON THE INTRANET

AMADOR COUNTY
GENERAL SERVICES ADMINISTRATION
PURCHASE REQUISITION

Date 12/01/25

Budget/Line Item _____ – _____

Fund _____

The following supplies are required by AMADOR COUNTY SHERIFF - JAIL (Name of department) Ext # 369

(●) Please Order

( ) Already Ordered

Vendor # _____

Preferred or suggested vendor CORRECTIONS TECHNOLOGY GROUP Telephone (509) 436-9060

Address 5615 E. TRENT AVE STE. 3

City SPOKANE State WA Zip Code 99212

QUANTITY	GIVE FULL DESCRIPTION: SIZE, MATERIAL, COLOR, CATALOG NO. PACKAGING, ETC	ESTIMATED UNIT PRICE	PER	ESTIMATED TOTAL COST	A QUOTE	VENDORS B QUOTE	C QUOTE
2	CTO-R760XD-D510-240T-20 CTO R760XD2 Dual 4510 NVR Servers with 240TB each	$43,414.50		$86,829.00			
1	CTO-R450-S309-MGMT CTO R450 Single 4309Y Software Mgmt. Server	$10,294.00		$10,294.00			
2	DELL PC Workstations	$2,325.00		$4,650.00			
4	Dell 24" Video Monitor	$405.00		$1,620.00			
2	Planar PCT 2785 Dell Touchscreen PC's	$2,325.00		$4,650.00			
2	Dell OptiPlex SFF Plus 24" Touchscreen	$510.00		$1,020.00			
1	WARRANTY	$4,830.00		$4,830.00			
	Tax			$5,635.00			
	Shipping			$3,219.00			
	Total			$122,747.0(	$ 0.00	$ 0.00	$ 0.00

I hereby certify, upon my own personal knowledge, that the articles or services requested hereon are necessary for use by the department, and that there are funds available to cover cost of same.

Requested By Adam Stone Approved By _____

APPROVED FOR PURCHASE BY: GSA ONLY

CTG | CORRECTIONS TECHNOLOGY GROUP

DATE: December 1, 2025

PROJECT: Amador County Security Refresh - Existing Jail – REVISION #6a

CTG is excited to provide you with a proposal for this project. This proposal covers engineering, submittals, one-line drawings, products, installation, labor, and warranty. The items below are included in our scope unless noted otherwise. As follows:

Scope of Work and Inclusions:

1. Two (2) new touchscreen PC computers will be provided, installed, and programmed with updated HMI software to match the ongoing jail addition project.
2. Two (2) new 24" touchscreen monitors will be provided and installed.
3. One (1) new video management server will be provided for the Milestone VMS software.
4. Milestone CARE software has already been purchased by Amador County for 61 existing cameras. Upgrades to current (existing) Milestone version will be programmed.
5. Two (2) new video NVR server/storage units shall be provided.
6. Each new NVR unit will include 240 TB of RAW storage per unit = 480 TB of total NVR storage.
7. Server/Storage NVR units will be configured in RAID5 format to provide redundancy.
8. Two (2) new video workstation PC computers will be provided, installed, and programmed.
9. Four (4) new video monitors shall be provided and installed – two (2) at each PC location.
10. Existing video cameras shall remain in place with no changes or additions.
11. Existing cameras (61 total) will record at the current (existing) frame rates and resolutions.
12. Existing PLC cabinets, terminal blocks, and relays shall remain.
13. Existing intercom system shall remain.
14. All servers and PC workstations will be based on "DELL" model hardware.
15. HMI software (current version) and maps shall be updated by CTG to match the ongoing jail addition project.
16. HMI software will initiate camera call-ups on video monitors to match existing functionality.

GENERAL EXCLUSIONS:

1. Any systems, products, software, and hardware not noted above are excluded.
2. Uninterruptable Power Supplies (UPS) are not included and excluded.
3. Network switch equipment is not included in this proposal.
4. Line voltage power is not included.
5. Finish Paint
6. Fire-stopping
7. LEED requirements
8. Any labor agreements or apprentice requirements
9. Insurance more than statutory limit
10. Any bonds or bond premium (available for additional cost)
11. Exclude all line voltage power and wiring. This includes 120V power to 120V products including NVR, network switch, intercom, PLC and video cameras.

CTG | CORRECTIONS TECHNOLOGY GROUP

GENERAL COMMENTS:

1. Final project schedule TBD based on contract date, material delivery, and available resources.
2. Existing touchscreen, PC, servers, and monitors to be removed will be provided to the owner.
3. All jobsite waste removal and associated costs by CTG not including demo equipment.
4. Retention not to exceed 5% of payment.
5. Bonding is not included but available for an additional cost as noted above.
6. Low voltage permit is not included
7. CA state sales tax on material is included.
8. Prices Indicated include engineering, submittals, drawings, project management, installation and programming labor, software programming, parts, freight, air and vehicle costs, per diem, Owner training, and one-year warranty on supplied new parts

PHASE I: $122,747. (Includes CA state sales tax on material only)

CCTV	**Cost $**
(2) CTO-R760XD-D510-240T-20 CTO R760XD2 Dual 4510 NVR Servers with 240TB each	$86,829.00
(1) CTO-R450-S309-MGMT CTO R450 Single 4309Y Software Mgmt. Server	$10,294.00
(61) MILESTONE Care plus Software Licenses. (previously purchased by Amador County)	$ 0.00
(2) DELL PC Workstations	$4,650.00
(4) Dell 24" Video Monitor	$1,620.00
HMI (Touchscreen)	
(2) Planar PCT 2785 Dell Touchscreen PC's	$4,650.00
(2) Dell OptiPlex SFF Plus 24" Touchscreen	$1,020.00
Warranty	$4,830.00
Shipping	$3,219.00
CA 7.75% tax on Materials	$5,635.00
TOTAL PHASE I COST:	**$122,747.00**

Price valid for 30 days

"Pricing for all product(s) is based on manufactures & suppliers quotes received by CTG at time of proposal. Due to uncertainty of tariffs, volatility of raw material pricing, and impact to supply chain, final pricing and anticipated delivery for this product(s) will need to be updated at time of CTG order to supplier, and purchase orders/contracts adjusted. Tariff payment is required for release of material by US Customs and Boarder Protection (CBP). CTG will invoice in advance for an anticipated tariff fee, and terms will be due on receipt. This will allow CTG to pay a tariff fee and have materials released. Standard invoicing and terms will apply CTG invoices for labor and materials"

CTG | CORRECTIONS TECHNOLOGY GROUP

NET 30 DAYS

PROPOSAL ACCEPTED:

BY: Adam Stone

TITAL: CAPTAIN

PROPOSAL IS VALID FOR 30 DAYS

CORRECTIONS TECHNOLOGY GROUP
Submitted By:
Kirk Hansen, Director of Sales
Cell: 509-981-2847
kirk@corrtechgroup.com

NOTE: IF YOU NEED MORE THAN (7) PRODUCT/SERVICE LINES PLEASE USE THE ALTERNATE 2-PAGE FORM AVAILABLE ON THE INTRANET

AMADOR COUNTY
GENERAL SERVICES ADMINISTRATION
PURCHASE REQUISITION

Date 12/01/25

Budget/Line Item 2 3 1 0 – 5 2 3 0 0

Fund 1 0 1 1 1 0

The following supplies are required by AMADOR COUNTY SHERIFF - JAIL (Name of department) Ext # 369

◉ Please Order

○ Already Ordered

Vendor # _____

Preferred or suggested vendor CORRECTIONS TECHNOLOGY GROUP Telephone (509) 436-9060

Address 5615 E. TRENT AVE STE. 3

City SPOKANE State WA Zip Code 99212

QUANTITY	GIVE FULL DESCRIPTION: SIZE, MATERIAL, COLOR, CATALOG NO. PACKAGING, ETC	ESTIMATED UNIT PRICE	PER	ESTIMATED TOTAL COST	QUOTE A	QUOTE VENDORS B	QUOTE C
1	In-House Design and Engineering Labor	$10,414.00		$10,414.00			
1	On-Site Install, Program, and Test Labor	$17,335.00		$17,335.00			
				$0.00			
				$0.00			
				$0.00			
				$0.00			
				$0.00			
	Tax			$0.00			
	Shipping			$0.00			
	Total			$27,749.00	$ 0.00	$ 0.00	$ 0.00

I hereby certify, upon my own personal knowledge, that the articles or services requested hereon are necessary for use by the department, and that there are funds available to cover cost of same.

Requested By Adam Stone Approved By _____

APPROVED FOR PURCHASE BY: GSA ONLY

CTG | CORRECTIONS TECHNOLOGY GROUP

DATE: December 1, 2025

PROJECT: Amador County Security Refresh - Existing Jail – REVISION #6b

CTG is excited to provide you with a proposal for this project. This proposal covers engineering, submittals, one-line drawings, products, installation, labor, and warranty. The items below are included in our scope unless noted otherwise. As follows:

Scope of Work and Inclusions:

1. Two (2) new touchscreen PC computers will be provided, installed, and programmed with updated HMI software to match the ongoing jail addition project.
2. Two (2) new 24" touchscreen monitors will be provided and installed.
3. One (1) new video management server will be provided for the Milestone VMS software.
4. Milestone CARE software has already been purchased by Amador County for 61 existing cameras. Upgrades to current (existing) Milestone version will be programmed.
5. Two (2) new video NVR server/storage units shall be provided.
6. Each new NVR unit will include 240 TB of RAW storage per unit = 480 TB of total NVR storage.
7. Server/Storage NVR units will be configured in RAID5 format to provide redundancy.
8. Two (2) new video workstation PC computers will be provided, installed, and programmed.
9. Four (4) new video monitors shall be provided and installed – two (2) at each PC location.
10. Existing video cameras shall remain in place with no changes or additions.
11. Existing cameras (61 total) will record at the current (existing) frame rates and resolutions.
12. Existing PLC cabinets, terminal blocks, and relays shall remain.
13. Existing intercom system shall remain.
14. All servers and PC workstations will be based on "DELL" model hardware.
15. HMI software (current version) and maps shall be updated by CTG to match the ongoing jail addition project.
16. HMI software will initiate camera call-ups on video monitors to match existing functionality.

GENERAL EXCLUSIONS:

1. Any systems, products, software, and hardware not noted above are excluded.
2. Uninterruptable Power Supplies (UPS) are not included and excluded.
3. Network switch equipment is not included in this proposal.
4. Line voltage power is not included.
5. Finish Paint
6. Fire-stopping
7. LEED requirements
8. Any labor agreements or apprentice requirements
9. Insurance more than statutory limit
10. Any bonds or bond premium (available for additional cost)
11. Exclude all line voltage power and wiring. This includes 120V power to 120V products including NVR, network switch, intercom, PLC and video cameras.

CTG | CORRECTIONS TECHNOLOGY GROUP

GENERAL COMMENTS:

1. Final project schedule TBD based on contract date, material delivery, and available resources.
2. Existing touchscreen, PC, servers, and monitors to be removed will be provided to the owner.
3. All jobsite waste removal and associated costs by CTG not including demo equipment.
4. Retention not to exceed 5% of payment.
5. Bonding is not included but available for an additional cost as noted above.
6. Low voltage permit is not included
7. CA state sales tax on labor is not included
8. Prices Indicated include engineering, submittals, drawings, project management, installation and programming labor, software programming, parts, freight, air and vehicle costs, per diem, Owner training, and one-year warranty on supplied new parts

PHASE II: $ 27,749.

CCTV and HMI (Touchscreen)	Cost $
In-house Project Management, Engineer, and Program Labor	$10,414.00
On-site Install, Configure, and Test Labor including travel and per diem	$17,335.00
PHASE II COST:	**$ 27,749.00**

Price valid for 30 days

"Pricing for all product(s) is based on manufactures & suppliers quotes received by CTG at time of proposal. Due to uncertainty of tariffs, volatility of raw material pricing, and impact to supply chain, final pricing and anticipated delivery for this product(s) will need to be updated at time of CTG order to supplier, and purchase orders/contracts adjusted. Tariff payment is required for release of material by US Customs and Boarder Protection (CBP). CTG will invoice in advance for an anticipated tariff fee, and terms will be due on receipt. This will allow CTG to pay a tariff fee and have materials released. Standard invoicing and terms will apply CTG invoices for labor and materials"

NET 30 DAYS

PROPOSAL IS VALID FOR 30 DAYS

PROPOSAL ACCEPTED:

BY: Adam Stone

TITAL: Captain

CORRECTIONS TECHNOLOGY GROUP

Submitted By:

Kirk Hansen, Director of Sales

Cell: 509-981-2847

kirk@corrtechgroup.com

Board of Supervisors Agenda Item Report

Submitting Department: Surveyor
Meeting Date: December 16, 2025

SUBJECT
Surveying Department-request to set the date for a public hearing for a Certificate of Merger as requested by Jeff Ciufo and Denise Ciufo. The properties involved in said Merger are Lot 2 and Lot 3 of Oakview Subdivision as shown on Book 6 of Subdivision Maps and Plats Amador County Records at Page 52. Assessorâ€™s Parcel No.â€™s 031-360-060 and 031-360-061.

Recommendation:
Adopt the Resolution, set the Hearing Date, and post the Notice

4/5 vote required:
No

Distribution Instructions:
Surveying - copy of resolution

ATTACHMENTS
- 006S053.pdf
- Assessor's Map.pdf
- Before & After Ciufo Merger.pdf
- Ciufo Merger notice with B&A.docx
- Ciufo Merger notice.docx
- 006S052.pdf
- ROI Ciufo Merger public hearing.doc

PARCEL 1
32-M-14

PARCEL 2
32-M-14

Fd. 5/8" Re-bar Tagged R.C.E. 18299 Per 32-M-14

N. 89° 56' 29" W. 55.80'

N. 89° 52' 43" W. 524.72'

N. 89° 53' 03" W. 518.16'

22.68'

Fd. 5/8" Re-bar Tagged R.C.E. 18299 Per 32-M-14

80.20' | 145.00' | 170.00' | 129.52' | 60.48' | 235.00' | 200.00'

10' PUBLIC UTILITY EASEMENT

5' PUBLIC UTILITY EASEMENT

10' PUBLIC UTILITY EASEMENT

N. 00° 56' 39" W. 149.94'

N. 00° 56' 14" W. 213.73'

N. 05° 25' 42" W. 262.67'

N. 05° 04' 15" W. 218.35'

N. 05° 48' 36" W. 220.48'

N. 05° 10' 59" W. 441.35'

N. 00° 00' 00" E. 428.65'

N. 00° 00' 00" E. 223.65'

DEASY TRUSTEE 237-O.R.-213

VAN DE HEI 238-O.R.-ONE

Fd. 1/2" Pipe Tagged L.S. 3570 Per 26-M-4

Fd. 1/2" Pipe Tagged L.S. 3570 W.C. To 1/4 Cor. Per 8-M-29 S. 0° 52' 38" E. 3.80' TO 1/4 COR.

2	3	6	7	10	11	12
1.16 ACRES	1.11 ACRES	1.10 ACRES	1.09 ACRES	1.16 ACRES	1.01 ACRES	0.96 ACRES
1	4	5	8	9		
0.93 ACRES	0.92. ACRES	1.03 ACRES	1.07 ACRES	1.08 ACRES		

N. 89° 00' 00" E. 142.73'

N. 76° 06' 32" E. 138.28'

N. 84° 05' 18" E. 171.57'

N. 84° 40' 53" E. 198.31'

N. 87° 43' 28" W 187.74'

156.47'

5' P.U.E. EACH SIDE OF LOT LINE

5' P.U.E. EACH SIDE OF LOT LINE

5' P.U.E. ALONG LOT LINE

5' P.U.E. ALONG LOT LINE

5' P.U.E. ALONG LOT LINE

5' P.U.E. ALONG LOT LINE

COMMON UTILITY EASEMENT 599.69'

COMMON UTILITY EASEMENT 240.00'

COMMON UTILITY EASEMENT 521.21'

COMMON UTILITY EASEMENT 565.35'

COMMON UTILITY EASEMENT 290.23'

COMMON UTILITY EASEMENT 295.00'

COMMON UTILITY EASEMENT 280.00'

COMMON UTILITY EASEMENT 285.00'

COMMON UTILITY EASEMENT 284.99'

COMMON UTILITY EASEMENT 244.00'

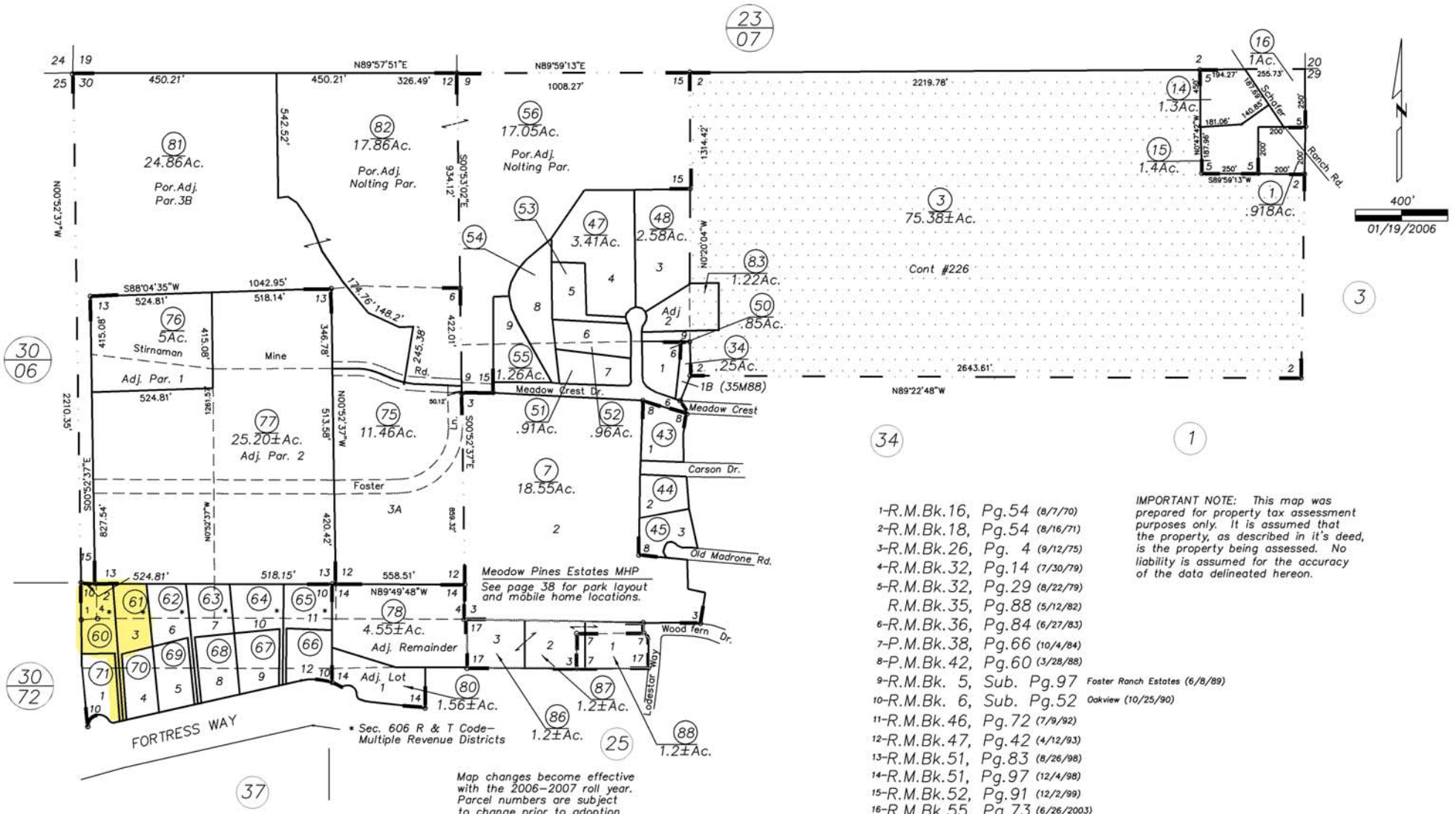
COMMON UTILITY EASEMENT 115.42'

COMMON UTILITY EASEMENT 115.42'

COMMON UTILITY EASEMENT 115.42

POR. SEC. 30, T. 7N., R. 13E., M.D.B. & M.

31–36



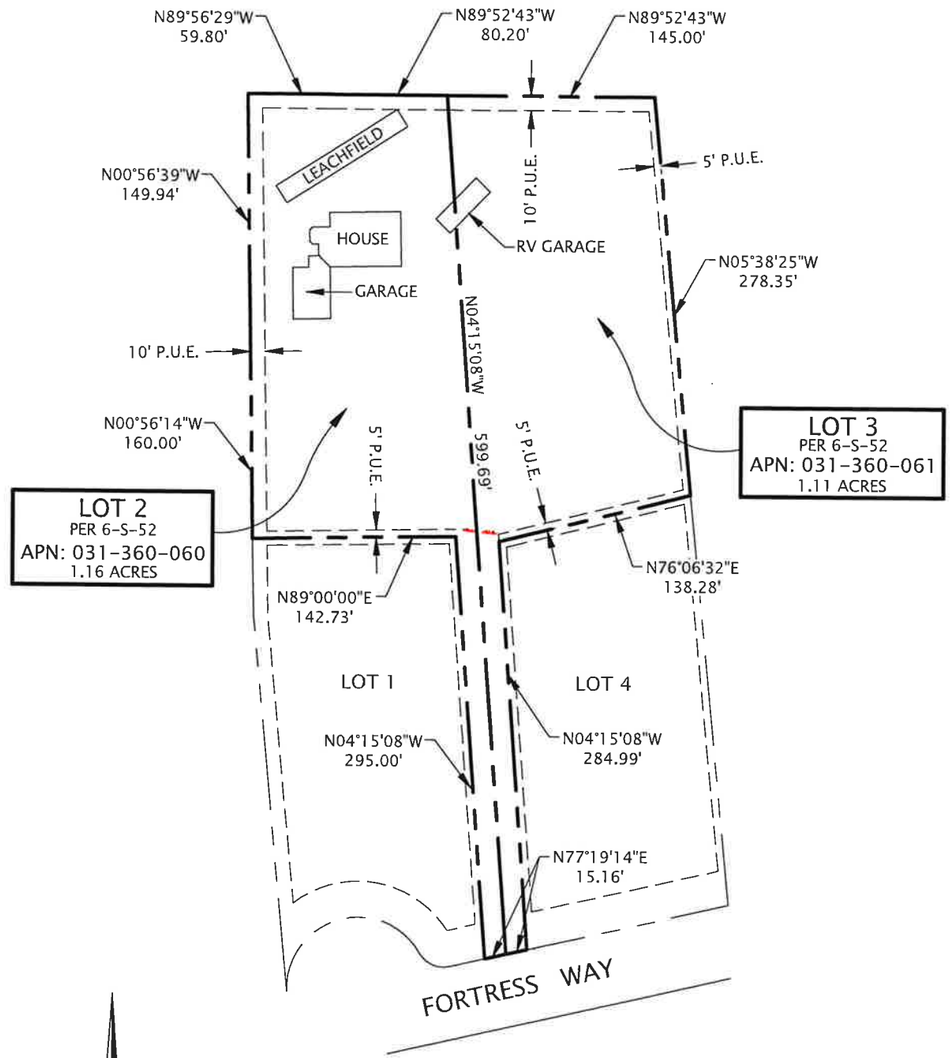
1-R.M.Bk.16, Pg.54 (8/7/70)
2-R.M.Bk.18, Pg.54 (8/16/71)
3-R.M.Bk.26, Pg. 4 (9/12/75)
4-R.M.Bk.32, Pg.14 (7/30/79)
5-R.M.Bk.32, Pg.29 (8/22/79)
R.M.Bk.35, Pg.88 (5/12/82)
6-R.M.Bk.36, Pg.84 (6/27/83)
7-P.M.Bk.38, Pg.66 (10/4/84)
8-P.M.Bk.42, Pg.60 (3/28/88)
9-R.M.Bk. 5, Sub. Pg.97 Foster Ranch Estates (6/8/89)
10-R.M.Bk. 6, Sub. Pg.52 Oakview (10/25/90)
11-R.M.Bk.46, Pg.72 (7/9/92)
12-R.M.Bk.47, Pg.42 (4/12/93)
13-R.M.Bk.51, Pg.83 (8/26/98)
14-R.M.Bk.51, Pg.97 (12/4/98)
15-R.M.Bk.52, Pg.91 (12/2/99)
16-R.M.Bk.55, Pg.73 (6/26/2003)
17-R.M.Bk.57, Pg.93 (6/28/2005)

IMPORTANT NOTE: This map was prepared for property tax assessment purposes only. It is assumed that the property, as described in it's deed, is the property being assessed. No liability is assumed for the accuracy of the data delineated hereon.

88

Assessor's Map Bk.31, Pg.36
County of Amador, Calif.

EXISTING CONFIGURATION



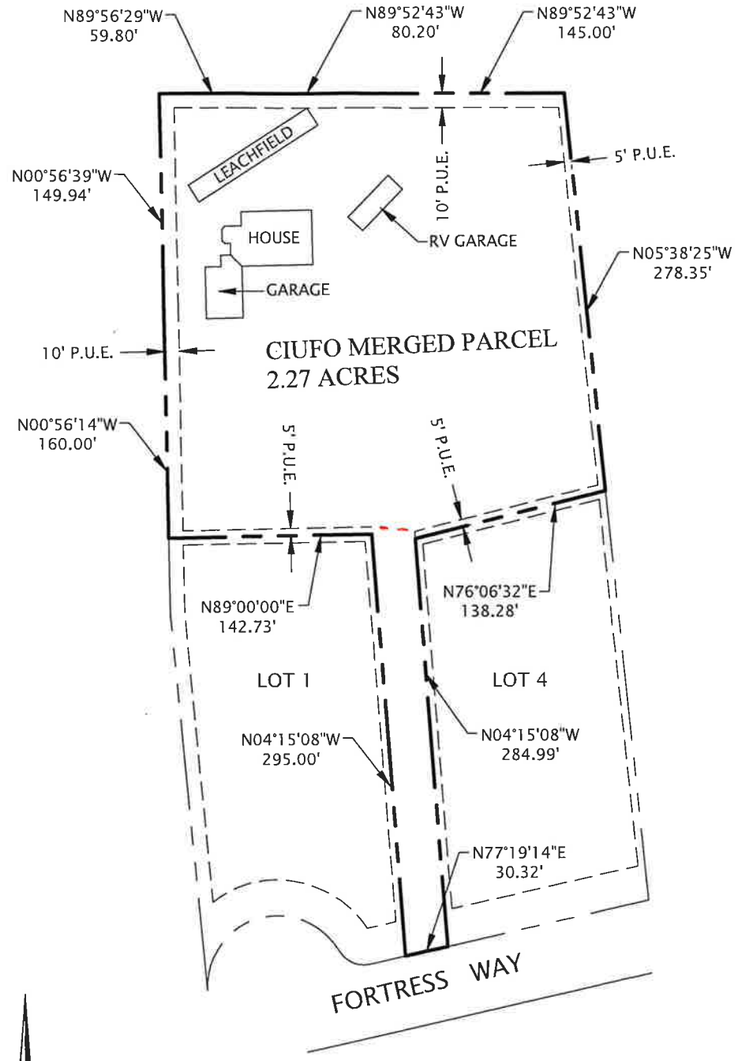
PROJECT NAME: LOT MERGER EXHIBITS

WEBER, GHIO & ASSOCIATES
civil engineering consultant
394 E. SAINT CHARLES ST. | PO BOX 251 | SAN ANDREAS, CA 95249
(209) 754-1824

PRJ. No.:	3149
PRJ. DATE:	08/11/2025
SCALE:	AS SHOWN
DRAWN BY:	DMV
CHECKED BY:	MSO
SHT. 1	OF SHT. 2

Plot Aug 11, 2025 at 3:37pm M:\Projects\Misc\3149-Ciufo\2. Design\CAD_DSGN DWG's\3149_CIUFO LOT MERGER.dwg

AFTER CONFIGURATION



PROJECT NAME: LOT MERGER EXHIBITS

WEBER, GHIO & ASSOCIATES
civil engineering consultant
394 E. SAINT CHARLES ST. | PO BOX 251 | SAN ANDREAS, CA 95249
(209) 754-1824

PRJ. No.:	3149
PRJ. DATE:	08/11/2025
SCALE:	AS SHOWN
DRAWN BY:	DMV
CHECKED BY:	MSO
SHT. 2	OF SHT. 2

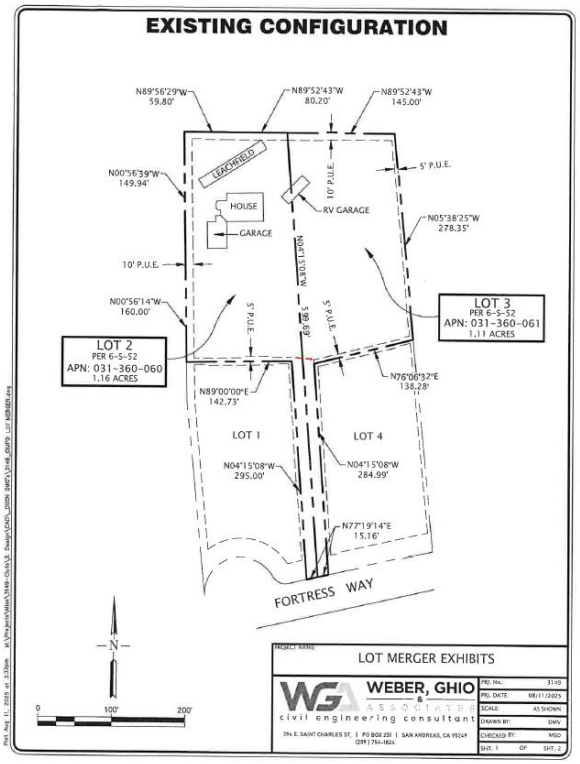
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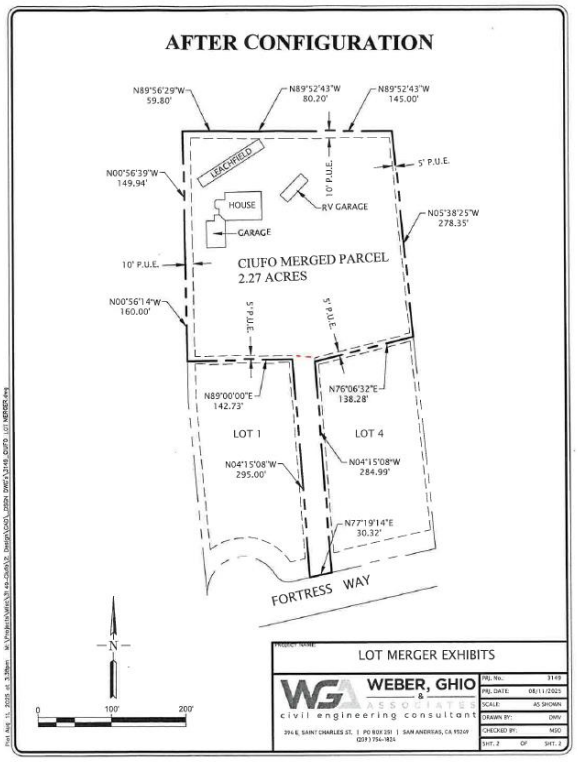
NOTICE OF PUBLIC HEARING

The County Surveyor hereby gives notice of proposed Certificate of Merger requested by Jeff Ciufo and Denise Ciufo. The properties involved in said merger are located off Fortress Way in Pioneer, Lot 2 and Lot 3 of Oakview Subdivision as shown on Book 6 of Subdivision Maps and Plats Amador County Records at Page 52. Assessor's Parcel No.'s 031-360-060 and 031-360-061.

A Public Hearing to consider said Merger will be held at the County Administration Building, Board of Supervisor Chambers, 810 Court Street, Jackson, California 95642, on January 13, 2026 at 10:30 a.m. or as soon thereafter as the matter may be heard, at which time any and all interested persons may come and be heard thereon.

If you have any questions, or desire further information, please contact Surveying (209) 223-6371.





NOTICE OF PUBLIC HEARING

The County Surveyor hereby gives notice of proposed Certificate of Merger requested by Jeff Ciufo and Denise Ciufo. The properties involved in said merger are located off Fortress Way in Pioneer, Lot 2 and Lot 3 of Oakview Subdivision as shown on Book 6 of Subdivision Maps and Plats Amador County Records at Page 52. Assessor's Parcel No.'s 031-360-060 and 031-360-061.

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If you have any questions, or desire further information, please contact Surveying (209) 223-6371.

FINAL SUBDIVISION MAP OF
O A K V I E W

BEING A PORTION OF THE WEST 1/2 OF SECTION 30, T. 7 N., R. 13 E., M.D.M.
COUNTY OF AMADOR, STATE OF CALIFORNIA

SCALE 1"=50' OCTOBER, 1988

TOMA AND ANDERSON
LICENSED LAND SURVEYORS
41 SUMMIT STREET
JACKSON, CALIFORNIA
95642 - (209) 223-0156

OWNERS STATEMENT

THE UNDERSIGNED HEREBY CERTIFIES THAT THEY ARE THE OWNERS OF THE REAL PROPERTY SHOWN HEREIN AS THE SUBDIVISION AND THAT THEY DO HEREBY CONSENT TO THE PREPARATION AND RECORDATION OF THIS MAP, AND, IN CONSIDERATION FOR AND AS A CONDITION OF THE APPROVAL OF SAID MAP THEY DO HEREBY,

1. MAKE AN IRREVOCABLE OFFER TO DEDICATE TO THE PUBLIC FOR ITS USE AND CONVENIENCE AN EASEMENT FOR USE AS A PUBLIC HIGHWAY OVER EACH AND EVERY PART OF SAID SUBDIVISION DESIGNATED ON THIS MAP AS A 'FORTRESS WAY'.

2. MAKE AN IRREVOCABLE OFFER TO DEDICATE TO THE PUBLIC FOR ITS USE AND CONVENIENCE AS A PUBLIC UTILITY EASEMENT IN, ON, OVER, ABOVE, OR UNDER EACH AND EVERY PART OF SAID SUBDIVISION DESIGNATED ON THIS MAP AS A 'FORTRESS WAY' OR 'COMMON ACCESS AND UTILITY EASEMENT', AND ON, OVER, ACROSS, AND THROUGH THOSE STRIPS OF LAND LYING 5 FEET ON EACH SIDE OF ALL SIDE LOT LINES AND REAR LOT LINES AND 10 FEET ALONG THE EXTERIOR BOUNDARIES OF THIS SUBDIVISION AND FRONT LOT LINES, AN EASEMENT FOR SAID COUNTY OR ITS DESIGNEES AT ANY TIME, OR FROM TIME TO TIME, TO ENTER, CONSTRUCT, MAINTAIN, OPERATE, REPLACE, REMOVE, RENEW, ENLARGE, AND PROTECT FROM HAZARDS SANAITARY SEWERS, STORM DRAINS, LINES OR PIPE, CONDUITS, CABLES, WIRES, POLES AND NECESSARY FIXTURES AND EQUIPMENT THEREFORE, TO CONNECT ANY PUBLIC UTILITY SERVICE TO ANY PARCEL OR LOT INSIDE OR OUTSIDE OF SAID SUBDIVISION AND/OR TO ANY MAIN OR TRUNK LINE OR SYSTEM AND

3. PROMISE, COVENANT AND AGREE TO AND WITH SAID COUNTY TO GRANT OR RESERVE A NON-EXCLUSIVE EASEMENT FOR ROAD PURPOSES AND FOR INGRESS AND EGRESS OVER ALL THAT PORTION OF LAND DESIGNATED AS A 'FORTRESS WAY' AND 'COMMON ACCESS AND UTILITY EASEMENT' TO THE RECORD OWNERS OF EACH LOT OR PARCEL IN SAID SUBDIVISION AT SUCH TIME AS SAID LOTS ARE SOLD OR FEE TITLE CONVEYED AND THAT NONE OF SAID LOTS SHALL BE LEASED, SOLD OR CONVEYED UNLESS SUCH NON-EXCLUSIVE EASEMENT FOR ROAD PURPOSES AND INGRESS AND EGRESS IS GRANTED OR RESERVED PRIOR TO CONCURRENT WITH SAID CONVEYANCE OR SALE (UNLESS SAID PORTION OF LAND HAS BEEN DEDICATED TO AND ACCEPTED BY SAID COUNTY AS A PUBLIC HIGHWAY) SO AS TO PROVIDE ACCESS FOR SAID OWNER AND THEIR AGENTS, EMPLOYEES, INVITEES, AND LICENSEES BETWEEN SAID PARCELS OR LOTS AND THE NEAREST COUNTY ROAD AND BETWEEN AND AMONG ALL SAID PARCELS OR LOTS WITHIN SAID SUBDIVISION.

4. MAKE AN IRREVOCABLE OFFER TO DEDICATE TO THE PUBLIC FOR ITS USE AND CONVENIENCE,
   (A) EASEMENTS FOR DRAINAGE PURPOSES ON, OVER, ACROSS, UNDER AND THROUGH ALL NATURAL DRAINAGE COURSES AND THOSE PORTIONS OF LAND SHOWN HEREON DESIGNATED AS DRAINAGE EASEMENTS AND
   (B) EASEMENTS FOR RIGHT-OF-WAY AND UTILITY MAINTENANCE 5 FEET IN WIDTH OUTSIDE OF AND CONTIGUOUS TO ALL CUTS OR FILLS OF ALL ROADS OFFERED FOR DEDICATION SHOWN HEREON, FOR THE EXPRESS PURPOSE OF COUNTY'S OR OTHER AUTHORITY'S PERFORMING ALL NECESSARY WORK TO PROTECT THE ROADWAY AND MAINTAIN THE CUT AND FILL SLOPES. THE PORTIONS HEREON COVERED BY SAID EASEMENTS SHALL BE KEPT CLEAR.
   SAID OFFERS TO DEDICATE AND AGREEMENTS AND COVENANTS ARE IRREVOCABLE AND SHALL RUN WITH THE LAND AND BE BINDING UPON ANY FUTURE OWNERS, ENCUMBRANCES, SUCCESSORS, HEIRS OR ASSIGNS, AND SHALL CONTINUE IN EFFECT UNTIL EXPRESSLY AND LAWFULLY ABANDONED AND TERMINATED BY THE BOARD OF SUPERVISORS OR SAID COUNTY. SAID BOARD IN REJECTING ANY AND ALL OF SAID OFFERS TO DEDICATE SHALL RETAIN THE RIGHT TO ACCEPT BY RESOLUTION ANY OR ALL SAID OFFERS AT ANY TIME THEREAFTER.

Jasper Greer
JASPER GREER, TRUSTEE

Maggie F. Greer
MAGGIE F. GREER, TRUSTEE
GREER LIVING TRUST DATED APRIL 24, 1990 - OWNER PER 603/519

[redacted]
THOMAS C. MEUSER PRESIDENT

George L. Cook, Jr.
GEORGE L. COOK, JR. SR. VICE PRESIDENT
EL DORADO CHARTER CORPORATION
TRUSTEES AS PER 611/O.R./644

CLERK OF THE BOARD OF SUPERVISORS STATEMENT

I, CATHERINE J. GIANINI, HEREBY CERTIFY THAT I AM THE CLERK OF THE BOARD OF SUPERVISORS OF AMADOR COUNTY, CALIFORNIA THAT THE BOARD BEING THE PROPER APPROVING BODY ACCEPTS THE DEDICATIONS OF ALL PUBLIC EASEMENTS.

AND REJECTS AT THIS TIME ALL OTHER OFFERS OF DEDICATION APPEARING ON THIS MAP. SAID OFFERS MAY BE ACCEPTED BY RESOLUTION OF SAID BOARD AT ANY TIME HEREAFTER.

DATED.....10/24.., 1990.

Catherine J. Gianini
CATHERINE J. GIANNINI
CLERK OF THE BOARD OF SUPERVISORS

NOTARYS STATEMENT - INDIVIDUAL

STATE OF CALIFORNIA
COUNTY OF AMADOR

ON. April 27, 1990....., BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED JASPER GREER AND MAGGIE F. GREER, (X) PERSONALLY KNOWN TO ME, OR ( ) PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) ARE SUBSCRIBED TO THE WITHIN INSTRUMENT, AND ACKNOWLEDGED THAT THEY EXECUTED IT.

WITNESS MY HAND AND OFFICIAL SEAL, THE DAYS AND YEAR IN THIS CERTIFICATE FIRST ABOVE WRITTEN.

Marsha Siciliano
NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE
MY COMMISSION EXPIRES. September 14, 1993.
NAME. Marsha Siciliano

NOTARYS STATEMENT - CORPORATION

STATE OF CALIFORNIA
COUNTY OF EL DORADO.

ON. OCTOBER 31, 1990., BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED. THOMAS C. MEUSER AND GEORGE L. COOK, JR.

(X) PERSONALLY KNOWN TO ME, OR ( ) PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE. PRESIDENT... AND SR. VICE PRESIDENT OF THE CORPORATION THAT EXECUTED THE WITHIN INSTRUMENT AND PERSONALLY KNOWN TOME OR PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHO EXECUTED THE WITHIN INSTRUMENT ON BEHALF OF SAID CORPORATION, ~~SAID CORPORATION BEING PERSONALLY KNOWN TO ME TO BE ONE OF THE PARTNERS OF THE PARTNERSHIP THAT EXECUTED THE WITHIN INSTRUMENT~~, AND ACKNOWLEDGED TO ME THAT SUCH CORPORATION EXECUTED THE SAME. ~~AS SUCH PARTNER AND THAT SUCH PARTNERSHIP EXECUTED THE SAME~~.

Elwanda Bridges
NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE
MY COMMISSION EXPIRES. AUGUST 31, 1993.
NAME. ELWANDA BRIDGES

SURVEYORS STATEMENT

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF JAY GREER IN JANUARY, 1986.
I HEREBY STATE THAT THIS SUBDIVISION SUBSTANTIALLY CONFORMS TO THE APPROVED TENTATIVE MAP.

Marvin C. Anderson
MARVIN C. ANDERSON - - L.S. 3725
MY LICENSE EXPIRES JUNE 30, 1992

COUNTY SURVEYORS STATEMENT

THIS MAP CONFORMS WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE.

DATE. Oct. 15 1990

C. Lee De Lange
C. LEE DE LANGE L.S. 4066
DEPUTY COUNTY SURVEYOR
MY LICENSE EXPIRES 6/30/92

LICENSED LAND SURVEYOR
C. LEE DE LANGE
No. 4066
STATE OF CALIFORNIA

COUNTY CLERKS STATEMENT

I HEREBY CERTIFY THAT ALL PROVISIONS OF CHAPTER 2, DIVISION 4, PART 2, OF THE BUSINESS AND PROFESSIONS CODE OF THE STATE OF CALIFORNIA AND OF ANY STATE OR LOCAL ORDINANCES PERTAINING TO DEPOSITS REQUIRED AT THE TIME OF APPROVAL OF THIS MAP OF OAKVIEW BY BY THE BOARD OF SUPERVISORS HAVE BEEN COMPLETED WITH.

DATED. OCTOBER 25, 1990

Sheldon D. Johnson
SHELDON D. JOHNSON
AMADOR COUNTY CLERK

TAX COLLECTORS CERTIFICATE

I HEREBY CERITFY THAT THERE ARE NO LIENS FOR UNPAID TAXES OR LOCAL ASSESSMENTS AGAINST THE LAND INCLUDED IN THIS SUBDIVISION OR ANY PART THEREOF EXCEPT TAXES AND SPECIAL ASSESSMENTS NOT YET DUE OR PAYABLE.

Elnora J. Evans
AMADOR COUNTY TAX COLLECTOR
by Dena E Billings, Chief Deputy

010639

RECORDERS STATEMENT

FILED THIS 25th DAY OF OCT., 1990, AT 4:18 P.M. IN BOOK 6 OF SUBDIVISION MAPS, AT PAGE(S) 52, AT THE REQUEST OF THE AMADOR COUNTY CLERK. TITLE TO LAND INCLUDED IN THIS SUBDIVISION BE VESTED AS PER CERTIFICATE NO. 703. ON FILE IN THIS OFFICE.

FEE $10.00 paid

Sheldon D. Johnson
SHELDON D. JOHNSON
AMADOR COUNTY RECORDER

BY Tami L. Trevackis
DEPUTY

SHEET 1 OF 2 SHEETS

Requested By:
BOARD OF SUPERVISORS
When recorded Return to:
SURVEYING & ENGINEERING

BEFORE THE BOARD OF SUPERVISORS OF THE COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF:

RESOLUTION OF INTENTION TO SCHEDULE PUBLIC HEARING FOR CERTIFICATE OF MERGER FOR JEFF CIUFO AND DENISE CIUFO

RESOLUTION NO.

BE IT RESOLVED by the Board of Supervisors of the County of Amador, State of California, that said Board hereby declares its intention to conduct a public hearing for the Merger of Lots 2 and 3 of Oakview Subdivision as shown on Book 6 of Subdivisions at Page 52 of Amador County Records for Jeff Ciufo and Denise Ciufo; and

BE IT FURTHER RESOLVED that a public hearing to consider said merger will be held at the County Administration Center, 810 Court Street, Jackson, California, on January 13, 2026, at 10:30 A.M., or as soon thereafter as the matter may be heard, at which time any and all interested persons may come and be heard thereon.

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Amador at a regular meeting thereof held on the 16th of December 2025, by the following vote:

AYES:
NOES:
ABSENT:

_____
Jeffrey Brown, Chairperson, Board of Supervisors

ATTEST:

JENNIFER BURNS, Clerk of the
Board of Supervisors, Amador County
California

_____

Board of Supervisors Agenda Item Report

Submitting Department: Board of Supervisors
Meeting Date: December 16, 2025

SUBJECT
First 5 Amador: Appointment of Jenna Bielby to the committee

Recommendation:
Approve appointment

4/5 vote required:
No

Distribution Instructions:
Nina Machado First 5 Amador, File

ATTACHMENTS

- First 5 Application J Bielby 11-2025.pdf

AMADOR COUNTY BOARD OF SUPERVISORS
COUNTY ADMINISTRATION CENTER *810 COURT STREET * JACKSON, CA * 95642
(209) 223-6470

COMMITTEE MEMBER APPLICATION FORM

Date 11/26/25

Please consider me for the following committee:
First 5 Board of Commissioners

NAME:	Jenna Bielby
Mailing Address:	225 Springcreek Dr. Ione Ca 95640
Physical Address:	225 Springcreek Dr. Ione Ca 95640
Business Address:	704 Mountain Ranch rd STE. 203 San Andreas Ca 95249
Telephone - Home:	(209) 256-2620 **Work:** (209) 674-6519

Please state briefly your qualifications and why you are interested in serving on this committee (use additional sheet of paper, if necessary):

As the parent of a 3 year old Daughter who loves First 5's playgroups and a PM of the Early Childhood team at VMRC I have both a personal and professional in giving back and serving the children of Amador county.

Signature Jenna Bielby

***Please be aware this completed form may be released to any member of the public or media upon request.**

-FOR CLERKS USE ONLY-

☐ Application Accepted ☐ Application Rejected

Date Appointed _____ Committee Number_____

Term Expires _____ Supervisorial District_____

Board of Supervisors Agenda Item Report

Submitting Department: Auditor-Controller
Meeting Date: December 16, 2025

SUBJECT
Approval of the proposed Depository Bank Services Agreement Extension between the County of Amador and Wells Fargo Bank, NA through December 8, 2030.

Recommendation:
Approve extension.

4/5 vote required:
No

Distribution Instructions:
Return signed original to Liz Nelson. File.; Auditor-Controller

ATTACHMENTS
- Memo-WF Bank Extension.pdf
- WF Contract 12.2025.pdf

OFFICE OF THE
AMADOR COUNTY TREASURER - TAX COLLECTOR

810 COURT STREET, JACKSON, CA 95642-2132
ELIZABETH A. NELSON, TREASURER-TAX COLLECTOR

TELEPHONE: (209)223-6364
FAX: (209)223-6251

MEMORANDUM

TO : **AMADOR COUNTY BOARD OF SUPERVISORS**

FROM : **ELIZABETH A. NELSON, TREASURER/TAX COLLECTOR** ean

DATE : **DECEMBER 4, 2025**

RE : **EXTENSION OF EXISTING BANKING SERVICES AGREEMENT WITH WELLS FARGO BANK, NA**

==========

BACKGROUND

In October 2015, Amador County found it necessary to issue a Request for Proposal for Banking Services. The RFP was sent to 10 banking institutions, representing local, regional, and national banks. Of these 10 banks, only 3 responded to the RFP. In other words, 7 of the 10 banks either did not want the County's banking business, or they were unable to provide the services required by the County. Ultimately, the bid was awarded to Wells Fargo Bank, NA. This award was based on Wells Fargo's extensive local government banking experience, their ability to provide all of the required banking services, their competitive pricing, and their local presence (i.e., local branches). A Banking Services Agreement was negotiated, and the Agreement was executed by the County of Amador on December 8, 2015. The Agreement had a term of 5 years, thus terminating on December 8, 2020. A 5 year Banking Services Agreement Extension was executed by the County of Amdor on August 25, 2020. Set to terminate December 8, 2025.

The implementation of the current Wells Fargo Bank banking system took over 4 months and required literally hundreds of staff hours by the Treasurer's Office, the Auditor's Office, Information Technology (IT), and the School District. Every other County Department and all Special Districts in the County Treasury Pool were also impacted to some extent. Numerous County and School District forms, including bank checks and ACH transmissions, had to be re-formatted to conform to Wells Fargo's specifications. County and School District financial software systems also had to be revised/adapted to interface with the Bank's system. In addition, County Treasurer staff, County Auditor staff, HHS staff, and School District financial staff all underwent several months of training in the use of Wells Fargo's banking software, bank reporting, and banking web applications. Therefore, it makes sense from business continuity, efficiency, financial, and staff utilization perspectives to continue the current banking relationship.

The Treasurer's Office has found Wells Fargo Bank to be an excellent business partner. Their banking system has resulted in new efficiencies, capabilities, and time savings, which have made their partnership even more valuable to the County and all depositors in the County Treasury. Over time, they have made several suggestions for changes that have helped reduce our banking costs. In the few instances where minor issues have arisen, Wells Fargo has responded promptly and efficiently to correct those issues. Thus, it makes sense from a business perspective to continue the current banking relationship.

Both the Treasurer's Office and Wells Fargo Bank, NA, wish to extend the current Banking Services Agreement for an additional 5 years. The proposed extension document merely extends the term of the Agreement until December 8, 2030. The extension document has been negotiated with some updates and changes, including the addition of Cyber Insurance. The proposed extension has been vetted and approved by the GSA Director, and the document itself has been reviewed and approved by County Counsel and Risk Management.

RECOMMENDATION

That the Board of Supervisors approve the proposed Depository Bank Services Agreement Extension between the County of Amador and Wells Fargo Bank, NA.

AMENDMENT TO THE DEPOSITORY BANK SERVICES AGREEMENT
BETWEEN
COUNTY OF AMADOR AND WELLS FARGO BANK, N.A.

This agreement to amend the Depository Bank Service Agreement between County of Amador ("County") and Wells Fargo Bank, N.A. ("Bank"), that was entered into on December 8, 2015, (the "Agreement") is entered into as of November 25, 2025, and amends and extend as amended the Agreement (the "Amendment").

RECITALS

WHEREAS, the County and the Bank entered into the Agreement on December 8, 2015, whereby the Bank agreed to provide certain depository and treasury management services to the County for a five-year term;

WHEREAS, the County and the Bank mutually agreed to extend the Agreement for an additional 5 years, by agreement effective August 25, 2020;

WHEREAS, the County and the Bank now wish to amend and extend as amended the Agreement an additional 5 years, expiring December 8, 2030; and

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the County and the Bank agree to the following terms:

1. The Agreement is hereby amended as set forth herein.

2. Section 1.1 is stricken in its entirety and replaced with the following:

   2.1. Bank will provide all equipment, supplies and personnel to provide general banking services for the Amador County Treasurer (the "Work") in accordance with the Bank's Service Documentation (as that term is defined in the Master Agreement for Treasury Management Services). The Work is more particularly described on **Attachment A** attached and incorporated by this reference. Bank will perform its obligations in this Agreement in accordance with: (i) applicable Federal laws and federal guidance, (ii) applicable state and local laws and regulations to the extent, in Bank's opinion, compliance would not conflict with applicable federal laws or federal guidance, industry banking practice or its own policies and procedures and (iii) Wells Fargo's Service Documentation.

3. Section 1.2 is stricken in it is entirety and replaced with the following:

   1.2. Bank shall perform the Work in a manner consistent with the level of competency and standard of care normally observed by a person practicing in Bank's profession at a similarly situated financial institution. If County determines that any of the Work is not performed in accordance with such level of competency and standard of care, County, in its sole discretion, shall have the right to do any or all of the following: (a) require Bank to meet with

County to review the quality of the Work and resolve matters of concern; (b) require Bank to repeat any substandard Work at no additional charge until it is satisfactory; (c) terminate this Agreement pursuant to section 4 below after notifying Bank of failure to meet standards set forth in this section and providing the Bank reasonable opportunity to cure such failure; or (d) pursue any and all other remedies at law or in equity,

4. Text of Section 3 titled "Implementation: Changes in Scope of Services" is stricken and replaced with the following:

Only the Amador County Treasurer ("Treasurer") has the authority to execute all documents/Agreements necessary to implement the banking services set forth in **Attachment A** hereto. Only the Board of Supervisors has the authority to agree to any extension of time, change order, change in the scope of work, change in the contract price, or other term or condition affecting either Bank's or County's duties set forth herein. Adjustments in compensation, if any, shall be determined through negotiation between Bank and the Board of Supervisors. County will designate authorized representatives using the Bank's Authorization Certificate, or other form used for designating persons authorized to act for the County and Bank will rely exclusively on such forms completed by the County to determine persons authorized to act for the County.

5. Text of Section 4 titled "Term: Termination of Agreement" is stricken and replaced with the following:

This Agreement shall commence on the date of execution by County and shall terminate five (5) years following the date of execution (the "Term"), unless extended in writing by mutual agreement of the parties. County or Treasurer reserves the right to terminate this Agreement with or without cause on 180 days written notice to Bank. In the case of such early termination, Bank shall be paid for all services satisfactorily rendered up to the effective date of termination and beyond to the extent any services are provided, up to the maximum fee prescribed for any task.

Bank may terminate this Agreement on 180 days written notice to County and Treasurer.

Bank may suspend or terminate any service (i) after the Bank notifies the County of a breach of any provision of the Agreement, including the Service Documentation, and the County fails to cure the breach (if it can be cured) within twenty-one (21) days of the notice or (ii) without notice for cause as provided for in Section 4.b. of the Master Agreement.

In the event of termination by either party, Bank shall process all County warrants that have been issued by County prior to the effective date of termination. In the event the Agreement expires at the end of the Term and is not extended or renewed by mutual agreement of the parties, the County's continued use of the services provided under the Agreement will be governed by the Bank's standard Service Documentation.

The County or Treasurer may immediately terminate this Agreement upon written notice to Bank in the event Bank, or any or its employees or subcontractors, fails to provide, in any manner, the services required under this Agreement or otherwise fails to comply with the terms of this Agreement.

6. Section 5.4 is stricken in its entirety and replaced with the following:

In the event Bank claims or receives payment from County for a service for which reimbursement is later disallowed by County, state or federal agencies, Bank shall promptly refund the disallowed amount to County upon request or, at County's option, County may offset the amount disallowed from any payment that is due or becomes due to Bank under this Agreement or any other agreement. Notwithstanding the forgoing, County will compensate Bank for services provided.

7. Section 6.2 is stricken in its entirety and replaced with the following:

Bank shall assign only competent personnel to perform any portion of the Work. If the County reasonably determines, in good faith, that Bank has provided personnel that do not meet the requirements of this Agreement, the County will notify Bank and the parties will promptly meet to discuss and attempt to resolve the County's concerns. Notwithstanding the above, Bank will staff the project with team members who, in its discretion, are appropriately experienced and qualified for the project's scope of work.

8. Section 6.3 is stricken in its entirety and replaced with the following:

Bank shall be responsible to County for the acts and omissions of Bank's employees, subcontractors, and agents as provided in the Agreement, including the Service Documentation and in Section 14. Indemnification of this Agreement.

9. Section 6.4 is stricken in its entirety and replaced with the following:

An arrangement or agreement between Bank and a vendor or other third party that is not limited to the services provided to County under this Agreement and_under which such vendor or other third party assists or may assist Bank in providing services or products to its customers generally shall not be considered a "Subcontractor," "subcontract", "assignment" or "delegation" of work or services for purposes of this Agreement. In the event Bank uses such a vendor or third party to provide services to the County under this Agreement, Bank shall remain fully responsible to County for the performance of all of its obligations under this Agreement including those performed by such vendor or third party.

10. Section 6.5 is stricken in its entirety.

11. Text of Section 7 titled "Conferences. Visits to Site, Inspection of Work" is stricken and replaced with the following:

> In the event it should become necessary for the State or County to hold any conference related to the services provided under this Agreement, Bank shall reasonably cooperate with the County's request for representatives of Bank's Commercial Banking relationship team supporting the County to attend any such conference.

12. Text of Section 8 titled "Assignments" is stricken and replaced with the following:

> Each party may assign the contract with the other party's consent, which consent will not be unreasonably withheld or delayed; provided, however, that Bank may assign the contract without consent in connection with a merger, acquisition or corporate restructuring involving Bank.

13. Text of Section 10 titled "Licenses, Permits, etc." is stricken and replaced with the following:

> Bank represents and warrants to County, to the best knowledge and belief of the Commercial Banking relationship team assigned to support the County, that it has all licenses, permits. qualifications. and approvals of whatsoever nature that are legally required for bank to practice its profession and to perform the Work. Bank represents and warrants to County, to the best knowledge and belief of the Commercial Banking relationship team assigned to support the County, that Bank shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement any license, permits, and approvals that are legally required for Bank to practice its profession and perform the Work. Bank further represents and warrants to County to the best knowledge and belief of the Commercial Banking relationship team assigned to support the County, that any Subcontractor engaged by Bank to perform a portion of the Work shall similarly possess all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required for the Subcontractor to perform the portion of the Work that is the subject of the subcontract at issue.

14. Section 11.1.3 is stricken and replaced with the following:

> 11.1.3. Professional Liability • (Errors and Omissions) Insurance with limits not less than $1,000,000 per occurrence or claim, $2,000,000 aggregate.
>
> If the policy provides coverage on a claims-made basis:
>
> a. The Retroactive Date must be shown and must be before the date of

the contract or the beginning of contract work.

b. This insurance must be maintained for at least 3 years after termination of the Agreement. Evidence of insurance must be provided, upon request, for at least 3 years after termination of the Agreement.

15. The following is added as new Section 11.1.4:

Cyber Insurance with limits not less than $2,000,000 per occurrence or claim, $2,000,000 aggregate. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by the bank in this agreement and shall include, but not be limited to, claims involving security breach, system failure, data recovery, business interruption, cyber extortion, social engineering, infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, and alteration of electronic information. The policy shall provide coverage for breach response costs, regulatory fines and penalties as well as credit monitoring expenses.

16. Section 11.6 is stricken in its entirety and replaced with the following:

Waiver of Subrogation: Bank hereby grants to County a waiver of any right to subrogation which any insurer of said Bank may acquire against the County by virtue of the payment of any loss under such General Liability and Automobile Liability insurance.

17. The following text is added to Section 13 titled "Ownership of Documents":

Bank will provide customary data and reports associated with the requested services. However, Bank is a service provider, and is not delivering "work product". Bank will retain all ownership and related rights in its intellectual property (including, but not limited to, systems, software and hardware, regardless of location or date of development), used or developed in connection with the requested services, now and hereafter.

18. Text in Section 14 titled "Indemnification" is stricken in its entirety and replaced with the following:

During the term of this Agreement, Bank will indemnify, defend and hold harmless County and its officers, directors, employees, agents and assigns (the "Indemnified Parties") from and against all third party claims, losses, demands, liability, judgments, awards, interest, attorney's fees amt costs (collectively, "Losses") arising out of, resulting from or relating to the performance of the services provided hereunder which

are, in each case, directly caused in whole or in part by the negligent or intentional misconduct of Bank or any of its officers, directors, employees, agents, subcontractors or assigns, except to the extent such Losses are caused by the negligence or intentional misconduct of any Indemnified Party. In no event will Bank be liable for any indirect, special, consequential or punitive damages, whether or not the likelihood of such damages was known to Bank, and regardless of the form of the claim or action or the legal theory on which it was based.

County's indemnification obligations are provided for in the Service Documentation.

19. Text in Section 15 titled "Public Records Act Disclosure" is stricken and replaced with the following:

Bank has been advised and is aware that all reports, documents, information and data including, but not limited to, computer tapes, discs or files furnished or prepared by Bank, or any of its subcontractors, that is provided to County may be subject to public disclosure as required by the California Public Records Act (California Government Code Section 6250 et seq.). Exceptions to public disclosure may be those documents or other information that qualify as trade secrets, as that term is defined in the California Government Code Section 6254.7, and of which Bank informs County of such trade secret. The County will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The County shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed by County to be required by law or by court order. County's confidentiality obligations are provided for in the Service Documentation. In the event County is compelled by law to disclose Bank's Confidential Information (as that term is defined in the Master Agreement for Treasury Management Services), County will provide reasonable notice to Bank, but not less than 10 days), so Bank, at its own expense, may take action to try to limit any such disclosure.

20. Text in Section 16 titled "Responsibility for Errors" is stricken and replaced with the following:

Bank shall be responsible for its work and results under this Agreement, as required by the terms of the Agreement. Bank, when requested, shall furnish clarification and/or explanation as may be required by the County, regarding any services rendered under this Agreement at no additional cost to the County.

21. Text in Section 17 titled "Non-Discrimination" is stricken and replaced with the following:

Bank shall provide all services under this Agreement without discrimination, and shall not discriminate against any employee or applicant for employment, on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation. Bank will comply with Section 1735 of the Labor Code. Bank agrees to comply with

the California Fair Employment and Housing Act (Government Code, Section 12900 and following) to the extent it does not conflict with federal law/guidance.

22. Bank contact for notices under this contract, per Section 20 titled "Notice" is modified as follows:

    Wells Fargo Bank, NA
    Zachary Chastain
    Senior Vice President
    1655 Grant Street
    Concord, CA 94520

23. Text in Section 22 titled "Construed Pursuant to California Law: Venue" is stricken entirely and replaced with the following:

    The parties hereto agree that the provisions of this Agreement will be construed pursuant to the applicable federal laws of the United States and the laws of the State of California. Venue for all litigation relative to the formation, interpretation, and performance of this Agreement shall be in state and federal courts for Amador County, California.

24. Text in Section 23 titled "Incorporation of Agreements and Amendments" is stricken and replaced with the following:

    The Agreement consists of the following:

    (1) this Banking Services Agreement (the first 15 pages through signature page),

    (2) Bank's standard Service Documentation which is incorporated by reference into **Attachment A** (attached hereto), and

    (3) the pricing for the services which is attached to **Attachment B** (attached hereto)

    The Agreement contains all agreements of the parties with respect to any matter mentioned herein. If the provisions in the Banking Services Agreement conflict with any provision contained in any attachment to this Agreement, the terms will govern in the order appearing above in this section. No other agreement or understanding pertaining to any such matter shall be effective, unless in writing signed by the party to be charged. This Agreement may be modified by the parties hereto only in writing and signed by both parties. Notwithstanding the foregoing Bank may make changes to its Service Documentation as provided for in the Service Documentation. Additionally, notwithstanding anything to contrary in the Agreement, if during the terms of the Agreement County requests additional services, and Bank agrees to provide additional services, the Service Documentation for that service and pricing terms will be provided to the County and incorporated into the Agreement by references without the need for a written amendment.

25. Text in Section 26 Titled "Retention of Records" is stricken and replaced with the following:

> Pursuant to Government Code section 8546,7, the performance of any work under this Agreement is subject to the examination and audit of the State Auditor at the request of County or as part of any audit of County for a period of three years after final payment under the Agreement. Bank shall retain all records relating to the performance of the Work and the administration of the Agreement in accordance with its document retention practices. Bank cannot allow audits or inspections of its data center, facilities, systems, networks, or equipment for security and confidentiality reasons. Bank will allow audits of relevant records with reasonable prior notice during normal business hours in accordance with Wells Fargo's policies for the purpose of verifying the accuracy of amounts charged or compliance with contractual financial and record-keeping requirements.

26. **Attachment A – Scope of Work** is stricken and replaced with new "**Attachment A – Scope of Work**" which is attached hereto as Exhibit 2.

27. **Attachment B – Compensation** is stricken and replaced with new "**Attachment B – Compensation**" which is attached hereto as Exhibit 1.

IN WITNESS WHEREOF, the parties have caused this Amendment to be executed and delivered by their respective, duly authorized representatives.

Executed this ____ day of _____, 2025.

COUNTY OF AMADOR

Name: _____

Title: Chairman, Amador County Board of Supervisors

APPROVED AS TO FORM:

AMADOR COUNTY COUNSEL

BY:_____

WELLS FARGO BANK, N.A.

Name: _____

Title: Executive Director – Relationship Manager

ATTEST:

CLERK OF THE BOARD OF SUPERVISORS

BY:_____

Exhibit 1

"Attachment B – Compensation"

(attached)

WELLS FARGO

Treasury Management Contract Pricing

County of Amador

Pricing as of December 2025

WF Code	AFP Code	Service Description	Charge Basis	New Price
		ACH Fraud Filter		
34333	251050	ACH FRAUD FILTER REVIEW MO BASE	Account	5.00000
34334	251050	ACH FRAUD FILTER STOP MTHLYBASE	Account	1.25000
34338	251052	ACH FRAUD FILTER STOP - ITEM	Transaction filtered	2.00000
34335	251053	ACH FRAUD FILTER REVIEW - ITEM	Transaction filtered	2.00000
		ACH Origination		
ES280	250000	ACH MONTHLY BASE	Company ID	25.00000
ES211	250102	ACH FUTURE DATED ITEM	Transaction	0.10000
ES216	250102	ACH SAME DAY	Transaction	1.50000
06505	250302	ACH RETURN ADMIN -ELECTRONIC	Return	1.00000
06504	250302	ACH RETURN ADMIN -MANUAL	Return	5.00000
06502	250302	ACH RETURN ITEM-ELECTRONIC	Return	1.00000
06503	250302	ACH RETURN ITEM-MANUAL	Return	5.00000
06506	250312	ACH RETURN UNAUTHORIZED -MANUAL	Return	5.00000
ES803	250510	ONLINE PAYMENTS BATCH RELEASE	Batch/file	5.00000
ES801	250501	ACH TRANSMISSION CHARGE	Batch/file	5.00000
ES237	250710	ACH FAX SERVICE	Page	5.00000
ES235	250710	ACH MAIL SERVICE	Page	5.00000
ES806	250706	SDD ACH REPORTING	Email	25.00000
ES346	250622	ACH EXCEPTION PROCESS-DUPLICAT FILE	Batch/file	40.00000
ES361	250642	ACH REVERSAL - ITEM	Reversal	35.00000
34377	250000	ONLINE PAYMENTS BASE FEE	Company ID	25.00000
ACH1D	250102	ONLINE PAYMENTS NEXT DAY ITEM	Transaction	0.25000
ES342	250720	ACH CUSTOMER REPORTS	Business day	5.00000
06525	250302	ACH NOC - ELECTRONIC	Transaction	1.00000
34330	250703	ACH SUBSCRIPTION PER CO ID	Account/company ID	25.00000
		ACH Receive		
ES349	250220	ACH RECEIVED ADDENDA	Addenda record	0.01000
ES344	250202	ACH RECEIVED ITEM	Transaction	0.08000

WF Code	AFP Code	Service Description	Charge Basis	New Price
		Account Reconcilement		
DS322	200120	ARP PARTIAL RECONCILIATION - ITEM	Check paid	0.05000
34410	400225	ARP DATA QUERY REPORT MTHLY BASE	Account	30.00000
34411	400272	ARP DATA QUERY RPT/RETRIEVED ITM	Transaction	0.01000
34420	400225	ARP STMTS & RPTS (CSV/EXCEL) BASE	Account	30.00000
34337	200201	ONLINE CHECK ISSUES-ITEM	Check issued	0.20000
12687	209999	ARP AGED ISSUE RECORDS ON FILE-ITEM	Record	0.01000
12061	200020	ARP MONTHLY BASE - PARTIAL	Account	30.00000
12604	200306	ARP OPTIONAL REPORTS	Report	5.00000
12430	200301	ARP OUTPUT - TRANSMISSION	Transmission	10.00000
12379	200201	ARP PART POSITIVE PAY ISSUE - ITEM	Check issued	0.01500
34350	200306	ONLINE ARP STMT & RPTS MONTHLY BASE	Account	10.00000
12694	200100	OUTGOING TRANSMISSION - PER ITEM	Item reported	0.01000
12021	200410	ARP SET UP	Account	0.00000
		Branch Services		
CK197	100040	CASH ORDER FEE IN A WF BRANCH	Transaction	15.00000
CK141	100040	CURRENCY FURNISHED BY WF BRANCH	Dollar	0.00600
22810	150500	WF CHK CASHED FOR NONACCT HOLDER	Check cashed	10.00000
		Desktop Deposit Electronic Dep Serv		
12816	151352	DESKTOP DEPOSIT IMAGES RETRIEVED	Image	0.10000
15017	400058	DESKTOP DEPOSIT MONTHLY BASE	Account	15.00000
15003	400272	DESKTOP DEPOSIT REPORT PER ITEM	Item reported	0.07000
15007	010101	DESKTOP DEPOSIT-DEPOSIT CREDITED	Credit	0.75000
706	100224	DESKTOP DEPOSIT-DEPOSITED ITEM	Check deposited	0.05000
790	100230	ELECTRONIC DEPOSIT - DEP ADJUSTMENT	Adjustment	15.00000
		Gen Acct Services Recoupment		
IAMTH	000230	RECOUPMENT MONTHLY	Deposit assessment	0.12750
		General Account Services		
22051	010000	ACCT MAINTENANCE	Account	12.00000
CK021	010100	DEBITS POSTED	Debit	0.10000
CK018	250201	ELECTRONIC CREDITS POSTED	Credit	0.10000
CK192	010499	CLIENT ANALYSIS INVOICE	Invoice	0.00000
08025	100015	MISCELLANEOUS CREDITS POSTED	Transaction	1.25000

WF Code	AFP Code	Service Description	Charge Basis	New Price
		General Disbursement Services		
22030	150412	STOP PAYMENT - AUTO RENEWAL	Stop payment	5.00000
MD091	150240	PYMT AUTH MAX CHECK MTHLY BASE	Account	10.00000
12670	150410	STOP PAYMENT - ONLINE	Stop payment	5.00000
12674	150410	STOP PAYMENT - TRANSMISSION	Stop payment	5.00000
22202	150100	DDA CHECKS PAID	Check paid	0.05000
		Global Check Clearing		
IL152	609999	DEPOSITED CHECK ON CANADIAN BANK	Check deposited	5.25000
		Incoming Wire Transfers		
ES030	350300	WIRE IN TO USA ACCT-USA DOMESTIC	Transfer	5.00000
		Information Reporting		
34421	400272	ARP STMTS & RPTS (CSV/EXCEL) / ITEM	Transaction	0.01000
34101	400052	PLUS INFO RPTG BASE PER ACCT	account	50.00000
34118	400425	PREMIUM INFO RPTG BASE PER ACCT	account	50.00000
34129	400055	REPORTING ITEMS LOADED	item loaded	0.03500
		Paper Checks Deposited		
002	100224	DEPOSITED CHECK	Check deposited	0.10000
		Positive Pay		
DS191	150122	PAYEE VALIDATION STANDARD-ITEM	Check paid	0.02000
34336	150724	POSITIVE PAY EXCEPTION-ONLINE IMAGE	Image retrieved	1.00000
12505	150222	POSITIVE PAY EXCEPTION CHECKS RETND	Check returned	20.00000
12903	150310	POSITIVE PAY EXCEPTIONS - ITEM	Exception	3.00000
12907	150030	POSITIVE PAY MONTHLY BASE	Account	30.00000
		Returned Items		
CK061	100400	RETURN ITEM - CHARGEBACK	Transaction	2.50000
CK062	100416	RETURN ITEM RETRIEVAL-IMAGE	Transaction	1.00000
CK064	100416	RETURN ITEM SERVICE MTHLY BASE	Customer ID	0.00000
CK075	100402	RETURN ITEM REDEPOSITED	Transaction	2.50000
		SUBACCOUNTING		
22421	010310	SUB ACCT STATEMENT FEE	Account	10.00000
DS585	010021	SUBACCOUNT MAINTENANCE	Subaccount	5.00000

WF Code	AFP Code	Service Description	Charge Basis	New Price
		Stagecoach Deposit Post Verify		
CK199	10001A	POST VERIFY CASH DEPOSITED	Dollar	0.00400
22723	10001A	BRANCH DEPOSIT POST VERIFY	Deposit bag	4.00000
		Sweep		
22087	450403	SWEEP STAGECOACH MUTUALFND ELECTNIC	Statement	0.00000
22094	450270	SWEEP STAGECOACH MUTUAL FND MO BASE	Account	50.00000
		Wires Origination and Reporting		
ES073	359999	WIRE BASE -VOICE	Account	0.00000
ES167	359999	WIRE PIN BASE	Account	0.00000
ES141	350120	WIRE BOOK TRANSFER VANTAGE/API	Transfer	5.00000
ES139	350100	WIRE OUT DOMESTIC VANTAGE/API	Transfer	8.00000
34216	400832	WIRE TEMPLATE ONLINE	Occurrence	0.33000
34204	350705	WIRE SWIFT DR/CR CONFIRMS-USA ACCT	Request	2.00000
		Subtotal		
		Zero Balance Account (ZBA)		
DS001	010021	ZERO BALANCE MONTHLY BASE	Account	10.00000

Exhibit 2

"Attachment A – Scope of Work"

Bank shall provide the services described on **Attachment B** in accordance with the Bank's standard Service Documentation. The Service Documentation is hereby made a part of and incorporated herein by reference into the Agreement.

Board of Supervisors Agenda Item Report

Submitting Department: Board of Supervisors
Meeting Date: December 16, 2025

SUBJECT
Building Department: Adoption of an Ordinance Repealing Chapter 15.04 of the Amador County Code and Adding a New Chapter 15.04 of the Amador County Code Relating to Adoption of the 2025 California Building Codes and Related Codes by Reference. (Reading Waived 11/1825).

Recommendation:
Adopt the Ordinance.

4/5 vote required:
No

Distribution Instructions:
File

ATTACHMENTS
- 15.04_2022_BLDG_CODE_ADOPT (1).docx

AN ORDINANCE REPEALING CHAPTER 15.04 OF THE AMADOR COUNTY CODE AND ADDING A NEW CHAPTER 15.04 OF THE AMADOR COUNTY CODE RELATING TO ADOPTION OF 2025 CALIFORNIA BUILDING CODES AND RELATED CODES BY REFERENCE

The Board of Supervisors of the County of Amador, State of California, ordains as follows:

SECTION 1. Chapter 15.04 of the Amador County Code is hereby repealed in its entirety.

SECTION 2. A new Chapter 15.04 is hereby added to the Amador County Code, which shall read as follows:

15.04.010 Adoption of California Building Codes by reference.

Except as hereinafter provided, the following building codes are adopted by reference as the rules and regulations governing the construction, alteration, moving, demolition, repair, use, change of use and occupancy of any building or structure within the county (except work located primarily in a public way, public utility towers and poles, mechanical equipment not specifically regulated in said codes, and hydraulic flood control structures):

A. California Administrative Code, 2025 Edition, as adopted and amended by the California Building Standards Commission in the California Building Standards Code, Title 24, Part 1, of the California Code of Regulations.

B. California Building Standards Code, 2025 Edition, as published by the International Code Council and amended by the California Building Standards Commission, the State Department of Housing and Community Development, the Division of State Architect, the Office of the State Fire Marshal, the Office of Statewide Health Planning and Development, the California Energy Commission, and the Building Standards Commission, Title 24, Part 2 Volumes 1 & 2, of the California Code of Regulations, together with the following Appendices: Appendix B (Board of appeals), Appendix C (Group U-Agricultural Buildings), Appendix D (Fire Districts), Appendix F (Rodent Proofing), Appendix G (Flood-Resistant Construction), Appendix H (Signs), Appendix I (Patio Covers), Appendix J (Grading), Appendix K (Group R-3 and R3.1 Occupancies Protected by the Facilities of the Central Valley Flood Protection Program), Appendix L (Earthquake Recording Instrumentation), Appendix N (Replicable Buildings) Appendix P (Emergency Housing).

C. California Residential Code, 2025 Edition, as adopted and amended by the California Building Standards Commission in the California Building Standards Code, Title 24, Part 2.5, of the California Code of Regulations to include Chapter 44 (Referenced Standards) together with the following Appendices: AH (Patio Covers), AJ (Existing Buildings and Structures), AR (Light Straw-Clay Construction), AS (Strawbale Construction), AU (Cob Construction/Monolithic Adobe), AV (Board of Appeals), AX (Swimming Pool Safety Act), Appendix AY (Areas Protected by The Facilities of The Central Valley Flood Protection Plan, AZ (Emergency Housing),

D. California Electrical Code, 2025 Edition, based on the 2024 Edition National Electric Code, as published by the National Fire Protection Association, and as adopted and amended by the California Building Standards Commission in Title 24, Part 3, of the California Code of Regulations.

E. California Mechanical Code, 2025 Edition, based on the 2024 Uniform Mechanical Code as published by the International Association of Plumbing and Mechanical Officials, and as adopted and amended by the California Building Standards Commission in Title 24, Part 4, of the California Code of Regulations.

F. California Plumbing Code, 2025 Edition, based on the 2024 Uniform Plumbing Code as published by the International Association of Plumbing and Mechanical Officials, and as adopted and amended by the California Building Standards Commission in Title 24, Part 5, of the California Code of Regulations.

G. California Energy Code, 2025 Edition, as published by the International Code Council (ICC) and as adopted and amended by the California Building Standards Commission in Title 24 Part 6, of the California Code of Regulations.

H. California Historical Building Code, 2025 Edition, as published by the International Code Council (ICC) and as adopted and amended by the California Building Standards Commission in Title 24 Part 8, of the California Code of Regulations.

I. California Fire Code, 2025 Edition, as published by the International Code Council (ICC) and as adopted and amended by the California Building Standards Commission in Title 24 Part 9, of the California Code of Regulations.

J. California Existing Building Code, 2025 Edition, as published by the International Code Council (ICC) and as adopted and amended by the California Building Standards Commission in Title 24, Part 10, of the California Code of Regulations.

K. California Green Building Standards Code, 2025 Edition, as published by the International Code Council (ICC) and as adopted and amended by the California Building Standards Commission in Title 24 Part 11, of the California Code of Regulations.

L. California Referenced Standards Code, 2025 Edition, as published by the International Code Council (ICC) and as adopted and amended by the California Building Standards Commission in Title 24 Part 12, of the California Code of Regulations.

M. International Property Maintenance Code, 2024 Edition as published by the International Code Council (ICC).

15.04.015 Conflicting provisions.

In the event of any conflict in the provisions or requirements of this title, any other title of the Amador County Code, the technical codes, and any other codes or laws, the most restrictive shall govern.

15.04.020 Board of appeals.

California Building Code Chapter 1, Division II, Section 113, shall be amended to read as follows:

> General. In order to hear and decide appeals of orders, decisions, or determinations made by the Building official relative to the application and interpretations of the technical code, there shall be and is hereby created a Board of Appeals. The governing body shall appoint the board of appeals and shall hold its office at the pleasure of the governing body.
>
> The board of appeals shall consist of not less than three members appointed by the Amador County Board of Supervisors, who (i) are qualified by experience and training to pass upon matters pertaining to building construction and building service equipment, and (ii) are not employees of Amador County. The Building Official shall be an ex officio member and shall act as secretary to said Board, but shall have no vote upon any matter before

the Board. The Board shall adopt rules of procedure for conducting its business and shall render all decisions and findings in writing to the appellant, with a duplicate copy to the Building Official.

15.04.025 Automatic sprinkler systems.

California Building Code, Chapter 9, Fire Protection Systems, Section 903.2, shall be amended by adding the following:

A. An automatic fire sprinkler system approved by the Building Official shall be installed throughout in:

1. Every R3 occupancy building, regardless of size, hereafter constructed and every other building hereafter constructed in which the fire area, as defined in Chapter 2 of the 2019 California Building Code, is 5,000 square feet or greater.

Exceptions:

(a) The Building Official 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 the requirements of Section 706 of the California Building Code.

(b) Agricultural buildings as defined in Section 202 of the California Building Code.[2]

2. Existing buildings, when there is a change in character of the occupancy or use of any building that may, in the opinion of the Building Official, increase or cause to increase the threat of fire or threat to life and safety.

Exception:

(a) Agricultural buildings as defined in Section 202 of the California Building Code.

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. Exception: Residential Group R-3 as defined in Section 310 of the California Building Code.[3]

15.04.030 Snow load design.

California Building Code Chapter 16, Section 1608A, shall be amended by adding the following chart:

ELEVATION (FT)	LIVE LOAD	ELEVATION (FT)	LIVE LOAD
0--1000	20 PSF Live Load	4001--5000	50 PSF Snow Load
1001--2500	20 PSF Snow Load	5001--6000	100 PSF Snow Load
2501--3000	30 PSF Snow Load	6001--7000	200 PSF Snow Load
3001--4000	40 PSF Snow Load	7001--8000	270 PSF Snow Load

15.04.035 Annual permit.

California Building Code Chapter 1 (Administration), Division II, Sections 105.1.1 and 105.1.2, shall be deleted in their entirety. (Ord. 1693 §1 (part), 2010).

15.04.040 Work exempt from permit.

A. California Building Code Chapter 1 (Administration), Division II, Section 105.2, Work Exempt from Permit, shall be amended as follows:

1. Item 2 shall read:

Freestanding nonbearing masonry and concrete walls, without surcharge, not over four (4) feet measured from the bottom of footings to the top of the wall. Freestanding non-bearing wood or steel fencing not over ten feet.

2. A new category of agricultural buildings shall be added to the work exempt from permit, which shall provide that agricultural buildings shall be exempt to the extent they comply with Section 15.04.040.B of this chapter.

B. California Building Code Appendix C (Agricultural Buildings), Section C101.1, is hereby amended by adding the following item:

Agricultural Buildings

1. Agricultural buildings located on a parcel of land 10 acres or larger, or under Williamson Act Contract, regardless of size, that are designed, constructed and used to house farm implements, hay, grain, poultry, livestock or horticultural products, provided that all of the following requirements are met:

a. The structure shall be limited to a single story and 10,000 square feet or less. The structure also shall not be a place of human habitation or a place of employment where agricultural products are processed, treated, or packaged. Employees may only enter the structure on an occasional basis to store or remove equipment or otherwise perform tasks of a limited duration that require infrequent access to the structure. The structure shall not be a place used by the public.

b. Electrification of the building shall be limited to a maximum of 100 amp service and adhere to Electrical Codes. Plumbing shall be limited to water supply for animals and shall adhere to Plumbing Codes. A specific Electrical and Plumbing permit shall be applied for, and the electrification and plumbing of an agricultural building shall be permitted separately from the structure and inspected.

c. The owner or authorized agent submits all of the following: (i) an application for an "Agricultural Building Permit Exemption" executed by the owner or authorized agent; (ii) a completed and scaled plot plan (11" x 17"), showing setbacks to property lines, existing buildings, driveways, fuel storage locations, easements, wells, septic tanks, leach fields and other features that might contribute to the spread of fire or limit access to the firefighting apparatus, and designating the areas of defensible place; (iii) a description of the building to be constructed, including size, materials to be used to construct the building (i.e., 4 x 6 posts & beams, 2 x 6 rafters, 5/8" plywood roof sheathing, 1 x 10 board and batten siding, composition roofing) and the intended use for the

building; and (iv) if the site is within a 100-year flood zone, an elevation certificate prepared by a licensed engineer or surveyor showing that the minimum floor elevation is one foot above the Base Flood Elevation (or, as an alternative, a minor variance approved by the Planning Director).

d. The owner of the property shall sign an "Owner's Agreement to Limit Agricultural Operations," limiting uses of agricultural buildings built under the exemption to the definition stated above, and record notification on the property that the structure is an agricultural building. The said Agreement shall be recorded by the County in conjunction with the issuance of the final exemption.

e. The applicant shall pay a processing fee for the Agricultural Building Permit Exemption to cover administrative costs related to processing the application. The fee basis is 1 hour of Building Department staff time, at the billing rate in effect at the time of the application.

2. In addition to the above requirements, upon completion of construction for the agricultural building and before the issuance of the final exemption, the owner or authorized agent shall sign a verification that the agricultural building has been constructed as described and depicted in the application, and in compliance with Chapter 15 of the Amador County Code and all other applicable local, state, or federal laws.

15.04.045 Expiration of building permit.

California Building Code Chapter 1 (Administration), Division II, Section 105.5, shall be amended by adding the following at the end of the first paragraph:

For the purpose of this section, work under a permit shall be considered suspended or abandoned, and the permit subject to expiration, if the permit holder or person doing the work does not call for and pass one or more of the required inspections set forth in section(s) 110.3.1 through 110.3.10 within 180 days after the date the permit was issued, or the date of passing a prior required inspection, whichever date is later.

The permit holder may request an extension or reinstatement of a permit, which may be granted at the discretion of the Chief Building Official. Each request will be evaluated on a case-by-case basis.

15.04.050 Investigation fees for work without a permit.

California Building Code Chapter 1 (Administration), Division II, Section 109.4, shall be amended by adding the following at the end of the first paragraph:

An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by this code, subject to reduction at the discretion of the building official in extraordinary cases. In no case shall the minimum investigation fee be less than one hour at the calculated hourly rate established by the board of supervisors.

15.04.055 Refunds.

California Building Code Chapter 1 (Administration), Division II, Section 109.6, shall be amended to read as follows:

The building official may authorize refunding of a fee paid hereunder that was erroneously paid or collected.

The building official may authorize refunding of not more than 80 percent of the building permit fee paid when no work has been done under a permit issued in accordance with this code.

The building official may authorize refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any examination time has been expended.

The building official shall not authorize the refunding of any fee paid except upon written application filed by the original permittee not later than 180 days after the date of fee payment.

15.04.060 Grading exemptions.

California Building Code Appendix J (Grading), Section J103.2, Exemptions, shall be modified by adding the following after item 7:

8. a. Grading projects less than 50 cubic yards shall not require a permit or notification of Amador County.

b. Grading related to the construction of an onsite wastewater system permitted by the Amador County Environmental Health Department shall not require a grading permit.

c. Upon submission of an executed Grading Acknowledgement Form and payment of the required fee, a land owner may perform the exempt grading activities as provided in this section.

Exempt grading shall conform to the following requirements:

i. Excavation and/or placement of material shall not exceed 500 cubic yards. Larger grading projects may not be split or separated into smaller projects for the purpose of exempting an otherwise nonexempt grading project. All grading projects require erosion control measures to be in place during weather events. Failure to apply best management practices may require the submission of an erosion control plan and payment of costs at the current hourly rate.

ii. Grading activities 51 to 500 yards may be considered to be exempt. Exempt grading activities within this classification that are conducted between April 15 and October 15 of the calendar year will not require an erosion control or grading plan; however, a site inspection will be conducted at the current hourly rate to review the project. The intent of this classification is to exempt grading related to private horse arenas, private parking, utility buildings 120 square feet or less without plumbing or electrical, and roof structures 120 square feet or less not intended for public use. Finish slopes will not exceed 2 to 1, and cut and/or fill will not exceed 4 feet. Any future development requiring building permits will require a geotechnical inspection (compaction test). All grading

conducted between October 15 and April 15 will require a plan submittal and a valid grading permit.

iii. Any structure requiring a building permit that is built on fill 12 or more inches in depth will require a geotechnical investigation (compaction testing) conducted by a design professional. Results of the investigation will be submitted in writing to the Chief Building Official and shall meet the requirements outlined in California Building Code Section 1803.5.8. Compaction shall be no less than 95%. The report shall be submitted and approved prior to construction of the foundation or as determined by the Chief Building Official.

iv. Cut and fill slopes shall not exceed 2:1 (Horizontal: Vertical);

v. Cut and fill depths shall not exceed 4 feet in depth as measured between a point on the original grade and the same point measured in the final graded condition;

vi. Grading shall not result in a change in the location or increase in the rate of drainage discharge from the property;

vii. Disturbance of more than 1 acre shall require a Notice of Intent to be filed with the Regional Water Quality Control Board;

viii. Top of cuts or toe of fills shall be at least 4 feet from all property lines and beyond drainage;

ix. Grading of driveways or access roads shall comply with the provisions of Chapter 15.30, and Owner shall certify that any driveway or access road will be constructed in compliance with Chapter 15.30. In the event a deviation from the provisions of Chapter 15.30 will be necessary, a deviation request, pursuant to Section 15.30.170, shall be filed and approved prior to any grading.

x. All fills shall be compacted to 90% relative compaction when not building a permitted structure on the fill. Compaction testing may not be required. In this case, compaction is the sole responsibility of the property owner/contractor.

The requirement for compaction testing will be determined upon plan submittal and/or during field inspections at the discretion of the Chief Building Official. Future development involving structures built on the graded area requiring a permit will require geotechnical investigation (compaction testing) and compaction of 95%

xi. Materials such as wood debris, roots, stumps and other deleterious and unsuitable material shall not be buried within the fill; and

xii. Erosion control measures shall be in place in disturbed areas prior to October 15.

d. Violations. In the event that 1) any otherwise exempt grading is conducted without prior payment of the applicable fee and submission of a properly executed Grading Acknowledgement form, or 2) any grading performed pursuant to this Section fails to comply with the provisions set forth above, such grading shall not be exempt and the Owner shall be required to obtain a grading permit, meeting all standards and paying all fees then in effect.

e. Fees. A fee to cover the cost of administration of this section shall be adopted by resolution of the Board of Supervisors.

15.04.070 Liquefied petroleum gas facilities and piping.

Section 1212.10 of the California Plumbing Code and Section 1313.9 of the California Mechanical Code shall be amended by adding the following sentence:

Liquefied petroleum gas facilities or equipment located at or above 5,000 feet elevation shall be equipped with a listed and approved gas leakage detector, with automatic shut-off and an alarm that is audible to all sleeping rooms.

15.04.075 Temporary power permits.

It is unlawful for any person to use electric power in any building or structure for which a building permit is required by this chapter prior to final inspection and approval thereof by the building department, except in strict conformance with all of the provisions and conditions of an unrevoked and unexpired temporary power permit issued therefor by the building department. Such a temporary power permit shall contain provisions with

respect to the nature, location, and duration of use, load and circuit limitations, fuse or circuit breaker requirements, and such other conditions as the building department determines are necessary to eliminate any hazard which might result from the use of such power. The building department may revoke any such temporary power permit for violation of any provision or condition contained therein, or for any practice in the use of such power which causes a fire or safety hazard, by posting written notice of revocation of such permit in a conspicuous place in such building or structure

15.04.080 Utility company connections.

It is unlawful for any person or utility company to supply electric power to any building or structure for which a building permit is required by this chapter prior to the final inspection and approval thereof by the building department unless a temporary power permit has been issued therefor, or to continue supplying electric power to such building or structure after such temporary power permit has expired, or after receipt of a written notice of revocation of such permit.

The building department may revoke any such temporary power permit for violation of any provision or condition contained herein, or for any practice in the use of such power which causes a fire or safety hazard, by posting written notice of revocation of such permit in a conspicuous place in such building or structure.

15.04.085 Emergency repairs.

Where emergency repair work for which a permit is required by this chapter is made necessary by storm, flood, fire, explosion, earthquake or similar calamity, such work may be done without first obtaining the required permit therefor, providing an application for such permit is filed with the building department before five p.m. of the next business day following the commencement of such work. In such a case, the permit requirements of this chapter shall not be deemed to have been violated. In such a case, an investigation fee shall not be applied.

15.04.090 Liability of county.

This chapter shall not impose upon the county of Amador any liability or responsibility for damage resulting from defective building, plumbing, mechanical, or electrical work; nor shall the county of Amador, or any official or employee thereof, be held to assume any such liability or responsibility by reason of the inspection authorized hereunder.

1

For statutory provisions that apply throughout the state, see various state regulations as applicable. For provisions regulating housing construction throughout the state, see Health and Safety Code §17922.

2

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.

3

Section 310 (in part) defines "Residential Group R-3" as buildings other than townhouses that do not contain more than two dwelling units; 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 twenty-four hours; congregate living facilities with sixteen or fewer persons.

SECTION 3. This ordinance was introduced and the title thereof read at the regular meeting of the Board of Supervisors on _____ and on _____ further reading was waived by the unanimous vote of the Supervisors present.

This ordinance shall take effect and be in full force on and after thirty (30) days from the date of its passage, and before the expiration of fifteen (15) days from the date of its passage it shall be published once with the names of the members of the Board of Supervisors voting for and against the same, said publication to be made in a newspaper of general circulation published in the County of Amador.

On a motion by Supervisor _____, seconded by Supervisor _____, the foregoing ordinance was passed and adopted by the Board of Supervisors of the County of Amador, State of California, this ____ day of _____, 201__, by the following vote:

AYES: Supervisors,
NOES: Supervisors,

ABSENT: Supervisors,

_____
Chairperson of the Board of Supervisors
of Amador County, California

ATTEST:_____
Clerk of the Board of Supervisors

Board of Supervisors Agenda Item Report

Submitting Department: Airport
Meeting Date: December 16, 2025

SUBJECT
GSA - Airport Assignment and Assumption of Lease

Recommendation:
Approve Assignment and Assumption of Lease and authorize Board Chairman to sign

4/5 vote required:
No

Distribution Instructions:
GSA-Airport, Auditor,

ATTACHMENTS

- Airport Memo 12.16.25.pdf
- Assignment and Assumption Hgr. 205.pdf
- Credit Report 12.1.25.pdf
- Lease_9.14.04.pdf

Amador County Airport
MAIL: 12200-B Airport Road, Jackson, CA 95642
LOCATION: 12380 Airport Road, Martell, CA
PHONE: (209) 223-2376 FAX: (209) 223-0749 E-MAIL: dsheppard@amadorgov.org

SUMMARY MEMORANDUM

TO: Board of Supervisors

FROM: David Sheppard, Airport Manager *DS*

DATE: December 16, 2025

SUBJECT: Assignment and Assumption of Lease Agreement Hangar Lot #205

PROPERTY: APN 044-010-116-000 – Hangar #205 Couey

Background: A ground lease for Hangar #205 was executed on September 14, 2004. This is originally a thirty (30) year lease.

Mr. Couey is selling this hangar to Lance Machler.

The current rate for this hangar is $0.04828 per sq. ft. for 1,548 sq. ft. (42' x 36') or $74.73 per month.

There are thirteen hangars with this clause included as a part of the lease, 182, 190-196 & 200-206. Paragraph 21 (e).

Subject or Key Issue: Option to increase monthly lease rate

Analysis: The County approved twelve (12) new leases in August of 2024. These leases were for twenty (20) years with rental rate increase from the current rate per square foot to $0.15 per square foot by 2028. Beginning on July 1, 2029, these leases will increase by $0.005 per square foot from $0.15 to $0.155 per square foot. This rate would continue until the expiration of these leases.

Paragraph 21. (e) of this lease provides the option by the County to make adjustment in lease rate to market value.

Based on recent Board direction new leases, leases that are replacing expiring leases and those leases that have the option to increase lease rates shall be adjusted so that the per square foot monthly rate shall be set at $0.15 per square foot by July 1, 2028.

Fiscal or Staffing Impacts: staff time.

4/5ths vote: N/A

Recommendation: 1. Approve the Assignment and Assumption of Lease and 2. Authorize the Chairperson to sign attached Assignment and Assumptions of Lease

Attachment: Hangar #205 Lease Agreement
Auditor's Credit Recommendation

ASSIGNMENT AND ASSUMPTION OF LEASE

THIS ASSIGNMENT AND ASSUMPTION OF LEASE (this "Assignment") is made as of _____, 2025 by and between Ken Couey ("Original Lessee") and Lance Machler ("Successor Lessee").

RECITALS

A. Amador County and Original Lessee entered into that certain Lease (the "Lease") dated September 14, 2004, whereby Amador County leased to Original Lessee certain real property located in the unincorporated area of Amador County, California, more particularly described in the Lease.

B. Original Lessee desires to assign all of its right, title and interest under the Lease to Successor Lessees, and Successor Lessees desire to assume the duties and obligations of Original Lessee under the Lease.

NOW, THEREFOR, FOR GOOD AND VALUABLE CONSIDERATION, Original Lessee and Successor Lessees agree as follows:

1. Original Lessee hereby assigns and transfers to Successor Lessees all of Original Lessee's right, title and interest in and to the Lease.

2. Original Lessee warrants that it has not previously assigned its interest in the Lease to any third party.

3. Successor Lessees accepts the foregoing assignment and assume all of the duties, obligations and responsibilities of Original Lessee under the Lease jointly and severally.

4. Successor Lessees accept the new increased lease rate as allowed in paragraph 21 sub-paragraph (e) of the original lease. The new rate shall be applied on the first of the month following execution of this Assignment and Assumption of Lease by all parties. This new rate shall be:

Initially	$0.090 per square foot or	$139.32 monthly
July 1, 2026,	$0.110 per square foot or	$170.28 monthly
July 1, 2027,	$0.130 per square foot or	$201.24 monthly
July 1, 2028,	$0.150 per square foot or	$232.20 monthly

Thereafter, on July 1st of every year the monthly per square foot rate shall increase by $0.005.

5. This Assignment may be executed in duplicate copies, and any signed duplicate copy shall be equivalent to a signed original for all purposes.

IN WITNESS WHEREOF, Original Lessee and Successor Lessees have executed this Assignment as of the date set forth opposite their signatures below.

[PARTY SIGNATURES ON FOLLOWING PAGE]

ORIGINAL LESSEE:

Date: 12/5, 2025

Ken Couey

SUCCESSOR LESSEES:

Date: 12/5, 2025

Lance Machler

CONSENT BY COUNTY OF AMADOR

County of Amador hereby consents to the above assignment of the Lease by Original Lessee to Successor Lessees, effective as of the date set forth below. This consent in no way releases Original Lessee from any obligation to be performed by Original Lessee under this Lease, whether occurring before or after such assignment.

Dated: _____, 2025

BY: _____
Jeff Brown
Chairman, Board of Supervisors

APPROVED AS TO FORM:
GREGORY GILLOTT,
AMADOR COUNTY COUNSEL

BY: _____

ATTEST:
JENNIFER BURNS, CLERK OF THE
BOARD OF SUPERVISORS

BY: _____

Hi Dave,

I understand that things happen in life, and his explanation seems reasonable to me along with the rest of his good credit history. Based on Mr. Machler's responses to our questions on his Credit Report and his good credit history over the years, I recommend approval of leasing a County Hangar to him at the current rate of approximately $140.00 per month.

Thank you,
Tacy

Tacy Oneto Rouen, CPA
Auditor-Controller
Amador County
810 Court Street
Jackson, CA 95642
(209) 223-6363

BEFORE THE BOARD OF SUPERVISORS OF THE COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF:

RESOLUTION APPROVING LEASE AGREEMENT) RESOLUTION NO. 04-395
WITH KEN COUEY FOR AIRPORT LOT #204)

BE IT RESOLVED by the Board of Supervisors of the County of Amador, State of California, that said Board does hereby approve the lease agreement by and between the County of Amador and Ken Couey, on the terms and conditions contained therein, as it relates to leasing Lot 204 at Westover Field; and

BE IT FURTHER RESOLVED that the Chairman of said Board, or in his absence the Vice Chairman, hereby is authorized to sign and execute said lease agreement on behalf of the County of Amador.

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Amador at a regular meeting thereof, held on the 14th day of September 2004, by the following vote:

AYES: Richard M. Forster, Rich F. Escamilla, Richard P. Vinson, and Louis D. Boitano

NOES: None

ABSENT: Mario Biagi

Vice-Chairman, Board of Supervisors

ATTEST:

MARDELL ANDERSON, Clerk of the Board of Supervisors, Amador County, California

Deputy

THE FOREGOING INSTRUMENT IS A CORRECT COPY OF THE ORIGINAL ON FILE IN THIS OFFICE

ATTEST: SEP 24 2004

Clerk of the Board of Supervisors
Amador County, California

LEASE

THIS LEASE ("Lease") is made and entered into as of Sept 14, 2004, by and between the County of Amador, a political subdivision of the State of California ("County"), and Ken Couey ("Lessee").

RECITALS

A. County is the owner of certain real property located at Westover Field (the "Airport"), in Amador County, California, including but not limited to the premises (the "Premises") described on Exhibit A and depicted on Exhibit B.

B. Lessee desires to lease the Premises from County for the purposes of constructing a hangar and utilizing the hangar for storage of aircraft owned by Lessee.

NOW, THEREFOR, for and in consideration of the mutual covenants and agreements herein contained, it is mutually agreed as follows:

1. Lease of Premises. County hereby leases to Lessee, and Lessee hires from County, the Premises described on attached Exhibit A and depicted on Exhibit B.

2. Term of Lease and Commencement Date.

(a) Term. The term of this Lease (the "Term") shall be for a period of thirty (30) years commencing at 12:01 a.m. on the Commencement Date, which shall be the first day of the calendar month following the date that this Lease is executed by both parties. At the end of the initial Term of this Lease, the parties may extend this Lease upon such terms, including adjustment in rent, as may be mutually agreed upon by the parties, it being understood that neither party is under any binding obligation other than to enter into good faith negotiations with the other respecting such possible extension.

(b) Ownership; Disposition of Improvements Upon Termination. Any improvements placed upon the Premises by Lessee shall remain the property of Lessee throughout the term of this Lease. Lessee at its expense shall remove all such improvements that can reasonably be removed from the Premises on or before thirty (30) days following expiration of the Term or earlier termination of this Lease for any reason, leaving the Premises in good and clean condition. If Lessee fails to remove such improvements within this thirty (30) day period, all such improvements shall become the sole property of County.

(c) Right of Purchase In Conjunction with Assignment of Lease. If at any time during the Term Lessee receives and wishes to accept an offer to purchase the hangar constructed or installed on the Premises in conjunction with an assignment of this Lease, Lessee shall notify County in writing of the price and terms upon which Lessee is willing to sell. If County, within ten (10) days after receipt of the notice from Lessee, indicates in writing its agreement to purchase the hangar for the purchase price and on the terms specified, Lessee shall sell and convey the hangar to County for such price and on such terms. If County does not indicate in writing its agreement to purchase the hangar within that time period, or fails to complete the purchase within an additional twenty (20) days after indicating its agreement to buy the hangar, Lessee shall be free to sell the hangar, for the price and upon the terms given to County, to any other entity. Lessee may not subsequently offer or sell the hangar for a lower price or on more favorable terms without again complying with the procedure set forth above. If County completes the purchase of the hangar, this Lease shall terminate as of the date of completion of the purchase. This paragraph shall not apply to a transfer between Lessee and

any relative of Lessee (by blood or marriage), nor to a transfer by Lessee to a corporation in which Lessee owns a controlling interest, or to a partnership or limited liability company in which Lessee owns a controlling interest. If County does not purchase the hangar, Lessee at its option may proceed with seeking assignment of this Lease as set forth in paragraph 21 below.

(d) Right of Purchase in Conjunction with Removal of Hangar. If for any reason Lessee should elect to remove the hangar from the Premises, County shall have the first right to purchase the hangar from Lessee. The purchase price shall be fair market value as determined by a qualified appraiser mutually acceptable to both Lessee and County or, if agreement cannot be reached, by a qualified appraiser appointed by a judge of the Superior Court. Cost of any appraisal will be shared equally by County and Lessee. If County, within ten (10) days after receipt of the appraiser's opinion of fair market value, indicates in writing its agreement to purchase the hangar for the purchase price so determined, Lessee shall sell and convey the hangar to County for such price. If County does not indicate in writing its agreement to purchase the hangar within that time period, or fails to complete the purchase within an additional twenty (20) days after indicating its agreement to buy the hangar, Lessee shall be free to sell the hangar and remove it from the Premises. If County completes the purchase, this Lease shall terminate as of the date of completion of the purchase. If County does not purchase the hangar and Lessee removes the hangar from the Premises, this Lease shall terminate as of the date of removal of the hangar.

(e) Month to Month Tenancy. Upon expiration of the Term or earlier termination of this Lease, County may at its option elect not to require Lessee to remove the improvements from the Premises as set forth in paragraph 2(b) above. In such case, Lessee shall have the right and first option to continue to rent the Premises for a month-to-month tenancy at the then current rental rates for other land at the Airport similar to the Premises. Such month-to-month tenancy shall be on the same terms and conditions as set forth in this Lease, except for Term and rental amounts. No such month-to-month tenancy shall exceed six (6) months without the approval of County's Board of Supervisors.

3. Rental. Lessee shall pay to County for the use of the Premises the sum of Five hundred Forty Eight and 88/100s dollars ($548.88) per year (the "Annual Rent"), payable annually in advance; provided, however, that for the first year of the Term Lessee's obligation to pay rent shall not begin until the Rent Commencement Date, which shall be defined as the earlier of (i) the date that Lessee receives a Certificate of Occupancy for the improvements, or (ii) 180 days after the Commencement Date. On the Rent Commencement Date, Lessee shall pay the Annual Rent, prorated according to the Rent Commencement Date. At the option of County, the Annual Rent may be adjusted on each anniversary of the Commencement Date of the Lease in accordance with changes in the Consumer Price Index for All Urban Consumers for the San Francisco-Oakland Metropolitan Area; provided, however, that in no event shall the adjusted rental rate for the subsequent year be less than the then current rent as of the date of adjustment.

4. Construction of Improvements.

(a) Obligation to Construct Hangar. Lessee shall construct upon the Premises, at Lessee's expense, an aircraft hangar in accordance with the Airport layout plan and in conformance with the requirements of the Amador County Director of General Services, or his or her designee (collectively, the "GSA Director"). Lessee shall not construct any other improvements upon the Premises without the prior written consent of County.

(b) Time of Performance. Construction of the hangar shall commence no later than thirty (30) days after the Commencement Date and shall be completed within one hundred eighty (180) days thereafter, unless delayed by acts of war, County or climatic conditions that exceed normal conditions for this area in accordance with data from the National Oceanic and

Atmospheric Administration (NOAA). Failure to adhere to these time deadlines shall constitute a default by Lessee, and shall give County, at County's option, the right to terminate this Lease. Time is of the essence of each and every deadline in this Lease. Notwithstanding anything to the contrary elsewhere in this Lease, Lessee's obligation to complete construction as set forth in this paragraph shall not be subject to the written notice provisions and cure periods for default set forth in paragraph 12(a)(3) below.

(c) Special Provisions. In addition to any other submittals to permitting agencies in order to obtain a building or use permit, Lessee shall submit to the GSA Director prior to commencement of construction detailed plans and specifications (collectively, the "Plans") for the proposed improvements, including without limitation field designs, engineering and moisture control plans, and materials to be used (including without limitation color, texture and reflectivity of exterior materials). The GSA Director shall have two (2) business days to review the Plans. If the GSA Director fails to notify Lessee of approval or disapproval of the Plans by the end of the second full business day after submittal, the Plans shall be deemed approved by the GSA Director. No such approval shall be deemed to be a warranty of the correctness of the Plans or their conformance with any Federal, State or local law, code or regulation, or shall satisfy or substitute for any other required approval. County reserves the right to reject the use of any material or substance.

Lessee shall construct the hangar in a good and workmanlike manner and in accordance with the approved Plans.

Whenever County determines that materials or building components need repair or replacement, or that Lessee has caused damage to the site, or that tests indicate the work is below specifications or inadequate, Lessee shall remove, restore and replace materials to their original appearance and quality, and/or work as directed by the County and replace and retest until materials and/or work until the work is stable and has met all required specifications, all at no cost to the County.

Lessee shall ensure that roadways, paved areas, taxiways and areas where work is performed, adjacent areas and areas effected by the hangar construction shall be maintained in good condition during the construction. These areas shall be protected, clean, not damaged and left in the same condition the area was in prior to the commencement of construction at all times. If an area is damaged, not clean or requires engineering to correct a problem because of Lessee's work, Lessee shall immediately employ services necessary to restore the area to its original condition as soon as possible at no cost to County. County reserves the right to notify Lessee orally or in writing to maintain or repair any of the above that are Lessee's responsibility. If Lessee fails to make such maintenance and repairs immediately, County shall have the right to cause such maintenance or repairs to be done at Lessee's expense. Lessee shall immediately upon demand from County pay the entire cost thereof plus ten percent (10%) for overhead. All such costs shall bear interest at the rate of ten percent (10%) per annum from the date of demand until paid. County shall have no liability to Lessee for any damage, inconvenience or interference with the use of the Premises or the Airport by Lessee as a result of County's performance of such maintenance or repair.

Lessee shall dispose and remove all waste material, as determined by County, including trash and debris to a legal disposal site or as directed by County at no cost to County.

Lessee shall be responsible for the delivery and storage of materials, equipment, tools and accessories. Lessee shall use all necessary measures to protect the work and materials before, during and after construction of the hangar.

Lessee shall construct the hangar and any other permitted improvements in such a manner so as to ensure that no liens or stop notices shall be filed against the Premises.

Lessee acknowledges that there may be others on the site whose work will be coordinated with its work. Lessee expressly warrants and agrees that it will cooperate with others and will do nothing to delay, hinder, or interfere with the work of others, the County, or utility providers. Lessee also expressly agrees that, if its work is hindered, delayed, interfered with or otherwise affected by any person or entity other than County, it shall have no claim against County by reason of such hindrance, delay, interference or other event. Lessee hereby expressly waives any remedy against the County on account of any such delay, hindrance, interference or other event.

(d) Scheduling Requirements. Lessee shall meet with the GSA Director prior to the commencement of any work to review scheduling for the work/project. Lessee shall provide copies to County of a detailed work/project schedule, which shall specifically include but not be limited to shipping and receiving dates for materials and equipment, and subcontractors' schedules. If Lessee does not provide such schedules, County may, at its option, terminate the Lease.

(e) Compliance. Lessee shall perform all work according to the Lease and in compliance with all applicable federal, state and local codes, regulations and statutes. Lessee shall notify all proper regulatory agencies and obtain all necessary permits, licenses, consents, and any and all other applicable entitlements that may be required to construct and operate the hangar as contemplated by this Lease.

Lessee shall notify County immediately and stop work if any potentially hazardous condition arises or is observed by Lessee or its agents.

(f) Site Conditions. Lessee acknowledges that utilities are energized, charged and operational on the site. In no event shall any plans, sketches, schematics or similar materials provided to Lessee by County regarding location of such utilities be deemed to be a warranty or a representation that the utilities are in the area indicated. Lessee shall locate and verify all utilities prior to the commencement of construction, and shall notify County if it becomes aware of any conflict, error, ambiguity or discrepancy in the actual location of such utilities compared to any plan, sketch or schematic delivered to Lessee by County. . Lessee shall warrant the constructability and correctness of the plans and specifications. Lessee shall independently investigate and verify the site for all above-ground conditions, as-built conditions, and other actual conditions as a part of the work.

Lessee has visited the site and has examined thoroughly and understands the nature and extent of the work, site, locality, actual conditions, as-built conditions, and all local conditions, and federal, state, and local laws and regulations that in any manner may affect cost, progress, performance or furnishing of work or which relate to any aspect of the means, methods, techniques, sequences or procedures of construction to be employed by Lessee.

5. Use of Premises.

(a) Personal Use of Lessee. Lessee shall use the Premises for (i) storage of one or more aircraft owned by Lessee, (ii) maintenance and repair of such aircraft, and (iii) construction of aircraft for Lessee's personal use, and for no other purpose without the prior written consent of County. Lessee may not use Premises for storage of household or non-aviation goods, or for equipment storage for purposes other than construction of improvements on the Premises or operation of the hangar and the aircraft stored within the hangar. Lessee shall not prevent or hinder movement of aircraft, vehicles, or pedestrians along taxiways or other areas of common use.

(b) Storage of Other Aircraft. If Lessee desires to rent the hangar for storage of an aircraft other than his own, Lessee will advise the Airport Manager of his intentions prior to arriving at an agreement with any second party.

6. Maintenance and Repairs.

(a) Maintenance and Repair Obligations of County and Lessee. Lessee agrees, at Lessee's sole expense, to maintain all improvements on the Premises as well as the apron leading from the Premises to the taxiway in a good state of repair at all times, normal wear and tear excepted. County shall maintain and repair the public use area outside of the Premises.

(b) Repair by County upon Default of Lessee. If Lessee fails to maintain the improvements on the Premises in good order, condition and repair, County shall give Lessee notice to perform such acts as are reasonably required to so maintain the improvements on the Premises. If Lessee fails to make such maintenance and repairs within thirty (30) days of receipt of said notice, or, if the repairs and maintenance cannot be completed within (30) days, fails to commence the repairs and maintenance within thirty (30) days and thereafter diligently pursues the maintenance or repair to completion, County shall have the right (but not the obligation) to cause such maintenance or repair to be done at Lessee's expense. Lessee shall immediately upon demand from County pay the entire cost thereof, including ten percent (10%) for overhead, which shall be deemed to be additional rent under this Lease. Amounts unpaid shall earn interest at ten percent (10%) per annum from the date of demand until paid. County shall have no liability to Lessee for any damage, inconvenience or interference with the use of the Premises by Lessee as a result of County's performance of such maintenance or repair.

7. Damage or Destruction. In the event of damage or destruction to the improvements, Lessee shall use the proceeds of fire and casualty insurance on the improvements and fixtures to rebuild the improvements within a reasonable time, but in no event longer than 270 days following the event causing the damage or destruction. If Lessee does not rebuild the improvements within that time, Lessee shall pay to County an amount equal to the insurance proceeds (except for proceeds for loss of Lessee's personal property, which shall be paid to Lessee), and this Lease shall automatically terminate and be of no further force and effect.

8. Signs. Lessee shall not erect or maintain, or allow to be erected or maintained, any billboards, signs or other advertising upon the outside of any improvements on the Premises without County's prior written consent, and in strict compliance with all applicable County ordinances and regulations pertaining to signs.

9. Utilities. Lessee shall pay for all utility service to the Premises.

10. Indemnity and Insurance.

(a) Indemnification by Lessee. Lessee shall indemnify, defend (upon request of County) and hold harmless County and County's agents, board members, elected and appointed officials and officers, employees, volunteers and authorized representatives from any and all losses, liabilities, charges, damages, claims, liens, causes of action, awards, judgments, costs, and expenses (including, but not limited to, reasonable attorney's fees of County Counsel and counsel retained by County, expert fees, costs and staff time, and investigation costs) of whatever kind or nature (collectively "Claims"), that arise out of or are in any way connected with Lessee's construction, use or occupancy of the Premises, or Lessee's use of the Airport or ownership or use of aircraft or hangar operations, or occurring on the Premises during the term of this Lease or any time of occupancy of the Premises by Lessee, including without limitation any Claim based upon nuisance or inverse condemnation, unless such Claim arises out of the sole negligence or willful misconduct of County or its agents or employees.

(b) Aircraft/Airport Liability Insurance. Lessee agrees to provide and keep in force during the term of this Lease a policy of Aircraft/Airport Liability Insurance that provides coverage for owners and operators of aircraft against liability for injury to other people or damage to the property of others arising out of the construction, ownership or use of aircraft, and for claims arising out of hangar operations at an airport, with limits according to the number of seats in the aircraft kept on the Premises by Lessee as follows:

No. of Seats	Amount of Coverage
Two-seat aircraft	$100,000.00 property damage/destruction; $100,000/person for injury or death; with a total maximum of $500,000 per accident
Four-seat aircraft	$100,000.00 property damage/destruction; $100,000/person for injury or death; with a total maximum of $700,000 per accident
Six (or greater number)-seat aircraft	$100,000.00 property damage/destruction; $100,000/person for injury or death; with a total maximum of $1,000,000 per accident

The policy or policies shall be endorsed to name the county of Amador, its officers, employees, and volunteers as additionally insured under the policy as respects this Lease.

County may from time to time increase the amount of insurance coverage to be provided by Lessee; provided, however, that such increased insurance shall not exceed insurance required by similar facilities within the general geographic region of the Airport.

Lessee's insurance coverage shall be primary insurance as respects County, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by County, its officers, officials, employees or volunteers shall be in excess of Lessee's insurance and shall not contribute with it.

(c) Fire and Extended Coverage Insurance. Lessee shall maintain in full force and effect a policy of fire and extended coverage insurance on the improvements and fixtures installed by Lessee on the Premises, in an amount equal to the replacement cost of such improvements as determined by the GSA Director, with a Loss Payable Clause favoring County, Lessee's lender, if any, and Lessee As Their Interests May Appear (ATIMA). All insurance proceeds shall be applied to the rebuilding of the improvements on the Premises within a reasonable time, but in no event to exceed six (6) months from the date of receipt of such proceeds. In the event that the improvements are not rebuilt within such time, Lessee shall pay to County an amount equal to such proceeds less an allowance for loss of Lessee's personal property.

(d) Cancellation Provisions. The insurance policy or policies so provided shall contain a provision that such policy may not be cancelled or materially changed except after thirty (30) days' written notice to be given to County. Copies of these policies or certificates evidencing the same shall be provided by Lessee to County upon County's request.

(e) Certificates of Insurance. A certificate of insurance for Aircraft/Airport Liability Insurance must be on file with the County of Amador, Office of Risk Management, 500 Argonaut Lane, Jackson, CA 95642 within ten (10) days after the Commencement Date. A

certificate of insurance for Fire and Extended Coverage Insurance must be on file with the County of Amador, Office of Risk Management within ten (10) days after the earlier of (i) completion of construction of the improvements referred to in paragraph 4 above, or (ii) use of the improvements for the purposes allowed under paragraph 5 above.

11. National Emergency. County reserves the right during time of war or national emergency to lease any part or all of the airport landing area to the United States Government for military or civil use. If any such lease is executed the provisions of this Lease shall be suspended insofar as they are inconsistent with the provisions of the lease to the United States Government. Lessee shall, however, be entitled to all compensation which is available by reason of the lease of the leased Premises to the United States Government.

12. Default.

(a) Events of Default. The occurrence of any of the following shall constitute a material default and breach of this Lease by Lessee:

(1) Failure by Lessee to pay the Annual Rent or any other monetary sums required to be paid under this Lease, where such failure continues for five (5) days after written notice by County to Lessee.

(2) Abandonment of vacation of the Premises by Lessee.

(3) Failure by Lessee to observe and perform any of Lessee's obligations under this Lease, where such failure continues for thirty (30) days after written notice thereof by County to Lessee; provided, however, that if the nature of the default is such that the same cannot reasonably be cured within the thirty (30) day period, then Lessee shall not be deemed to be in default if Lessee shall within such period commence such cure and thereafter diligently prosecute the same to completion. The written notice provided under paragraph 4(c) or 6(b) above shall serve as the written notice provided by this paragraph 12(a)(3).

(4) The making by Lessee of any general assignment or general arrangement for the benefit of creditors; the filing by or against Lessee of a petition to have Lessee adjudged a bankrupt or of a petition for reorganization or arrangement under any law relating to bankruptcy (unless, in the case of a petition filed against Lessee, the same is dismissed within sixty (60) days); the appointment of a trustee or receiver to take possession of substantially all of Lessee's assets located at the Premises or of Lessee's interest in this Lease, where possession is not restored to Lessee within thirty (30) days; or the attachment, execution or other judicial seizure of substantially all of Lessee's assets located at the Premises or of Lessee's interest in the lease, where such seizure is not discharged within thirty (30) days.

(b) Notice of Default to Lender; Lender's Right to Cure Defaults. If the leasehold estate of Lessee is encumbered by a leasehold mortgage, and Lessee or Lessee's lender has notified County in writing of the name and address of the mortgagee, County shall give the holder of such mortgage written notice of any default of Lessee hereunder, simultaneously with the giving of such notice to Lessee, and the holder of any such mortgage shall have the right, within the period Lessee has to cure the default and for an additional period of thirty (30) days thereafter in the case of defaults other than nonpayment of rent and five (5) days thereafter in the case of nonpayment of rent, to cure the default or defaults in the manner set forth above.

(c) County's Rights in Event of Default. In the event of Lessee's default that remains uncured after any applicable notice or grace period, County shall have the following rights, in addition to all rights it may otherwise have by law:

(1) The right to terminate this Lease and Lessee's rights hereunder, to reenter the Premises and take possession thereof and remove all persons and property therefrom and Lessee shall have no further claim thereon or hereunder; or

(2) The right, without declaring this Lease ended, to reenter the Premises and occupy the whole or any part thereof for the account of Lessee, and to collect rent that is due and any other rent that may thereafter become payable. If County reenters the Premises under the provisions of this subparagraph, County shall not be deemed to have terminated this Lease or the liability of Lessee to pay rent accruing thereafter; or

(3) The right, even though County may have reentered the Premises, to thereafter terminate this Lease and all of the rights of the Lessee in and to the Premises.

13. Estoppel Certificates. Lessee and County shall, at any time and from time to time during the term hereof and upon not less than ten (10) days' prior written request by the other party, execute, acknowledge, and deliver to the other a statement in writing certifying that this Lease is unmodified and in full force and effect (or if there have been any modifications, that the same is in full force and effect as modified and stating the modifications), and the date to which the rent and other charges have been paid in advance, it being intended that any such statement delivered pursuant to this paragraph may be relied upon by any prospective purchaser, encumbrancer, or assignee of the Premises. If there are any claimed defaults by the other party, they shall be so noted in such estoppel certificate.

14. Notices. Wherever this Lease provides for notices, communications or demands between the parties, or by County or Lessee to any leasehold mortgagee, or wherever the law requires or gives the right of serving a notice, the same shall be served by registered or certified mail, addressed as follows:

County: County of Amador
C/O Director of General Services
12200-B Airport Road
Jackson, CA 95642

Lessee: Ken Couey
25501 Sherwood Drive
Pioneer, CA 95666

and addressed to any leasehold mortgagees as directed at the address specified in a leasehold mortgage or at such other address as may be specified by a leasehold mortgagee in writing by notice addressed to County and Lessee in the manner prescribed by this section; provided, however, that County, Lessee and any mortgagee may at any time by written notice to the other change the place of receiving notice or require that such notices be sent by facsimile, telegram or other conveniently available means of transmitting writings.

15. Partnership Disclaimer. Lessee, by virtue of this Lease, has no authority to bind or incur any obligation on behalf of County. It is understood by both Lessee and County that nothing in this Lease is intended or shall be construed as creating or establishing the relationship of copartners between the parties hereto, or as constituting Lessee as an agent or representative of County for any purpose whatsoever.

16. Taxes. Lessee is advised that the execution of this Lease may subject it to a possessory tax or other property taxes imposed by the County of Amador or other taxing authorities. During the term of this Lease, Lessee hereby agrees to pay or cause to be paid, prior to delinquency, any taxes, including but not limited to possessory interest taxes and any assessments levied or assessed on the Premises and existing in the Premises on any real or

personal property situated in, on or about the Premises, or in, or about any building or improvements thereon.

17. Nondiscrimination.

(a) No Discrimination by Lessee. Lessee, in the operations to be conducted pursuant to the provisions of this Lease and otherwise in the use of the Airport, shall not discriminate or permit discriminating practices on the grounds of race, creed, color, national origin, or sex against any person or group of persons in any manner prohibited by Part 15 of the Federal Aviation Regulations or any amendments thereto.

(b) Compliance with Regulations. Lessee agrees to undertake an affirmative action program as required by 14 CFR part 152, Subpart E, to insure that no person shall on the grounds of race, creed, color, national origin, or sex be excluded from participating in any employment activities covered in 14 CFR Part 152, Subpart E. Lessee assures that no person shall be excluded on these grounds from participating in or receiving the services or benefits of any program or activity covered by this subpart. Lessee assures that it shall require that its covered suborganizations provide assurance to County that they similarly will undertake affirmative action programs and that they will require assurances from their suborganizations, as required by 14 CFR Part 152, Subpart E, to the same effect.

18. Administrator for County. The GSA Director is authorized to administer this Lease on behalf of County. All covenants and obligations to be performed by Lessee under this Lease shall be performed to the satisfaction of the GSA Director. Notwithstanding the foregoing, the parties acknowledge that no County staff person or County officer other than the Board of Supervisors have the power to amend the terms and conditions of this Lease. Any change not so authorized in advance in writing by the Board of Supervisors shall be null and void.

19. Venue. If either Lessee or County initiates an action to enforce or construe the terms hereof or to declare the rights of the parties hereunder (including actions on any bonds or surety agreement), the parties agree that the venue thereof shall be in Amador County, California.

20. Agreements with United States; Change in Use of Airport. This Lease shall be subordinate to the provisions of any existing or future agreement (a "Federal Agreement") between County and the United States relative to the use, operation, or maintenance of the Airport, the execution of which has been or may now or hereafter be required as a condition precedent to the expenditure of Federal funds for the development of the Airport. Lessee hereby agrees that, to the extent that any such Federal Agreement shall affect Lessee and its use of the Premises and the Airport, Lessee shall act in compliance therewith. If the Airport ceases to exist or function as such, this Lease shall terminate as of the date of closure of the Airport or cessation of airport activities. In that event, Lessee shall have the right to remove any hangars or improvements constructed on the Premises by Lessee.

21. Assignment of Lease or Sublease.

(a) County's Consent Required. Except as otherwise expressly permitted in this Lease, Lessee shall not assign, transfer, mortgage, pledge, hypothecate or encumber this Lease or any interest herein, and shall not sublet the Premises or any part thereof for a period of more than one year (including month-to-month or similar short-term subleases that extend for more than one year), without the prior written consent of County. Any attempt to do so without such consent being first had and obtained shall be wholly void and shall constitute a breach of this Lease.

For subleases of one year or less Lessee shall provide notice to the GSA Director as provided in subsection (c) below, but shall not be required to obtain the prior written consent of County to the sublease unless occupancy by the subtenant (through extension of the sublease or otherwise) extends beyond a period of one year.

(b) Information to be Provided in case of Assignment. Any request to assign this Lease shall be addressed to the GSA Director and shall be accompanied by the following in writing: the name and legal composition of the proposed assignee, and such reasonable financial information as County may request concerning the proposed assignee.

(c) Information to be Provided in case of Sublease. Any notification or request to sublet any portion of the Premises shall be addressed to the GSA Director and shall be accompanied by the following in writing: the name and legal composition of the proposed assignee, and make and registration number(s) of aircraft.

(d) Reasonable Consent. County shall not unreasonably withhold its consent to any proposed sublease or assignment.

(e) Adjustment of Rent in the Case of Assignment. As a condition to giving its consent to any assignment, County at its option may require that the amount and adjustment structure of the rent payable under this Lease be adjusted to what is then the market value and/or adjustment structure for property similar to the Premises as then constituted.

(f) No Release of Lessee. No consent by County to any assignment or subletting by Lessee shall relieve Lessee of any obligation to be performed by Lessee under this Lease, whether occurring before or after such consent, assignment or subletting. The consent by County to any assignment or subletting shall not relieve Lessee from the obligation to obtain County's express written consent to any other assignment or subletting. The acceptance of rent by County from any other person shall not be deemed to be a waiver by County of any provision of this Lease or to be a consent to any assignment, subletting or other transfer. Consent to one assignment, subletting or other transfer shall not be deemed to constitute consent to any subsequent assignment, subletting or other transfer.

{g} Binding on Successors. The terms and provisions of this Lease shall extend to and be binding upon and inure to the benefit of the permitted heirs, executors, administrators, successors and assigns of the parties hereto.

22. Right to Enter. Lessee agrees to permit County, or its authorized representatives, to enter the Premises at all times during usual business hours to inspect the same, and to perform any work therein (a) that may be necessary to comply with any laws, ordinances, rules or regulations of any public authority, (b) that County may deem necessary to prevent waste or deterioration in connection with the Premises if Lessee does not make, or cause to be made, such repairs or perform, or cause to be performed, such work promptly after receipt of written demand from County, and (c) that County may deem necessary in connection with the expansion, reduction, remodeling, performance of any repairs on behalf of Lessee constitute a waiver of Lessee's default in failing to do the same. No exercise by County of any rights herein reserved shall entitle Lessee to any compensation, damages or abatement of rent from County for any injury or inconvenience occasioned thereby.

23. General Provisions.

(a) Contract Execution. Each individual executing this Agreement on behalf of Lessee represents that he or she is fully authorized to execute and deliver this Lease. If Lessee is a corporation, Lessee shall, within thirty (30) days after execution of this Lease, deliver to

County a certified copy of a resolution of the Board of Directors of the corporation authorizing or ratifying the execution of this Lease.

(b) Construed Pursuant to California Law. The parties hereto agree that the provisions of this Agreement shall be construed pursuant to the laws of the State of California.

(c) Incorporation of Agreements and Amendments. This Lease contains all agreements of the parties with respect to any matter mentioned herein. No other agreement or understanding pertaining to any such matter shall be effective, unless in writing signed by the party to be charged. This Lease may be modified only in a writing signed by both parties.

(d) Severability. The invalidity of any provision of this Lease, as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision hereof.

(e) Time of Essence. Time is hereby expressly declared to be the essence of this Lease and of each and every provision thereof, and each such provision is hereby made and declared to be a material, necessary, and essential part of this Lease.

(f) No Waiver. No waiver of any representation, warranty, covenant, term or condition of this Lease shall be deemed to imply or constitute a further waiver of the same or any other representation, warranty, covenant, term or condition of this Lease. Further, a waiver of any breach shall not be deemed to be a waiver of any subsequent breach. The subsequent acceptance of rent or any other monetary amount hereunder by County shall not be deemed to be a waiver of any preceding breach of Lessee of any term, covenant, or condition of this Lease, other than the failure of Lessee to pay the particular rental or other monetary amount so accepted, regardless of County's knowledge of such preceding breach at the time of acceptance of such rent.

(g) Joint and Several Liability. If more than one Lessee is named herein, the obligations of each Lessee shall be joint and several.

(h) Survival. All representations and warranties of Lessee shall survive termination of this Lease.

IN WITNESS WHEREOF, the parties hereto have executed this Lease as of the day and year first above written.

COUNTY OF AMADOR

BY: _____
VICE Chairman, Board of Supervisors

LESSEE:

BY: _____
Principal

APPROVED AS TO FORM:
OFFICE OF THE COUNTY COUNSEL

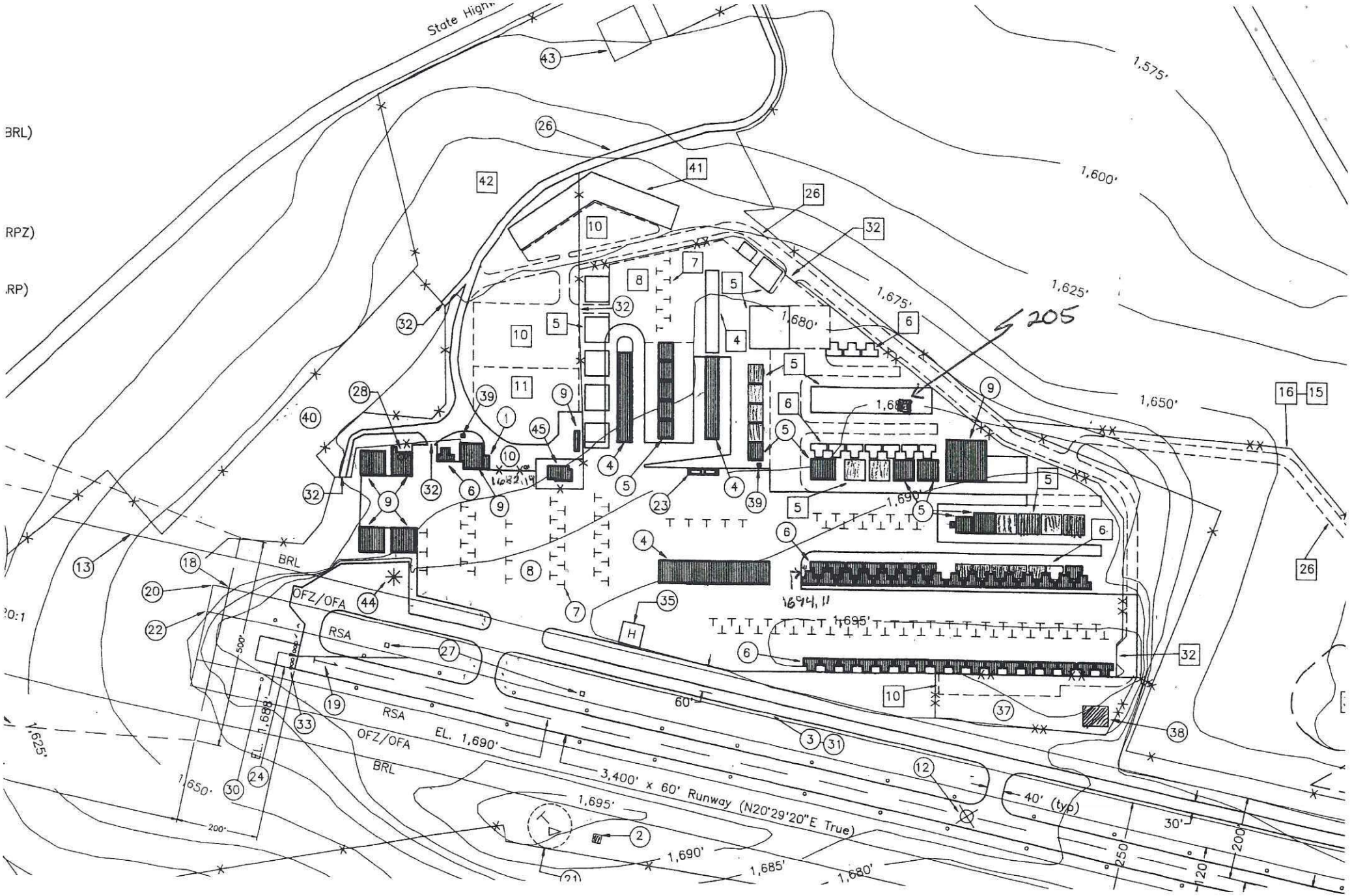
BY: _____
John F. Hahn

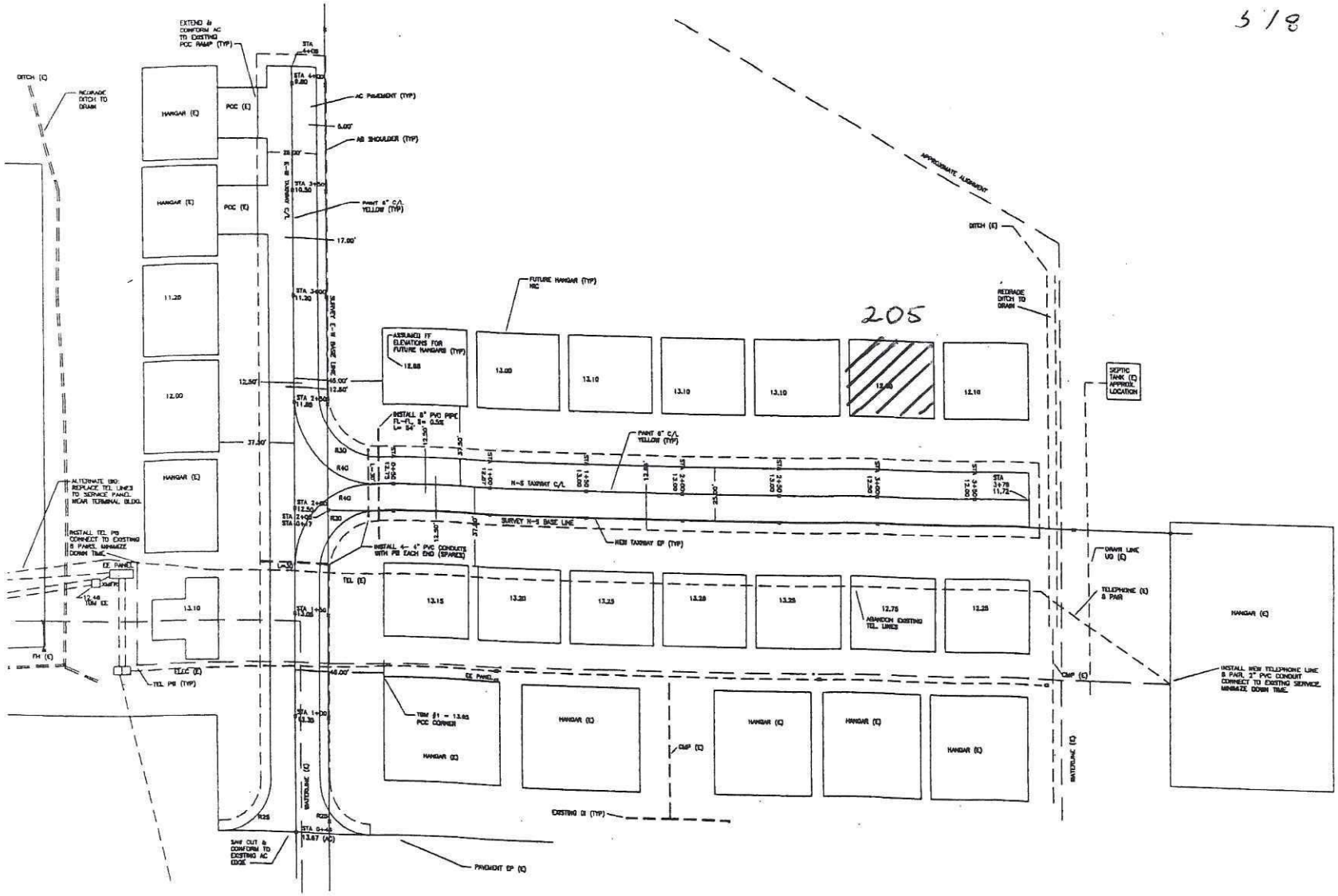
ATTEST:
CLERK OF THE BOARD OF SUPERVISORS

BY: Mardell Anderson
Mardell Anderson

Exhibit A
Description of Premises

Lot(s) 205, as shown and depicted on the Amador County Airport Master Plan, on file in the office of the Amador County Airport Manager.


State High
BRL)
RPZ)
RP)
20:1
1,575'
1,600'
1,625'
1,650'
1,675'
1,680'
1,690'
1,695'
205
BRL
OFZ/OFA
RSA
EL. 1,690'
EL. 1,688'
3,400' x 60' Runway (N20°29'20"E True)
60'
40' (typ)
30'
250'
120'
200'
500'
1,685'



NOTE: REDUCED PLOT TO SHOW HANGAR LAYOUT

Cortright & Seibold
Airport Consulting / Engineering / Planning

CAD FILE	TWY-EWN/SHDR4
DESIGNED	DJO
DRAWN	AMS
CHECKED	DJO
DATE	17 MAY 2002
SCALE	1" = 20'

NO.	DATE	DESCRIPTION	BY
6			
5			
4			
3			
2			
1			

REVISIONS

COUNTY OF AMADOR
Westover Field

CONSTRUCTION PLAN

SHEET 4

Exhibit B

Board of Supervisors Agenda Item Report

Submitting Department: Human Resources
Meeting Date: December 16, 2025

SUBJECT
Sheriffâ€™s Office Mid-Management Association (SOMMA) Side Letter of Agreement for â€œJob Classification Title Changeâ€ related to Assembly Bill 229.

Recommendation:
Adopt and authorize the Chairman to sign the Resolution and Side Letter.

4/5 vote required:
No

Distribution Instructions:
Auditor, Human Resources (3 signed copies to route for signatures with SOMMA), Budget Analyst, Sheriff

ATTACHMENTS

- Memo - SOMMA Side Letter for Custodial Assignment - Peace Officer SB229.doc
- Res - SOMMA Side Letter for Job Class & Title Change.doc
- Side_Letter_Amador_SOMMA_Job_Title_Change_2025_DRAFT_v1.docx
- Correctional Deputy Captain DRAFT 12.2025.docx
- Correctional Deputy Captain FINAL 12.2025.docx
- Correctional Deputy Lieutenant DRAFT 12.2025.docx
- Correctional Deputy Lieutenant FINAL 12.2025.docx

AMADOR COUNTY
HUMAN RESOURCES DEPARTMENT
• Benefits • Personnel • Risk Management
(209) 223-6361 (209) 223-6456 (209) 223-6392

County Administration Center
810 Court Street
Jackson, California 95642
Facsimile: (209) 223-6426
Website: www.co.amador.ca.us

TO: Board of Supervisors

FROM: Lisa Gaebe, Human Resources Director

DATE: December 8, 2025

SUBJECT: Agenda Item for December 16, 2025 Board Agenda
Sheriff's Office Mid-Management Association (SOMMA)
Side Letter of Agreement for "Job Classification Title Change"

The Sheriff is requesting approval of a Side Letter of Agreement and revised job descriptions to implement the provisions of AB 229 (Alvarado-Gil) relating to Peace Officers: Deputy Sheriffs. Under this legislation, in certain counties—including Amador County—a deputy sheriff employed exclusively or initially in custodial assignments, with responsibilities for operating county custodial facilities, is designated as a peace officer. The peace officer authority for these positions extends statewide only while performing their assigned custodial duties, carrying out the primary functions of their employment, or when performing additional law-enforcement duties as directed by the employing agency during a local state of emergency.

The Sheriff's Office Mid-Management Association has reviewed the proposed Side Letter of Agreement and supports the changes, including amendments to the existing Sheriff's Office Mid-Management Association Memorandum of Understanding (MOU).

Accordingly, staff recommends that the Board approve the Side Letter of Agreement, adopt the accompanying resolution, and authorize the Chair to sign both documents, including the updated job descriptions which also include classification title changes as follows:

- Correctional Captain to Correctional Deputy Captain
- Correctional Lieutenant to Correctional Deputy Lieutenant

If the Board does not approve and authorize the Chair to sign the resolution and Side Letter with the job description updates, the County will not be complying with the new Assembly bill.

BEFORE THE BOARD OF SUPERVISORS OF THE COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF:

RESOLUTION APPROVING A SIDE LETTER AGREEMENT WITH THE AMADOR COUNTY SHERIFF'S OFFICE MID-MANAGEMENT ASSOCIATION (SOMMA)FOR SIDE LETTER OF AGREEMENT JOB CLASSIFICATION AND TITLE CHANGE	))))))	RESOLUTION NO. 25-XXX

BE IT RESOLVED by the Board of Supervisors of the County of Amador, State of California that said Board does hereby approve the Side Letter of Agreement between the County of Amador and the Sheriff's Office Mid-Management Association (SOMMA) as it relates to Job Classification and Title Change; and

BE IT FURTHER RESOLVED that the Chairman of said Board is hereby authorized to sign and execute said agreement on behalf of the County of Amador.

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Amador in a regular meeting thereof, held on the 16th day of December 2025, by the following vote:

AYES: Jeff Brown, Patrick Crew, Logan Carnell, Dan Epperson and Brian Oneto

NOES: None

ABSENCE: None

_____
Chairman, Board of Supervisors

ATTEST:

JENNIFER BURNS, Clerk of the
Board of Supervisors, Amador County,
California

_____
Deputy

Side Letter of Agreement
County of Amador and Sheriff's Office Mid-Management Association

"Job Classification Title Change"

I. Parties

The Parties to this Side Letter of Agreement (herein after "Side Letter") are the County of Amador (hereinafter referred to as the "County") and Amador County Sheriff's Mid-Management Association (hereinafter referred to as the "Association").

II. Background

The Parties are the signatories to a Memorandum of Understanding and various side letters (hereinafter the "MOU"), which collectively set forth the terms and conditions of employment for certain County employees within the Association.

Existing State law establishes categories of peace officers with varying powers and authority to make arrests and carry firearms. Under this law, a deputy sheriff employed in certain counties who performs duties exclusively or initially related to custodial assignments is classified as a peace officer. Their authority extends to any place in the state only while on duty and engaged in their custodial duties or when performing other law enforcement duties as directed by their employing agency during a local state of emergency.

On July 14, 2025, the Governor of the State of California signed SB 229 (An Act to Amend Section 830.1 of the Penal Code, Relating to Peace Officers) into law, which takes effect on January 1, 2026. This act includes deputy sheriffs whose principal responsibilities are custodial in nature employed by the County of Amador in the existing definition of a peace officer under the same conditions.

As a result of this legislation, the Amador County classifications of Correctional Lieutenant and Correctional Captain have been recognized as peace officers. This side letter effectuates a change to their classification titles to Correctional Deputy Lieutenant and Correctional Deputy Captain, respectively, with minor changes to said job descriptions to include the Peace Officer status and training requirements.

III. Agreement

The County and the Association have met and conferred and have agreed, effective January 1, 2026, to replace all instances in the MOU and related salary schedules which identify of Correctional Lieutenant and Correctional Captain with Correctional Deputy Lieutenant and Correctional Deputy Captain, respectively. All other existing MOU terms will remain the same.

IV. General Provisions

A. This Side Letter of Agreement will take effect on January 1, 2026, after execution by the Association and upon approval and adoption by the County Board of Supervisors.

B. The written terms herein embody the entire Side Letter of Agreement between the Parties.

C. The changes in this Side Letter of Agreement will be incorporated into any successor MOU. Such incorporation is subject to the Parties' obligation to meet-and-confer over, agree to, and ratify said successor agreement.

In witness hereof, this Side Letter of Agreement was approved and adopted by a vote of the Board of Supervisors on _____ .

COUNTY OF AMADOR, CALIFORNIA:

By: _____
Chairperson, Board of Supervisors

AMADOR COUNTY SHERIFF'S OFFICE ASSOCIATION:

By: _____ _____
, President , Labor Consultant

FLSA: EXEMPT
EEO: 4
DECEMBER 2025

CORRECTIONAL DEPUTY CAPTAIN

DEFINITION

Under administrative direction, to plan, organize, and direct the activities of the Correctional Division of the Sheriff's Office; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

Incumbents in this classification work under the direction of the Undersheriff or the Sheriff-Coroner and are assigned responsibility for the management of the Correctional Division in the Sheriff Office.

REPORTS TO

Undersheriff and Sheriff-Coroner.

CLASSIFICATIONS SUPERVISED

Staff supervised includes, Correctional Deputy Lieutenant, Correctional Deputy Sergeant and Correctional Deputies. Other classifications may include, Sheriff Sergeant, Sheriff Deputy and Sheriff Support Staff who are assigned to the Correctional division either temporarily or permanently.

EXAMPLES OF DUTIES

The following are the duties performed by employees in this classification. However, employees may perform other related duties at an equivalent level. Each individual in the classification does not necessarily perform all the duties listed.

- Plans, assigns, and supervises the activities of the Correction Division.
- Supervises and conducts investigations, interviews, and interrogations.
- Supervises and participates in collecting, recording and holding evidence.
- May work in the assigned area of supervision to instruct subordinate personnel.
- May have responsibility for the care and maintenance of Department equipment.
- Reviews incident and other reports prepared by subordinates.
- Ensures proper preparation of evidence and material for court.
- Has responsibility for coordinating the work of the Correction Division or unit with other Department functions and operations.

- Develops and prepares a variety of reports; operates special equipment and machinery; monitors budget needs for an assigned division or unit.
- Develops policy and procedures.
- Deals with citizen complaints and internal disciplinary actions.

ESSENTIAL QUALIFICATIONS

Knowledge of:

- Principles of police science, administration, and organization.
- Management principles, budget develop and administration, organization functions, procedure and responsibilities of the Sheriff's Office.
- Title 15 and Title 24 standard of the California Code of Regulations.
- Project and contract management.
- Recent court decisions affecting custody and the handling of incarcerated persons.
- Proper and effective methods of deploying Custody personnel.
- Development of custody records and reports.
- Budgeting methods and techniques.
- The general geography and topography of Amador County.
- Use and care of Department authorized firearms.
- First aid techniques.
- Principles of supervision, training, and work evaluation.
- Manage, plan, assign, and coordinates the activities of the custodial and clerical personnel in the division.
- Receipt, care, and release of incarcerated persons and their belongings. .
- Department policies and procedures.
- Makes decisions on training, assignments, and discipline of staff and inmates.
- Prepares reports, studies and grants.
- Effective relationships with departmental divisions, other agencies, and the community.

Ability to:

- Plan, organize, supervise, train, and evaluate the work of the Correctional Division.
- Coordinate and schedule unit functions and activities.
- Perform a wide variety of professional Custodial work.
- Perform specialized Custodial assignments.
- Understand and interpret laws and regulations relating to arrest, rules of evidence, and the apprehension, retention and treatment of incarcerated persons.
- Understand and interpret the Code of Civil Procedures and Civil Processes.
- Carefully observe incidents and situations, accurately remembering names, faces, numbers, circumstances, and places.
- Secure information from witnesses and suspects.

- Make independent judgments and adopt quick, effective, and responsible courses of action during emergencies.
- Write clear and comprehensive reports and review reports prepared by staff.
- Meet standards of adequate physical stature, endurance and agility.
- Demonstrate proficiency in the use and care for firearms.
- Effectively represent the Sheriff's Department in contacts with the public and other law enforcement agencies.
- Establish and maintain cooperative relationship with those contacted during the course of work.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods in one position; frequently stand, walk, and climb stairs and ladders; walk on sloped, slippery, and/or uneven surfaces; ability to stoop, kneel, or bend to pick up or move objects weighing over 100 pounds with help; crawl through various areas moving on hands and knees; physical ability to restrain prisoners; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

TYPICAL WORKING CONDITIONS

Work is performed in office, detention facility, courtroom and outdoor environments; unusual exposure to life threatening situations; continuous contact with staff and the public.

TRAINING AND EXPERIENCE

Any combination of training which would likely provide the required knowledge and experience is qualifying. A typical way to obtain the required knowledge and abilities would be:

Education

Completion of advanced educational training in criminology, criminal justice, and law enforcement is desirable.

Experience

Two (2) years of experience in professional law enforcement work comparable to that of a Corrections Deputy Lieutenant in Amador County. An incumbent must have no felony convictions.

SPECIAL REQUIREMENTS

- Possession of STC/POST Supervisory Certificate, Possession of STC/POST Management Certificate.

- Possession of First Aid and CPR certificates.

- Possession of a current and valid California Driver's license issued by the California Department of Motor Vehicles.

FLSA: EXEMPT
EEO: 4
DECEMBER 2025

CORRECTIONAL DEPUTY CAPTAIN

DEFINITION

Under administrative direction, to plan, organize, and direct the activities of the Correctional Division of the Sheriff's Office; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

Incumbents in this classification work under the direction of the Undersheriff or the Sheriff-Coroner and are assigned responsibility for the management of the Correctional Division in the Sheriff Office.

REPORTS TO

Undersheriff and Sheriff-Coroner.

CLASSIFICATIONS SUPERVISED

Staff supervised includes, Correctional Deputy Lieutenant, Correctional Deputy Sergeant and Correctional Deputies. Other classifications may include, Sheriff Sergeant, Sheriff Deputy and Sheriff Support Staff who are assigned to the Correctional division either temporarily or permanently.

EXAMPLES OF DUTIES

The following are the duties performed by employees in this classification. However, employees may perform other related duties at an equivalent level. Each individual in the classification does not necessarily perform all the duties listed.

- Plans, assigns, and supervises the activities of the Correction Division.
- Supervises and conducts investigations, interviews, and interrogations.
- Supervises and participates in collecting, recording and holding evidence.
- May work in the assigned area of supervision to instruct subordinate personnel.
- May have responsibility for the care and maintenance of Department equipment.
- Reviews incident and other reports prepared by subordinates.
- Ensures proper preparation of evidence and material for court.
- Has responsibility for coordinating the work of the Correction Division or unit with other Department functions and operations.

- Develops and prepares a variety of reports; operates special equipment and machinery; monitors budget needs for an assigned division or unit.
- Develops policy and procedures.
- Deals with citizen complaints and internal disciplinary actions.

ESSENTIAL QUALIFICATIONS

Knowledge of:

- Principles of police science, administration, and organization.
- Management principles, budget develop and administration, organization functions, procedure and responsibilities of the Sheriff's Office.
- Title 15 and Title 24 standard of the California Code of Regulations.
- Project and contract management.
- Recent court decisions affecting custody and the handling of incarcerated persons.
- Proper and effective methods of deploying Custody personnel.
- Development of custody records and reports.
- Budgeting methods and techniques.
- The general geography and topography of Amador County.
- Use and care of Department authorized firearms.
- First aid techniques.
- Principles of supervision, training, and work evaluation.
- Manage, plan, assign, and coordinates the activities of the custodial and clerical personnel in the division.
- Receipt, care, and release of incarcerated persons and their belongings. .
- Department policies and procedures.
- Makes decisions on training, assignments, and discipline of staff and inmates.
- Prepares reports, studies and grants.
- Effective relationships with departmental divisions, other agencies, and the community.

Ability to:

- Plan, organize, supervise, train, and evaluate the work of the Correctional Division.
- Coordinate and schedule unit functions and activities.
- Perform a wide variety of professional Custodial work.
- Perform specialized Custodial assignments.
- Understand and interpret laws and regulations relating to arrest, rules of evidence, and the apprehension, retention and treatment of incarcerated persons.
- Understand and interpret the Code of Civil Procedures and Civil Processes.
- Carefully observe incidents and situations, accurately remembering names, faces, numbers, circumstances, and places.
- Secure information from witnesses and suspects.

- Make independent judgments and adopt quick, effective, and responsible courses of action during emergencies.
- Write clear and comprehensive reports and review reports prepared by staff.
- Meet standards of adequate physical stature, endurance and agility.
- Demonstrate proficiency in the use and care for firearms.
- Effectively represent the Sheriff's Department in contacts with the public and other law enforcement agencies.
- Establish and maintain cooperative relationship with those contacted during the course of work.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods in one position; frequently stand, walk, and climb stairs and ladders; walk on sloped, slippery, and/or uneven surfaces; ability to stoop, kneel, or bend to pick up or move objects weighing over 100 pounds with help; crawl through various areas moving on hands and knees; physical ability to restrain prisoners; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

TYPICAL WORKING CONDITIONS

Work is performed in office, detention facility, courtroom and outdoor environments; unusual exposure to life threatening situations; continuous contact with staff and the public.

TRAINING AND EXPERIENCE

Any combination of training which would likely provide the required knowledge and experience is qualifying. A typical way to obtain the required knowledge and abilities would be:

Education

Completion of advanced educational training in criminology, criminal justice, and law enforcement is desirable.

Experience

Two (2) years of experience in professional law enforcement work comparable to that of a Corrections Deputy Lieutenant in Amador County. An incumbent must have no felony convictions.

SPECIAL REQUIREMENTS

- Possession of STC/POST Supervisory Certificate, Possession of STC/POST Management Certificate.

- Possession of First Aid and CPR certificates.

- Possession of a current and valid California Driver's license issued by the California Department of Motor Vehicles.

FLSA: EXEMPT
EEO: 4

DECEMBER 2025

CORRECTIONAL DEPUTY LIEUTENANT

DEFINITION

The Correction Deputy Lieutenant is a ranking command officer in the Sheriff's Office. Under direction, plans, coordinates, organizes and manages the overall operations of the County Jail; to ensure the safety and security of the inmates, staff and the citizens of Amador County through the enforcement of proper detention policies and procedures; to perform routine to complex administrative and supervisory work; and to perform related duties as assigned. Serve as a force multiplier in county emergencies, natural disasters, and other county incidents as directed by the Sheriff or his designee.

DISTINGUISHING CHARACTERISTICS

This position supervises, through subordinate supervisors, all jail personnel, and is a public officer not a peace officer. This individual is expected to apply mature judgment and sound administrative practices in coordinating the day-to-day functions of Adult Detentions.

This classification functions as a peace officer within the authority and limits of California Penal Code Sections 830.1(c) and 832 once training and qualifications are met.

REPORTS TO

Correctional Deputy Captain, Sheriff's Captain, Undersheriff, and Sheriff.

CLASSIFICATIONS SUPERVISED

Correctional Deputy Sergeant, Correctional Deputies..

EXAMPLES OF DUTIES

The following are the duties performed by employees in this classification. However, employees may perform other related duties at an equivalent level. Each individual in the classification does not necessarily perform all the duties listed.

- Manages, plans, assigns, and coordinates the activities of the custodial and clerical personnel in the assigned division.
- Oversees the receipt, care, and release of incarcerated persons and their belongings.

- Oversees the application of Title 15 and Title 24 of the California Code of Regulations.
- Oversees department policies and procedures.
- Makes recommendations on training, assignments, and discipline of staff and incarcerated persons.
- Insures proper preparation of materials for court.
- Conducts daily inspections of the facilities to insure proper maintenance and cleanliness.
- Prepares reports, studies, and grants.
- Maintains effective relationships with departmental divisions, other agencies, and the community.
- Serves in the position of a facility commander.
- Performs related duties as assigned.

ESSENTIAL QUALIFICATIONS

Knowledge of:

- Must be able to view responsibilities with maturity and a broader perspective than is expected of a lower ranking officer.
- Management principles, budget development and administration, organization, functions, procedures, and responsibilities of the Sheriff's Office.
- Title 15 and Title 24 of the California Code of Regulations.
- Personnel supervision in a law enforcement agency.
- Custodial laws and court decisions, in particular, those that reference the function and operation of custodial facilities and incarcerated persons.
- Criminal law with particular reference to apprehension, arrest, search and seizure.
- Civil laws, codes and ordinances, with particular reference to the administrative functions of the Sheriff's Office particularly the Adult Detentions Division.

Ability to:

- Manage, instruct, plan, and coordinate the work of others.
- Organize and maintain accurate records and files.
- Prepare and present reports and statistics.
- Develop and maintain effective community relations.
- Implement policies, procedures, and functions of the Adult Detentions Division.

TYPICAL PHYSICAL REQUIREMENTS

Meet and maintains standards of adequate physical stature, endurance, and manipulative abilities as determined by the department.

TYPICAL WORKING CONDITIONS

Work is performed in, but not exclusive to, jail, courts, office and outdoor environment. Member will have continuous verbal contact with other staff, incarcerated persons and the public.

TRAINING AND EXPERIENCE

Any combination of training which would likely provide the required knowledge and experience is qualifying. A typical way to obtain the required knowledge and abilities would be:

Education

Must meet the standard educational requirements to hold the position of Correctional Deputy Sergeant.

Experience

Must presently hold permanent status in the rank of Correctional Deputy Sergeant with the Amador County Sheriff's Office.

SPECIAL REQUIREMENTS

-

- Possession of a successfully completed Adult Correction Officer Core course certificate mandated by the Correction Standards Authority of the California Board of Community Corrections.

- Possession of a valid California Penal Code 832 certificate, for appointment to Peace Officer.

- Possession of a California Penal Code 832 Firearms Certificate.

    - This position is subject to overtime, standby, callback, shift, weekend and holiday assignments.
    - Possess and maintain First Aid and CPR certificates.
    - Possess and maintain a valid California driver's license.
    - Must successfully complete the standards and Training for Corrections Manager Core Course within one year of appointment, or the POST Management Course.
    -

FLSA: EXEMPT
EEO: 4
DECEMBER 2025

CORRECTIONAL DEPUTY LIEUTENANT

DEFINITION

The Correction Deputy Lieutenant is a ranking command officer in the Sheriff's Office. Under direction, plans, coordinates, organizes and manages the overall operations of the County Jail; to ensure the safety and security of the inmates, staff and the citizens of Amador County through the enforcement of proper detention policies and procedures; to perform routine to complex administrative and supervisory work; and to perform related duties as assigned. Serve as a force multiplier in county emergencies, natural disasters, and other county incidents as directed by the Sheriff or his designee.

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REPORTS TO

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CLASSIFICATIONS SUPERVISED

Correctional Deputy Sergeant, Correctional Deputies..

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- Civil laws, codes and ordinances, with particular reference to the administrative functions of the Sheriff's Office particularly the Adult Detentions Division.

Ability to:

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Education

Must meet the standard educational requirements to hold the position of Correctional Deputy Sergeant.

Experience

Must presently hold permanent status in the rank of Correctional Deputy Sergeant with the Amador County Sheriff's Office.

SPECIAL REQUIREMENTS

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- Possession of a California Penal Code 832 Firearms Certificate.

    - This position is subject to overtime, standby, callback, shift, weekend and holiday assignments.
    - Possess and maintain First Aid and CPR certificates.
    - Possess and maintain a valid California driver's license.
    - Must successfully complete the standards and Training for Corrections Manager Core Course within one year of appointment, or the POST Management Course.
    -

Board of Supervisors Agenda Item Report

Submitting Department: Human Resources
Meeting Date: December 16, 2025

SUBJECT
Sheriffâ€™s Office Association (SOA) Side Letter of Agreement for â€œJob Classification Title Changeâ€ related to Assembly bill 229.

Recommendation:
Adopt and authorize the Chairman to sign the Resolution and Side Letter.

4/5 vote required:
No

Distribution Instructions:
Auditor, Budget Analyst, Human Resources (3 signed copies to distribute for signatures) and Sheriff.

ATTACHMENTS

- Correctional Deputy Lieutenant DRAFT 12.2025.docx
- Correctional Deputy Lieutenant FINAL 12.2025.docx
- Correctional Deputy Captain DRAFT 12.2025.docx
- Correctional Deputy Captain FINAL 12.2025.docx
- Memo - SOA Side Letter for Custodial Assignment - Peace Officer SB229.doc
- Res - SOA Side Letter for Job Class & Title Change.doc
- Side_Letter_Amador_SOA_Job_Title_Change_2025_DRAFT_v1 MDB edits 20251104.docx

FLSA: EXEMPT
EEO: 4

DECEMBER 2025

CORRECTIONAL DEPUTY LIEUTENANT

DEFINITION

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DISTINGUISHING CHARACTERISTICS

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REPORTS TO

Correctional Deputy Captain, Sheriff's Captain, Undersheriff, and Sheriff.

CLASSIFICATIONS SUPERVISED

Correctional Deputy Sergeant, Correctional Deputies..

EXAMPLES OF DUTIES

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- Oversees the receipt, care, and release of incarcerated persons and their belongings.

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- Makes recommendations on training, assignments, and discipline of staff and incarcerated persons.
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- Conducts daily inspections of the facilities to insure proper maintenance and cleanliness.
- Prepares reports, studies, and grants.
- Maintains effective relationships with departmental divisions, other agencies, and the community.
- Serves in the position of a facility commander.
- Performs related duties as assigned.

ESSENTIAL QUALIFICATIONS

Knowledge of:

- Must be able to view responsibilities with maturity and a broader perspective than is expected of a lower ranking officer.
- Management principles, budget development and administration, organization, functions, procedures, and responsibilities of the Sheriff's Office.
- Title 15 and Title 24 of the California Code of Regulations.
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- Criminal law with particular reference to apprehension, arrest, search and seizure.
- Civil laws, codes and ordinances, with particular reference to the administrative functions of the Sheriff's Office particularly the Adult Detentions Division.

Ability to:

- Manage, instruct, plan, and coordinate the work of others.
- Organize and maintain accurate records and files.
- Prepare and present reports and statistics.
- Develop and maintain effective community relations.
- Implement policies, procedures, and functions of the Adult Detentions Division.

TYPICAL PHYSICAL REQUIREMENTS

Meet and maintains standards of adequate physical stature, endurance, and manipulative abilities as determined by the department.

TYPICAL WORKING CONDITIONS

Work is performed in, but not exclusive to, jail, courts, office and outdoor environment. Member will have continuous verbal contact with other staff, incarcerated persons and the public.

TRAINING AND EXPERIENCE

Any combination of training which would likely provide the required knowledge and experience is qualifying. A typical way to obtain the required knowledge and abilities would be:

Education

Must meet the standard educational requirements to hold the position of Correctional Deputy Sergeant.

Experience

Must presently hold permanent status in the rank of Correctional Deputy Sergeant with the Amador County Sheriff's Office.

SPECIAL REQUIREMENTS

-

- Possession of a successfully completed Adult Correction Officer Core course certificate mandated by the Correction Standards Authority of the California Board of Community Corrections.

- Possession of a valid California Penal Code 832 certificate, for appointment to Peace Officer.

- Possession of a California Penal Code 832 Firearms Certificate.

    - This position is subject to overtime, standby, callback, shift, weekend and holiday assignments.
    - Possess and maintain First Aid and CPR certificates.
    - Possess and maintain a valid California driver's license.
    - Must successfully complete the standards and Training for Corrections Manager Core Course within one year of appointment, or the POST Management Course.
    -

FLSA: EXEMPT
EEO: 4
DECEMBER 2025

CORRECTIONAL DEPUTY LIEUTENANT

DEFINITION

The Correction Deputy Lieutenant is a ranking command officer in the Sheriff's Office. Under direction, plans, coordinates, organizes and manages the overall operations of the County Jail; to ensure the safety and security of the inmates, staff and the citizens of Amador County through the enforcement of proper detention policies and procedures; to perform routine to complex administrative and supervisory work; and to perform related duties as assigned. Serve as a force multiplier in county emergencies, natural disasters, and other county incidents as directed by the Sheriff or his designee.

DISTINGUISHING CHARACTERISTICS

This position supervises, through subordinate supervisors, all jail personnel, and is a public officer not a peace officer. This individual is expected to apply mature judgment and sound administrative practices in coordinating the day-to-day functions of Adult Detentions.

This classification functions as a peace officer within the authority and limits of California Penal Code Sections 830.1(c) and 832 once training and qualifications are met.

REPORTS TO

Correctional Deputy Captain, Sheriff's Captain, Undersheriff, and Sheriff.

CLASSIFICATIONS SUPERVISED

Correctional Deputy Sergeant, Correctional Deputies..

EXAMPLES OF DUTIES

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- Makes recommendations on training, assignments, and discipline of staff and incarcerated persons.
- Insures proper preparation of materials for court.
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- Prepares reports, studies, and grants.
- Maintains effective relationships with departmental divisions, other agencies, and the community.
- Serves in the position of a facility commander.
- Performs related duties as assigned.

ESSENTIAL QUALIFICATIONS

Knowledge of:

- Must be able to view responsibilities with maturity and a broader perspective than is expected of a lower ranking officer.
- Management principles, budget development and administration, organization, functions, procedures, and responsibilities of the Sheriff's Office.
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- Criminal law with particular reference to apprehension, arrest, search and seizure.
- Civil laws, codes and ordinances, with particular reference to the administrative functions of the Sheriff's Office particularly the Adult Detentions Division.

Ability to:

- Manage, instruct, plan, and coordinate the work of others.
- Organize and maintain accurate records and files.
- Prepare and present reports and statistics.
- Develop and maintain effective community relations.
- Implement policies, procedures, and functions of the Adult Detentions Division.

TYPICAL PHYSICAL REQUIREMENTS

Meet and maintains standards of adequate physical stature, endurance, and manipulative abilities as determined by the department.

TYPICAL WORKING CONDITIONS

Work is performed in, but not exclusive to, jail, courts, office and outdoor environment. Member will have continuous verbal contact with other staff, incarcerated persons and the public.

TRAINING AND EXPERIENCE

Any combination of training which would likely provide the required knowledge and experience is qualifying. A typical way to obtain the required knowledge and abilities would be:

Education

Must meet the standard educational requirements to hold the position of Correctional Deputy Sergeant.

Experience

Must presently hold permanent status in the rank of Correctional Deputy Sergeant with the Amador County Sheriff's Office.

SPECIAL REQUIREMENTS

-

- Possession of a successfully completed Adult Correction Officer Core course certificate mandated by the Correction Standards Authority of the California Board of Community Corrections.

- Possession of a valid California Penal Code 832 certificate, for appointment to Peace Officer.

- Possession of a California Penal Code 832 Firearms Certificate.

    - This position is subject to overtime, standby, callback, shift, weekend and holiday assignments.
    - Possess and maintain First Aid and CPR certificates.
    - Possess and maintain a valid California driver's license.
    - Must successfully complete the standards and Training for Corrections Manager Core Course within one year of appointment, or the POST Management Course.
    -

FLSA: EXEMPT
EEO: 4
DECEMBER 2025

CORRECTIONAL DEPUTY CAPTAIN

DEFINITION

Under administrative direction, to plan, organize, and direct the activities of the Correctional Division of the Sheriff's Office; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

Incumbents in this classification work under the direction of the Undersheriff or the Sheriff-Coroner and are assigned responsibility for the management of the Correctional Division in the Sheriff Office.

REPORTS TO

Undersheriff and Sheriff-Coroner.

CLASSIFICATIONS SUPERVISED

Staff supervised includes, Correctional Deputy Lieutenant, Correctional Deputy Sergeant and Correctional Deputies. Other classifications may include, Sheriff Sergeant, Sheriff Deputy and Sheriff Support Staff who are assigned to the Correctional division either temporarily or permanently.

EXAMPLES OF DUTIES

The following are the duties performed by employees in this classification. However, employees may perform other related duties at an equivalent level. Each individual in the classification does not necessarily perform all the duties listed.

- Plans, assigns, and supervises the activities of the Correction Division.
- Supervises and conducts investigations, interviews, and interrogations.
- Supervises and participates in collecting, recording and holding evidence.
- May work in the assigned area of supervision to instruct subordinate personnel.
- May have responsibility for the care and maintenance of Department equipment.
- Reviews incident and other reports prepared by subordinates.
- Ensures proper preparation of evidence and material for court.
- Has responsibility for coordinating the work of the Correction Division or unit with other Department functions and operations.

- Develops and prepares a variety of reports; operates special equipment and machinery; monitors budget needs for an assigned division or unit.
- Develops policy and procedures.
- Deals with citizen complaints and internal disciplinary actions.

ESSENTIAL QUALIFICATIONS

Knowledge of:

- Principles of police science, administration, and organization.
- Management principles, budget develop and administration, organization functions, procedure and responsibilities of the Sheriff's Office.
- Title 15 and Title 24 standard of the California Code of Regulations.
- Project and contract management.
- Recent court decisions affecting custody and the handling of incarcerated persons.
- Proper and effective methods of deploying Custody personnel.
- Development of custody records and reports.
- Budgeting methods and techniques.
- The general geography and topography of Amador County.
- Use and care of Department authorized firearms.
- First aid techniques.
- Principles of supervision, training, and work evaluation.
- Manage, plan, assign, and coordinates the activities of the custodial and clerical personnel in the division.
- Receipt, care, and release of incarcerated persons and their belongings. .
- Department policies and procedures.
- Makes decisions on training, assignments, and discipline of staff and inmates.
- Prepares reports, studies and grants.
- Effective relationships with departmental divisions, other agencies, and the community.

Ability to:

- Plan, organize, supervise, train, and evaluate the work of the Correctional Division.
- Coordinate and schedule unit functions and activities.
- Perform a wide variety of professional Custodial work.
- Perform specialized Custodial assignments.
- Understand and interpret laws and regulations relating to arrest, rules of evidence, and the apprehension, retention and treatment of incarcerated persons.
- Understand and interpret the Code of Civil Procedures and Civil Processes.
- Carefully observe incidents and situations, accurately remembering names, faces, numbers, circumstances, and places.
- Secure information from witnesses and suspects.

- Make independent judgments and adopt quick, effective, and responsible courses of action during emergencies.
- Write clear and comprehensive reports and review reports prepared by staff.
- Meet standards of adequate physical stature, endurance and agility.
- Demonstrate proficiency in the use and care for firearms.
- Effectively represent the Sheriff's Department in contacts with the public and other law enforcement agencies.
- Establish and maintain cooperative relationship with those contacted during the course of work.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods in one position; frequently stand, walk, and climb stairs and ladders; walk on sloped, slippery, and/or uneven surfaces; ability to stoop, kneel, or bend to pick up or move objects weighing over 100 pounds with help; crawl through various areas moving on hands and knees; physical ability to restrain prisoners; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

TYPICAL WORKING CONDITIONS

Work is performed in office, detention facility, courtroom and outdoor environments; unusual exposure to life threatening situations; continuous contact with staff and the public.

TRAINING AND EXPERIENCE

Any combination of training which would likely provide the required knowledge and experience is qualifying. A typical way to obtain the required knowledge and abilities would be:

Education

Completion of advanced educational training in criminology, criminal justice, and law enforcement is desirable.

Experience

Two (2) years of experience in professional law enforcement work comparable to that of a Corrections Deputy Lieutenant in Amador County. An incumbent must have no felony convictions.

SPECIAL REQUIREMENTS

- Possession of STC/POST Supervisory Certificate, Possession of STC/POST Management Certificate.

- Possession of First Aid and CPR certificates.

- Possession of a current and valid California Driver's license issued by the California Department of Motor Vehicles.

FLSA: EXEMPT
EEO: 4
DECEMBER 2025

CORRECTIONAL DEPUTY CAPTAIN

DEFINITION

Under administrative direction, to plan, organize, and direct the activities of the Correctional Division of the Sheriff's Office; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

Incumbents in this classification work under the direction of the Undersheriff or the Sheriff-Coroner and are assigned responsibility for the management of the Correctional Division in the Sheriff Office.

REPORTS TO

Undersheriff and Sheriff-Coroner.

CLASSIFICATIONS SUPERVISED

Staff supervised includes, Correctional Deputy Lieutenant, Correctional Deputy Sergeant and Correctional Deputies. Other classifications may include, Sheriff Sergeant, Sheriff Deputy and Sheriff Support Staff who are assigned to the Correctional division either temporarily or permanently.

EXAMPLES OF DUTIES

The following are the duties performed by employees in this classification. However, employees may perform other related duties at an equivalent level. Each individual in the classification does not necessarily perform all the duties listed.

- Plans, assigns, and supervises the activities of the Correction Division.
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- Has responsibility for coordinating the work of the Correction Division or unit with other Department functions and operations.

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ESSENTIAL QUALIFICATIONS

Knowledge of:

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- Makes decisions on training, assignments, and discipline of staff and inmates.
- Prepares reports, studies and grants.
- Effective relationships with departmental divisions, other agencies, and the community.

Ability to:

- Plan, organize, supervise, train, and evaluate the work of the Correctional Division.
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- Secure information from witnesses and suspects.

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- Establish and maintain cooperative relationship with those contacted during the course of work.

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Sit for extended periods in one position; frequently stand, walk, and climb stairs and ladders; walk on sloped, slippery, and/or uneven surfaces; ability to stoop, kneel, or bend to pick up or move objects weighing over 100 pounds with help; crawl through various areas moving on hands and knees; physical ability to restrain prisoners; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

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SPECIAL REQUIREMENTS

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- Possession of a current and valid California Driver's license issued by the California Department of Motor Vehicles.

AMADOR COUNTY
HUMAN RESOURCES DEPARTMENT
• Benefits • Personnel • Risk Management
(209) 223-6361 (209) 223-6456 (209) 223-6392

County Administration Center
810 Court Street
Jackson, California 95642
Facsimile: (209) 223-6426
Website: www.co.amador.ca.us

TO: Board of Supervisors

FROM: Lisa Gaebe, Human Resources Director

DATE: December 8, 2025

SUBJECT: Agenda Item for December 16, 2025 Board Agenda
Sheriff's Office Association (SOA)
Side Letter of Agreement for "Job Classification Title Change"

The Sheriff is requesting approval of a Side Letter of Agreement and revised job descriptions to implement the provisions of AB 229 (Alvarado-Gil) relating to Peace Officers: Deputy Sheriffs. Under this legislation, in certain counties—including Amador County—a deputy sheriff employed exclusively or initially in custodial assignments, with responsibilities for operating county custodial facilities, is designated as a peace officer. The peace officer authority for these positions extends statewide only while performing their assigned custodial duties, carrying out the primary functions of their employment, or when performing additional law-enforcement duties as directed by the employing agency during a local state of emergency.

The Sheriff's Office Association has reviewed the proposed Side Letter of Agreement and supports the changes, including amendments to the existing Sheriff's Office Association Memorandum of Understanding (MOU).

Accordingly, staff recommends that the Board approve the Side Letter of Agreement, adopt the accompanying resolution, and authorize the Chair to sign both documents, including the updated job descriptions which also include classification title changes as follows:

- Correctional Officer I to Correctional Deputy Officer I
- Correctional Officer II to Correctional Deputy Officer II
- Correctional Sergeant to Correctional Deputy Sergeant

If the Board does not approve and authorizes the Chair to sign the resolution and Side Letter with the job description updates, the County will not be complying with the new Assembly bill.

BEFORE THE BOARD OF SUPERVISORS OF THE COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF:

RESOLUTION APPROVING A SIDE LETTER AGREEMENT WITH THE AMADOR COUNTY SHERIFF'S OFFICE ASSOCIATION (SOA) FOR SIDE LETTER OF AGREEMENT JOB CLASSIFICATION AND TITLE CHANGE	)))))	RESOLUTION NO. 25-XXX

BE IT RESOLVED by the Board of Supervisors of the County of Amador, State of California that said Board does hereby approve the Side Letter of Agreement between the County of Amador and the Sheriff's Office Association (SOA) as it relates to Job Classification and Title Change; and

BE IT FURTHER RESOLVED that the Chairman of said Board is hereby authorized to sign and execute said agreement on behalf of the County of Amador.

The foregoing resolution was duty passed and adopted by the Board of Supervisors of the County of Amador in a regular meeting thereof, held on the 16th day of December 2025, by the following vote:

AYES: Jeff Brown, Patrick Crew, Logan Carnell, Dan Epperson and Brian Oneto

NOES: None

ABSENCE: None

_____
Chairman, Board of Supervisors

ATTEST:

JENNIFER BURNS, Clerk of the
Board of Supervisors, Amador County,
California

_____
Deputy

Side Letter of Agreement
County of Amador and Sheriff's Office Association

"Job Classification Title Change"

I. Parties

The Parties to this Side Letter of Agreement (herein after "Side Letter") are the County of Amador (hereinafter referred to as the "County") and Amador County Sheriff's Office Association (hereinafter referred to as the "Association").

II. Background

The Parties are the signatories to a Memorandum of Understanding and various side letters (hereinafter the "MOU"), which collectively set forth the terms and conditions of employment for certain County employees within the Association.

Existing State law establishes categories of peace officers with varying powers and authority to make arrests and carry firearms. Under this law, a deputy sheriff employed in certain counties who performs duties exclusively or initially related to custodial assignments is classified as a peace officer. Their authority extends to any place in the state only while on duty and engaged in their custodial duties or when performing other law enforcement duties as directed by their employing agency during a local state of emergency.

On July 14, 2025, the Governor of the State of California signed SB 229 (An Act to Amend Section 830.1 of the Penal Code, Relating to Peace Officers) into law, which takes effect on January 1, 2026. This act includes deputy sheriffs whose principal responsibilities are custodial in nature, employed by the County of Amador in the existing definition of a peace officer under the same conditions.

As a result of this legislation, the Amador County classifications of Correctional Officer I, Correctional Officer II and Correctional Sergeant have been recognized as peace officers. This side letter effectuates a change to their classification titles to Correctional Deputy I and II and Correctional Deputy Sergeant, respectively, with minor changes to said job descriptions which include Peace Officer status and training requirements.

III. Agreement

The County and the Association have met and conferred and have agreed, effective January 1, 2026, to replace all instances in the MOU and related salary schedules which identify Correctional Officer I/II and Correctional Sergeant with Correctional Deputy I/II and Correctional Deputy Sergeant, respectively. All other existing MOU terms will remain the same.

IV. General Provisions

A. This Side Letter of Agreement will take effect on January 1, 2026, after execution by the Association and upon approval and adoption by the County Board of Supervisors.

B. The written terms herein embody the entire Side Letter of Agreement between the Parties.

C. The changes in this Side Letter of Agreement will be incorporated into any successor MOU. Such incorporation is subject to the Parties' obligation to meet-and-confer over, agree to, and ratify said successor agreement.

In witness hereof, this Side Letter of Agreement was approved and adopted by a vote of the Board of Supervisors on _____ .

COUNTY OF AMADOR, CALIFORNIA:

By: _____
Chairperson, Board of Supervisors

AMADOR COUNTY SHERIFF'S OFFICE ASSOCIATION:

By: _____ _____
Daniel Nicholson, President Mark Bartley, Labor Consultant

Board of Supervisors Agenda Item Report

Submitting Department: Human Resources
Meeting Date: December 16, 2025

SUBJECT
Request to fill Part-time Custodian II vacancy.

Recommendation:
Approve.

4/5 vote required:
No

Distribution Instructions:
Auditor, Budget Analyst, Human Resources and GSA

ATTACHMENTS

- Memo - Part-time Custodian II Vacancy.doc

AMADOR COUNTY
HUMAN RESOURCES DEPARTMENT
• Benefits • Personnel • Risk Management
(209) 223-6361 (209) 223-6456 (209) 223-6392

County Administration Center
810 Court Street
Jackson, California 95642
Facsimile: (209) 223-6426
Website: www.co.amador.ca.us

TO: Board of Supervisors

FROM: Lisa Gaebe, Human Resources Director

DATE: December 8, 2025

SUBJECT: Agenda Item for December 16, 2025 Board Consent Agenda
General Services Agency – Part-time Custodian II

The General Services Director is requesting authorization to fill the part-time Custodian II position (Range 1495, Step A $19.53 – Step E $23.74). This position became vacant following the retirement of an employee in August 2025.

The department's five (5) custodial staff members are currently responsible for maintaining fourteen (14) facilities, including GSA, Archives, Public Works Yard, Animal Control, Sheriff's Office Buildings A and B, Health and Human Services, the Main Library, Probation, the Sheriff Annex, Sheriff's Department, District Attorney' Office, and County Administration Center. With only five employees assigned to this extensive workload, coverage becomes especially challenging during periods of vacation or illness.

Please approve the department's request to fill this part-time vacancy. The Custodian II position is essential to ensure the County's custodial needs continue to be met. Without this approval, the department will be unable to maintain adequate service levels across County facilities.

Board of Supervisors Agenda Item Report

Submitting Department: Sheriff
Meeting Date: December 16, 2025

SUBJECT
Amador County Sheriff's Office of Emergency Services requests contract amendment approval on an active contracted project: Drought Resiliency Improvement Plan.

Recommendation:
Approval

4/5 vote required:
Yes

Distribution Instructions:
Inter-Department, File, ACSO

ATTACHMENTS

- BOS Memo_CAEHA Contract Amendment.doc
- CAEHA Amendment with Amador County 12.16.2025.docx

OFFICE OF
SHERIFF - CORONER

GARY W. REDMAN
SHERIFF - CORONER

TO: Board of Supervisors

RE: Drought Resiliency Improvement Plan Contract Amendment

FROM: Captain Jeremy Martin

DATE: December 16, 2025

The Amador County Sheriff's Office of Emergency Services requests contract amendment approval on an active contracted project: Drought Resiliency Improvement Plan. Original contract approved and executed August 19th, 2025. Amendment authorizes additional $1,500.

Fiscal Impact:
Contract will have no General Funds impact. Funding will be provided through the Drought Resiliency Improvement Plan grant award funded through the California Department of Water Resources.

Recommendations:
Authorize the Chairman of the Board to execute the contract amendment with the California Association of Environmental Health Administrators.
The amendment to the agreement is attached in an amount not to exceed $32,500, funded through the Drought Resiliency Improvement Plan (DRIP) Budget 2750.

Background:
The California Association of Environmental Health Administrators (CAEHA) is uniquely qualified to provide the professional services required:

Specialized Expertise and Experience:
CAEHA has extensive and exclusive experience working directly within drought planning throughout California.

Continuity and Familiarity with Local Programs:
CAEHA 's professionals often work with multiple local agencies across jurisdictions and are familiar with the common operational challenges and best practices related to drought planning. This familiarity ensures rapid deployment and effective strategies without the learning curve required of alternate providers.

No Comparable Providers:
At this time, no other organization in California offers the same breadth of specific expertise, technical capacity, and pre-existing relationships. Attempts to identify alternative providers have not revealed any qualified vendors who possess equivalent qualifications, authority, or insight into State and local program dynamics.

FIRST AMENDMENT BY AND BETWEEN AMADOR COUNTY SHERIFF'S OFFICE OF EMERGENCY SERVICES AND CALIFORNIA ASSOCIATION OF ENVIRONMENTAL HEALTH ADMINISTRATORS

This First Amendment to Agreement is made on December 16, 2025, between AMADOR COUNTY ("COUNTY") and CALIFORNIA ASSOCIATION OF ENVIRONMENTAL HEALTH ADMINISTRATORS ("CONTRACTOR") who agree as follows:

1. Recitals: This Amendment is made with reference to the following facts and objectives:

   a. COUNTY and CONTRACTOR have entered into a written Agreement dated June 1, 2025, (the "Agreement"), in which CONTRACTOR agreed to provide to COUNTY a Registered Environmental Health Specialist with duties and responsibilities as outlined in Appendix A, Scope of Work, of the Agreement.

2. Amendments: The parties agree to amend the Agreement as follows:

   a. Term is amended to read as follows:

      The term of the agreement shall be for the period of June l, 2025 through December 31, 2025.

   b. Attachment B is amended to read as follows:

      CONTRACTOR shall be paid up to $32,500.00 for the services pursuant to Attachment A.

3. Effectiveness of Agreement: Except as set forth in this Amendment of Agreement, all provisions of the Agreement dated June 1, 2025 shall remain unchanged and in full force and effect.

FIRST AMENDMENT TO AGREEMENT BY AND BETWEEN AMADOR COUNTY AND CAEHA.
IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates shown with their respective signatures.

COUNTY	CONTRACTOR
County of Amador	California Association of Environmental Health Administrators
Jeff Brown, Chairman of the Board	Liza Frias, CAEHA President
Dated: _____	Dated:_____

Board of Supervisors Agenda Item Report

Submitting Department: Sheriff
Meeting Date: December 16, 2025

SUBJECT
Amador County Sheriff's Office Amendment to RFP 24-02 Agreement with YouTurn Health, LLC- Billing Structure Revision.

Recommendation:
Approval of Amador County Sheriff's Office Amendment to RFP 24-02 Agreement with YouTurn Health, LLC- Billing Structure Revision.

4/5 vote required:
Yes

Distribution Instructions:
Inter-Department, File, ACSO

ATTACHMENTS

- Contract_Amendment no 1_YouTurnHealth_Amador_ExhibitA.pdf
- COSSUP Contract Amendment BOS Memo 12.16.2025.pdf
- Master Services Agreement_Signed 07.30.2024.pdf

CONTRACT AMENDMENT NO. 1 Amendment Effective Date: 1/1/2026

TO THE AGREEMENT BETWEEN AMADOR COUNTY
AND
YOUTURN HEALTH

This Amendment No. 1 to the Agreement dated July 1, 2024, ("Agreement") is made and entered into as of [Amendment Effective Date], by and between Amador County, a political subdivision of the State of California, hereinafter referred to as "County," and Youturn, LLC d/b/a Youturn Health, hereinafter referred to as "Contractor."

RECITALS

WHEREAS, the County and Contractor entered into an Agreement to provide Jail based virtual Peer-to-peer recovery support services in support of the Amador County Sheriff's Office (ACSO) Comprehensive Opioid, Stimulant, and Substance Use Program (COSSUP); and

WHEREAS, the parties desire to amend the Agreement to include additional billing structures for peer-to- peer coaching services and related program oversight specifically provided under the ACSO-managed COSSUP initiative;

NOW, THEREFORE, the parties agree to amend the Agreement as follows:

1. Billing Structure:

The Agreement is hereby amending the billing structure of Youturn Health to the following scope:

- Peer Coaching Monthly Billing Structure:
    - Virtual peer-to-peer recovery support services provided to justice-involved individuals and their loved ones, both in custody and post-release, as defined under the ACSO COSSUP program.
    - Monthly billing structure will take into account coaching activities including operational oversight, training, case management, care coordination, resource brokering, supervision, and more.

- Monthly Flat Fee Structure:
    - Educational Content – Youturn Health will partner with Edovo to provide premium content to Amador County including stress management, behavioral health, job readiness, SUD, and hope stories.
    - Workbook Printing and Shipping- Youturn Health's workbooks provide practical exercises and coping strategies for participants to learn to identify triggers, manage emotions, and build healthier responses to life's pressures. In addition, the workbook provides reentry planning and job readiness planning through resume building

exercises to help individuals build their confidence and skills.

- Hourly Billing Structure:
    - Program oversight activities related to planning, coordination, tracking, and reporting of the contract.

New rates – monthly, hourly, and flat monthly fees and related billing terms shall be set forth in Exhibit A-1 (Revised Rate Schedule), attached hereto and incorporated herein.

2. Invoicing and Reporting

Contractor shall submit monthly invoices to the County, itemizing:

- Coaching: Number of active peer support coaching participants
- Educational Content Flat Fee
- Workbook Printing and Shipping Fees
- Hourly Admin Activity

Invoices must be accompanied by a brief monthly summary of services delivered and outcomes achieved.

3. Service Limitation

This amendment applies only to services delivered within Amador County under the ACSO-managed COSSUP program. No other counties or programs are covered by this amendment unless expressly authorized in writing by the County.

4. No Other Changes

Except as specifically amended herein, all other terms and conditions of the original Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 1 as of the date written below.

AMADOR COUNTY

By: _____
Name:
Title:
Date:

YOUTURN HEALTH

By: Bridget Kelly
Name: Bridget Kelly
Title: VP
Date: 12/2/2025

Exhibit A-1: Revised Rate Schedule and Federal Grant Compliance

1. Billing Rates

Under this amendment, Youturn Health shall invoice for approved peer-to-peer coaching services and program oversight activities at the following rates, subject to applicable salary cap limitations and federal grant requirements:

- Peer Specialist: $250/month for a minimum of one (1) session per month.
    - Monthly fee includes:
        - Culturally competent and bilingual coaches, with lived experience who are both state and nationally certified.
        - Coordination and facilitation of behind-the-walls calls with incarcerated participants, which requires additional scheduling, technology coordination, and security compliance
        - Unlimited scheduled structured virtual coaching calls (video or phone) for justice-involved individuals and up to 5 family members
        - Individualized homework assignments to reinforce skill building and reentry planning
        - Unlimited ad hoc virtual emergent calls when urgent support is needed
        - Unlimited resource brokering and referrals to community or higher levels of care
        - Weekly virtual case management chart-reviews to track progress and needs
        - Weekly clinical and peer supervision for quality assurance and oversight
        - Bi-weekly administration of validated assessments such as the Brief Resilience Scale and Brief Assessment of Recovery Capital -10
        - Bi-weekly tracking of Social Determinants of Health
        - Crisis protocol integration and escalation procedures when higher support or intervention is required

- Educational Content: $2,000/month
    - Youturn Health will partner with Amador County and Edovo to provide premium content of over 100 educational videos to Amador County including stress management, behavioral health, job readiness, SUD, and personal reentry stories.

- Printing and Shipping Fees: (Billed as needed, /Month, ~20 per workbook plus shipping
    - Youturn Health's Reentry Workbooks provide practical exercises and coping strategies for participants to learn to identify triggers, manage emotions, and build healthier responses to life's pressures. In addition, the workbook provides reentry planning and job readiness planning through resume building exercises to help individuals build their confidence and skills. These workbooks can also be paired with peer-to-peer coaching to help with better outcomes.

- Administrative Oversight: $105/hour
    - Program oversight activities related to planning, coordination, tracking, and reporting of the contract

2. Compliance with 2 CFR 200 Requirements

As a subrecipient under a federal grant program, Youturn Health agrees to comply with all applicable requirements of 2 CFR Part 200, including but not limited to the following:

- Maintain time and effort documentation in accordance with 2 CFR § 200.430(i), reflecting actual time spent on eligible activities.
- Ensure that no individual salary charged to this agreement exceeds the federal Executive Level II salary cap, as required by applicable grant conditions.
- Cooperate with Amador County in fulfilling subrecipient monitoring requirements, including provision of financial reports, programmatic updates, and access to records upon request.
- Adhere to cost principles and allowable cost guidance as outlined in Subpart E of 2 CFR Part 200.

3. Invoicing Requirements

All invoices must include the following elements:

- Number of months of peer support coaching performed
- Educational Content Line Item
- Number of Workbooks supplied and the cost of shipping
- Cost of Shipping
- Number of Administrative hours worked including month and year of service

OFFICE OF
SHERIFF - CORONER

GARY W. REDMAN
SHERIFF - CORONER

Board of Supervisors Agenda Item Report

Submitting Department: Amador County Sheriff's Office
Meeting Date: December 16, 2024

SUBJECT:

Approval of Amendment to RFP 24-02 Agreement with YouTurn Health, LLC – Billing Structure Revision (No Change to Contract Amount)

RECOMENDATIONS:

Request Boards approval and authorize the Chairman signature on Amendment No. 1 to the RFP 24-02 Agreement with YouTurn Health, LLC under the Amador County Sheriff's Office Comprehensive Opioid, Stimulant, and Substance Use Program (COSSUP) grant, revising the subcontract billing structure. This contract is fully grant-funded, and there is no fiscal impact to the County General Fund.

700 COURT STREET • JACKSON, CA 95642 • (209) 223-6500 • FAX (209) 223-1609
ADMINISTRATION (209) 223-6515 • EMERGENCY SERVICES (209) 223-6384 • CIVIL (209) 223-6544
CORONER (209) 223-6754 • JAIL (209) 223-6522

WHEREAS, the **Amador County Sheriff's Office** proposes to implement the Cannabis Tax Fund Grant Program (CTFGP);

WHEREAS, the **Amador County Sheriff's Office** has the legal authority and is authorized to enter into a funding agreement with the State of California; and

WHEREAS, the **Amador County Sheriff's Office** intends to apply for grant funding from the State of California; Department of California Highway Patrol, Cannabis Tax Fund Grant Program (CTFGP);

THEREFORE, BE IT RESOLVED by the **Board of Supervisors** of the **County of Amador** as follows:

1. That pursuant and subject to all of the terms and provisions of Budget Act of 2021, as amended (Stats. 2022, ch. 44, § 25), the **Amador County Sheriff's Office** is hereby authorized and directed to prepare and file an application for funding with the State of California; Department of California Highway Patrol, and take such other actions as necessary or appropriate to obtain grant funding.

2. The **Amador County Sheriff's Office Undersheriff** is hereby authorized and directed to execute the funding agreement with the Department of California Highway Patrol and any amendments thereto.

3. The **Amador County Sheriff's Office Undersheriff** is hereby authorized and directed to submit any required documents, invoices, and reports required to obtain grant funding.

4. FURTHER RESOLVED that the **County of Amador** Clerk shall certify to the adoption of this resolution, which shall take effect immediately upon adoption.

PASSED, APPROVED, AND ADOPTED this **[insert date – day, month, year]** by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

MASTER SERVICES AGREEMENT

THIS SERVICES AGREEMENT (this "Agreement") is entered into as of July 1, 2024 by and between the COUNTY OF AMADOR, a political subdivision of the State of California (the "County") and Youturn, LLC dba Youturn Health, a limited liability corporation (the "Contractor").

RECITALS

A. Pursuant to Government Code section 31000, County desires to engage assistance to provide the hereinafter set forth special services.

B. Contractor is in the business of providing jail based virtual peer recovery support services similar to those set forth in this Agreement.

C. County desires to engage Contractor, and Contractor desires to be hired by County, to perform the work described below, upon the terms and conditions set forth in this Agreement.

NOW THEREFORE, in consideration of the performance of the covenants herein contained, the parties agree as follows:

1. SERVICES TO BE RENDERED BY CONTRACTOR. Upon written request by Amador County Sheriff's Office, Contractor will provide jail based virtual peer recovery support services to incarcerated and or recently released individuals from the Amador County Jail referred by the Sheriff's Office (the "Work"). The Work is more particularly described on **Attachment A** attached and incorporated by this reference. Contractor shall perform the Work in compliance with all statutes, ordinances, regulations and requirements of federal, state and local governing bodies applicable to the performance of the Work. Without limiting the generality of the foregoing, Contractor agrees to comply with Program Integrity Requirements (42 CFR §438.608) and Beneficiary Problem Resolution Process (42 CFR §438.10(g)(1).

2. SERVICES TO BE RENDERED BY COUNTY. County agrees to compensate Contractor in return for performance of the Work as set forth in this Agreement.

3. CHANGES IN SCOPE OF SERVICES. Only the Amador County Board of Supervisors has the authority to agree to any extension of time, change order, change in the scope of work, change in the contract price, or other term or condition affecting either Contractor's or County's duties set forth herein. Adjustments in compensation, if any, shall be determined through negotiation between the parties to the Agreement and are subject to approval by the Board of Supervisors. Contractor acknowledges that no County staff person or County officer other than the Board of Supervisors has the power to amend the terms and conditions of this Agreement. Any change not so authorized in advance in writing by the Board of Supervisors shall be null and void.

4. TERM; EARLY TERMINATION OF AGREEMENT. The term of this Agreement shall be from July 1, 2024 through September 30, 2026, with the option of a one year extension if approved by the awarding body. Both parties reserve the right to terminate this Agreement with or without cause on sixty (60) days prior written notice to Contractor. In the case of such early termination, Contractor shall be paid for all services satisfactorily rendered up to the effective date of termination, up to the maximum fee prescribed for any task.

5. COMPENSATION TO CONTRACTOR; PAYMENT.

5.1 Contractor shall be paid for services rendered in accordance with the fee schedule set forth on **Attachment B** attached and incorporated by this reference. In no event shall compensation to Contractor exceed for any portion of the Work the amounts set forth on **Attachment B**.

5.2 County shall make payment to Contractor within thirty (30) days of the invoice for payment, based upon the services described on the invoice and in an amount properly allowed by the County.

5.3 In the event Contractor claims or received payment from County for a service for which reimbursement is later disallowed by County, state or federal agencies, Contractor shall promptly refund the disallowed amount to County upon request or, at County's option, County may offset the amount disallowed from any payment that is due or becomes due to Contractor under this Agreement or any other agreement.

5.4 Contractor shall provide a completed W-9 to the Auditor's Office. No payments shall be issued prior to submission of this form.

6. SUPERVISION OF THE WORK.

6.1 Contractor shall supervise and direct the Work, using Contractor's best skill and attention. Contractor shall be solely responsible for all methods, techniques, sequences and procedures, and shall coordinate all portions of the Work. County will deal only through Contractor, who shall be responsible for the proper execution of the entire Work

6.2 Contractor shall be responsible to County for the acts and omissions of Contractor's employees, subcontractors, and their agents and employees, and any other persons performing any of the Work under a contract with Contractor.

6.3 Contractor shall assign only competent personnel to perform any portion of the Work. If at any time County, in its sole discretion, desires the removal of any person or persons assigned by Contractor to perform the Work, Contractor shall remove such person or persons immediately upon receiving written notice from County. If any person is identified in this Agreement (or any attachment hereto), Contractor shall not remove, replace, substitute, or otherwise change any key personnel without the prior written consent of County.

6.4 A subcontractor ("Subcontractor") is a person or organization that has a direct contract with Contractor to perform any of the Work. Contractor agrees that it is as fully responsible to County for the acts and omissions of Subcontractors and of persons either directly or indirectly employed by Contractor as it is for the acts and omissions of persons directly employed by it. Nothing contained in this Agreement or any other document associated with the performance of the work shall create any contractual relation between any Subcontractor and County.

6.5 Contractor agrees to bind every Subcontractor and every Subcontractor agrees to be bound by the terms of this Agreement as to that portion of the Work performed by Subcontractor, unless specifically noted to the contrary in a subcontract approved in writing by County. Subcontractor agrees to be bound to the Contractor by the terms of this Agreement and to assume toward Contractor all of the obligations and responsibilities that the Contractor assumes toward County. Contractor agrees to be bound to the Subcontractor by all of the obligations that County assumes to Contractor under this Agreement as to the portion of the Work performed by Subcontractor.

7. CONFERENCES, VISITS TO SITE, INSPECTION OF WORK. In the event it should become necessary for the State or County to hold any conference or visit the site of the proposed work, as a part of any such conference, Contractor shall cooperate fully with the parties involved and shall arrange for qualified representatives of Contractor, upon request of County, to attend any such conference or visit to the site as a part thereof.

8. ASSIGNMENTS. Neither party may assign, sublet, or transfer its interest in this Agreement without the written consent of the other.

9. CONTRACTOR NOT EMPLOYEE OF COUNTY. It is understood that neither Contractor nor any employee of Contractor is acting hereunder as an employee of County, but solely as an independent contractor. Contractor, by virtue of this Agreement, has no authority to bind or incur any obligation on behalf of County. Except as expressly provided in this Agreement, Contractor has no authority or responsibility to exercise any rights or power vested in County. It is understood by both Contractor and County that this Agreement shall not under any circumstances be construed or considered to create an employer-employee relationship or a joint venture.

10. LICENSES, PERMITS, ETC; SANCTIONED EMPLOYEES.

10.1 Contractor represents and warrants to County that it and all of its employees providing services under this Agreement have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required for Contractor to practice its profession and to perform the Work. Contractor represents and warrants to County that Contractor shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement any license, permits, and approvals that are legally required for Contractor and its employees to practice its profession and perform the Work. Contractor further represents and warrants to County that any Subcontractor engaged by Contractor to perform a portion of the Work shall similarly possess all licenses, permits, qualifications,

and approvals of whatsoever nature that are legally required for the Subcontractor to perform the portion of the Work that is the subject of the subcontract at issue.

10.2 Contractor shall immediately notify County in the event Contractor or any of its employees, volunteers, interns, subcontractors or providers retained in any capacity by Contractor is under investigation by a licensing board, is found to be in violation of any rules or regulations of the licensing board, or is the subject of a disciplinary action.

10.3 Contractor shall not employ in any capacity or retain as a subcontractor any individual or entity that is listed on either the Suspended and Ineligible Contractor List published by the California Department of Health Services, or any debarment list published by the Federal Office of the Inspector General with regard to Medicaid or Medicare programs. Contractor shall review at least monthly, pursuant to (42 CFR 455.436), any such lists to confirm the status of Contractor's then current employees or subcontractors. If Contractor does employ or subcontract with an individual or entity on any such lists, Contractor shall be fully responsible for any associated penalties, sanctions, losses or damages that may be imposed on County therefor.

11. INSURANCE. Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, or employees. Within **five (5)** business days of award of the Bid to Contractor, Contractor shall furnish to County satisfactory proof that Contractor has the following insurance

11.1 Minimum Scope and Limit of Insurance: Coverage shall be at least as broad as:

11.1.1 Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than $1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.

11.1.2 Automobile Liability: Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Contractor has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than $1,000,000 per accident for bodily injury and property damage.

11.1.3 Workers' Compensation insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than $1,000,000 per accident for bodily injury or disease.

(If Contractor has no employees a Certificate of Exemption from Worker's Compensation Laws must be completed using the County's form and submitted with all other insurance documents).

11.1.4 Professional Liability (Errors and Omissions) Insurance appropriate to the Consultant's profession, with limit no less than $2,000,000 per occurrence or claim, $2,000,000 aggregate.

Broader Coverage/Higher Limits: If the Contractor maintains broader coverage and/or higher limits than the minimums shown above, the County requires and shall be entitled to the broader coverage and/or higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the County.

11.2 **The insurance policies are to contain, or be endorsed to contain, the following provisions:**

11.2.1 Additional Insured Status: The County, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if later revisions used).

11.2.2 Notice of Cancellation: Each insurance policy required above shall state that coverage shall not be canceled, except with notice to the County.

11.2.3 Waiver of Subrogation: Contractor hereby grants to County a waiver of any right to subrogation which any insurer of said Contractor may acquire against the County by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the County has received a waiver of subrogation endorsement from the insurer.

11.3 Self-Insured Retentions: Self-insured retentions must be declared to and approved by the County. The County may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or County.

11.4 Acceptability of Insurers: Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the County.

11.5 Claims Made Policies: If any of the required policies provide coverage on a claims-made basis:

11.5.1 The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.

11.5.2 Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.

11.5.3 If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

11.6 Verification of Coverage: Contractor shall furnish the County with Certificates of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to County before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The County reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time. Certificates and endorsements shall refer to the Project or Work. Certificates of Insurance shall list the Certificate Holder as: County of Amador, 700 Court Street. Jackson, CA 95642. Contractor shall provide all insurance documentation to the Contract Administrator.

11.7 Subcontractors: Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that County is an additional insured on insurance required from subcontractors.

11.8 Special Risks or Circumstances: County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

12. INDEMNIFICATION. Each party agrees to indemnify, defend (upon request of other party) and hold harmless the other party and the other party's agents, board members, elected and appointed officials and officers, employees, volunteers and authorized representatives from any and all losses, liabilities, charges, damages, claims, liens, causes of action, awards, judgments, costs, and expenses (including, but not limited to, reasonable attorney's fees of the other party's Counsel and counsel retained by the other party, expert fees, costs and staff time, and investigation costs) of

whatever kind or nature (collectively "Claims"), that arise out of or are in any way connected with any negligent error, act or omission of the other party or the other party's officers, agents, employees, independent contractors, subcontractors, or authorized representatives, unless resulting from the sole negligence, active negligence, or willful misconduct of an indemnified party. Without limiting the generality of the foregoing, the same shall include injury or death to any person or persons; damage to any property, regardless of where located, including the property of County; and any workers' compensation claim or suit arising from or connected with any services performed pursuant to this Agreement on behalf of Contractor by any person or entity.

13. DOCUMENTS AND RECORDS.

13.1 Contractor shall keep and maintain full and complete documentation and accounting records concerning the Work. Records shall include without limitation all medical records, accounting records and administrative records related to services provided hereunder. Contractor shall preserve these records for a period of at least ten (10) years following the close of the County fiscal year in which the services were rendered; provided, however, that if an audit has been started, records must be retained until completion and final resolution of any and all issues that may arise. Final settlement shall be made at the end of the audit and appeal process. All accounting records shall be maintained so that they clearly reflect the source of funding for each type of service for which reimbursement is claimed by Contractor. Accounting records include without limitation ledgers, books, vouchers, time sheets, payrolls, appointment schedules, client data cards and schedules for allocating costs.

13.2 Contractor shall permit County and any authorized state or federal agency to audit, inspect and copy all records, notes and writings of any kind in connection with the Work, to the extent permitted by law, for the purpose of monitoring the quality and quantity of services, accessibility and appropriateness of services, and ensuring fiscal accountability. All such audits, inspections, and copying shall occur during normal business hours. Upon request, Contractor shall provide copies of such records to County. Where required by law, Contractor shall obtain necessary releases to permit County or other governmental or accrediting agencies to access patient medical records.

13.3 Contractor shall provide to County a copy of any audits performed with respect to the Work no later than thirty (30) days after completion of the audit report. Contractor shall include in any agreement(s) with auditing firms a clause that will allow access by County and state and federal agencies to the working papers of the external independent auditor.

13.4 If Contractor is a Medi-Cal provider, Contractor shall provide a copy to County of any year-end cost report documenting actual contract expenditures funded by this Agreement.

13.5 Upon completion or termination of this Agreement, County shall be entitled to immediate possession of, and Contractor shall furnish, on request, any plans,

correspondence and other pertinent data gathered or prepared by Contractor for the Work prior to termination. Contractor may retain copies of such original documents for Contractor's files.

14. NON-DISCRIMINATION; CULTURAL COMPETENCY; RESIDENCY.

14.1 Contractor shall provide all services under this Agreement without discrimination, and shall not discriminate against any employee or applicant for employment, on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation. Contractor will comply with Section 1735 of the Labor Code and all provisions of Executive Order No. 10925 of March 6, 1961, as amended, and all rules, regulations and relevant orders of the President's Committee on Equal Opportunity created thereby. Contractor shall also comply with the California Fair Employment and Housing Act (Government Code, Section 12900 and following).

14.2 County residency is a basic eligibility requirement for services rendered under this Agreement; however, transients referred by County in an emergency or persons in involuntary status may also be provided services if requested by County and approved by Contractor.

15. ALCOHOL-FREE AND DRUG-FREE WORK PLACE POLICY. While performing any services pursuant to the Agreement, being present on any County property, or using County equipment, the Consultant, its employees, subcontractors and agents (1) shall not be in any way impaired because of being under the influence of alcohol or a drug; (2) shall not possess, consume, or be under the influence of alcohol and/or an illegal drug; and (3) shall not sell, offer, or provide alcohol or an illegal drug to another person.

15.1 If Consultant, or any employees, sub-contractors, or agents violate any of the above provisions, the County may terminate the Agreement immediately

16. HIPAA COMPLIANCE. The parties acknowledge the existence of the Health Insurance Portability and Accountability Act of 1996 and its implementing regulations ("HIPAA"). Amador County Sheriff's Office "ACSO") is an entity covered by HIPAA [45 C.F.R. Parts 160, 162, and 164], and County is a "hybrid entity" under HIPAA. Both parties hereby represents that they are and shall remain in compliance with the rules and regulations of said Act as required by law. Each party understands that it has obligations with respect to the confidentiality, privacy and security of patients' medical information, and must take certain steps to preserve the confidentiality of this information, including the training of staff and the establishment of proper procedures for the release of such information as required by HIPAA.

Covered Entity and Contractor will enter into a separate business associate agreement **(Attachment C)** and such agreement shall be made part hereof. Failure or refusal of a party to execute a business associate agreement when required by law shall constitute a basis for termination of this Agreement in its entirety.

The Contractor shall, immediately upon discovery of an unauthorized disclosure or breach of privacy and/or security of Personal Identifiable Information and/or Protected Health Information by Contractor, notify County of such breach within 1 business day of discovery at (209) 223-6412. Contractor shall take prompt corrective action to cure any deficiencies and any action pertaining to such unauthorized disclosure required by Federal and State laws and regulations. Contractor shall investigate such breach and provide a written report of the investigation to the Privacy Officer, postmarked within fifteen (15) working days of the discovery of the breach to the following address:

HIPAA Privacy Officer, Amador County Sheriff's Office
700 Court Street
Jackson, CA 95642

In the event the County is obligated to pay any costs associated with an unauthorized disclosure or breach of privacy and/or security of Personal Identifiable Information and/or Protected Health Information by Contractor, Contractor shall pay on County's behalf any and all such costs arising.

17. NOTICES. All notices herein provided to be given, or which may be given, by either party to the other, shall be deemed to have been fully given when made in writing and deposited in the United States Postal Services, certified with return receipt requested, with postage prepaid and addressed as follows:

To Contractor:	Brent Lomax, CFO Youturn, LLC 2310 North Henderson Ave. #1750 Dallas, TX 75206
To County:	Amador County Sheriff's Office 700 Court Street Jackson, CA 95642
With a copy to:	Office of the County Counsel 810 Court Street Jackson, CA 95642

The address to which notice shall or may be mailed, as aforesaid, to either party shall or may be changed by written notice given by such party or the other, as hereinbefore provided, but nothing herein contained shall preclude the giving of any such notice by personal service.

18. CONTRACT EXECUTION. Each individual executing this Agreement on behalf of Contractor represents that he or she is fully authorized to execute and deliver this Agreement.

19. CONSTRUED PURSUANT TO CALIFORNIA LAW; VENUE. The parties hereto agree that the provisions of this Agreement will be construed pursuant to the laws of the State of California. Venue for all litigation relative to the formation, interpretation and performance of this Agreement shall be in Amador County, California.

20. INCORPORATION OF AGREEMENTS AND AMENDMENTS. This Agreement contains all agreements of the parties with respect to any matter mentioned herein. No other Agreement or understanding pertaining to any such matter shall be effective, unless in writing signed by the party to be charged. This Agreement may be modified by the parties hereto only in writing and signed by both parties.

21. SEVERABILITY. The invalidity of any provision of this Agreement, as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision hereof.

22. TIME OF ESSENCE. Time is hereby expressly declared to be the essence of this Agreement and of each and every provision thereof, and each such provision is hereby made and declared to be a material, necessary, and essential part of this Agreement

23. COMPLIANCE WITH CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT. The Contractor shall comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq. and the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq. The Contractor shall report each violation to County, and understands and agrees that County will, in turn, report each violation as required to assure notification to the appropriate Environmental Protection Agency Regional Office. The Contractor shall include these requirements in each subcontract exceeding $150,000 financed in whole or in part with federal assistance.

24. CONFLICT OF INTEREST. Contractor warrants and represents that it presently has no interest and covenants that it will not acquire any interest, direct or indirect, that represents a financial conflict of interest under state law or that would otherwise conflict in any manner or degree with the performance of the Work. Contractor further agrees that in the performance of this Agreement no person having any such interest shall be employed by Contractor.

25. HATCH ACT Contractor agrees to comply with the provisions of the Hatch Act (USC, Title 5, Part III, Subpart F., Chapter 73, Subchapter III), which limit the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

COUNTY OF AMADOR

BY: _____
Chairman
Board of Supervisors

CONTRACTOR: Youturn, LLC

BY: _____
Brent Lomax
CFO

APPROVED AS TO FORM:
OFFICE OF THE COUNTY COUNSEL
COUNTY OF AMADOR

BY: _____
Gregory Gillott
County Counsel

ATTEST:
JENNIFER BURNS, CLERK OF THE
BOARD OF SUPERVISORS

BY: _____

ATTACHMENT A
SCOPE OF WORK

The County of Amador is requesting proposals from qualified respondents for virtual peer recovery support services for incarcerated individuals, or recently released individuals with identified behavioral health needs and or substance abuse disorders at the County Jail. It is anticipated that one firm will be selected to perform all services related to virtual peer recovery support services in collaboration with Amador County Sheriff's Office (ACSO).

1. Includes all services specified in the County of Amador RFP Number 24-02 Jail Based Virtual Peer Recovery Support Services and;

2. Consultant's response to RFP 24-02 dated April 4, 2024 attached herein and;

3. Revised Statement of Work Dated XXXX XX, 202X and; (If Applicable)

4. Revised Cost Proposal Dated XXXX XX, 202X and; (If Applicable)

5. This Agreement

These documents are hereby made a part of and incorporated herein by reference into this contract.

ATTACHMENT B
FEE SCHEDULE-COST PROPOSAL

Total compensation to Consultant will be made monthly on a time-and-materials basis (or task related basis) with cost-not-to-exceed $405,400 Dollars and No Cents ($0.00) in accordance with Cost Proposal dated April 4, 2024 submitted by Youturn Health – see attached.

The Cost Proposal and Fee Schedule attached hereto, constitute the full and complete understanding and agreement of the parties with respect to the Services to be provided by Consultant (Youturn Health); and they supersede any prior or contemporaneous understanding or agreement, whether written, oral or communicated in any other type of medium, between the parties relating thereto. No amendment or modification of any provision of this Agreement shall be binding unless made in writing and signed by the parties hereto.

The California Constitution requires that any County contract that extends beyond the current fiscal year must be subject to future appropriations.

ADDITIONAL WORK

When the County requests additional work to be performed Consultant shall provide monthly invoices which will include an itemization of expenses for which reimbursement is being requested for. The invoice shall include for each item of the Work performed, hours of work expended (in quarter-hour increments), a detail of work performed, hourly rate or rates of persons performing the task, and copies of receipts for reimbursable materials or expenses.

HOURLY LABOR RATES

- Additional work to be negotiated based on the work requested and provided.
- Youturn Health will receive written approval for additional work prior to execution. Approval can be made via email.

ATTACHMENT C
BUSINESS ASSOCIATE AGREEMENT

BUSINESS ASSOCIATE/QUALIFIED SERVICE ORGANIZATION AGREEMENT Amador County Sheriff's Office the "Business Associate" and Youturn, LLC. (the "Covered Entity") intend to share Protected Health Information for services performed under the Master Services Agreement between the parties dated July 1,2024.

1. DEFINITIONS

Terms used in this Agreement that are specifically defined in HIPAA or 42 C.F.R Part 2 shall have the same meaning as set forth in HIPAA or 42 C.F.R Part 2. A change to HIPAA or 42 C.F.R. Part 2 which modifies any such defined term, or which alters the regulatory citation for the definition shall be deemed incorporated into this Agreement.

1.1 **"42 C.F.R. Part 2"** means the federal regulations governing the Confidentiality of Alcohol and Drug Abuse Patient Records set forth under 42 C.F.R. Part 2.

1.2 **"Breach"** means the unauthorized acquisition, access, use, or disclosure of Protected Health Information which compromises the security or privacy of such information.

1.3 **"Designated Record set"** has the meaning given to the term under the Privacy Rule, including by not limited to, 45 C.F.R 164.501.

1.4 **"Electronic Protected Health Information"** and/or "EPHI" has the same meaning as the term "electronic protected health information" in 45 C.F.R. 160.103, and included, without limitation, any EPHI provided by Covered Entity or created or received by Business Associate on behalf of Covered Entity.

1.5 **"HIPAA"** means the Health Insurance Portability Act of 1996 and its implementing regulations (45 C.F.R. Parts 160 through 164)

1.6 **"HITECH"** means the Health Information Technology for Economic and Clinical Health Act, as contained in the American Recovery and Reinvestment Act (ARRA), Public Law 111-5.

1.7 **"Individual"** has the meaning given to the term under the Privacy Rule, including, but not limited to 45 C.F.R 160.103. It also includes a person who qualifies as a personal representative in accordance with 45 C.F.R. 164.502(g)

1.8 **"Privacy Rule"** means the Standards for Privacy of Individually Identifiable Health Information codified at 45 C.F.R 160 and 164 (Subpart E) and any other applicable provision of HIPAA and any amendments to HIPA, including HITECH.

1.9 **"Protected Health Information"** and/or **"PHI"** has the meaning given to the term under the Privacy Rule, including but not limited to, 45 C.F.R. 164.103, and included, without limitation, patient records, information identifying or otherwise relating to Covered Entity's patients, other treatment information protected by 42 C.F.R Part 2 and any PHI provided by Covered Entity or created or received by business Associate on behalf of Covered Entity. Unless otherwise stated in this Agreement, any provision, restriction, or obligation in the Agreement related to the use of PHI shall apply equality to EPHI.

1.10 **"Required By Law"** has the meaning to the term under the Privacy Rule, including but not limited to 45 C.F.R. 164.103

1.11 **"Secretary"** means the Secretary of the Department of Health and Humans Services or his designee.

1.12 **"Security Incident"** means the attempted or successful unauthorized access, use, disclosure, modification, or destruction of information or interference with system operations in an information system as provided in 45 C.F.R 164.304

1.13 **"Security Rule"** means the Security Standards for the Protection of Electronic Protected Health Information codified at 45 C.F.R 160 and 164 (Subpart C) and any other applicable provision of HIPAA and any amendments to HIPAA, including HITECH.

2. OBLIGATIONS OF THE BUSINESS ASSOCIATE

2.1 Business Associate acknowledges that in creating, receiving, maintaining, transmitting, transporting, storing, processing, or otherwise dealing with PHI, it is fully bound by 42 C.F.R Part 2, and is directly subject to HIPAA pursuant to HITECH.

2.2 Business Associate agrees that it will only use and disclose PHI: (a) for the purpose of performing Business Associate's review and preparation for contract with Covered Entity, provided such use or disclosure would not violate HIPAA or 42 C.F.R. Part 2 if done by Covered Entity; or (b) as Required by Law, provided such use or disclosure is permitted by 42 C.F.R Part 2. Business Associate must not use or disclose PHI other than as permitted or required by this agreement.

2.3 If reasonably practicable, Business Associate agrees to resist any efforts in judicial proceedings to obtain access to PHI, except as expressly provided for by 42 C.F.R. Part 2.

2.4 Business Associate will develop, implement, maintain, and use appropriate safeguards to prevent any use or disclosure of the PHI other than as provide by this Agreement. Business Agreement will implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity and availability of EPHI. Business Associate acknowledges that the Security Rule provisions regarding administrative safeguards, physical safeguards, technical safeguards, and policies and procedures and documentation requirements found in 45 C.F.R 164.308, 164.310, 134.312 and 164.316 apply to Business Associate in the manner as to Covered Entity.

2.5 Business Associate will, to the extent feasible, adopt a technology or methodology specified by the Secretary pursuant to 42 U.S.C 17932(h) that renders PHI usable, unreadable, or indecipherable to unauthorized persons.

2.6 Business Associate will only request, use and disclose the minimum amount of PHI necessary for Business Associate to perform the services for which it has been retained by Covered Entity. Business Associate agrees to comply with the Secretary's guidance on what constitutes minimum necessary.

2.7 Business Associate acknowledges that 42 C.F.R Part 2 prohibits the Business Associate from disclosing any PHI, even to an agent or subcontractor, without the written consent of the Individual. Nevertheless, Business Associate shall ensure that any agent, including a subcontractor, that creates, receives, maintains or transmits PHI on behalf of Business Associate, enters into a written agreement with Business Associate that: (a) complies with HIPAA; and (b) obligates the agent or subcontractor to abide by the same restrictions, conditions and requirements that apply to Business Associate in relation to such PHI and implement the safeguards required above with respect to PHI and EPHI. Business Associate shall reasonably implement and maintain sanctions against agents and subcontractors that violate such restrictions, conditions and requirements and shall mitigate such effects of any such violation. If Business Associate has knowledge of a pattern of activity or practice by an agent or subcontractor that constitutes a material breach of this Agreement or violation of Business Associate's obligations under this Agreement, Business Associate must take reasonable steps to end the relevant activity or practice of the agent or subcontractor. If feasible, Business Associate must terminate its agreement with the agent or subcontractor if such agent or subcontractor does not cure the relevant activity or practice within a period of thirty (30) days.

2.8 Business Associate will report in writing, to Covered Entity:

(a) Any use or disclosure of PHI that is not authorized by this Agreement. The written notice shall be provided to Covered Entity within five (5) business days of becoming aware of the non-authorized use or disclosure.

(b) Any Security Incident of which it becomes aware that it, its employees, or its agents or subcontractors experience involving or potentially involving Covered Entity's EPHI. The written notice shall be provided to Covered Entity within five (5) business days of becoming aware of the Security Incident.

(c) Any Breach of which it becomes aware that it, its employees, or its agents or subcontractors experience involving or potentially involving Covered Entity's PHI. The written notice shall be provided to Covered Entity within five (5) business days of discovering the Breach, and shall include the names of those individuals whose PHI has been, or is reasonably believed to have been, the subject of the breach, and a detailed description of what occurred, including the date of the Breach, and date of discovery of the Breach.

2.9 Business Associate agrees to mitigate any harmful effect that is known to Business Associate of a use or disclosure of PHI by Business Associate in violation of the requirements of this Agreement.

2.10 Business Associate will make PHI in Designated Record Sets that are maintained by Business Associate or its agents or subcontractors, if any, available to Covered Entity for inspection and copying within ten (10) days of a written request by Covered Entity to enable Covered Entity to fulfill its obligations under the Privacy Rule, including, but not limited to, 45 C.F.R 164.524

2.11 Within ten (10) days of receipt of a written request from Covered Entity for an amendment of PHI or a record about an Individual contained in a Designated Record Set, Business Associate or its agents or subcontractors, in any, shall make such PHI available to Covered Entity for amendment and shall incorporate any such amendment to enable Covered Entity to fulfill its obligations under the Privacy Rule, including, but not limited to, 45 C.F.R 164.526. If an Individual requests an amendment of PHI directly from Business Associate or its agents or subcontractors, if any, Business Associate must, if permitted by law, notify Covered Entity in writing within five (5) days of the request. Any denial of amendment of PHI maintained by Business Associate or its agents or subcontractors, if any, shall be the responsibility of Covered Entity. Upon the approval of Covered Entity, Business Associate shall appropriately amend the PHI maintained by it, or any agents or subcontractors.

2.12 Business Associate acknowledges that 42 C.F.R Part 2 prohibits the Business Associate from disclosing any PHI, even to an agent or subcontractor, without the written consent of the individual. Nevertheless, Business Associate agrees to document disclosures of PHI, and information related to such disclosures, as would be required for Covered Entity to respond to a request by an individual or an accounting of disclosures of his or her PHI pursuant to 45 C.F.R 164.528. Should an Individual make a request to Covered Entity for an accounting of disclosures of his or her PHI pursuant to 45 C.F.R. 164.528, Business Associate agrees to provide Covered Entity with the requested information in a format and manner sufficient to respond to the individual's request within fifteen (15) days.

2.13 Upon reasonable prior written notice, during normal business hours and no more than one (1) time for each consecutive 12-month period, Business Associate agrees to make available its internal practices, books, and records, including policies and procedures, relating directly to the use and disclosure of PHI received from Covered Entity, or created or received by the Business Associate on behalf of Covered Entity, to Covered Entity or to the Secretary for purposes of determining Covered Entity's compliance with HIPAA.

2.14 To the extent that Business Associate is required to carry out one or more of Covered Entity's obligation under Subpart E of 45 C.F.R. Part 164, Business Associate must comply with the requirement of Subpart E of 45 C.F.R Part 164 that apply to Covered Entity in the performance of such obligation(s).

2.15 Business Associate agrees that Business Associate does not and will not have any ownership rights in any of the PHI.

3. TERMINATION/REMEDIES

3.1 Covered Entity may terminate this Agreement if the Business Associate has violated any material term of this Agreement and has failed to cure such material violation within thirty (30) days of written notification by Covered Entity. Notwithstanding the foregoing, if Covered Entity has knowledge of a pattern of activity or practice by Business Associate that constitutes a material breach of this Agreement or violation of Business Associate's obligations under this Agreement, Covered Entity must take reasonable steps to end the relevant activity or practice of the Business Associate. If feasible, Covered Entity must terminate this Agreement if Business Associate does not cure the relevant activity or practice within a period of thirty (30) days from the date of written notification by Covered entity.

3.2 Upon termination of the Agreement for any reason, the Business Associate shall return or destroy all PHI (in any form) received from Covered Entity, or created or received by the Business Associate on behalf of Covered Entity, This provision shall apply to PHI that is in the possession of subcontractors or agents of the Business Associate. The Business Associate shall retain no copies of the PHI. In the event that the Business Associate determines that returning or destroying the PHI is infeasible, the Business Associate shall notify Covered entity of the conditions that make return or destruction infeasible. Upon notification that the return or destruction of the PHI is infeasible, the Business Associate shall extend the protections of this Agreement to such PHI and limit further uses and disclosures of the information to those purposes that make the return or destruction infeasible, as long as the Business Associate maintains such PHI.

3.3 If this Agreement is terminated for any reason, Covered Entity also may terminate review and preparation for contracting between the parties.

3.4 Business Associate and any of its subcontractors and agents shall indemnify, hold harmless and defend Covered Entity and its employees, officers, directors, agents, and contractors from and against any and all claims, losses, liabilities, costs, reasonable attorneys' fees, and other expenses incurred as a result of or arising directly or indirectly out of or in connection with Business Associate's or its subcontractors' or agents' negligent breach or this Agreement, violation of HIPAA,

HITECH or other applicable law, or otherwise related to the negligent acts or omissions of Business Associate or its subcontractors or agents. Notwithstanding anything contained herein to the contrary, Business Associate shall only be liable for failure to exercise reasonable care, and any such liability shall not, in any event exceed a total aggregate sum of TWO HUNDRED AND FIFTY THOUSAND ($250,000.00) Dollars.

3.5 Business Associate hereby recognizes that irreparable harm will result to Covered Entity, and to the business of Covered Entity, in the event of breach by Business Associate of any of the covenants and assurances contained in this Agreement. Subject to Business Associate's limitation of liability set forth in Section3.4 hereof, Covered Entity is entitled to seek immediate injunctive relief, in addition to reimbursement and indemnification from Business Associate for Covered Entity's attorneys' fees and expenses and cost that were reasonably incurred as a proximate result of Business Associate's negligent breach. The remedies contained in this section shall be in addition to (and not supersede) any action for damages and/or any other remedy Covered Entity may have for breach of any part of this Agreement.

4. **MISCELLANEOUS**

4.1 A party may not subcontract any services or assign any rights, nor may it delegate its duties, under this agreement without the express written consent of the other party.

4.2 This Agreement may only be modified through a writing signed by the parties and, thus, no oral modification thereof shall be permitted. The parties agree to take such action as is necessary to amend this Agreement from time to time as is necessary for Covered Entity to comply with the requirements of HIPAA, and 42 C.F.R. Part 2.

4.3 Should there be any conflict between the language of this Agreement and any other contract entered into between the parties (either previous or subsequent to the date of this Agreement), the language and provisions of this Agreement shall control and prevail unless the parties specifically refer in a subsequent written agreement to this Agreement by its title and date and specifically state that the provisions of the alter written agreement shall control over this Agreement.

4.4 Any ambiguity in this Agreement shall be resolved to pre Covered Entity to comply with HIPAA, and 42 C.F.R Part 2

4.5 Any provision related to the use, disclosure, access or protection of EPHI or PHI or that by its terms should survive termination of the Agreement shall survive termination.

4.6 If any provision of the Agreement is determined by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions hereof shall continue in full force and effect.

4.7 A reference in the Agreement to section in HIPAA or 42 C.F.R Part2 means the section as in effect or as amended.

4.8 Any notice required under this Agreement to be given to Covered Entity shall be made in writing to: Amador County Sheriff's Office, 700 Court Street, Jackson, CA 95642 phone number (209) 223-6330.

4.9 This Agreement does not create any rights or obligations between the parties other than those expressly set forth herein, and nothing herein shall be construed as conferring any rights upon third parties or any party other than the Business Associate and Covered Entity.

5. OBLIGATIONS OF COVERED ENTITY

5.1 Covered Entity shall notify Business Associate of any limitations in its Notices of Privacy practices of Covered entity in accordance with 45 C.F.R 164.520, to the extent that such limitation may affect Business Associate's use or disclosure of PHI.

5.2 Covered Entity shall notify Business Associate of any changes in, or revocation of, permission by an individual to use or disclose PHI, to the extent that such changes shall effect Business Associate's use or disclosure of PHI.

5.3 Covered Entity shall notify Business Associate of any restriction to the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 C.F.R. 164.522, to the extent that such restriction may affect Business Associate's use or disclosure of PHI.

5.4 Covered Entity will only request, use and disclose the minimum amount of PHI necessary for Covered Entity to perform the review and preparation for contract with Business Associate. Covered Entity agrees to comply with the Secretary's guidance on what constitutes minimum necessary.

5.5 Covered Entity shall provide services to all eligible persons in accordance with state and federal statutes and regulations. Subcontractor shall assure that in planning for the provision of services, the following barriers to services are considered and addressed: Geographic isolation and transportation needs of persons seeking services or remoteness of services.

5.6 Covered Entity members who assist in the performance of functions or activities on behalf of the Coved Entity, or access or disclose Covered Entity PHI must complete information privacy and security training, at least annually, at Covered Entity's expense. Each workforce member who receives information privacy and security training must sign a certification, indicating the member's name and the date on which the training was completed. These certifications must be retained for a period of six (6) years following termination of this Agreement.

IN WITNESS WHEREOF, the parties have caused the Agreement to be executed by their respective duly authorized representatives as of the dates set forth below.

Amador County Sheriff's Office

("Covered Entity")

By: _____

Jarret Benov

Undersheriff

Date: _____

Contractor:

By: _____

Brent Lomax, CFO

Date: 7/17/2024

ATTACHMENT D

CERTIFICATION OF PROPOSER AFFIRMATIVE ACTION PROGRAM

The Proposer hereby certifies that he/she is in compliance with the Civil Rights Act of 1964, Executive Order No. 11246, Employment Practices Act, and any other applicable Federal and State laws and regulations relating to equal opportunity employment.

Brent Lomax

Name

CFO

Title

Youturn, LLC

Proposer

☐ ***Sign Here***

Signature of Proposer

7/17/2024

Date

2910 North Henderson Ave. #1750 Dallas, TX 75206

Business Address

ATTACHMENT E

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSIONS

The Proposer certifies, by submission of this Proposal or acceptance of this Contract, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. It further agrees by submitting this Proposal that it will include this clause without modification in all lower tier transactions, solicitations, Proposals, contracts, and subcontracts. Where the Proposer/Offerer/Contractor or any lower tier participant is unable to certify to this statement, it shall attach an explanation to this Proposal.

Brent Lomax

Name

CFO

Title

Youturn, LLC

Proposer

☐ ***Sign Here***

Signature of Proposer

7/17/2024

Date

2310 North Henderson Ave. # 1750 Dallas, TX 75206

Business Address

ATTACHMENT F

CERTIFICATE OF KNOWLEDGE - LABOR CODE SECTION 3700

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for the worker's compensation or to under self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of work of this Contract.

Brent Lomax

Name

CFO

Title

Youturn, LLC

Proposer

☐ ***Sign Here***

Signature of Proposer

7/17/2024

Date

2310 North Henderson Ave. # 1750 Dallas, TX 75206

Business Address

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 7/10/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Higginbotham Insurance Agency, Inc.
500 W. 13th Street
Fort Worth TX 76102

License#: 2081754

CONTACT NAME: Jon Hill
PHONE (A/C, No, Ext): 817-336-2377 FAX (A/C, No): 817-347-6981
E-MAIL ADDRESS: JHill@higginbotham.net

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : The Travelers Indemnity Co of America	25666
INSURER B : Convex Insurance UK Limited - Johnson & Johnson	840616
INSURER C : Hiscox Insurance Company, Inc.	10200
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Youturn, LLC
750 Canyon Dr Ste 120
Coppell TX 75019

YOUTHEA-01

COVERAGES **CERTIFICATE NUMBER:** 2016659354 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
B	X COMMERCIAL GENERAL LIABILITY			DCAH0073500	1/20/2024	1/20/2025	EACH OCCURRENCE	$ 2,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 4,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 4,000,000
	X OTHER: Ded $2,500							$
B	AUTOMOBILE LIABILITY			DCAH0073500	1/20/2024	1/20/2025	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N			UB-6X059309-24-42-G	1/20/2024	1/20/2025	X PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N / A						E.L. EACH ACCIDENT	$ 1,000,000
	(Mandatory In NH)						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	$ 1,000,000
B	Professional Liability			DCAH0073500	1/20/2024	1/20/2025	Each Claim	2,000,000
C	Crime			UC2526427124	1/20/2024	1/20/2025	Aggregate Limit	4,000,000 / 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

County of Amador
700 Court Street
Jackson CA 95642

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Youturn, LLC

2 Business name/disregarded entity name, if different from above

Youturn Health

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☑ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ C

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

1900 N. Pearl St., Suite 1740

Requester's name and address (optional)

6 City, state, and ZIP code

Dallas, TX 75201

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-			-				

or

Employer identification number

8	3	-	2	1	5	6	9	3	9

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person** ▶ [signature] **Date** ▶ 2/19/23

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

Board of Supervisors Agenda Item Report

Submitting Department: Human Resources
Meeting Date: December 16, 2025

SUBJECT
Addition of a full-time Building Maintenance Worker I position.

Recommendation:
Approve.

4/5 vote required:
No

Distribution Instructions:
Auditor, Budget Analyst, Human Resources and GSA

ATTACHMENTS

- Memo - Full-time BMI New Position 12.9.25.doc

AMADOR COUNTY
HUMAN RESOURCES DEPARTMENT
• Benefits • Personnel • Risk Management
(209) 223-6361 (209) 223-6456 (209) 223-6392

County Administration Center
810 Court Street
Jackson, California 95642
Facsimile: (209) 223-6426
Website: www.co.amador.ca.us

TO: Board of Supervisors

FROM: Lisa Gaebe, Human Resources Director

DATE: December 9, 2025

SUBJECT: Agenda Item for December 16, 2025 Board Consent Agenda
General Services Agency – Full-time Building Maintenance Worker I

The General Services Director requests authorization to fill a full-time Building Maintenance Worker I position (Range 1958, Step A $24.16 – Step E $29.37). This new position is needed to support the additional responsibilities the County is assuming with the dissolution of the Amador County Recreation Agency (ACRA).

The department's four (4) existing building maintenance staff members currently maintain over fifty-two (52) facilities. These facilities include the GSA/AG Building, GSA Warehouse, Corporation Yard (6 buildings), Archives, Animal Control, Sheriff's Storage & Training Buildings A and B, Health and Human Services, Main Library and three (3) branch libraries, Probation, the Sheriff Annex, the Sheriff's Department including the Jail and Jail Expansion, District Attorney's Office, County Administration Center including the Communication Building, three (3) Museum buildings, Landfill Storage Building, and the Airport Office including twenty-four (24) airport hangars. The transition of ACRA responsibilities adds four parks and one cemetery to this workload. With only four (4) employees, providing adequate coverage is increasingly difficult, especially during staff leave for vacation or illness.

Please approve adding a Building Maintenance Worker I position. This will help the department to maintain service levels and ensure the County's facilities and newly acquired facilities continue to be properly maintained.

Board of Supervisors Agenda Item Report

Submitting Department: Human Resources
Meeting Date: December 16, 2025

SUBJECT
Deputy Sheriff New Hire Incentive Program Side Letter of Agreement extension.

Recommendation:
Approve

4/5 vote required:
No

Distribution Instructions:
Auditor, Budget Analyst, Human Resources (3 signed copies to collect signatures) and Sheriff

ATTACHMENTS

- Memo - DSA Side Letter for New Hire Incentive Program.doc
- Res - DSA Side Letter for New Hire Incentive Program.doc
- Amador_DSA_Deputy_New_Hire_Incentive_Side_Letter_2023_- 2026_FINAL_v3.docx

AMADOR COUNTY
HUMAN RESOURCES DEPARTMENT
• Benefits • Personnel • Risk Management
(209) 223-6361 (209) 223-6456 (209) 223-6392

County Administration Center
810 Court Street
Jackson, California 95642
Facsimile: (209) 223-6426
Website: www.co.amador.ca.us

TO: Board of Supervisors

FROM: Lisa Gaebe, Human Resources Director

DATE: December 9, 2025

SUBJECT: Agenda Item for December 16, 2025 Board Agenda
Deputy Sheriff New Hire Incentive Program Side Letter of Agreement

The Sheriff is requesting an extension of the New Hire Incentive Program. The proposed sign-on bonus structure and conditions are as follows:

New Hire Sign on Bonus $ 7500 total.

Paid in two installments:

- 1st Payment: $3000 at completion of Sheriff's Office Field Training
- 2nd Payment: $4500 at completion of probationary period

The Deputy Sheriff's Association has reviewed the proposed extension of the Side Letter of Agreement for the New Hire Incentive Program through September 30, 2026, and supports the extension, including the related modifications to the existing Memorandum of Understanding (MOU).

If the Board does not approve extending this side letter, the incentive program will end. This may negatively impact recruitment efforts.

BEFORE THE BOARD OF SUPERVISORS OF THE COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF:

RESOLUTION APPROVING A SIDE LETTER AGREEMENT WITH THE AMADOR COUNTY DEPUTY SHERIFF'S ASSOCIATION (DSA) FOR A DEPUTY SHERIFF NEW HIRE INCENTIVE PROGRAM	)))))	RESOLUTION NO. 25-XXX

BE IT RESOLVED by the Board of Supervisors of the County of Amador, State of California that said Board does hereby approve the Side Letter of Agreement between the County of Amador and the Deputy Sheriff's Association as it relates to a Deputy Sheriff New Hire Incentive Program; and

BE IT FURTHER RESOLVED that the Chairman of said Board is hereby authorized to sign and execute said agreement on behalf of the County of Amador.

The foregoing resolution was duty passed and adopted by the Board of Supervisors of the County of Amador in a regular meeting thereof, held on the 16th day of December, by the following vote:

AYES: Jeff Brown, Patrick Crew, Logan Carnell, Dan Epperson and Brian Oneto

NOES: None

ABSENCE: None

_____
Chairman, Board of Supervisors

ATTEST:

JENNIFER BURNS, Clerk of the
Board of Supervisors, Amador County,
California

_____
Deputy

Side Letter of Agreement
Deputy Sheriffs' Association
"New Hire Incentive Program"

I. Parties

The Parties to this Side Letter of Agreement (herein after "Side Letter") are the County of Amador (hereinafter referred to as the "County") and Amador County Deputy Sheriffs' Association (hereinafter referred to as the "Association"). This Side Letter supersedes the "Side Letter of Agreement New Hire Incentive Program 2023" that was duly executed by the parties and adopted by the Board of Supervisors on March 28, 2023.

II. Background

The Parties are the signatories to a Memorandum of Understanding (hereinafter referred to as the "MOU") setting forth terms and conditions of employment for certain County employees within the Association.

As a result of staffing vacancies in the Deputy Sheriff classification and to incentivize recruitment of new Deputy Sheriff employees, the Parties have agreed to implement a "New Hire Incentive Program" effective March 1, 2023, expiring on September 30, 2026. The County and the Association have met and conferred and have agreed to the following terms as follows:

III. Agreement

New Hire Incentive Program

The Association and the County agree that the County will implement a "New Hire Incentive Program" to provide a hiring sign-on bonus payment to new hires in the Deputy Sheriff job classifications in the amount of $7,500.

The hiring sign-on bonus payment will be split into two payments: $3,000 of the sign-on bonus payment will be paid to a new employee in the employee's first payroll check following, or as soon as reasonably practicable thereafter upon: 1) satisfactory completion of the Sheriff's Office Field Training Program. The remaining $4,500 of the new employee sign-on bonus payment will be paid in the employee's payroll check the first full pay period, or as soon as reasonably practicable thereafter, following successful completion of the employee's probationary period.

Only one hiring sign-on bonus is available to an employee who is newly hired to Amador County in the above-referenced job classifications. A former County employee who applies in the above- referenced job classifications will only qualify for a new hiring sign-on bonus if the employee had a minimum break in service of at least 3 years from the date they were previously separated from County employment. A County employee who promotes into the job

classification is not considered a newly hired employee and is not eligible for the hiring sign-on bonus.

Receipt of the hiring sign-on bonus is contingent on the employee executing an individual "Sign-On Bonus Agreement" that requires the employee to remain employed in the Amador County Sheriff's Office for a minimum of 3 years. If the employee voluntarily resigns or quits their employment in the Amador County Sheriff's Office during that time, the employee agrees to repay in a pro-rata amount any part of the sign-on bonus received. The employee agreement shall be signed on behalf of the County by the Sheriff, the Human Resources Director, and the County Administrative Officer.

The hiring sign-on bonus payment will only apply to qualified employees hired into the above-referenced job classifications from March 1, 2023, through September 30, 2026. However, the County reserves the right to discontinue this Program during any fiscal year and the continuation of this Program is contingent on the County's Board of Supervisors appropriating funds for this program in the County's budget for the applicable fiscal year.

IV. General Provisions

A. This Side Letter of Agreement extending the term date will take effect after execution by the Association and upon approval and adoption by the County Board of Supervisors.

B. The written terms herein embody the entire Side Letter of Agreement between the Parties.

C. The Side Letter of Agreement modified language herein will not be incorporated into any successor MOU by the Parties unless and until it has been negotiated, agreed to, ratified and adopted.

In witness hereof, this Side Letter of Agreement was approved and adopted by a vote of the Board of Supervisors on _____ .

COUNTY OF AMADOR, CALIFORNIA:

By: _____
Chairperson, Board of Supervisors

AMADOR COUNTY SHERIFF'S OFFICE ASSOCIATION:

By: _____ _____
President Labor Consultant

Board of Supervisors Agenda Item Report

Submitting Department: Human Resources
Meeting Date: December 16, 2025

SUBJECT
Probation Officers Association (POA) New Hire Incentive Program extension.

Recommendation:
Approve.

4/5 vote required:
No

Distribution Instructions:
Auditor, Budget Analyst, Human Resources (3 signed copies to collect signatures) and Probation

ATTACHMENTS

- Memo - POA Side Letter for New Hire Incentive Program.doc
- Res - POA Side Letter for New Hire Incentive Program.doc
- Amador_POA_PO_New_Hire_Incentive_Side_Letter_2023_2026_FINAL_v2.docx

AMADOR COUNTY
HUMAN RESOURCES DEPARTMENT
• Benefits • Personnel • Risk Management
(209) 223-6361 (209) 223-6456 (209) 223-6392

County Administration Center
810 Court Street
Jackson, California 95642
Facsimile: (209) 223-6426
Website: www.co.amador.ca.us

TO: Board of Supervisors

FROM: Lisa Gaebe, Human Resources Director

DATE: December 9, 2025

SUBJECT: Agenda Item for December 16, 2025 Board Consent Agenda
Probation Officers Association (POA) New Hire Incentive Program
Side Letter of Agreement

The Chief Probation Officer is requesting an extension of the New Hire Incentive Program. The proposed sign-on bonus structure and conditions are as follows:

New Hire Sign-On Bonus: $7,500 total

Paid in three installments of $2,500 each:

- 1st Payment: Upon start of active employment
- 2nd Payment: Upon completion of Probation Officer CORE Academy
- 3rd Payment: Upon successful completion of the probationary period

This side letter is intended to strengthen recruitment efforts for new Probation Officers and ensure the department remains competitive with other agencies offering similar hiring incentives.

The Probation Officer's Association has reviewed the proposed extension of the Side Letter of Agreement for the New Hire Incentive Program through September 30, 2026, and supports the extension, including the related modifications to the existing Memorandum of Understanding (MOU).

If the Board does not approve extending this side letter, the incentive program will end. This may negatively impact recruitment efforts.

BEFORE THE BOARD OF SUPERVISORS OF THE COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF:

RESOLUTION APPROVING A SIDE LETTER AGREEMENT WITH THE AMADOR COUNTY PROBATION OFFICER ASSOCIATION (POA) NEW HIRE INCENTIVE PROGRAM	))))	RESOLUTION NO. 25-XXX

BE IT RESOLVED by the Board of Supervisors of the County of Amador, State of California that said Board does hereby approve the Side Letter of Agreement between the County of Amador and the Probation Officer Association (POA) as it relates to a New Hire Incentive Program; and

BE IT FURTHER RESOLVED that the Chairman of said Board is hereby authorized to sign and execute said agreement on behalf of the County of Amador.

The foregoing resolution was duty passed and adopted by the Board of Supervisors of the County of Amador in a regular meeting thereof, held on the 16th day of December 2025, by the following vote:

AYES: Jeff Brown, Patrick Crew, Logan Carnell, Dan Epperson and Brian Oneto

NOES: None

ABSENCE: None

_____
Chairman, Board of Supervisors

ATTEST:

JENNIFER BURNS, Clerk of the
Board of Supervisors, Amador County,
California

_____
Deputy

Side Letter of Agreement
Amador County and Probation Officers' Association

"Probation Officer New Hire Incentive Program"

I. Parties

The Parties to this Side Letter of Agreement (herein after "Side Letter") are the County of Amador (hereinafter referred to as the "County") and Amador County Probation Officers' Association (hereinafter referred to as the "Association"). This Side Letter supersedes the "Side Letter of Agreement New Hire Incentive Program 2023-2024" that was duly executed by the parties and adopted by the Board of Supervisors on December 5, 2023.

II. Background

The Parties are the signatories to a Memorandum of Understanding (hereinafter referred to as the "MOU") and side letters setting forth terms and conditions of employment for certain County employees within the Association.

As a result of staffing vacancies in the Probation Officer classifications and to incentivize recruitment of new Probation Officer employees the Parties have agreed to implement a "New Hire Incentive Program" effective December 5, 2023, expiring on September 30, 2026. The County and the Association, have met and conferred and have agreed to the existing following terms as follows:

III. Agreement

New Hire Incentive Program

The Association and the County agree that the County will implement a "New Hire Incentive Program" to provide a hiring sign-on bonus payment to new hires in the following job classifications at the specified amounts:

- Probation Officer: $7,500 in three (3) $2,500 increments

The hiring sign-on bonus payment will be split into three (3) payments:

The first $2,500 of the sign-on bonus payment will be paid to a new employee in the employee's first payroll check following active employment, or as soon as reasonably practicable thereafter;

The second $2,500 of the new employee sign-on bonus payment will be paid in the employee's payroll check the first full pay period, or as soon as reasonably practicable thereafter, following successful completion of the Probation Officer CORE (academy), which should be completed within the first year of employment;

The third $2,500 of the new employee sign-on bonus payment will be paid in the employee's payroll check the first full pay period, or as soon as reasonably practicable thereafter, following employee's completion of their eighteen (18) month probationary period.

Only one hiring sign-on bonus is available to an employee who is newly hired to Amador County in the above-referenced job classification. A former County employee who applies in the above- referenced job classification will only qualify for a new hiring sign-on bonus if the employee had a minimum break in service of at least three (3) years from the date they were previously separated from County employment. A County employee who promotes into one of the above-referenced job classifications is not considered a newly hired employee and is not eligible for the hiring sign-on bonus.

Receipt of the hiring sign-on bonus is contingent on the employee executing an individual "Sign-On Bonus Agreement" that requires the employee to remain employed in the Amador County Probation Office for a minimum of three (3) years. If the employee voluntarily resigns or quits their employment in the Amador County Probation Office during that time, the employee agrees to repay in a pro-rata amount any part of the sign-on bonus received. The employee agreement shall be signed on behalf of the County by the Chief Probation Officer, the Human Resources Director, and the County Administrative Officer.

The hiring sign-on bonus payment will only apply to qualified employees hired into the above-referenced job classifications from December 5, 2023, through September 30, 2026. However, the County reserves the right to discontinue this Program during any fiscal year and the continuation of this Program is contingent on the County's Board of Supervisors appropriating funds for this program in the County's budget for the applicable fiscal year.

IV. General Provisions

A. This Side Letter of Agreement will take effect after execution by the Association and upon approval and adoption by the County Board of Supervisors.

B. The written terms herein embody the entire Side Letter of Agreement between the Parties.

C. The Side Letter of Agreement modified language herein will not be incorporated into any successor MOU by the Parties unless and until it has been negotiated, agreed to, ratified and adopted.

[SIGNATURES ON NEXT PAGE]

Side Letter of Agreement
Amador County and Probation Officers' Association

"Probation Officer New Hire Incentive Program"

In witness hereof, this Side Letter of Agreement was approved and adopted by a vote of the Board of Supervisors on _____.

COUNTY OF AMADOR, CALIFORNIA:

By: _____
Chairperson, Board of Supervisors

AMADOR COUNTY PROBATION OFFICERS' ASSOCIATION:

By: _____ _____
President Labor Consultant

Board of Supervisors Agenda Item Report

Submitting Department: Human Resources
Meeting Date: December 16, 2025

SUBJECT
Sheriffâ€™s Office Association (SOA) amended New Hire Incentive Program extension.

Recommendation:
Approve.

4/5 vote required:
No

Distribution Instructions:
Auditor, Budget Analyst, Human Resources (3 signed copies to collect signatures) and Sheriff

ATTACHMENTS

- Memo - SOA Side Letter for New Hire Incentive Program.doc
- Res - SOA Side Letter for New Hire Incentive Program.doc
- Amador_SOA_Dispatch_CO_New_Hire_Incentive_Side_Letter_2023_2026 FINAL_v2.docx

AMADOR COUNTY
HUMAN RESOURCES DEPARTMENT
• Benefits • Personnel • Risk Management
(209) 223-6361 (209) 223-6456 (209) 223-6392

County Administration Center
810 Court Street
Jackson, California 95642
Facsimile: (209) 223-6426
Website: www.co.amador.ca.us

TO: Board of Supervisors

FROM: Lisa Gaebe, Human Resources Director

DATE: December 9, 2025

SUBJECT: Agenda Item for December 16, 2025 Board Agenda
Sheriff's Office Association (SOA) amended New Hire Incentive Program
Side Letter of Agreement

The Sheriff is requesting an extension of the New Hire Incentive Program. The proposed sign-on bonus structure and conditions are as follows:

New Hire Sign on Bonus $ 7500 total.

Paid in two installments:

- 1st Payment: $3000 paid when the employee begins working
- 2nd Payment: $4500 at completion of probationary period

The Sheriff's Office Association has reviewed the proposed extension of the Side Letter of Agreement for the New Hire Incentive Program through September 30, 2026, and supports the extension, including the related modifications to the existing Memorandum of Understanding (MOU).

If the Board does not approve extending this side letter, the incentive program will end. This may negatively impact recruitment efforts.

BEFORE THE BOARD OF SUPERVISORS OF THE COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF:

RESOLUTION APPROVING A SIDE LETTER AGREEMENT WITH THE AMADOR COUNTY SHERIFF'S OFFICE ASSOCIATION (SOA) FOR AN AMENDED DISPATCH AND CORRECTIONAL OFFICER NEW HIRE INCENTIVE PROGRAM	))))))	RESOLUTION NO. 25-XXX

BE IT RESOLVED by the Board of Supervisors of the County of Amador, State of California that said Board does hereby approve the Side Letter of Agreement between the County of Amador and the Sheriff's Office Association (SOA) as it relates to an amended Dispatch and Correctional Officer New Hire Incentive Program; and

BE IT FURTHER RESOLVED that the Chairman of said Board is hereby authorized to sign and execute said agreement on behalf of the County of Amador.

The foregoing resolution was duty passed and adopted by the Board of Supervisors of the County of Amador in a regular meeting thereof, held on the 16th day of December 2025, by the following vote:

AYES: Jeff Brown, Patrick Crew, Logan Carnell, Dan Epperson and Brian Oneto

NOES: None

ABSENCE: None

_____
Chairman, Board of Supervisors

ATTEST:

JENNIFER BURNS, Clerk of the
Board of Supervisors, Amador County,
California

_____
Deputy

Side Letter of Agreement
Amador County Sheriff's Office Association
"Dispatch & Correctional Officer New Hire Incentive Program"

I. Parties

The Parties to this Side Letter of Agreement (herein after "Side Letter") are the County of Amador (hereinafter referred to as the "County") and Amador County Sheriff's Office Association (hereinafter referred to as the "Association"). This Side Letter supersedes the "Side Letter of Agreement New Hire Incentive Program 2023" that was duly executed by the parties and adopted by the Board of Supervisors on March 28, 2023.

II. Background

The Parties are the signatories to a Memorandum of Understanding (hereinafter referred to as the "MOU") setting forth terms and conditions of employment for certain County employees within the Association.

As a result of staffing vacancies in the Sheriff's Dispatcher and Correctional Officer classifications and to incentivize recruitment of new Dispatch and Correctional Officer employees the Parties have agreed to eliminate the current "New Hire Incentive Program" effective March 9, 2023, expiring on September 30, 2026. The County and the Association have met and conferred and have agreed to the following terms:

III. Agreement

New Hire Incentive Program

The Association and the County agree that the County will implement a "New Hire Incentive Program" that will provide a hiring sign-on bonus payment to new hires in the following job classifications at the specified amounts:

- Dispatcher Trainee: $7,500
- Correctional Officer: $7,500

The hiring sign-on bonus payment will be split into two payments: $3,000 of the sign-on bonus payment will be paid to a new employee in the employee's first payroll check following, or as soon as reasonably practicable thereafter upon: 1) satisfactory completion of, and receiving their Dispatcher EMD; or 2) satisfactory completion of training as a Correctional Officer. The remaining $4,500 of the new employee sign-on bonus payment will be paid in the employee's payroll check the first full pay period, or as soon as reasonably practicable thereafter, following successful completion of the employee's probationary period.

Only one hiring sign-on bonus is available to an employee who is newly hired to Amador County in the above-referenced job classifications. A former County employee who applies in the above- referenced job classifications will only qualify for a new hiring sign-on bonus if the

employee had a minimum break in service of at least 3 years from the date they were previously separated from County employment. A County employee who promotes into one of the above-referenced job classifications is not considered a newly hired employee and is not eligible for the hiring sign-on bonus.

Receipt of the hiring sign-on bonus is contingent on the employee executing an individual "Sign-On Bonus Agreement" that requires the employee to remain employed in the Amador County Sheriff's Office for a minimum of three (3) years. If the employee voluntarily resigns or quits their employment in the Amador County Sheriff's Office during that time, the employee agrees to repay in a pro-rata amount any part of the sign-on bonus received. The employee agreement shall be signed on behalf of the County by the Sheriff, the Human Resources Director, and the County Administrative Officer.

The hiring sign-on bonus payment will only apply to qualified employees hired into the above-referenced job classifications from March 9, 2023, through September 30, 2026. The County reserves the right to discontinue this Program during any fiscal year and the continuation of this Program is contingent on the County's Board of Supervisors appropriating funds for this program in the County's budget for the applicable fiscal year.

IV. General Provisions

A. This Side Letter of Agreement will take effect after execution by the Association and upon approval and adoption by the County Board of Supervisors.

B. The written terms herein embody the entire Side Letter of Agreement between the Parties.

C. The Side Letter of Agreement modified language herein will not be incorporated into any successor MOU by the Parties unless and until it has been negotiated, agreed to, ratified and adopted.

[Signatures on next page]

Side Letter of Agreement
Amador County Sheriff's Office Association
"Dispatch & Correctional Officer New Hire Incentive Program"

In witness hereof, this Side Letter of Agreement was approved and adopted by a vote of the Board of Supervisors on _____ .

COUNTY OF AMADOR, CALIFORNIA:

By: _____
Chairperson, Board of Supervisors

AMADOR COUNTY SHERIFF'S OFFICE ASSOCIATION:

By: _____ _____
President Labor Consultant

Board of Supervisors Agenda Item Report

Submitting Department: Surveyor
Meeting Date: December 16, 2025

SUBJECT
Surveying Department- Request to adopt the resolution of approval for a Certificate of Compliance as requested by Clark, Oneto, and Oneto Family Trust. The property involved is located off State Highway 104 on the north side along Michigan Bar Road. The parcels have recently been surveyed and adjusted as shown on Amador County Recorded Map Book 68 of Maps and Plats, Page 58. This Certificate of Compliance officially recognizes each legal parcel.

Recommendation:
Approve the Resolution and Issue the Certificate of Compliance.

4/5 vote required:
No

Distribution Instructions:
Surveying-original/certified resolution, certificate

ATTACHMENTS
- Certificate of Compliance Clark Oneto.docx
- ROA Clark Oneto CertCompl.doc
- Clark Oneto Compl Cert exhibit map.pdf

Requested By:
BOARD OF SUPERVISORS
When recorded Return to:
Cheryl Clark, John Oneto, et al
6301 Sutter Ione Road
Ione, CA 95640

CERTIFICATE OF COMPLIANCE
FOR
Cheryl Clark, John Oneto and Ronald F. Oneto and Susan A. Oneto,
Trustees of the Ronald F. Oneto and Susan A. Oneto Family
Trust 1998 2023-0001631
4 PARCELS RECOGNIZED

Pursuant to Government Code 66499.34 and 66499.35 the County of Amador Certifies that the following described properties comply with the provisions of the Subdivision Map Act and with County Ordinances enacted pursuant thereto.

This certificate relates only to issues of compliance or noncompliance with the Subdivision Map Act and local ordinances enacted pursuant thereto. The parcels described herein may be sold, leased, or financed without further compliance with the Subdivision Map Act or any local ordinance enacted pursuant hereto. Development of the parcels may require issuance of a permit or permits, or any other grant or grants of approval.

CONDITIONS OF APPROVAL FOR CERTIFICATE OF COMPLIANCE: NONE

DESCRIPTION
(SEE EXHIBITS "A", "B", "C", and "D")

_____
CHAIRPERSON, BOARD OF SUPERVISORS

Requested By:
BOARD OF SUPERVISORS
When recorded Return to:
SURVEYING & ENGINEERING

BEFORE THE BOARD OF SUPERVISORS OF THE COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF:

RESOLUTION ISSUING CERTIFICATE OF COMPLIANCE TO CHERYL CLARK, JOHN ONETO AND RONALD F. ONETO AND SUSAN A. ONETO, TRUSTEES OF THE RONALD F. ONETO AND SUSAN A. ONETO FAMILY TRUST-1998 2023-0001631

RESOLUTION NO.

BE IT RESOLVED by the Board of Supervisors of the County of Amador, State of California, Pursuant to Government Code 6649.34 and 66499.35 that said Board does hereby approve the issuance of one (1) Certificate of Compliance for Cheryl Clark, John Oneto and Ronald F. Oneto and Susan A. Oneto, Trustees of the Ronald F. Oneto and Susan A. Oneto Family Trust-1998 2023-0001631 for the four parcels described in Exhibits A, B, C, and D of the Certificate of Compliance, which certificate, along with said Exhibit, is attached thereto and incorporated therein by reference as though set forth in full; and

BE IT FURTHER RESOLVED the Clerk of said board be and hereby is directed to record this resolution and said Certificate of Compliance with Exhibit A, B, C, and D.

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Amador at a regular meeting thereof, held on the 16th of December, 2025, by the following vote:

AYES:
NOES:
ABSENT:

_____
Chairperson, Board of Supervisors

ATTEST:

JENNIFER BURNS, Clerk of the
Board of Supervisors, Amador County
California

_____

RECORD of SURVEY
BOUNDARY LINE ADJUSTMENT

for

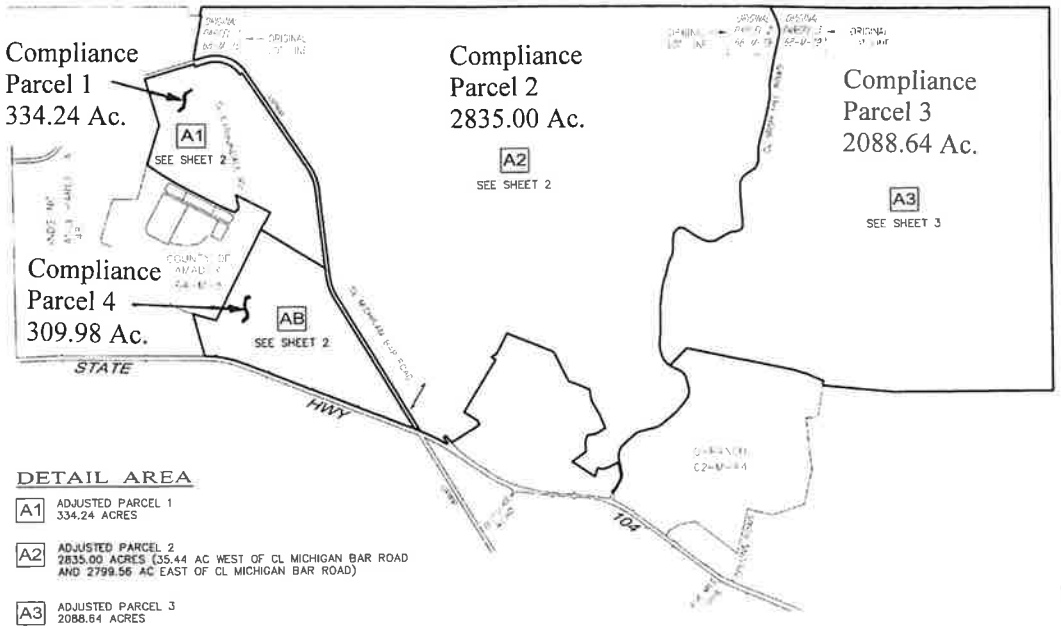
CHERYL CLARK, JOHN ONETO and
RONALD F. ONETO and SUSAN A. ONETO, Trustees of the
Ronald F. Oneto and Susan A. Oneto Family Trust - 1998
2023-0001631

BEING AN ADJUSTMENT OF "PARCEL 1, PARCEL 2, PARCEL 3 AND UNSURVEYED READJUSTED PARCEL B" PER 68-M-20
ALSO BEING A PORTION OF THE RANCHO ARROYO SECO
COUNTY OF AMADOR, STATE OF CALIFORNIA

Scale: 1" = 2000'

TOMA & ASSOCIATES INC.
ENGINEERING - SURVEYING - PLANNING
41 Summit Street, Jackson, CA 95642
(209) 223-0156

September, 2025



DETAIL AREA

- A1 ADJUSTED PARCEL 1 334.24 ACRES
- A2 ADJUSTED PARCEL 2 2835.00 ACRES (35.44 AC WEST OF CL MICHIGAN BAR ROAD AND 2799.56 AC EAST OF CL MICHIGAN BAR ROAD)
- A3 ADJUSTED PARCEL 3 2088.64 ACRES
- AB READJUSTED COMPLIANCE PARCEL B 309.98 ACRES

SURVEYOR'S STATEMENT

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE PROFESSIONAL LAND SURVEYORS ACT AT THE REQUEST OF CHERYL CLARK IN DECEMBER OF 2024.

DATE: October 22, 2025

CIRO L. TOMA P.L.S. 3570
MY LICENSE EXPIRES 6-30-2026

PROFESSIONAL LAND SURVEYOR
CIRO L. TOMA
EXP. 6-30-2026
L.S. 3570
STATE OF CALIFORNIA

COUNTY SURVEYOR'S STATEMENT

THIS MAP HAS BEEN EXAMINED IN ACCORDANCE WITH SECTION 8766 OF THE PROFESSIONAL LAND SURVEYORS ACT THIS 30TH DAY OF OCTOBER 2025

STEVEN A. ZANETTA PLS 6245
AMADOR COUNTY SURVEYOR
MY LICENSE EXPIRES 3-31-2026

COMPLIANCE STATEMENT

THIS BOUNDARY LINE ADJUSTMENT IS IN COMPLIANCE WITH THE PROVISIONS OF THE SUBDIVISION MAP ACT, DIVISION 2 OF TITLE 7 OF THE GOVERNMENT CODE, BLA No. 2024-006 ON FILE IN THE AMADOR COUNTY SURVEYOR'S OFFICE, AND ANY APPLICABLE ORDINANCE ENACTED PURSUANT THERETO.

THIS ADJUSTMENT MUST BE COMPLETED IN ALL ASPECTS BY THE 30TH DAY OF OCTOBER 2026. THE EXCHANGE OF DEEDS OR CERTIFICATES OF COMPLIANCE MUST BE RECORDED BEFORE THE ABOVE DATE PER ORDINANCE No. 1445, CHAPTER 17.69 OF THE AMADOR COUNTY CODE.

NOTE: COMPLIANCE STATEMENTS ARE NOT CERTIFICATES OF COMPLIANCE PER GOVERNMENT CODE SECTION 66499.34 AND SECTION 66499.35. THEY ARE ONLY NOTICE OF THE BOUNDARY LINE ADJUSTMENT BEING VALID FOR A PERIOD OF ONE YEAR FROM THE COUNTY SURVEYOR'S SIGNATURE. IF NO COPIES OF RECORDED DEEDS ARE RECEIVED BY THE COUNTY SURVEYOR WITHIN ONE YEAR PERIOD (OR ANY EXTENSION), THEN THE BOUNDARY LINE ADJUSTMENT SHALL BE VOID AND NO NEW ASSESSOR'S PARCEL NUMBER(S) WILL BE ISSUED.

DATE: 10/30/2025

STEVEN A. ZANETTA PLS 6245
AMADOR COUNTY SURVEYOR
MY LICENSE EXPIRES 3-31-2026

RECORDER'S STATEMENT

FILED THIS 31st DAY OF October 2025 AT 10:21 A.M.
IN BOOK 68 OF MAPS AND PLATS AT PAGE 52 AT THE REQUEST OF THE AMADOR COUNTY SURVEYOR.

FEE: 35.00

INSTRUMENT No.: 2025-0006408

KIMBERLY L. GRADY
AMADOR COUNTY RECORDER

BY: Melina Moore
DEPUTY

SHEET 1 OF 6 SHEETS

68M058

Board of Supervisors Agenda Item Report

Submitting Department: Surveyor
Meeting Date: December 16, 2025

SUBJECT
Surveying Department-Parcel Map No. 2919 Michael H. Fellion and Antonia Dos Santos Trustees of the Fellion-Dos Santos Trust 2022-0005592. The subject agenda item is a request for approval of Parcel Map. No. 2919. The properties are along and between Irishtown Road and Spagnoli Mine Road. Assessor's Parcel No. 038-010-143. County Departments and Amador Water Agency have reviewed the concept. There are no known outstanding conditions.

Recommendation:
Adopt the resolution approving Parcel Map No. 2919

4/5 vote required:
No

Distribution Instructions:
Surveying-original/certified resolution

ATTACHMENTS
- 03801.pdf
- ROA PM 2919.docx
- T2919.pdf

IMPORTANT NOTE: This map was prepared for property tax assessment purposes only. It is assumed that the property, as described in it's deed, is the property being assessed. No liability is assumed for the accuracy of the data delineated hereon.

T. 6 N., R. 12 E.

Map changes become effective with the 2021–2022 roll year. Parcel numbers are subject to change prior to adoption of roll on each July 1.

38-01

1200'

02/02/2021

R.M. Bk. 9, Pg. 33
1-R.M. Bk. 10, Pg. 17
R.M. Bk. 11, Pg. 97
R.M. Bk. 15, Pg. 30
R.M. Bk. 26, Pg. 5
R.M. Bk. 28, Pg. 5
R.M. Bk. 32, Pg. 39
R.M. Bk. 33, Pg. 13
2-P.M. Bk. 34, Pg. 22
P.M. Bk. 34, Pg. 41
3-P.M. Bk. 37, Pg. 56
4-R.M. Bk. 45, Pg. 7
R.M. Bk. 47, Pg. 80 A.C.W.A.
8- R.M. Bk. 7, Sub. Pg. 46 (12/07/99)
R.M. Bk. 52, Pg. 14 (03/02/99)
9- R.M. Bk. 52, Pg. 87 (11/10/99)
10- R.M. Bk. 53, Pg. 33 (05/22/00)
R.M. Bk. 55, Pg. 18 (11/15/02)
11- R.M. Bk. 66, Pg. 61 (12/23/20)

Assessor's Map Bk. 38, Pg. 01
County of Amador, Calif.

Requested By:
BOARD OF SUPERVISORS
When recorded Return to:
SURVEYING & ENGINEERING

BEFORE THE BOARD OF SUPERVISORS OF THE COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF: RESOLUTION
RESOLUTION APPROVING PARCEL MAP NO. 2919 FOR MICHAEL H. FELLION AND ANTONIA DOS SANTOS TRUSTEES OF THE FELLION-DOS SANTOS TRUST 2022-0005592

WHEREAS, the Board of Supervisors of the County of Amador, State of California has determined that said map is in conformity with the requirements of the County of Amador;

THEREFORE, BE IT RESOLVED by the Amador County Board of Supervisors that said Board hereby approves Parcel Map No. 2919 for Michael H. Fellion and Antonia Dos Santos Trustees of the Fellion-Dos Santos Trust 2022-0005592; and

BE IT RESOLVED that the Board of Supervisors of the County of Amador, being the proper approving body, accepts on behalf of the public all lands and easements shown thereon and offered for dedication for light, air, and public utility purposes, Irishtown Road and Spagnoli Mine Road; and

BE IT FURTHER RESOLVED that the Board rejects all other offers of dedication, including road or access easement, appearing on this map, such offer may be accepted by resolution of said Board at any time hereafter.

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Amador at a regular meeting thereof held on the 16th of December 2025, by the following vote:

AYES:
NOES:
ABSENT:

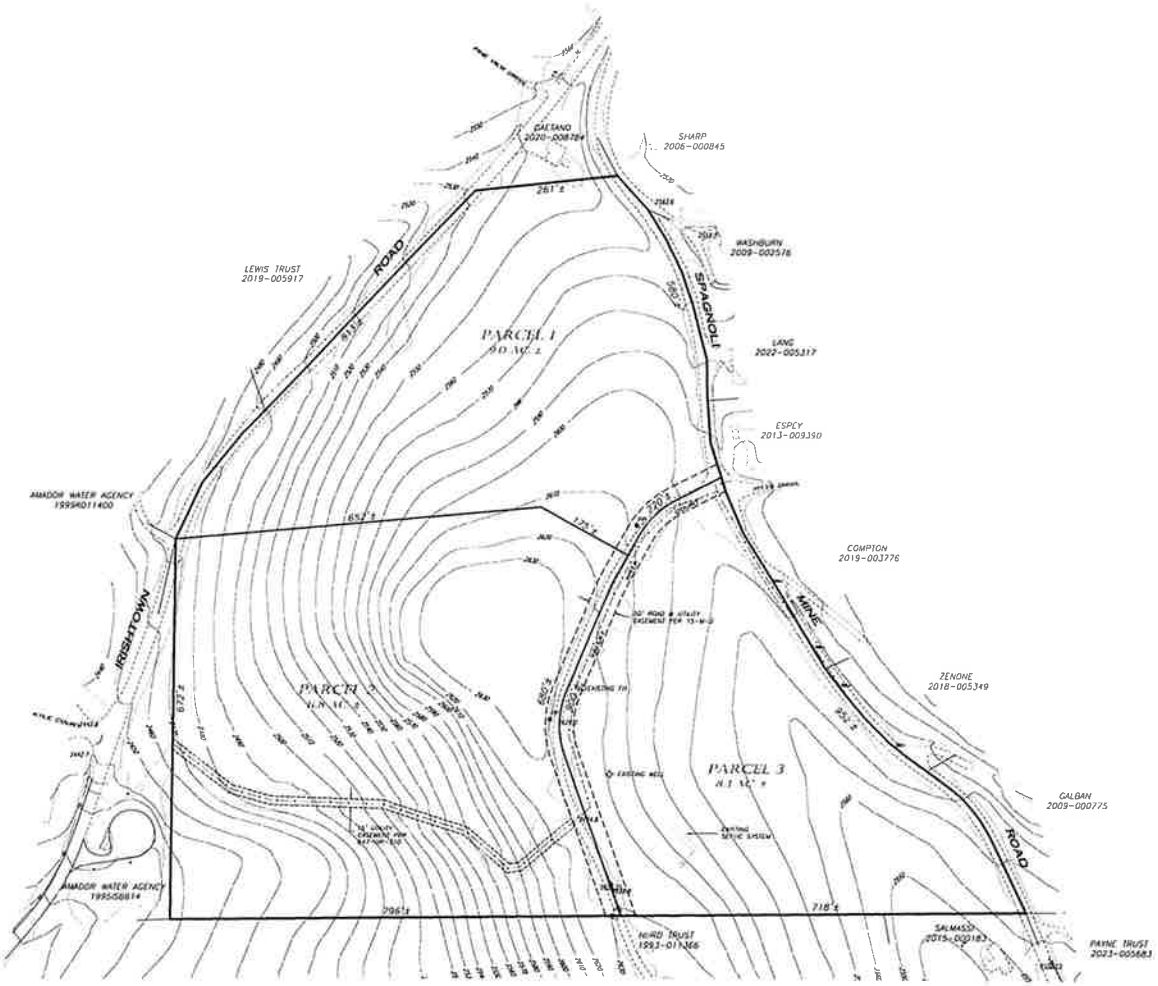
_____
Chairperson, Board of Supervisors

ATTEST:

JENNIFER BURNS, Clerk of the
Board of Supervisors, Amador County
California

_____

1" = 100'
C.I. = 10'



VESTING
TENTATIVE PARCEL MAP No. 2919
for
ANTONIA DOS SANTOS

BEING A PORTION OF THE NORTH HALF OF
SECTION 4, T.6 N., R.12 E., M.D.M.

AMADOR COUNTY, CALIFORNIA
FEBRUARY, 2024

OWNERS & SUBDIVIDERS:

Jeffson - Dos Santos Trust
c/o Antonia Dos Santos, Co-trustee
PO Box 11
Pine Grove, CA 95665
(916) 541-8707

PREPARED BY:

DELTA ENGINEERING, INC.
Robin D. Peters, P.E. RCE No. 58604
41 Main Street
Jackson, CA 95642
(209) 223-1441

GENERAL NOTES

1. DEED REFERENCE: INS. NO. 2022-0005592
2. MAP REFERENCES: N/A
3. ASSESSOR'S PARCEL NUMBER: 038-010-143
4. TOTAL ACREAGE: 29.12± AC
5. TOTAL NUMBER OF PROPOSED PARCELS: 3
6. EXISTING LAND USE: RURAL RESIDENTIAL
7. PROPOSED LAND USE: NO CHANGE
8. EXISTING ZONING: R1-A
9. PROPOSED ZONING: NO CHANGE
10. EXISTING GENERAL PLAN DESIGNATION: A-T
11. PROPOSED GENERAL PLAN DESIGNATION: NO CHANGE
12. WATER SUPPLY: PINE GROVE COMMUNITY SERVICES DISTRICT
13. SEWAGE DISPOSAL: ON-SITE SEPTIC SYSTEMS
14. PROPOSED UTILITIES: NO CHANGE
15. POWER: PACIFIC GAS & ELECTRIC CO.
16. TELEPHONE SERVICE: A.T. & T.
17. SCHOOL DISTRICT: AMADOR COUNTY UNIFIED SCHOOL DISTRICT
18. FIRE PROTECTION: AMADOR FIRE PROTECTION DISTRICT
19. CONTOUR INTERVAL: 10 FEET BASED ON AERIAL PHOTOGRAMMETRY (2008)
20. THE PURPOSE OF THIS SUBDIVISION IS ESTATE PLANNING.
21. BUILDING SETBACKS ARE TO COMPLY WITH COUNTY ZONING CHAPTER 19.44 AND WITH CHAPTER 15.30 (FIRE AND SAFETY REGULATIONS). THIS PROPERTY IS SUBJECT TO 25' FRONT YARD BUILDING SETBACKS & 30' SIDE & REAR BUILDING SETBACKS
22. THIS PROPERTY IS NOT WITHIN 1000 FEET OF A MILITARY INSTALLATION, BENEATH A LOW LEVEL FLIGHT PATH OR WITHIN SPECIAL AIRSPACE AS DEFINED IN SECTION 21098 OF THE PUBLIC RESOURCE CODE AND IS NOT WITHIN AN URBANIZED AREA AS DEFINED IN SECTION 65944

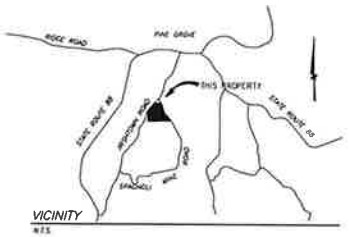
AGENT'S CERTIFICATE:

I AM THE AGENT FOR THE SUBDIVIDER, WHO CONSENTS TO THE FILING OF THIS PARCEL MAP APPLICATION IN COMPLIANCE WITH THE REQUIREMENTS OF TITLE 7, DIVISION 2 OF THE CALIFORNIA GOVERNMENT CODE, THE SUBDIVISION MAP ACT.

02-08-24
DATE

ROBIN D. PETERS, P.E.
RCE No. 58604

REGISTERED PROFESSIONAL ENGINEER — ROBIN DAVID PETERS — No. 58604 — CIVIL — STATE OF CALIFORNIA



VICINITY
N.T.S.

DELTA ENGINEERING, INC.
ENGINEERING LAND DEVELOPMENT
PLANNING ENVIRONMENTAL PERMITTING
41 MAIN STREET JACKSON, CA 95642
209-223-1441 WWW.DELTAENGINEERINGINC.COM

Board of Supervisors Agenda Item Report

Submitting Department: Human Resources
Meeting Date: December 16, 2025

SUBJECT
Request to Fill Accountant I vacancy and reclassify an employee to an Accountant I - Confidential.

Recommendation:
Approve

4/5 vote required:
No

Distribution Instructions:
Auditor, Budget Analyst and Human Resources

ATTACHMENTS

- Memo -County Auditor Reclassifications.doc

AMADOR COUNTY
HUMAN RESOURCES DEPARTMENT
• Benefits • Personnel • Risk Management
(209) 223-6361 (209) 223-6456 (209) 223-6392

County Administration Center
810 Court Street
Jackson, California 95642
Facsimile: (209) 223-6426
Website: www.co.amador.ca.us

TO: Board of Supervisors

FROM: Lisa Gaebe, Human Resources Director

DATE: December 9, 2025

SUBJECT: Agenda Item for December 16, 2025 Board Consent Agenda
Auditor's Office – Request to Fill Accountant I Vacancy and Reclassify an Employee to an Accountant I - Confidential

The County Auditor has submitted the following requests:

Request for Reclassification: Cecilia West

- Current Position: Accountant I, Range 2690, Step A ($31.48) to Step E ($38.26)
- Requested Position: Accountant I – Confidential, Range 2895, Step A ($33.53) to Step E ($40.76)
- Proposed Placement: Step B ($35.21)
- Justification: Cecilia will divide her time equally between Payroll duties and Special Districts/Accounting tasks. Her payroll responsibilities will include preparing and maintaining records such as pay schedules, deductions, automatic deposits, payroll journals, and ledgers. During non-processing weeks, she will focus on Special District payrolls, maintaining Special District journals, and preparing annual Special District transaction reports. Additionally, she will assist with the County's annual Financial Statement Audit and support other accounting functions as needed.

Position Requested to Fill

- Requested Position: Accountant I, Range 2690, Step A ($31.48) to Step E ($38.26)
- Justification: After Cecilia's reclassification to the open Accountant I – Confidential position, an Accountant I vacancy in SEIU Local 1021 will remain. This position is necessary to manage GASB 87 and GASB 96 responsibilities.

These reclassification requests align job roles with current departmental needs and ensure equitable compensation for the increased responsibilities assigned to each employee.

An employee reclassified to a higher range must be placed at the step closest to, but not lower than, their current salary unless special circumstances justify otherwise. Cecilia's reclassification is scheduled to take effect on September 14, 2025.

If the Board does not approve filling the vacant Accountant I position, the Auditor's Office may become short-staffed, requiring other employees to absorb the additional workload. If the request to reclassify Cecilia is not approved, she will remain in her current classification and will not be able to perform the confidential duties required for the Payroll position.

Board of Supervisors Agenda Item Report

Submitting Department: Sheriff
Meeting Date: December 16, 2025

SUBJECT
Sheriff's Office Program Coordinator

Recommendation:
Approval of Sheriff's Office Program Coordinator

4/5 vote required:
Yes

Distribution Instructions:
Diana Evensen at ACSO, FILE; Auditor-Controller; HR

ATTACHMENTS

- Memorandum ACSO.pdf
- SOPC Job Description.pdf
- SOPC Pay Scale.pdf

INTER-OFFICE MEMORANDUM

TO: GARY W. REDMAN, SHERIFF

FROM: JEREMY MARTIN, CAPTAIN JM

SUBJECT: SHERIFF'S OFFICE PROGRAM COORDINATOR

DATE: 12/4/2025

CC: JARRET BENOV, UNDERSHERIFF

Sir,

In October of 2023, the Sheriff's Office implemented two program manager positions with the intention to seek out grant funding for projects within the Sheriff's Office and in the community. Due to the hard work and dedication of the program managers, I can report we have secured several grants over the last two years and have fully implemented several projects with in the Sheriff's Office and in the community, with additional projects set to launch in the beginning of 2026. This success has developed the need for an additional team member, to handle more complex tasks within the programs we have in place and future projects. Currently, both program managers are fully allocated in some, but not all, current programs thus resulting in a need for an additional member of the team to handle the complex aspects of the programs.

Attached you will find the job description for the position of Sheriff's Office Program Coordinator as well as a proposed pay scale for the position. The Program Coordinator will be a non-supervisory position that will be limited term based on available grant funding. At this time there is enough funding in the current grants to fully fund this position with no impact to the Sheriff's Office or General Fund budget. The Sheriff's Office Program Coordinator would be a member of the Sheriff's Office Association. The Sheriff's Office Association has been made aware of the new position and has no opposition. It is my recommendation we create and hire for this position as soon as possible to further strengthen our current projects and the projects in the future.

SHERIFF'S OFFICE PROGRAM COORDINATOR

DEFINITION

Under general supervision, performs advanced professional duties related to the complex planning, development, implementation, fiscal oversight, and evaluation of complex Sheriff's Office programs and grant-funded initiatives. This includes responsibility for operational and financial management of assigned programs; development of program policies and procedures; coordination with internal and external partners; oversight and monitoring of federal, state, and local grant funds; preparing high-level reports; ensuring regulatory compliance; and performing related duties as required.

DISTINGUISHING CHARACTERISTICS

This is a journey-advanced level classification responsible for higher-level analytical, fiscal, and compliance work in the administration of the Sheriff's Office law enforcement and Office of Emergency Services based grant programs. The program coordinator will be responsible for researching, planning, applying for, training, program management, budget, policy development, grant management and program evaluation. This incumbent will liaison with in-county and out of county entities to establish programs and services that may be required to fulfill grant requirement. The incumbent reports to the Sheriff's Office Program Manager, Emergency Services Program Manager, Administrative Lieutenant and the Sheriff's Office Administration.

REPORTS TO

Sheriff's Office Program Manager, Emergency Services Program Manager, Administrative Lieutenant, Captain, Undersheriff, Sheriff.

CLASSIFICATIONS SUPERVISED

This classification may provide functional or project based direction over other staff members as it relates to Sheriff's Office or Office of Emergency Services programs, otherwise, this classification does not supervise staff.

EXAMPLES OF DUTIES

- Keeps Sheriff's Office and Office of Emergency Services program managers updated and informed of all critical issues related to the program.
- Collaborates with stakeholders in planning, assigning, and reviewing the work of the programs, the assignment of program objectives and activities, the delivery of assigned deliverables from grant programs, and required reporting to State or federal entities;
- Assists in budget preparation and administration of programs.
- Assists in the Preparation of federal, state and local grant proposals: assists with administering grants; prepares grant reports and monitors performance objectives and other grant requirements.

• Prepares program work plans and management, productivity, and funding reports in a thorough and timely basis for program management purposes and for all program funding sources;
- Assists in developing policies and procedures for programs and ensures compliance and continuous quality improvement through regular monitoring and reports.

- Assist in the development of policies & procedures necessary to monitor the progress of programs;
- Researches, prepares, and maintains a variety of technical, statistical, administrative and narrative reports, and correspondence.
- Stays informed on latest developments in methods, techniques, equipment and facilities regarding law enforcement programs.
- Ensure compliance with Federal & State laws, regulations, policies & procedures
- Performs special tasks and projects as assigned by direct supervisors and the Sheriff's Office Administration.
- Develops, plans, implements, organizes and directly supervises the implantation of Sheriff's Office program components.
- Conducts internal audits and participates in the external departmental review and sudit process.
- Ensures needs assessments, quarterly reports, annual updates and executed contract are within established program outcomes.
- Oversees, maintains and revises reports, amendments, and programmatic changes for Federal and State approval.
- Represents the office and participates in Federal, State, and local meetings that address related program matters.
- Develops and implements plans to meet program performance outcomes and measurement requirements.
- Performs related duties as assigned.

ABILITY TO

Establish and maintain effective, collaborative working relationships with city, special districts, county agencies, state, federal, community based organizations and other service groups having a role in law enforcement programs; exercise sound judgement in understanding and respecting roles, responsibilities, and organizational authority; develop and deliver training on program requirements, procedures, and operational practices; prepare clear, comprehensive, and accurate narrative, statistical, and analytical reports, correspondence, plan elements, procedures, case files, media information and other written materials; communicate and interact effectively (verbally and in writing) with staff at all levels colleagues, the public, and other stakeholders; engage effectively with individuals from diverse socioeconomic background and varying temperaments; foster cooperation, collaboration, and teamwork among professional, technical, and support staff; demonstrate tact, diplomacy, and discretion in complex sensitive situations; use a high degree of independent judgement and initiative to identify, analyze, and resolve technical, operational, and compliance-related issues; successfully manage competing priorities and deadlines in a dynamic environment; collect, interpret, and analyze data to identify trends, service needs, and program performance; evaluate program effectiveness and develop well-supported

recommendations for improvement; and recognize, anticipate, and appropriately address issues of a sensitive, confidential, or political nature.

TYPICAL PHYSICAL REQUIREMENTS
The incumbent must have mobility to work in a standard office environment; use standard office equipment and attend off-site meetings; physical ability to sit or otherwise remain stationary at work post for long periods of time; manual dexterity to use standard office equipment and supplies and to manipulate both single sheets of paper and large document holders (binders, manuals, etc.); vision to read handwritten and printed materials and a computer screen; hearing and speech to communicate in person and by telephone.

TYPICAL WORKING CONDITIONS
Work is performed in an office environment and in meetings in the community; some out of town travel required; continuous contact with staff and the public.

DESIRABLE QUALIFICATIONS
Experience managing complex programs or grant funded initiatives, including budget oversight, policy development, and cross-agency coordination, is highly desirable. Candidates with demonstrated ability to evaluate program performance, prepare comprehensive reports, implement process improvements, and exercise independent judgement in decision-making will be well-suited for this role. Strong communication, analytical, and leadership skills, including the ability to represent the department with internal and external stakeholders, are preferred.

Any combination of training which would likely provide the required knowledge and experience is qualifying. A typical way to obtain the required knowledge and abilities would be:
Education and Experience:

Equivalent to an Associate's Degree in business administration, public administration, health education or a related field.

OR:

Four (4) years of progressively responsible administrative experience working in community outreach, health promotion, community relations, health education, or program coordination performing work in any of the following areas: general administrative, analytical, fiscal, program coordination, or grant administration.

Special Requirements:

Possession of valid California Driver's license issued by the California Department of Motor Vehicles

Ability to pass a law enforcement background check

Sheriff's Office Program Coordinator Pay Scale

(Proposed Hourly Rate):

A Step:	B Step:	C Step:	D Step:	E Step:
$38.10	$40.01	$42.01	$44.11	$46.31

Board of Supervisors Agenda Item Report

Submitting Department: Building
Meeting Date: December 16, 2025

SUBJECT
Building Department: Agreement to Limit Use of Agricultural Structure for AG257258 - LOPES

Recommendation:
Adopt the Resolution and authorize the Chairperson to sign the "Agreement to Limit Uses of Agricultural Structure".

4/5 vote required:
No

Distribution Instructions:
Once Agreement is signed, return to Building Dept. w/certified Resolution & Acknowledgment of the Chairperson's signature.

ATTACHMENTS

- AG Resolution.docx
- Notarized Agreement.pdf
- PLOT PLAN.pdf

Recording requested by:
BOARD OF SUPERVISORS

When recorded send to:
BUILDING DEPARTMENT

BEFORE THE BOARD OF SUPERVISORS OF THE
COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF:

RESOLUTION AUTHORIZING RECORDATION OF AGREEMENT TO LIMIT USES OF AGRICULTURAL STRUCTURE – Mark Lopes and Gabriella Lopes	)))	RESOLUTION NO. 25-xxxx

WHEREAS Mark Lopes and Gabrielle Lopes ("Owner") desires to construct an agricultural structure on his/her/their property and have applied for an Agricultural Building Permit Exemption; and

WHEREAS, Owner has applied for an Agricultural Exemption and has complied satisfactorily with all other conditions of the Application for the Permit; and

WHEREAS, an Agreement to limit uses of the agricultural structure for AG257258 is required by Amador County Code Chapter 15.04.040 and was authorized by the Board of Supervisors at their December 16th, 2025 meeting; and

WHEREAS, Owner understands and agrees that the exempted agricultural structure can only be used as provided in said Amador County Code Chapter 15.04.040 and that any violation of the conditions under which the Agricultural Building Permits was granted may void the exemption.

THEREFORE, BE IT HEREBY RESOLVED by the Board of Supervisors of the County of Amador that said Board does hereby approve the Agreement to limit uses of an exempt agricultural structure for Building Permit NumberAG257258 by and between the County of Amador and Mark Lopes and Gabrielle Lopes on the terms and conditions contained therein as it relates to Building Permit Number AG257258

BE IT FURTHER RESOLVED that the Chairman of said Board is hereby authorized to sign and execute said Agreement on behalf of the County of Amador.

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Amador at a regular meeting thereof, held on the December 16th, 2025 by the following vote:

AYES:

NOES:

ABSENT:

_____
Jeff Brown
Chair, Board of Supervisors

ATTEST:

JENNIFER BURNS, Clerk of the
Board of Supervisors, Amador County, California

By: _____

RECORDING REQUESTED BY AND
WHEN RECORDED MAIL TO:

Amador County Building Department
810 Court Street
Jackson, CA 95642

APN: 003-420-071-000
Site Address: 4561 Curran Road, Ione CA 95640
Agricultural Building Permit Exemption No:
AG257258

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

AGREEMENT TO LIMIT USES OF AGRICULTURAL STRUCTURE

This Agreement is entered into as of December 16th, 2025 by and between the COUNTY OF AMADOR, a political subdivision of the State of California (the "County") Mark J. Lopes and Gabrielle Lopes. (the "Owner").

RECITALS

A. Owner owns certain real property (the "Property") situated in the unincorporated area of the County of Amador, State of California, described as follows:

PARCEL 3 AS THE SAME IS SHOWN ON PARCEL MAP NO. 1069, RECORDED JUNE 22, 1973, IN BOOK 23 OF MAPS AND PLATS AT PAGE 10, AMADOR COUNTY OFFICIAL RECORDS.

A.P.N.: 003-420-071-000

Owner desires to construct an agricultural structure on the Property and has applied for an Agricultural Building Permit Exemption.

B. Owner understands and agrees that the exempted agricultural structure can only be used as provided in Amador County Code Chapter 15.04 and that any violation of the conditions under which the Agricultural Building Permit was granted may void the exemption.

C. As a condition of issuance of the Agricultural Building Permit Exemption, the County requires that the restrictions on the use of the structure and all further obligations of Owner set forth in this Agreement run with the land and be made a matter of public record so that any future purchasers of the property will be made aware of them.

D. Owner is aware and agrees that this agreement will be recorded in the Amador County Recorder's Office.

NOW, THEREFORE, the parties agree as follows:

1. Recitals. The parties acknowledge the truth of the recitals set forth above, which are incorporated into this Agreement.

2. Restriction on Use of Agricultural Structure. Owner agrees that in no event shall the exempted agricultural structure be used for any purpose other than to house farm implements, hay, grain, poultry, livestock or horticultural products. The structure shall not be a place of human habitation or a place of employment where agricultural products are processed, treated, or packaged. Employees may only enter the structure on an occasional basis to store or remove equipment or otherwise perform tasks of a limited duration that require infrequent access to the structure. The structure shall not be a place used by the public.

3. Additional Obligations of Owner.

3.1 Owner understands and agrees that despite an exemption from obtaining a permit, the exempted agricultural structure shall be constructed in compliance with Chapter 15.04 of the Amador County Code, and all other applicable laws of Amador County, the State of California and any federal laws that may apply.

3.2 Owner understands and agrees that any violation of this Agreement or other condition under which the Agricultural Building Permit Exemption was granted may, at the County's sole discretion, void the exemption.

3.3 Owner acknowledges that if the Agricultural Building Permit Exemption becomes void, Owner shall be required to remove the structure or fully permit the structure (building permit application, plan check, inspection process, etc.) and pay all fees then in effect.

3.4 Owner agrees to indemnify the County of Amador and its agents, officers and employees from any claim, action or proceeding against the County or its agents, officers and employees arising from performance or non performance of its obligations under this Agreement.

4. County's Remedies Upon Default. Owner acknowledges that any violation of this Agreement shall constitute a public nuisance. Upon any violation of this Agreement, the County may pursue any remedies provided by statute or ordinance. In addition to all other remedies provided by law, Owner further agrees that the County or any governmental entity having jurisdiction may obtain immediate injunctive relief against any use of the agricultural structure that is inconsistent with this Agreement.

5. Covenant Running with the Land. Owner agrees that the restrictions and obligations of Owner set forth in this Agreement shall be perpetual and run with the land, binding future owners of the Property, unless and until the exempted agricultural structure is either (i) removed from the property, or (ii) fully permitted by the County.

6. No Waiver of Remedies. Failure to exercise any remedy provided for in this Agreement shall not, under any circumstances, be construed as a waiver of the remedy.

7. Entire Agreement. This Agreement contains the entire agreement of the parties respecting its subject matter, and supersedes any and all prior discussions, representations, and oral or written agreements, if any, between the parties.

COUNTY:

BY: _____
JEFF BROWN
Chair, Board of Supervisors

Date Signed: _____

OWNER: Mark J Lopes and Gabrielle Lopes

BY: _____
Mark J Lopes

Date Signed: 11-10-2025

BY: _____
Gabrielle Lopes

Date Signed: 11-10-2025

APPROVED AS TO FORM:
GREGORY GILLOTT,
AMADOR COUNTY COUNSEL

BY: _____

ATTEST:
JENNIFER BURNS, CLERK OF THE
BOARD OF SUPERVISORS

BY: _____

[PARTY SIGNATURES MUST BE ACKNOWLEDGED]

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of AMADOR)

On NOVEMBER 10TH, 2025 before me, JONATHAN GOUNDAR, NOTARY PUBLIC
(insert name and title of the officer)

personally appeared GABRIELLE LOPES ----------,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

JONATHAN GOUNDAR
Notary Public - California
Amador County
Commission # 2474121
My Comm. Expires Nov 27, 2027

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of AMADOR)

On NOVEMBER 10TH, 2025 before me, JONATHAN GOUNDAR, NOTARY PUBLIC
(insert name and title of the officer)

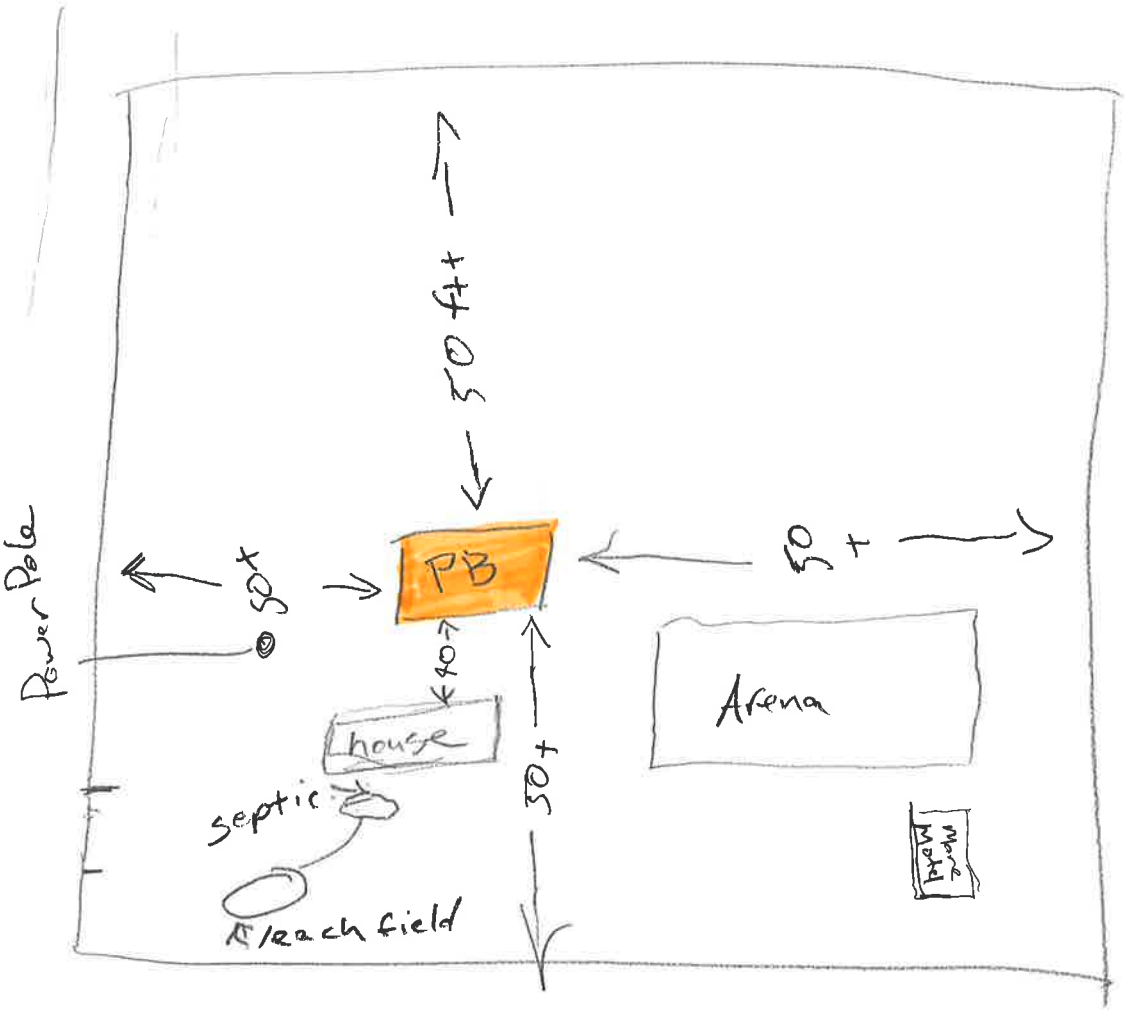
personally appeared MARK J. LOPES ----------,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

JONATHAN GOUNDAR
Notary Public - California
Amador County
Commission # 2474121
My Comm. Expires Nov 27, 2027

Signature _____ (Seal)



Mark Lopes
4651 Curran Road
003-420-071-000

Board of Supervisors Agenda Item Report

Submitting Department: Building
Meeting Date: December 16, 2025

SUBJECT
Building Department: Agreement to Limit Use of Agricultural Structure for AG257372 - Hutchison

Recommendation:
Adopt the Resolution and authorize the Chairperson to sign the "Agreement to Limit Uses of Agricultural Structure".

4/5 vote required:
No

Distribution Instructions:
Once Agreement is signed, return to Building Dept. w/certified Resolution & Acknowledgment of the Chairperson's signature.

ATTACHMENTS

- AG Resolution.docx
- PLOT PLAN.pdf
- NOTARIZED AGREEMENT.pdf

Recording requested by:
BOARD OF SUPERVISORS

When recorded send to:
BUILDING DEPARTMENT

BEFORE THE BOARD OF SUPERVISORS OF THE
COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF:

RESOLUTION AUTHORIZING RECORDATION OF AGREEMENT TO LIMIT USES OF AGRICULTURAL STRUCTURE – Richard Hutchison and Julie N. Hutchison	)))	RESOLUTION NO. 25-xxxx

WHEREAS Richard Hutchison and Julie N. Hutchison ("Owner") desires to construct an agricultural structure on his/her/their property and have applied for an Agricultural Building Permit Exemption; and

WHEREAS, Owner has applied for an Agricultural Exemption and has complied satisfactorily with all other conditions of the Application for the Permit; and

WHEREAS, an Agreement to limit uses of the agricultural structure for AG257372 is required by Amador County Code Chapter 15.04.040 and was authorized by the Board of Supervisors at their December 16th, 2025 meeting; and

WHEREAS, Owner understands and agrees that the exempted agricultural structure can only be used as provided in said Amador County Code Chapter 15.04.040 and that any violation of the conditions under which the Agricultural Building Permits was granted may void the exemption.

THEREFORE, BE IT HEREBY RESOLVED by the Board of Supervisors of the County of Amador that said Board does hereby approve the Agreement to limit uses of an exempt agricultural structure for Building Permit Number AG257372 by and between the County of Amador and Richard Hutchison and Julie N. Hutchison on the terms and conditions contained therein as it relates to Building Permit Number AG257372

BE IT FURTHER RESOLVED that the Chairman of said Board is hereby authorized to sign and execute said Agreement on behalf of the County of Amador.

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Amador at a regular meeting thereof, held on the December 16th, 2025 by the following vote:

AYES:

NOES:

ABSENT:

_____
Jeff Brown
Chair, Board of Supervisors

ATTEST:

JENNIFER BURNS, Clerk of the
Board of Supervisors, Amador County, California

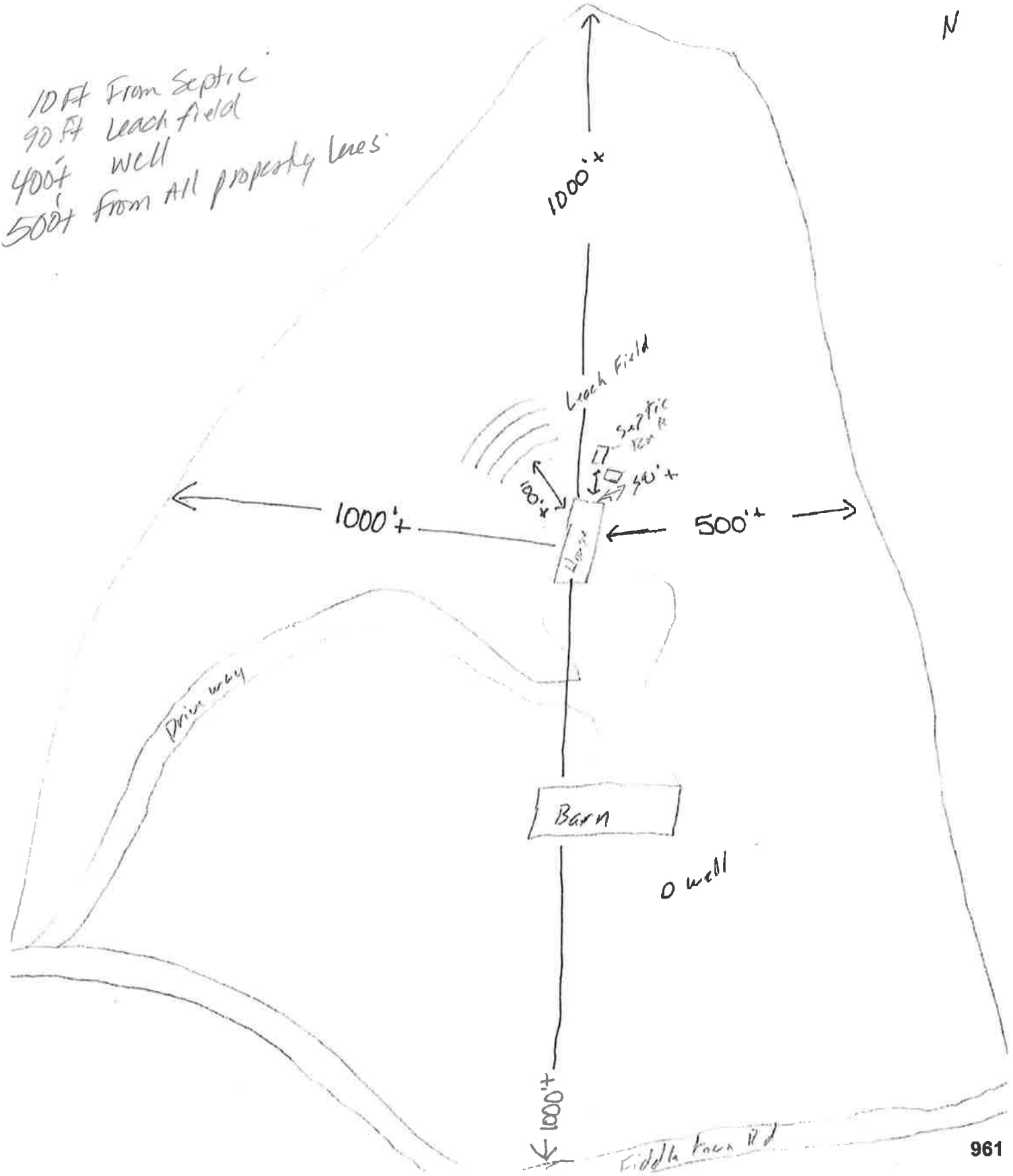
By: _____

Rick & Julie Hutchison
18101 Fiddle town Rd

Highlighted =
Proposed 192# Ag
building

N

10 Ft From Septic
90 Ft Leach field
400+ well
500+ from All property lines



RECORDING REQUESTED BY AND
WHEN RECORDED MAIL TO:

Amador County Building Department
810 Court Street
Jackson, CA 95642

APN: 021-040-031-000
Site Address: 18101 Fiddletown Road, Fiddletown CA 95629
Agricultural Building Permit Exemption No: AG257372

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

AGREEMENT TO LIMIT USES OF AGRICULTURAL STRUCTURE

This Agreement is entered into as of December 16th, 2025 by and between the COUNTY OF AMADOR, a political subdivision of the State of California (the "County") and Richard Hutchison and Julie N. Hutchison. (the "Owner").

RECITALS

A. Owner owns certain real property (the "Property") situated in the unincorporated area of the County of Amador, State of California, described as follows:

> A Parcel of land situated in the County of Amador, State of California, and being more particularly described as "ADJUSTED COMPLIANCE PARCEL 1 46.19 Acres", as shown and so designated upon that certain official map entitled "RECORD of SURVEY BOUNDARY LINE ADJUSTMENT for ROBERT E. HUTCHISON, Trustee of the Robert E. Hutchison and Kathleen E Hutchison Family Trust -2008", and filed for record in the office of the Recorder of Amador County in Book 66 of Maps and Plats at Page 36.
>
> A.P.N.: 011-290-002-000

Owner desires to construct an agricultural structure on the Property and has applied for an Agricultural Building Permit Exemption.

B. Owner understands and agrees that the exempted agricultural structure can only be used as provided in Amador County Code Chapter 15.04 and that any violation of the conditions under which the Agricultural Building Permit was granted may void the exemption.

C. As a condition of issuance of the Agricultural Building Permit Exemption, the County requires that the restrictions on the use of the structure and all further obligations of Owner set forth in this Agreement run with the land and be made a matter of public record so that any future purchasers of the property will be made aware of them.

D. Owner is aware and agrees that this agreement will be recorded in the Amador County Recorder's Office.

NOW, THEREFORE, the parties agree as follows:

1. Recitals. The parties acknowledge the truth of the recitals set forth above, which are incorporated into this Agreement.

2. Restriction on Use of Agricultural Structure. Owner agrees that in no event shall the exempted agricultural structure be used for any purpose other than to house farm implements, hay, grain, poultry, livestock or horticultural products. The structure shall not be a place of human habitation or a place of employment where agricultural products are processed, treated, or packaged. Employees may only enter the structure on an occasional basis to store or remove equipment or otherwise perform tasks of a limited duration that require infrequent access to the structure. The structure shall not be a place used by the public.

3. Additional Obligations of Owner.

3.1 Owner understands and agrees that despite an exemption from obtaining a permit, the exempted agricultural structure shall be constructed in compliance with Chapter 15.04 of the Amador County Code, and all other applicable laws of Amador County, the State of California and any federal laws that may apply.

3.2 Owner understands and agrees that any violation of this Agreement or other condition under which the Agricultural Building Permit Exemption was granted may, at the County's sole discretion, void the exemption.

3.3 Owner acknowledges that if the Agricultural Building Permit Exemption becomes void, Owner shall be required to remove the structure or fully permit the structure (building permit application, plan check, inspection process, etc.) and pay all fees then in effect.

3.4 Owner agrees to indemnify the County of Amador and its agents, officers and employees from any claim, action or proceeding against the County or its agents, officers and employees arising from performance or non performance of its obligations under this Agreement.

4. County's Remedies Upon Default. Owner acknowledges that any violation of this Agreement shall constitute a public nuisance. Upon any violation of this Agreement, the County may pursue any remedies provided by statute or ordinance. In addition to all other remedies provided by law, Owner further agrees that the County or any governmental entity having jurisdiction may obtain immediate injunctive relief against any use of the agricultural structure that is inconsistent with this Agreement.

5. Covenant Running with the Land. Owner agrees that the restrictions and obligations of Owner set forth in this Agreement shall be perpetual and run with the land, binding future owners of the

Property, unless and until the exempted agricultural structure is either (i) removed from the property, or (ii) fully permitted by the County.

6. No Waiver of Remedies. Failure to exercise any remedy provided for in this Agreement shall not, under any circumstances, be construed as a waiver of the remedy.

7. Entire Agreement. This Agreement contains the entire agreement of the parties respecting its subject matter, and supersedes any and all prior discussions, representations, and oral or written agreements, if any, between the parties.

COUNTY:

BY: _____
JEFF BROWN
Chair, Board of Supervisors

Date Signed: _____

OWNER: Richard Hutchison &
Julie N. Hutchison

BY: _____
Richard Hutchison

Date Signed: 12/9/25

BY: _____
Julie N. Hutchison

Date Signed: 12/9/2025

APPROVED AS TO FORM:
GREGORY GILLOTT,
AMADOR COUNTY COUNSEL

BY: _____

ATTEST:
JENNIFER BURNS, CLERK OF THE
BOARD OF SUPERVISORS

BY: _____

[PARTY SIGNATURES MUST BE ACKNOWLEDGED]

CALIFORNIA ACKNOWLEDGMENT CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of **Amador** }

On December 9, 2025 before me, **Luke Harris, Notary Public**,
Date *Here Insert Name and Title of the Officer*

personally appeared Richard Hutchison and Julie N. Hutchison
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) ~~is/~~are subscribed to the within instrument and acknowledged to me that ~~he/she/~~they executed the same in ~~his/her/~~their authorized capacity(ies), and that by ~~his/her/~~their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

LUKE HARRIS
Notary Public - California
Amador County
Commission # 2525597
My Comm. Expires Jul 27, 2029

Place Notary Seal and/or Stamp Above

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____
Signature of Notary Public

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Agreement to Limit Uses of Agricultural Structure

Document Date: no date Number of Pages: 3

Signer(s) Other Than Named Above: Jeff Brown, Gregory Gillotti, Jennifer Burns

Capacity(ies) Claimed by Signer(s)

Signer's Name: Richard Hutchison	Signer's Name: Julie N. Hutchison
☐ Corporate Officer – Title(s):	☐ Corporate Officer – Title(s):
☐ Partner – ☐ Limited ☐ General	☐ Partner – ☐ Limited ☐ General
☒ Individual ☐ Attorney in Fact	☒ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator	☐ Trustee ☐ Guardian or Conservator
☐ Other:	☐ Other:
Signer is Representing:	Signer is Representing:

©2019 National Notary Association

Board of Supervisors Agenda Item Report

Submitting Department: Building
Meeting Date: December 16, 2025

SUBJECT
Building Department: Agreement to Limit Use of Agricultural Structure for AG257363 - Finley

Recommendation:
Adopt the Resolution and authorize the Chairperson to sign the "Agreement to Limit Uses of Agricultural Structure".

4/5 vote required:
No

Distribution Instructions:
Once Agreement is signed, return to Building Dept. w/certified Resolution & Acknowledgment of the Chairperson's signature.

ATTACHMENTS

- AG Resolution.docx
- NOTARIZED AGREEMENT.pdf
- PLOT PLAN.pdf

Recording requested by:
BOARD OF SUPERVISORS

When recorded send to:
BUILDING DEPARTMENT

BEFORE THE BOARD OF SUPERVISORS OF THE
COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF:

RESOLUTION AUTHORIZING RECORDATION OF)
AGREEMENT TO LIMIT USES OF AGRICULTURAL) RESOLUTION NO. 25-xxxx
STRUCTURE – Eric Thomas Finley and Leisel Jacqulee Finley)

WHEREAS – Eric Thomas Finley and Leisel Jacqulee Finley ("Owner") desires to construct an agricultural structure on his/her/their property and have applied for an Agricultural Building Permit Exemption; and

WHEREAS, Owner has applied for an Agricultural Exemption and has complied satisfactorily with all other conditions of the Application for the Permit; and

WHEREAS, an Agreement to limit uses of the agricultural structure for AG257363 is required by Amador County Code Chapter 15.04.040 and was authorized by the Board of Supervisors at their December 16th, 2025 meeting; and

WHEREAS, Owner understands and agrees that the exempted agricultural structure can only be used as provided in said Amador County Code Chapter 15.04.040 and that any violation of the conditions under which the Agricultural Building Permits was granted may void the exemption.

THEREFORE, BE IT HEREBY RESOLVED by the Board of Supervisors of the County of Amador that said Board does hereby approve the Agreement to limit uses of an exempt agricultural structure for Building Permit Number AG257363 by and between the County of Amador and – Eric Thomas Finley and Leisel Jacqulee Finley on the terms and conditions contained therein as it relates to Building Permit Number AG257363

BE IT FURTHER RESOLVED that the Chairman of said Board is hereby authorized to sign and execute said Agreement on behalf of the County of Amador.

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Amador at a regular meeting thereof, held on the December 16th, 2025 by the following vote:

AYES:

NOES:

ABSENT:

_____
Jeff Brown
Chair, Board of Supervisors

ATTEST:

JENNIFER BURNS, Clerk of the
Board of Supervisors, Amador County, California

By: _____

RECORDING REQUESTED BY AND
WHEN RECORDED MAIL TO:

Amador County Building Department
810 Court Street
Jackson, CA 95642

APN: 011-070-006-000
Site Address: 12050 Paine Road, Ione CA 95640
Agricultural Building Permit Exemption No:
AG257363

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

AGREEMENT TO LIMIT USES OF AGRICULTURAL STRUCTURE

This Agreement is entered into as of December 16th, 2025 by and between the COUNTY OF AMADOR, a political subdivision of the State of California (the "County") and Eric Thomas Finley and Leisel Jacqulee Finley Trustees of the Eric Thomas Finley and Leisel Jacqulee Finley Revocable Living Trust. (the "Owner").

RECITALS

A. Owner owns certain real property (the "Property") situated in the unincorporated area of the County of Amador, State of California, described as follows:

> The Northwest Quarter of the Southeast Quarter, the East half of the Southwest Quarter, the Southwest Quarter of the Southeast Quarter, and the Southeast Quarter of the Southwest Quarter of Section 9, Township 6 North of Range 10, East, MDB&M. Excepting a Reservoir site conveyed to the State of California, situated in said Section 9, Township 6 North, Range 10 East.
>
> A.P.N.: 011-070-006-000

Owner desires to construct an agricultural structure on the Property and has applied for an Agricultural Building Permit Exemption.

B. Owner understands and agrees that the exempted agricultural structure can only be used as provided in Amador County Code Chapter 15.04 and that any violation of the conditions under which the Agricultural Building Permit was granted may void the exemption.

C. As a condition of issuance of the Agricultural Building Permit Exemption, the County requires that the restrictions on the use of the structure and all further obligations of Owner set forth in this Agreement run with the land and be made a matter of public record so that any future purchasers of the property will be made aware of them.

D. Owner is aware and agrees that this agreement will be recorded in the Amador County Recorder's Office.

NOW, THEREFORE, the parties agree as follows:

1. Recitals. The parties acknowledge the truth of the recitals set forth above, which are incorporated into this Agreement.

2. Restriction on Use of Agricultural Structure. Owner agrees that in no event shall the exempted agricultural structure be used for any purpose other than to house farm implements, hay, grain, poultry, livestock or horticultural products. The structure shall not be a place of human habitation or a place of employment where agricultural products are processed, treated, or packaged. Employees may only enter the structure on an occasional basis to store or remove equipment or otherwise perform tasks of a limited duration that require infrequent access to the structure. The structure shall not be a place used by the public.

3. Additional Obligations of Owner.

3.1 Owner understands and agrees that despite an exemption from obtaining a permit, the exempted agricultural structure shall be constructed in compliance with Chapter 15.04 of the Amador County Code, and all other applicable laws of Amador County, the State of California and any federal laws that may apply.

3.2 Owner understands and agrees that any violation of this Agreement or other condition under which the Agricultural Building Permit Exemption was granted may, at the County's sole discretion, void the exemption.

3.3 Owner acknowledges that if the Agricultural Building Permit Exemption becomes void, Owner shall be required to remove the structure or fully permit the structure (building permit application, plan check, inspection process, etc.) and pay all fees then in effect.

3.4 Owner agrees to indemnify the County of Amador and its agents, officers and employees from any claim, action or proceeding against the County or its agents, officers and employees arising from performance or non performance of its obligations under this Agreement.

4. County's Remedies Upon Default. Owner acknowledges that any violation of this Agreement shall constitute a public nuisance. Upon any violation of this Agreement, the County may pursue any remedies provided by statute or ordinance. In addition to all other remedies provided by law, Owner further agrees that the County or any governmental entity having jurisdiction may obtain immediate injunctive relief against any use of the agricultural structure that is inconsistent with this Agreement.

5. Covenant Running with the Land. Owner agrees that the restrictions and obligations of Owner set forth in this Agreement shall be perpetual and run with the land, binding future owners of the

Property, unless and until the exempted agricultural structure is either (i) removed from the property, or (ii) fully permitted by the County.

6. No Waiver of Remedies. Failure to exercise any remedy provided for in this Agreement shall not, under any circumstances, be construed as a waiver of the remedy.

7. Entire Agreement. This Agreement contains the entire agreement of the parties respecting its subject matter, and supersedes any and all prior discussions, representations, and oral or written agreements, if any, between the parties.

COUNTY:

BY: _____
JEFF BROWN
Chair, Board of Supervisors

Date Signed: _____

OWNER: Eric Thomas Finley & Leisel Jacqulee Finley

BY: Eric Thomas Finley
Eric Thomas Finley

Date Signed: 12-9-2025

BY: _____
Leisel Jacqulee Finley

Date Signed: 12-9-2025

APPROVED AS TO FORM:
GREGORY GILLOTT,
AMADOR COUNTY COUNSEL

BY: _____

ATTEST:
JENNIFER BURNS, CLERK OF THE
BOARD OF SUPERVISORS

BY: _____

[PARTY SIGNATURES MUST BE ACKNOWLEDGED]

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT **CIVIL CODE § 1189**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Amador)

On 12/09/2025 (Date) before me, Shannon Patricia Glavenich, Notary Public (Here Insert Name and Title of the Officer)

Personally appeared Eric Thomas Finley and Leisel Jacqulee Finley (Name(s) of Signer(s))

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

SHANNON PATRICIA GLAVENICH
Notary Public - California
Amador County
Commission # 2524963
My Comm. Expires Jul 22, 2029

Signature _____ (Signature of Notary Public)

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document Ag Structure Agree Document Date 12-09-2025

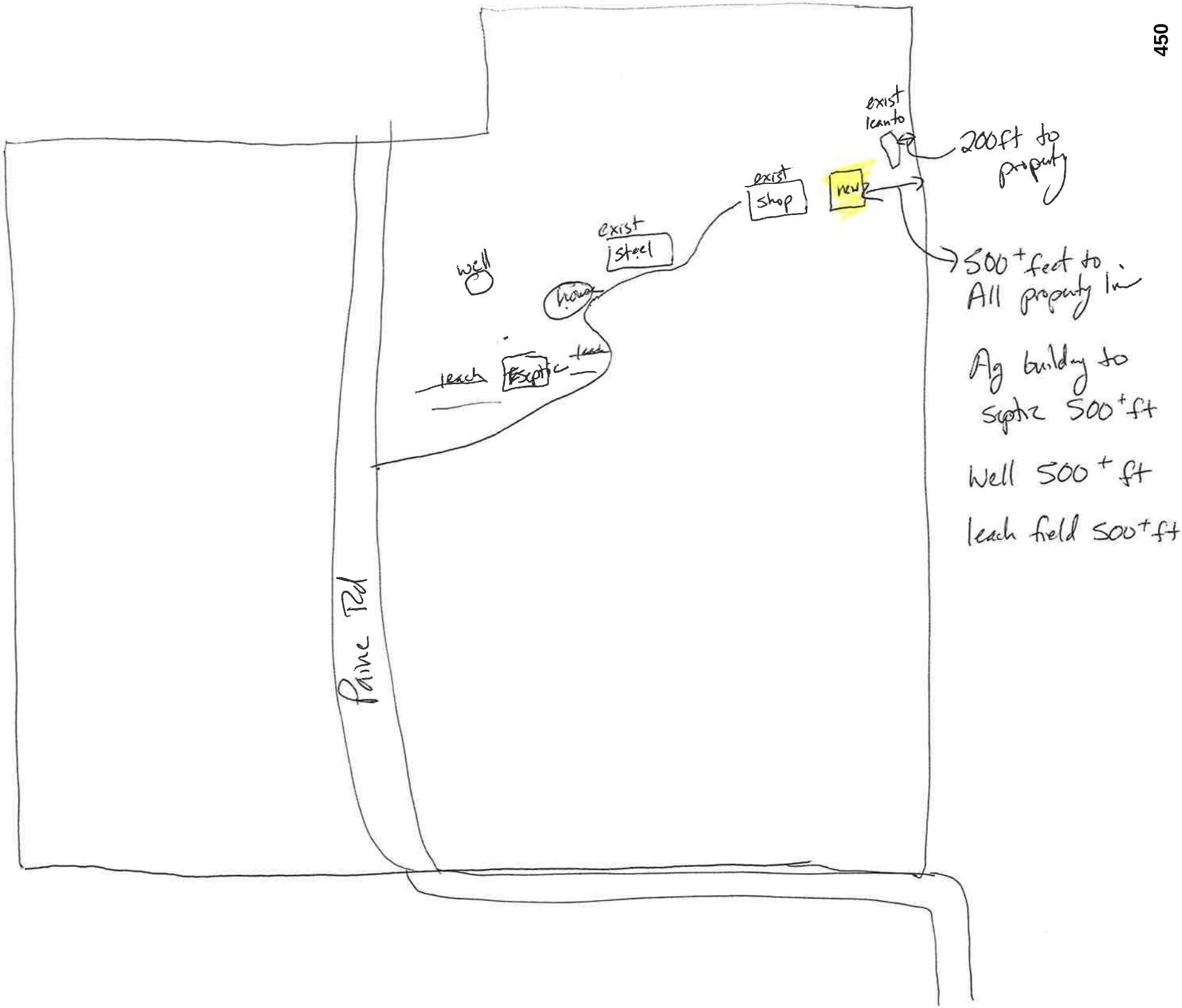
Number of Pages _____ Signer(s) Other Than Named Above _____

Capacity(ies) Claimed by Signer(s)

Signer's Name _____
☐ Corporate Officer—Title(s) _____
☐ Partner ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other _____
Signer is Representing _____

Signer's Name _____
☐ Corporate Officer—Title(s) _____
☐ Partner ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other _____
Signer is Representing _____

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exist
leanto
200ft to
property
exist
shop
new
exist
steel
well
house
leach
Septic
leach
Paine Rd
500+ feet to
All property lines
Ag building to
septic 500+ft
Well 500+ft
leach field 500+ft

Board of Supervisors Agenda Item Report

Submitting Department: Behavioral Health
Meeting Date: December 16, 2025

SUBJECT
Behavioral Health Department and California Mental Health Services Authority (CalMHSA) Participation Agreement â€“ HEDIS Measures - Approval of Sole Source Exemption Request

Recommendation:
Approve and sign sole source exemption request.

4/5 vote required:
No

Distribution Instructions:
Please send signed originals to Lindsay Parks @ Behavioral Health

ATTACHMENTS
- Exemption Request ACBH and CalMHSA.pdf

GENERAL SERVICES ADMINISTRATION

DEPARTMENT OF GENERAL SERVICES
CONTRACT & PURCHASING SERVICES DIVISION

EXEMPTION REQUEST TO COMPETITIVE BID/PROPOSAL
&
DISCLOSURE STATEMENT

Purpose: You must complete this form for any acquisition where the basis for the vendor/contractor is:

1. **There is only one specific supply or service that can reasonably meet your needs.**
2. **There is only one vendor/contractor who can reasonably provide that supply or service.**

Requesting Department: Behavioral Health **Date of Request:** 11/20/2025

Contact Name: Candace Thomas **Phone:** 209-223-6394

Estimated Total Cost: $43,200 **Proposed Vendor:** CalMHSA

This form must accompany the purchase requisition whenever an exception to State and local laws/policies subject to the competitive bidding/proposal process is requested. Requests for goods and/or services from a specific vendor, or limited to a specific brand, where substitutes to the recommended vendor or brand are unacceptable, must be accompanied by a written justification explaining the circumstances that make competition or alternatives unacceptable. The employee signing the justification must disclose in writing whether or not he/she has a potential or actual conflict of interest. County employees who have a business relationship with or financial interest in the recommended vendor/contractor must disclose the conflict of interest. Any employee with an actual or potential conflict of interest may not participate in the purchase decision.

The Purchasing Agent or authorized designee will determine whether the justification is appropriate. Requests for exception must be supported by factual statements.

___ Sole Source: Item is available from only one vendor. Item is one-of-a-kind item and is not sold through distributors. Manufacturer is a sole distributor.

_____ Sole Brand: Various vendors can supply the specified model and brand and competitive bid/proposal will be solicited for the brand requested only.

X Exceptions: Services or goods of a unique nature where competition would for any reason be impractical, impossible and not in the public's best interest: Check those that apply.

X☐ Expert or specialized professional services ☐ Legal printing
☐ Legal services ☐ Emergency ☐ Existing public contract
☐ Insurance ☐ Existing contract ☐ Other, define below

INSTRUCTIONS

1. Please check all applicable categories (a. through i.) below and provide additional information where indicated.

☐ a. The requested product is an integral repair part or accessory compatible with existing equipment.

☐ b. The requested product has unique design/performance specifications or quality requirements that are not available in comparable products.

☐ c. The requested product is standardized in accordance with Section **3.08.260** and the use of another brand/model would require considerable time and funding to evaluate and change.

☐ d. The requested product is one in which I (and/or my staff) have specialized training and/or extensive expertise. Retraining would incur substantial cost in time and/or funding.

☐ e. The requested product is used or demonstration equipment available at a lower-than-new cost.

☐ f. Repair/Maintenance service is available only from manufacturer or designated service representative.

☐ g. Upgrade to or enhancement of existing software is available only from manufacturer.

X☐ h. Service proposed by vendor/contractor is unique; therefore, competitive bids/proposals are not reasonable or applicable. Describe below the unique qualifications, rights, licenses, etc. this vendor/contractor possesses and the distinctive service to be provided

X☐ i. Other factors (provide detailed explanation in #2 below).

2. Provide a detailed explanation and pertinent documentation *for each category* checked in item 1 above. Attach additional sheets if necessary: _____

CalMHSA is a current vendor of ACBH, providing membership services to assist with compliance and regulatory requirements passed along from the Department of Health Care Services. CalMHSA is the leading provider of Healthcare Effectiveness Data and Information Set (HEDIS) measurements in the State. A minimum of 35 of the 58 California Counties are currently utilizing these services. CalMHSA is certified by the National Committee for Quality Assurance.

3. Was an evaluation of other equipment, products, or services performed? ☐ Yes X☐ No
If yes, please provide all supporting documentation.

4. List below the name of each individual who was involved in the evaluation, if conducted, and in making the recommendation to procure this product or service. Attach additional information, if any potential Conflict of Interest is known.

Joint staff effort. Melissa Cranfill, LCSW, Candace Thomas, Deputy Director of Behavioral Health, Angie Grau, Compliance Officer, Raechel Razzano, QI/UR Coordinator.

CERTIFICATION:

I am aware of Amador County polices and laws concerning purchasing procedures and requisitioning. As an approved department representative, I have gathered technical information and have made a concentrated effort to review comparable/equal equipment and/or services. This is documented in this justification. I further declare there is no real or potential Conflict of Interest and have: 1) received no income or gifts from this vendor/contractor and; 2) no financial interests in this company and; 3) no other type of business relationship with this vendor/contractor and; 4) to the best of my knowledge no member of my staff or near relative has any financial interest in this company. I hereby certify as to the validity of the information and feel confident this justification for sole source/sole brand/exception is accurate and appropriate for this acquisition.

This form was completed by:

DEPARTMENT APPROVAL: Candace Thomas 11/20/25
Dept. Head (or Auth. Rep.) / Date

PROCUREMENT APPROVAL: _____ 11-20-25
Procurement Officer / Date

Procurement Officer Use Only
☒ Contract
☐ Purchase Order
☐ On Account
☒ BOS Approval Required

Board of Supervisors Agenda Item Report

Submitting Department: Behavioral Health
Meeting Date: December 16, 2025

SUBJECT
Behavioral Health Department and California Mental Health Services Authority (CalMHSA) Participation Agreement â€“ HEDIS Measures

Recommendation:
Approve and sign the participation agreement

4/5 vote required:
No

Distribution Instructions:
please send signed originals to Lindsay Parks @ Behavioral Health

ATTACHMENTS
- Memo to Board re HEDIS Measures.pdf
- Exemption Request ACBH and CalMHSA.pdf
- Agreement ACBH and CalMHSA.pdf

BEHAVIORAL HEALTH DEPARTMENT

10877 Conductor Boulevard, Suite 300 • Sutter Creek, CA 95685 •
Phone (209) 223-6412 • Fax (209) 223-0920 • Toll Free Number (888) 310-6555

To: Board of Supervisors

From: Melissa Cranfill, LCSW - Behavioral Health Director

Date: December 9, 2025

RE: Behavioral Health Department and California Mental Health Services Authority (CalMHSA) Participation Agreement – HEDIS Measures

Background:

Behavioral Health has a new state mandated reporting requirement called Healthcare Effectiveness Data and Information Set (HEDIS). In Behavioral Health Information Notice 24-044, the Department of Health Care Services (DHCS) let County's know that sanctions could be imposed if Behavioral Health Departments are not able to provide historical and on-going HEDIS measures. An entity must be certified by the National Committee of Quality Assurance (NCQA) to be given the ability to calculate these measurements.

Overview & Staff Analysis:

CalMHSA is a current vendor of ACBH, providing membership services to assist with compliance and regulatory requirements passed along from the Department of Health Care Services. CalMHSA is the leading provider of Healthcare Effectiveness Data and Information Set (HEDIS) measurements in the State. A minimum of 35 of the 58 California Counties are currently utilizing these services. CalMHSA is certified by the National Committee for Quality Assurance.

Recommendation/Request:

Approve the Participation Agreement between Amador County Behavioral Health and California Mental Health Services Authority.

GENERAL SERVICES ADMINISTRATION

DEPARTMENT OF GENERAL SERVICES
CONTRACT & PURCHASING SERVICES DIVISION

EXEMPTION REQUEST TO COMPETITIVE BID/PROPOSAL
&
DISCLOSURE STATEMENT

Purpose: You must complete this form for any acquisition where the basis for the vendor/contractor is:

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2. **There is only one vendor/contractor who can reasonably provide that supply or service.**

Requesting Department: Behavioral Health **Date of Request:** 11/20/2025

Contact Name: Candace Thomas **Phone:** 209-223-6394

Estimated Total Cost: $43,200 **Proposed Vendor:** CalMHSA

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INSTRUCTIONS

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X☐ i. Other factors (provide detailed explanation in #2 below).

2. Provide a detailed explanation and pertinent documentation *for each category* checked in item 1 above. Attach additional sheets if necessary: _____

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3. Was an evaluation of other equipment, products, or services performed? ☐ Yes X☐ No
If yes, please provide all supporting documentation.

4. List below the name of each individual who was involved in the evaluation, if conducted, and in making the recommendation to procure this product or service. Attach additional information, if any potential Conflict of Interest is known.

Joint staff effort. Melissa Cranfill, LCSW, Candace Thomas, Deputy Director of Behavioral Health, Angie Grau, Compliance Officer, Raechel Razzano, QI/UR Coordinator.

CERTIFICATION:

I am aware of Amador County polices and laws concerning purchasing procedures and requisitioning. As an approved department representative, I have gathered technical information and have made a concentrated effort to review comparable/equal equipment and/or services. This is documented in this justification. I further declare there is no real or potential Conflict of Interest and have: 1) received no income or gifts from this vendor/contractor and; 2) no financial interests in this company and; 3) no other type of business relationship with this vendor/contractor and; 4) to the best of my knowledge no member of my staff or near relative has any financial interest in this company. I hereby certify as to the validity of the information and feel confident this justification for sole source/sole brand/exception is accurate and appropriate for this acquisition.

This form was completed by:

DEPARTMENT APPROVAL: Candace Thomas 11/20/25
Dept. Head (or Auth. Rep.) / Date

PROCUREMENT APPROVAL: _____ 11-20-25
Procurement Officer / Date

Procurement Officer Use Only
☒ Contract
☐ Purchase Order
☐ On Account
☒ BOS Approval Required

11595-AMC-QM-25_26
HEDIS Performance Measurement
Amador County
August 29, 2025

CALIFORNIA MENTAL HEALTH SERVICES AUTHORITY
PARTICIPATION AGREEMENT
HEDIS PERFORMANCE MEASUREMENT
MEASUREMENT YEAR 2025/REPORTING YEAR 2026

COVER SHEET

Amador County ("Participant") desires to participate in the HEDIS Performance Measurement Program ("Program") offered by the California Mental Health Services Authority ("CalMHSA") on the terms provided in this Participation Agreement ("Agreement"). Participant acknowledges that the Program also will be governed by CalMHSA's Joint Powers Agreement and its Bylaws, as well as the terms of the JPA-Business Associate Agreement executed between the parties, which is incorporated herein by reference. The Agreement is effective on January 1, 2025, through December 31, 2029 ("Term"). The following exhibits are attached and form part of this Agreement:

Commented [AA1]: The Project Term will be retroactive to 1/1/25 so account for all data received during the 2025 Measurement Year.

☑	Exhibit A	Detailed Program Description, Requirements, Restrictions
☑	Exhibit B	General Terms and Conditions

1. **Summary of Program**: CalMHSA is offering the following Program to Counties:

This is a multi-year Agreement to support counties in the calculation, reporting, and monitoring of Behavioral Health Accountability Set ("BHAS") measures under the Program. The Agreement will be amended annually to include new and/or updated reporting requirements for subsequent Measurement Years. Currently this Agreement only addresses the deliverables associated with Measurement Year 2025/Reporting Year 2026. Participants have the option of selecting a Simple or Enhanced deliverable bundle, as described below, depending on their county's needs.

2. **Funding**: The Program requires the following funding and payments:

Participant will pay a fixed fee for Services delivered in the total amount of $_43,200_. CalMHSA will invoice Participant directly for the Services. Fifty percent (50%) of the total fee shall be due and payable upon execution of this Agreement, which amount shall be non-refundable, and the remaining fifty percent (50%) shall be due and payable upon completion of the Services delivered. Payment for all invoices shall be made within thirty (30) days of receipt.

Commented [AA2]: Update after applicable bundle is selected.

Authorized Signatures:

CalMHSA

Signed:_____ Name (Printed): Dr. Amie Miller, Psy.D., MFT

Title: Executive Director Date:_____

Participant:

Signed: _____ Name (Printed): _____

Title: Board of Supervisors/ CAO Date: _____

Signed: _____ Name (Printed): _____

Title: County Counsel Date: _____

Signed: _____ Name (Printed): _____

Title: Director of Behavioral Health Date: _____

Participation Agreement

EXHIBIT A – Detailed Program Description, Obligations, Restrictions

Detailed Program Description:

The Program will support the Participant in meeting the BHAS Healthcare Effectiveness Data and Information Set ("HEDIS") reporting requirements for Measurement Year ("MY") 2025/Reporting Year ("RY") 2026.

This Agreement will be amended on an annual basis to add information regarding and/or Services related to future Measurement Years. In keeping with HIPAA and National Committee of Quality Assurance ("NCQA") HEDIS reporting compliance regulations and data retention guidelines, all data received by CalMHSA through this Agreement will be retained by CalMHSA for a period not to exceed six years after the Measurement Year in which the data is received. All data will be destroyed after it has been retained for six years.

MY25/RY 26 Required BHAS Measures*:

Mental Health Plan ("MHP") Measures:
- Follow-Up After Emergency Department for Mental Illness ("FUM");
- Follow-Up After Hospitalization for Mental Illness ("FUH");
- Use of First Line Psychosocial Care for Children and Adolescents on Antipsychotics ("APP");
- Adherence to Antipsychotic Medications for Individuals with Schizophrenia ("SAA").

Drug Medi-Cal Organized Delivery System ("DMC-ODS") Measures:
- Follow-Up After Emergency Department Visit for Alcohol and Other Drug Abuse or Dependence ("FUA");
- Pharmacotherapy of Opioid Use Disorder ("POD");
- Use of Pharmacotherapy for Opioid Use Disorder ("OUD");
    - SAMHSA is the measure steward.
- Initiation and engagement of Substance Use Disorder Treatment ("IET").

***Please Note:** CalMHSA will only calculate the measures that are required reporting for the Participant's Behavioral Health Plan.

Obligations:

CalMHSA shall:

- Be certified as an NCQA-Certified Vendor for all NCQA MY 25 measures/RY 26.
- Produce HEDIS measures results based on MY 2025 specifications using data provided by the Participant.
- Accept required data files from Participant via secure file transfer.

- Complete all deliverables included with the purchase of a Simple or Enhanced Bundles for MY 2025/RY 2026 as detailed in Table 1, below.
- For Participants utilizing SmartCare:
  - Extract relevant MMEF, MHP and DMC-ODS services and/or 837 claims data from SmartCare EHR.

TABLE 1

Included in the following Bundles:	Deliverables #	Deliverable Title	Description
○ Simple ○ Enhanced	1	MY25 HEDIS/RY 26 Audit Support	CalMHSA will apply certified logic to data provided by the Participant to calculate the required BHAS measures for annual EQRO audit deliverables and DHCS requirements. CalMHSA will produce and submit the following deliverables directly to the EQRO and will also share with the Participant: • Preliminary and final rates via an aggregated Rate Reporting Template ("RRT") • Member-level details ("MLD") files used for primary source verification. "MLD" files will also be shared directly with the county via secure file share. • Back-end table screenshots of selected EQRO cases for primary source verification (not front-end EHR screenshots are not included in this offering).
○ Simple ○ Enhanced	2	MY25 HEDIS/RY26 Descriptive Analysis Report	CalMHSA will produce one annual report ("Descriptive Analysis Report") based on aggregated data including denominator and numerator details, including demographic stratification. This report will be released after the conclusion of the audit cycle (Deliverable 1).
○ Enhanced	3	Quarterly HEDIS Calculation	In addition to the reports generated during the annual audit cycle, CalMHSA will produce three quarterly reports that calculate rolling measurement year windows. These reports will also stratify measure performance by quarter. These reports will be provided via an excel quarterly trending report.

Participant shall:

- Provide required data for HEDIS analysis as described in the table below.
  - For the highest percent data completion on Plan Data Feed, counties should submit monthly Plan Data Feed files.
- Submit files in the table below without a nested folder structure.
  - For 837 data, one folder can include many data files, but one folder should not contain multiple sub-folders.
- **Participants opting into either the Simple or Enhanced Options**, submit data to CalMHSA to meet MY25/RY 26 deliverables as detailed in Table 2. The Department of Healthcare Services requires that Participants provide measure calculations for all Medi-Cal Eligible beneficiaries in the county that meet measure criteria, not just members served by county BHPs. Counties should continue to submit Plan Data Feed files but additionally will need to provide Managed Care Plan ("MCP") claims data and Pharmacy claims for the full Medi-Cal population. Participant data will include Monthly Medi-Cal Eligibility Files ("MMEF"), County BHP 837 claims, MCP claims data, and pharmacy claims. Other data sources mutually agreed upon between the Parties may be utilized, as set forth below, but may also result in additional expense/delay.
- **Participants opting into the Enhanced Option,** will submit data to calculate quarterly measures. This starts with the data sources and date ranges detailed in Table 2. Additionally, Participant will continue to submit more recent data to support updated quarterly calculations. The submission schedule for quarterly data reports will be shared with each Participant after the Agreement is executed. These reports will reflect performance over each measure's full measurement period but will lag by approximately three months to allow time for claims processing. For example, a report generated on July 15, 2026, will include data through March 31, 2026. CalMHSA will provide a due date for counties to submit data for inclusion in each quarterly report. Data submitted after the deadline will be included in the next quarter's report. Reports are updated retrospectively and may adjust past results for up to one full measurement period as new data is received. This means performance figures for the same quarter may change slightly in future reports if additional data is submitted later.
- Agree to be bound by the terms of the NCQA End User License Agreement ("EULA") available at https://wpcdn.ncqa.org/www-prod/wp-content/uploads/End-User-License-Agreement-Measure-Cert.pdf. By signing this Agreement, Participant acknowledge that it has read, understood, and agrees to be bound by such EULA, including any updates thereto.
- Grant CalMHSA the right to use any data provided or generated in accordance with the terms of the applicable Business Associate Agreement.
- Communicate all questions and concerns to CalMHSA via ManagedCare@calmhsa.org.

TABLE 2 *			
	Data Description	**Data Source**	**File Example**
1	SUD Service Claims	837 claims files	DMH-##-837P-03302024-161.dat
2	MHP Service Claims		

3	MHP Plan Data Feed	Plan Data Feed Files (APCD-CDL)	APCD.CDL.M202412.CNTY##.zip (includes CDL.MC & CDL.PC files). Monthly PDF files from January 2024 through May 2025.
4	SUDS Plan Data Feed		
5	Medi-Cal Eligibility Files	MMEF files	MEDS-##.TXT
6	MCP 837 Claims	Direct from Managed Care Plan(s)	837.dat files
7	Pharmacy Claims	To be determined.	To be determined.
	## is for the county id number		

*MY25 Data Time Period: Services & eligibility data from January 1, 2024 through December 31, 2025. Under this PA, counties may submit data outside of this date range, in order to prepare for MY26 calculations.

Program Restrictions:

- Timelines and technical requirements may need adjusting due to unique circumstances.

Participation Agreement
EXHIBIT B - General Terms and Conditions

I. Definitions

The following words, as used throughout this Agreement, shall be construed to have the following meaning, unless otherwise apparent from the context in which they are used:

A. CalMHSA – California Mental Health Services Authority, a Joint Powers Authority (JPA) created by counties in 2009 at the instigation of the California Mental Health Directors Association to jointly develop and fund mental health services and education programs.

B. Member – A County (or JPA of two or more Counties) that has joined CalMHSA and executed the CalMHSA Joint Powers Agreement.

C. Participant – Any County participating in the Program either as Member of CalMHSA or under a Memorandum of Understanding with CalMHSA.

D. Program – The program identified in the Cover Sheet offered by CalMHSA under the Agreement.

II. Responsibilities

A. Responsibilities of CalMHSA:

1. Provide the Program as described in the Agreement.
2. Act as the Fiscal and Administrative agent for the Program.
3. Manage funds received consistent with the requirements of applicable laws, regulations, and this Agreement.
4. Provide regular fiscal reports to Participant and/or other public agencies with a right to such reports.
5. Comply with CalMHSA's Joint Powers Agreement and Bylaws.

B. Responsibilities of Participant:

1. Pay for the Program as set out in this Agreement. Payments are due within 30 days of receipt of an invoice or, as applicable, within 30 days of Agreement execution.
2. Provide CalMHSA and any other parties deemed necessary with requested information and assistance to fulfill the purpose of the Program.
3. Where applicable, ensure completion of any Participant requirements set out in Exhibit A including all assessments, creation of individual case plans, and providing or arranging for services.
4. Cooperate by providing CalMHSA with requested information and assistance to fulfill the purpose of the Program.
5. Provide feedback on Program performance.

6. Comply with applicable laws, regulations, guidelines, contractual agreements, JPA requirements, and bylaws.

III. Amendment. This Agreement may be supplemented, amended, or modified only by the mutual agreement of CalMHSA and the Participant, expressed in writing and signed by an authorized representative of both parties.

IV. Withdrawal, Cancellation, and Termination

A. Participant may withdraw from the Program and terminate the Agreement upon six (6) months' written notice to CalMHSA, to the attention of the Executive Director. Notice shall be deemed served on the date of mailing.

B. CalMHSA may terminate, cancel, change, or limit the Program due to circumstances, including but not limited to, lack of County participation, government restrictions, issues with vendors or their services/platforms/products, lack of funding, governmental funding changes, inability to provide the Program due to vendor(s), regulatory changes, force majeure, or other issues.

C. If applicable, upon cancellation, termination, or other conclusion of the Program, any funds remaining undisbursed after CalMHSA satisfies all obligations arising under the Program shall be returned to Participant. However, funds used to pay for completed deliverables, services rendered, upfront fees to create the Program, or fees for any portal or platform, ongoing services etc. are not subject to such reversion (subject to applicable laws). Unused funds that were paid for by a joint effort will be returned pro rata to Participant in proportion to payments made. Adjustments may be made if disproportionate benefit was conveyed to a particular Participant. Excess funds at the conclusion of county-specific efforts will be returned to the particular County that paid them per the Program.

V. Fiscal Provisions. Participant will pay a fixed fee for Services delivered in the total amount of $_43,200___. CalMHSA will invoice Participant directly for the Services. Fifty percent (50%) of the total fee shall be due and payable upon execution of this Agreement, which amount shall be non-refundable, and the remaining fifty percent (50%) shall be due and payable upon completion of the Services delivered. Payment for all invoices shall be made within thirty (30) days of receipt of the applicable CalMHSA invoice.

Deliverable Bundle	Cost	Select Bundle with X
MHP Simple Bundle	$17,280.00	
MHP Enhanced Bundle	$25,920.00	
Total	**$43,200**	

VI. Indemnification.

A. **Indemnification.** To the fullest extent permitted by law, each party shall hold harmless, defend and indemnify the other party, including its governing board, employees and agents from and against any and all claims, losses, damages, liabilities, disallowances, recoupments, and expenses, including but not limited to reasonable attorney's fees, arising out of or resulting from the indemnifying party's negligence or willful conduct in the performance of its obligations under this Agreement, including the performance of the other's subcontractors, except that each party shall have no obligation to indemnify the other for damages to the extent resulting from the negligence or willful misconduct of any indemnitee. Each party may participate in the defense of any such claim without relieving the other of any obligation hereunder.

B. **No Responsibility for Mental Health Services**. CalMHSA is not undertaking responsibility for assessments, creation of case or treatment plans, providing or arranging services, and/or selecting, contracting with, or supervising providers (collectively, "mental health services"). Participant will defend and indemnify CalMHSA for any claim, demand, disallowance, suit, or damages arising from Participant's acts or omissions in connection with the provision of mental health services.

VII. Notice

All notices under this Participation Agreement shall be provided by personal delivery, nationally recognized courier service or mailed by U.S. registered or certified mail, return receipt requested, postage prepaid; AND by email. All notices shall be provided to the respective party at the addresses and email addresses set forth below and shall be deemed received upon the relevant party's receipt.

Either party may change its designee for notice by giving notice of the same and their relevant address information.

If to CalMHSA:

Name: Brandon Connors

Position: Director of Contract Management & Legal Counsel

Address: 1610 Arden Way, Suite 175
Sacramento, CA 95815

Telephone: (888) 210-2515

Email: brandon.connors@calmhsa.org

CC Email to Name: Randall Keen, Manatt

Email: RKeen@manatt.com

If to Participant: [Melissa Cranfill, LCSW]

Name: _____

Position: Director of Mental Health

Address: _____ Telephone: _____

Email: _____

CC Email to Name: _____ Email: _____

Board of Supervisors Agenda Item Report

Submitting Department: Building
Meeting Date: December 16, 2025

SUBJECT
Building Department: Agreement to Limit Use of Agricultural Structure for AG257297 - COSTA

Recommendation:
Adopt the Resolution and authorize the Chairperson to sign the "Agreement to Limit Uses of Agricultural Structure".

4/5 vote required:
No

Distribution Instructions:
Once Agreement is signed, return to Building Dept. w/certified Resolution & Acknowledgment of the Chairperson's signature.

ATTACHMENTS

- NOTARIZED AGREEMENT.pdf
- PLOT PLAN.pdf
- AG Resolution.docx

RECORDING REQUESTED BY AND
WHEN RECORDED MAIL TO:

Amador County Building Department
810 Court Street
Jackson, CA 95642

APN: 012-130-017-000
Address: 5560 Camanche Parkway N, Ione CA 95640
Agricultural Building Permit Exemption No: AG257297

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

AGREEMENT TO LIMIT USES OF AGRICULTURAL STRUCTURE

This Agreement is entered into as of December 16th, 2025, by and between the COUNTY OF AMADOR, a political subdivision of the State of California (the "County") Michele Costa and William Costa, wife and husband as joint tenants. (the "Owner").

RECITALS

A. Owner owns certain real property (the "Property") situated in the unincorporated area of the County of Amador, State of California, described as follows:

PARCEL 2, AS SHOWN AND DELINEATED ON PARCEL MAP NO. 1655 FOR GLEN A. MCGILL, BEING A PORTION OF SECTION 30, T. 5N, R. 10E., M.D.M., -AMADOR COUNTY, CALIF FILED FOR RECORD FEBRUARY 27, 1978 IN BOOK 29 OF MAPS AND PLATS, AT PAGE 41, RECORDS OF AMADOR COUNTY.

EXCEPTING THEREFROM THAT PORTION CONVEYED TO COUNTY OF AMADOR BY DEED RECORDED SEPTEMBER 19, 1963, IN BOOK 122 OF OFFICIAL RECORDS AT PAGE 592.

PROPERTY COMMONLY KNOWN AS: 5560 Camanche Parkway, Ione CA 95640

A.P.N.: 012-130-017-000

Owner desires to construct an agricultural structure on the Property and has applied for an Agricultural Building Permit Exemption.

B. Owner understands and agrees that the exempted agricultural structure can only be used as provided in Amador County Code Chapter 15.04 and that any violation of the conditions under which the Agricultural Building Permit was granted may void the exemption.

C. As a condition of issuance of the Agricultural Building Permit Exemption, the County requires that the restrictions on the use of the structure and all further obligations of Owner set forth in this Agreement run with the land and be made a matter of public record so that any future purchasers of the property will be made aware of them.

D. Owner is aware and agrees that this agreement will be recorded in the Amador County Recorder's Office.

NOW, THEREFORE, the parties agree as follows:

1. Recitals. The parties acknowledge the truth of the recitals set forth above, which are incorporated into this Agreement.

2. Restriction on Use of Agricultural Structure. Owner agrees that in no event shall the exempted agricultural structure be used for any purpose other than to house farm implements, hay, grain, poultry, livestock or horticultural products. The structure shall not be a place of human habitation or a place of employment where agricultural products are processed, treated, or packaged. Employees may only enter the structure on an occasional basis to store or remove equipment or otherwise perform tasks of a limited duration that require infrequent access to the structure. The structure shall not be a place used by the public.

3. Additional Obligations of Owner.

3.1 Owner understands and agrees that despite an exemption from obtaining a permit, the exempted agricultural structure shall be constructed in compliance with Chapter 15.04 of the Amador County Code, and all other applicable laws of Amador County, the State of California and any federal laws that may apply.

3.2 Owner understands and agrees that any violation of this Agreement or other condition under which the Agricultural Building Permit Exemption was granted may, at the County's sole discretion, void the exemption.

3.3 Owner acknowledges that if the Agricultural Building Permit Exemption becomes void, Owner shall be required to remove the structure or fully permit the structure (building permit application, plan check, inspection process, etc.) and pay all fees then in effect.

3.4 Owner agrees to indemnify the County of Amador and its agents, officers and employees from any claim, action or proceeding against the County or its agents, officers and employees arising from performance or non performance of its obligations under this Agreement.

4. County's Remedies Upon Default. Owner acknowledges that any violation of this Agreement shall constitute a public nuisance. Upon any violation of this Agreement, the County may pursue any remedies provided by statute or ordinance. In addition to all other remedies provided by law, Owner further agrees that the County or any governmental entity having jurisdiction may obtain immediate injunctive relief against any use of the agricultural structure that is inconsistent with this Agreement.

5. Covenant Running with the Land. Owner agrees that the restrictions and obligations of Owner set forth in this Agreement shall be perpetual and run with the land, binding future owners of the

Property, unless and until the exempted agricultural structure is either (i) removed from the property, or (ii) fully permitted by the County.

6. No Waiver of Remedies. Failure to exercise any remedy provided for in this Agreement shall not, under any circumstances, be construed as a waiver of the remedy.

7. Entire Agreement. This Agreement contains the entire agreement of the parties respecting its subject matter, and supersedes any and all prior discussions, representations, and oral or written agreements, if any, between the parties.

COUNTY:

BY: _____
JEFF BROWN
Chair, Board of Supervisors

Date Signed: _____

OWNER: Michele Costa and William Costa

BY: Michele Costa
Michele Costa

Date Signed: December 9, 2025

BY: Will Ca
William Costa

Date Signed: 12/9/25

APPROVED AS TO FORM:
GREGORY GILLOTT,
AMADOR COUNTY COUNSEL

BY: _____

ATTEST:
JENNIFER BURNS, CLERK OF THE
BOARD OF SUPERVISORS

BY: _____

[PARTY SIGNATURES MUST BE ACKNOWLEDGED]

CALIFORNIA ALL- PURPOSE CERTIFICATE OF ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of CALIFORNIA }

County of AMADOR }

On DECEMBER 9, 2025 before me, APRIL GASAWAY, NOTARY PUBLIC
(Here insert name and title of the officer),

personally appeared WILLIAM COSTA & MICHELE COSTA,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Notary Public Signature (Notary Public Seal)

APRIL GASAWAY
Notary Public - California
Amador County
Commission # 2492961
My Comm. Expires Jul 21, 2028

ADDITIONAL OPTIONAL INFORMATION

DESCRIPTION OF THE ATTACHED DOCUMENT

AGREEMENT TO LIMIT USES OF
(Title or description of attached document)

AGRICULTURAL STRUCTURE
(Title or description of attached document continued)

Number of Pages 3 Document Date 12/9/2025

CAPACITY CLAIMED BY THE SIGNER

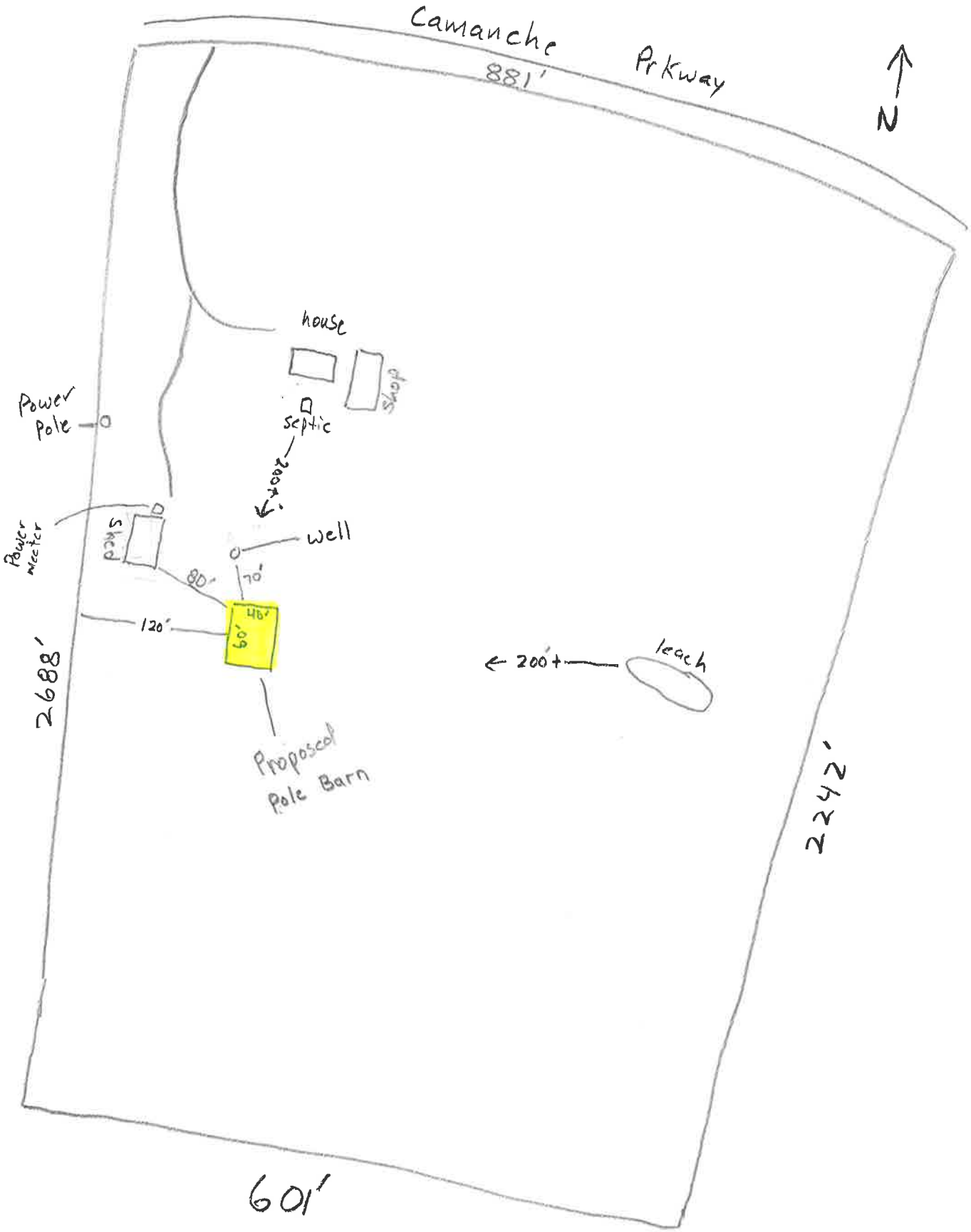
- ☑ Individual (s)
- ☐ Corporate Officer
  _____
  (Title)
- ☐ Partner(s)
- ☐ Attorney-in-Fact
- ☐ Trustee(s)
- ☐ Other _____

INSTRUCTIONS FOR COMPLETING THIS FORM

This form complies with current California statutes regarding notary wording and, if needed, should be completed and attached to the document. Acknowledgments from other states may be completed for documents being sent to that state so long as the wording does not require the California notary to violate California notary law.

- State and County information must be the State and County where the document signer(s) personally appeared before the notary public for acknowledgment.
- Date of notarization must be the date that the signer(s) personally appeared which must also be the same date the acknowledgment is completed.
- The notary public must print his or her name as it appears within his or her commission followed by a comma and then your title (notary public).
- Print the name(s) of document signer(s) who personally appear at the time of notarization.
- Indicate the correct singular or plural forms by crossing off incorrect forms (i.e. ~~he~~/she/~~they,~~ is /~~are~~) or circling the correct forms. Failure to correctly indicate this information may lead to rejection of document recording.
- The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal if a sufficient area permits, otherwise complete a different acknowledgment form.
- Signature of the notary public must match the signature on file with the office of the county clerk.
  - ❖ Additional information is not required but could help to ensure this acknowledgment is not misused or attached to a different document.
  - ❖ Indicate title or type of attached document, number of pages and date.
  - ❖ Indicate the capacity claimed by the signer. If the claimed capacity is a corporate officer, indicate the title (i.e. CEO, CFO, Secretary).
- Securely attach this document to the signed document with a staple.

www.NotaryClasses.com 800-873-9865


Camanche Prkway
881'
N
house
shop
Power Pole
septic
200'
Power meter
shed
well
80'
70'
120'
40'
60'
2688'
← 200'+
leach
Proposed Pole Barn
2242'
601'

Recording requested by:
BOARD OF SUPERVISORS

When recorded send to:
BUILDING DEPARTMENT

BEFORE THE BOARD OF SUPERVISORS OF THE
COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF:

RESOLUTION AUTHORIZING RECORDATION OF AGREEMENT TO LIMIT USES OF AGRICULTURAL STRUCTURE – Michele Costa and William Costa	)))	RESOLUTION NO. 25-xxxx

WHEREAS – Michele Costa and William Costa ("Owner") desires to construct an agricultural structure on his/her/their property and have applied for an Agricultural Building Permit Exemption; and

WHEREAS, Owner has applied for an Agricultural Exemption and has complied satisfactorily with all other conditions of the Application for the Permit; and

WHEREAS, an Agreement to limit uses of the agricultural structure for AG257297 is required by Amador County Code Chapter 15.04.040 and was authorized by the Board of Supervisors at their December 16th, 2025 meeting; and

WHEREAS, Owner understands and agrees that the exempted agricultural structure can only be used as provided in said Amador County Code Chapter 15.04.040 and that any violation of the conditions under which the Agricultural Building Permits was granted may void the exemption.

THEREFORE, BE IT HEREBY RESOLVED by the Board of Supervisors of the County of Amador that said Board does hereby approve the Agreement to limit uses of an exempt agricultural structure for Building Permit Number AG257297 by and between the County of Amador and – Michele Costa and William Costa on the terms and conditions contained therein as it relates to Building Permit Number AG257297

BE IT FURTHER RESOLVED that the Chairman of said Board is hereby authorized to sign and execute said Agreement on behalf of the County of Amador.

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Amador at a regular meeting thereof, held on the December 16th, 2025 by the following vote:

AYES:

NOES:

ABSENT:

_____
Jeff Brown
Chair, Board of Supervisors

ATTEST:

JENNIFER BURNS, Clerk of the
Board of Supervisors, Amador County, California

By: _____

Board of Supervisors Agenda Item Report

Submitting Department: Board of Supervisors
Meeting Date: December 16, 2025

SUBJECT
Law Library Committee: Re-appointments of Grace Pak, Kori Terpak, John Allen, John C. Fowler and Alyssa Ramirez to the subject committee through December 31, 2026.

Recommendation:
Approve the reappointments.

4/5 vote required:
No

Distribution Instructions:
Heather Gardella, File

ATTACHMENTS
- Law Library Committee.pdf

SUPERIOR COURT OF THE STATE OF CALIFORNIA
COUNTY OF AMADOR

500 ARGONAUT LANE • JACKSON, CA 95642 (209) 257-2600

ANDREA SEXTON, COURT EXECUTIVE OFFICER

DEC 09 2025
Board of Supervisors
Official Records
Amador County

December 1, 2025

Amador County Board of Supervisors
810 Court Street
Jackson, CA 95642

RE: Appointment to the Law Library Committee
(Business & Professions Code §6301)

Dear Supervisors:

Enclosed you will find the *Agenda Transmittal Form* re-appointing members, and appointing new members, to the Law Library Committee for 2026.

For the Board's re-appointment to the committee are the following people per Business & Professions Code §6301(a)(5):

Grace Pak
Commissioner
Amador Superior Court
500Argonaut Lane
Jackson, CA 95642
gpak@amadorcourt.org

Kori Tearpak
Research Attorney
Amador Superior Court
500 Argonaut Lane
Jackson, CA 95642
ktearpak@amadorcourt.org

John Allen
Attorney at Law
P.O. Box 232
Sutter Creek, CA 95685
johnallenoffice@gmail.com

John C. Fowler. Esq.
FOWLER | HELSEL | VOGT
67 Main Street
Sutter Creek, CA 95685
john@fhvlaw.com

Alyssa Ramirez
Amador County Library
530 Sutter Street
Jackson, CA 95642
223-6405 or 223-6400
aramirez@co.amador.ca.us

Sincerely,

Renée C. Day
Presiding Judge, Amador Superior Court

AGENDA TRANSMITTAL FORM

To: **Board of Supervisors**

Date: December 1, 2025

From: Heather Gardella, Executive Coordinator
(Department Head - please type)

Phone Ext. 257-2658

☐ Regular Agenda
☒ Consent Agenda
☐ Blue Slip

Meeting Date Requested:

Department Head Signature

Agenda Title: Re-Appointment of Members to the Law Library Committee

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

1. Please approve the re- appointments of the following persons to the above referenced commission through December 31, 2026:
   Grace Pak
   Kori Tearpak
   John Allen
   John C. Fowler
   Alyssa Ramirez

Recommendation/Requested Action:

Fiscal Impacts (attach budget transfer form if appropriate)
N/A

Staffing Impacts

Is a 4/5ths vote required?
Yes No

Committee Review? N/A
Name
Committee Recommendation:

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

Comments:

Request Reviewed by:

Chairman
Counsel
Auditor
GSA Director
CAO
Risk Management

Distribution Instructions: (Inter-Departmental Only, the requesting Department is responsible for distribution outside County Departments)
Heather Korsgaard; Re-appointed Members

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 County Board of Supervisors.

ATTEST:
Clerk or Deputy Board Clerk

Board of Supervisors Agenda Item Report

Submitting Department: Waste Management
Meeting Date: December 16, 2025

SUBJECT
SB 1383 Local Assistance Grant - Approval of the purchase of a Ford Sports Utility Vehicle for the Interfaith Food Bank.

Recommendation:
Approve Amador Solid Waste Management Department Equipment purchase of the 2025 Ford Explorer from Towne Ford in the amount of $43,941.10 and the Use Agreement with the Interfaith Food Bank for the use of the Vehicle.

4/5 vote required:
No

Distribution Instructions:
GSA/WM/County Counsel; Auditor-Controller

ATTACHMENTS
- BOS Memorandum RE SB 1383 Local Assistance Grant IFB SUV Full Packet 12.10.25.pdf

AMADOR COUNTY COMMUNITY DEVELOPMENT AGENCY
WASTE MANAGEMENT & RECYCLING
COUNTY ADMINISTRATION CENTER ♦ 810 COURT STREET ♦ JACKSON, CA 95642-2132
PHONE: (209) 223-6429
FAX: (209) 223-6395
WEBSITE: www.amadorgov.org EMAIL: PublicWorks@amadorgov.org

MEMORANDUM

TO: Board of Supervisors

FROM: Jeff Gardner, Director of Solid Waste/Mary Pitto Solid Waste Consultant

DATE: December 16, 2025

SUBJECT: SB 1383 Local Assistance Grant - Approval of the purchase of a Ford Sports Utility Vehicle for the Interfaith Food Bank.

Amador County Waste Management and Recycling Department received $450,000.00 for the second SB 1383 Local Assistance grant funds in February 2024 (a copy of the budget is attached). Amador County and its cities applied for a regional grant with the County acting as the lead. The new SB 1383 Local Assistance Grant Funds are being used to continue to implement SB 1383 requirements throughout the Cities and County of Amador. The County has again partnered with the local food bank, the Interfaith Food Bank, to ensure the edible food recovery program meets the requirements and enhance the edible food capacity throughout the Cities and County. The County has also partnered with the UCCE Master Gardeners and the Mother Lode Land Trust (MLLT) to provide public education and backyard composting training and to create a community composting program at the MLLT community garden in Jackson and pilot smaller programs in various Cities and communities throughout the County.

This memo is intended to seek approval of the purchase of a Ford Sports Utility Vehicle for the Interfaith Food Bank. The SB 1383 grant budget includes $65,000 for an additional pick-up/delivery vehicle. The attached request for pricing was sent to eight Ford Dealers, and four quotes were received. A summary of the quotes is attached, with the lowest quote from Towne Ford in the amount of $43,941.10.

The grant term requires all property purchased with grant funds to be used exclusively for the purposes approved by CalRecycle and must remain in use for no less than five (5) years following the end of the grant term. The County may not transfer Title to the vehicle to any other entity without the express authorization of CalRecycle. A contract with the Interfaith Food Bank for the use of the vehicle has been prepared in accordance with State specifications and is submitted for Board approval. The contract incorporates all required provisions to ensure compliance with CalRecycle and State grant requirements. It is the intent of the County to turn over ownership of the vehicle to the Interfaith Food Bank.

Recommendation:

- Approve Amador Solid Waste Management Department Equipment purchase of the 2025 Ford Explorer and the Use Agreement with the Interfaith Food Bank for the use of the Vehicle.

Attachment(s)

Attachment 1 – SB 1383 Local Assistance Grant Budget
Attachment 2 – 2025 Ford Sports Utility Vehicle Request for Pricing
Attachment 3 – Bid Request Quotes
Attachment 4 – Vehicle Use Agreement

SB 1383 Local Assistance Grant Budget, FY 2022-23

Applicant Name: Amador Solid Wast Management Department

Directions: Before completing the Budget Template, **please review the Read Me tab** of this workbook which includes examples of costs for each category. Then, complete the Budget Template below by providing detailed information on costs requested for this grant for activities identified in the Narrative Proposal Itemize each item type intended for purchase separately and include pertinent information (year, make, and model for vehicles; relevant specifications for large equipment; capacity (cubic feet) for refrigeration). Add rows to the table below, as needed, ensuring that formatting carries over to new rows. **Ensure that the Applicant's name is included at the top of this template.**

Indirect Costs	
Expenditure Detail (Include specific details about costs)	**Total Funds**
Transportation reimbursement for Mother Lode Land Trust and UCCE Master Gardeners	$ 5,000.00
MWELO training for Building and Planning Staff	$ 5,000.00
Indirect Costs Subtotal:	$ 10,000.00
Indirect Costs Cap (10% of total grant amount)	$ 45,000.00
Within Cap:	Yes
Capacity Planning/Program Evaluation/Gap Analysis	
Development of Organics Management Plan for Amador County	$ 15,000.00
Contribution towards ESJPA GHG Calculator Tool	$ 15,000.00
Capacity Planning/Program Evaluation/Gap Analysis Subtotal:	$ 30,000.00
Edible Food Recovery	
Purchase of additional pick-up/delivery vehicle for Interfaith Food Bank.	$ 65,000.00
Edible Food Recovery Subtotal	$ 65,000.00
Edible Food Recovery - Personnel	
Edible Food Recovery Subtotal - Personnel Subtotal	$ -
Education and Outreach	
Marketing campaign - fair display, market resources, brochure development, UC video production.	$ 24,000.00
Reproduction - Recruitment materials, supplies, books, UC translation servies (Spanish)	$ 15,000.00
Educational signs for community composting sites.	$ 6,000.00
Education and Outreach Subtotal	$ 45,000.00

Equipment (not related to Edible Food Recovery such as PPE, bins, lids, etc.)

SB 1383 Local Assistance Grant Budget, FY 2022-23

Applicant Name: Amador Solid Wast Management Department		
Purchase of backyard and worm compost bins, kitchen compost pales, and supplies.	$	10,000.00
Purchase of 2024 John Deere/Kubota tractor with attachments for Mother Lode Land Trust to develop and operate a Community Compost site at the existing Community Garden in Jackson.	$	31,500.00
Purchase of compost spreader, chipper/mulcher	$	5,000.00
Purchase of parts for DIY "Earth Cubes," small community compost machines	$	15,000.00
Equipment Subtotal:	$	61,500.00
Personnel		
Consultant - project implementation and mangement @ $100/hour	$	40,000.00
Costs associated with compliance, inspections, and enforcement	$	10,000.00
UCCE Master Gardeners - backyard composting training, community training, and site visits.	$	15,000.00
Mother Lode Land Trust - Pilot small scale community compost sites for cities and communities to be replicated.	$	65,000.00
Personnel Subtotal:	$	130,000.00
Procurement		
Procurement Subtotal:	$	-
Record Keeping		
Administrative recordkeeping for each city ($1,500) and county ($3,000)	$	10,500.00
Record Keeping Subtotal	$	10,500.00
Upgrade/Expansion		
Development of Community Compost at Mother Lode Land Trust Community Garden including improving access to the organic waste drop-off area, road grading, some fencing and gate(s), construction or renovation of existing structures to house equipment and supplies, and construction of shaded areas for composting demonstrations and education.	$	95,000.00
Development of the Compost Learning Center next to the Community Compost site .	$	3,000.00
Upgrade/Expansion Subtotal	$	98,000.00
Total Project Funds	$	450,000.00

AMADOR COUNTY COMMUNITY DEVELOPMENT AGENCY
WASTE MANAGEMENT & RECYCLING
County Administration Center ♦ 810 Court Street ♦ Jackson, CA 95642-2132

PHONE: (209) 223-6546
FAX: (209) 223-6395
WEBSITE: www.amadorcounty.gov
EMAIL: PublicWorks@amadorcounty.gov

VEHICLE PURCHASE

Amador County is requesting a quote for one (1) new medium-sized Ford SUV that meets or exceeds the minimum specifications outlined below:

Minimum Vehicle Specifications:

- Make: Ford
- Model: Medium-sized SUV (e.g., Explorer or equivalent)
- Drivetrain: All-Wheel Drive (preferred)
- Seating: Minimum 5-passenger
- Color: White
- Interior: Dark cloth or vinyl (easy to clean)
- Fuel Type: Gasoline
- Basic safety features, including back-up camera and Bluetooth connectivity
- Standard warranty
- Extra Key-Three total

Quote Requirements:
Please include the following in your quote:

- Vehicle base price
- Tire fees
- Documentation fees
- Delivery cost to:
  Amador County General Services
  12200-B Airport Rd, Jackson, CA 95642
- Sales tax 7.75
- Exempt license plate processing

Please submit your quote no later than **October 10, 2025 by 4:00 PM**. Quotes may be submitted by email to jgardner@amadorcounty.gov in PDF format.

If you have any questions, or need clarification on specifications, feel free to contact me directly at (209) 223-6546.

Once the bids are received and the lowest quote selected, the vehicle will need to be held until after it goes to the Amador County Board of Supervisors for approval. Additionally, payment will be made net 30 days after the vehicle is received.

Thank you for your time and assistance.

Jeff Gardner
Director of Solid Waste

Bid Request for Ford SUV

Vendor	Contact	Address	Phone #	Vehicle	VIN	Base Cost	Taxes	Fees	Rebate/Discount	Net Cost
Big Valley Ford	Luis Rubio	luisr@bigvalleyford.com	209-263-9454	2025 Ford Explorer Active 4WD	1FMUK7DH6SGC69050	43,688.40	3,392.44	128.75	(1,500.00)	45,709.59
Folsom Lake Ford	Rychard Rosada	RychardRosada@folsomlakeford.com	916-397-5982	2025 Ford Explorer 4x4		43,996.00	3,416.28	128.75	(1,500.00)	46,041.03
Dupratt Ford	Fernando Trujillo Jr.	Fernando.Trujillo@Duprattford.com	530-902-5071	2025 Ford Explorer Active 4WD Includes 3rd Key	1FMUK8DH3SG02544	43,758.00	3,397.83	128.75		47,284.58
Towne Ford	Lloyd Pratt	lprattford@gmail.com	510-384-7447	2025 Ford Explorer Active 4WD	1FMUK8DH9SGC53334	43,905.00	3,157.35	128.75	(3,250.00)	43,941.10

EQUIPMENT USE AGREEMENT
Between the Amador County and the Inter Faith Food Bank

This agreement by and between the County of Amador, through its Waste Management and Recycling Department ("Equipment Owner") and the Inter Faith Food Bank ("User"), will take effect on the _____ day of _____ 202_, and will continue until such time Equipment Owner transfers ownership to User.

WHEREAS, Equipment Owner purchased and owns certain personal property with SB 1383 Local Assistance Grant funds provided by the California Department of Resources Recycling and Recovery (CalRecycle}, and

WHEREAS, said equipment is described as a 2025 Ford Explorer (or similar) which is normally used for normal daily operations, and

WHEREAS, User desires to use the Equipment at the Inter Faith Food Bank located at 12181 Airport Road, Martell, CA for use during the daily operations of the food bank facility, and

WHEREAS, Equipment Owner has agreed to allow User to use the Equipment provided that the following terms and conditions are met.

It is Therefore Agreed By and Between the Parties:

1. Equipment Owner agrees to let User use the Equipment for the above-described purpose at the location identified in this agreement. Any relocation of Equipment will require prior written approval by the Equipment owner.

2. User agrees to use the Equipment in a careful and proper manner and shall service and maintain the equipment in good repair and operating condition, allowing for reasonable wear and tear.

3. Insurance Requirements. User will maintain the insurance coverages shown below:
    - Liability Insurance. User promises and warrants that it carries liability insurance with a minimum liability occurrence limit of $1,000,000. The User will provide a certificate of insurance to the Equipment Owner at least seven days prior to the date upon which the User begins to use the above described Equipment. The certificate of insurance will indicate that User has made Equipment Owner an "additional insured" on User's policy with respect to the use of the Equipment.
    - Property Insurance. User promises and warrants that User will keep the equipment insured against all risks of loss or damage from every cause whatsoever for full replacement value of the Equipment and name Equipment Owner as a loss payee.

4. User agrees to hold harmless, indemnify and defend equipment owner (including equipment owner's agents, employees, and representatives) from any and all liability for injury or damage including, but not limited to, bodily injury, personal injury, emotional injury, property damage, or financial damage, which may result from any person using the equipment while the equipment is in the care of user, regardless

of whether such injury or damage results from the negligence of the equipment owner (including equipment owner's agents, employees and representatives} or otherwise.

5. User has inspected the Equipment and acknowledges that the Equipment is in good and acceptable condition.

6. User agrees that if any of the equipment fails to perform, such as the engine after acceptance by User, it will be the responsibility of User to repair and correct the problem. User further agrees that Equipment Owner will not be responsible for any failure of equipment for any reason.

7. User agrees not to assign any of its rights under this agreement, unless approved by the Equipment Owner.

8. This Agreement shall commence on the date set forth above and shall terminate on the earlier of any transfer of ownership of the Vehicle from Equipment Owner to Equipment User or other agency or December 31, 2030.

This document contains the entire agreement of the parties and supersedes all oral agreements relating to the subject matter.

Equipment Owner	**User**
Jeff Brown, Chairman Amador County Board of Supervisors	Beth Stanton, Executive Director Inter Faith Food Bank

Board of Supervisors Agenda Item Report

Submitting Department: Board of Supervisors
Meeting Date: December 16, 2025

SUBJECT
Public Works Department: State Route 88 / Pine Grove Corridor Improvement Project â€“ First Amendment to Consultant Services Agreement with MGE Engineering inc.

Recommendation:
Approve

4/5 vote required:
No

Distribution Instructions:
Jeff - Public Works, Auditor-Controller, File

ATTACHMENTS

- First Amendment Memo.docx
- MGE_First Amendment_December 2025.doc
- First Amendment_Attachment A_December.docx
- 11-20-25 Amador County SR 88 Pine Grove 10H-1 and Estimates - JS - updated 12-1-25.pdf

AMADOR COUNTY COMMUNITY DEVELOPMENT AGENCY

TRANSPORTATION & PUBLIC WORKS

PHONE: (209) 223-6429
FAX: (209) 223-6395
WEBSITE: www.amadorcounty.gov
EMAIL: PublicWorks@amadorcounty.gov

COUNTY ADMINISTRATION CENTER • 810 COURT STREET • JACKSON, CA 95642-2132

MEMORANDUM

TO: **Board of Supervisors**

FROM: **Jeff Christman, Director of Transportation and Public Works**

DATE: **December 16, 2025**

SUBJECT: **State Route 88 / Pine Grove Corridor Improvement Project – First Amendment to Consultant Services Agreement with MGE Engineering inc.**

CONTACT: **Jeff Christman (223-6248)**

Overview

The Amador County Department of Transportation and Public Works has completed the design of roadway improvements along the SR 88 corridor in Pine Grove. The revised Phase A will provide operational and safety improvements on SR 88 from Irish Town Road to just past Pine Grove Elementary School in the town of Pine Grove. The primary components of the State Route 88/Pine Grove Improvement Project (Project) are as follows:

- Widening SR 88 to provide 8-foot shoulders and 12-foot lanes from Irish Town Road to just past Pine Grove Elementary School.
- Relocation of egress from Pine Grove Elementary School onto Pine Grove Volcano Road
- Signalization of the SR 88/Pine Grove Volcano Road intersection.
- Providing a new pedestrian crossing near the Pine Grove Town Hall, just east of Irish Town Road.
- Constructing new sidewalks along SR 88 from Irish Town Road to Pine Grove Elementary School.

The first amendment to the consultant services agreement with MGE Engineering is necessary due to the change of cost from the first contract dated August 22, 2023 for the amount of $1,377,834.71 and the proposed amendment dated December 16, 2025 for the amount of $978,866.50.

Requested Actions:

Approve and execute First Amendment to Consultant Services Agreement with MGE Engineering Inc.

Fiscal Impact

The current contract amount is $1,377,834.71. This amendment decreases the contract by $398,968.21.

Attachments:
First Amendment
Attachment A
MGE New Cost Proposal
MGE Engineering Contract

FIRST AMENDMENT TO AGREEMENT BETWEEN AMADOR COUNTY AND MGE ENGINEERING INC. FOR CONSULTING SERVICES

THIS FIRST AMENDMENT TO THE AGREEMENT FOR CONSULTING SERVICES (this "First Amendment") is made as of December 16, 2025 by and between COUNTY OF AMADOR, a political subdivision of the State of California ("County") and MGE ENGINEERING INC. a California corporation ("Consultant").

RECITALS

A. County and Consultant executed an Agreement For Consulting Services (the "Original Agreement") dated August 22, 2023 whereby Consultant agreed to provide certain professional services upon the terms and conditions set forth in the Original Agreement. The Original Agreement is referred to herein as the "Agreement."

B. County and Consultant desire to modify the Agreement as set forth in this First Amendment.

NOW, THEREFORE, the parties agree as follows:

1. Subsection 1.1 of Section 1 SERVICES TO BE RENDERED BY CONSULTANT is amended by adding the Work listed on Attachment A to this First Amendment, attached and incorporated by this reference, as additional services to be performed by Consultant. Compensation for the additional Work described herein shall be paid through a reallocation of funds from the existing budget as described in Attachment A.

2. Section 4 TERM; TERMINATION OF AGREEMENT is amended by changing the first sentence to read as follows:

"This Agreement shall commence on the date of execution by County and Consultant shall commence work after notification to proceed by the County's Project Manager and shall terminate upon the earlier of the successful completion of the Work or eight (8) years following the date of execution, unless extended in writing by mutual agreement of the parties."

3. Except as set forth in this First Amendment, the Agreement shall remain unmodified and in full force and effect.

IN WITNESS WHEREOF, the parties have executed this First Amendment as of the date first set forth above.

COUNTY:

BY:_____
Chairman, Board of Supervisors

APPROVED AS TO FORM:
GREGORY GILLOTT, AMADOR COUNTY COUNSEL

BY:_____

CONSULTANT:

BY:_____
MGE Engineering Inc.

Federal I.D. No.: 680231292

ATTEST:
JENIFER BURNS, CLERK OF THE BOARD OF SUPERVISORS

BY:_____

ATTACHMENT A – SCOPE OF WORK

GENERAL CONTRACT INFORMATION

Scope of Work Includes:

1) MGE Engineering Proposal Scope of Work dated August 22, 2023
2) MGE Engineering Amendment Request (Amendment #1) dated November 20, 2025

COST PROPOSAL Page 1 OF 3

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed ☑ **Prime Consultant** ☐ **Subconsultant** ☐ **2nd Tier Subconsultant**

Consultant MGE Engineering, Inc.

Project No. Fed Aid No. 10-0G550/HIPL-5926(066) Contract No. 3000-5521 Date 11/20/2025

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
Project Manager *	Joe Siemers	200	$91.00	$18,200.00
Inspector **	Mohammad Rezaian/Peter Yang	450	$83.00	$37,350.00
Office Engineer **	Steve Matranga	700	$73.00	$51,100.00
			$0.00	$0.00
			$0.00	$0.00
			$0.00	$0.00
			$0.00	$0.00
			$0.00	$0.00

Total Hours 200

LABOR COSTS

a) Subtotal Direct Labor Costs $106,650.00

b) Anticipated Salary Increases (see page 2 for calculation) $0.00

c) TOTAL DIRECT LABOR COSTS [(a) + (b)] $106,650.00

INDIRECT COSTS

d) Fringe Benefits (Rate: 48.62%) e) Total Fringe Benefits [(c) x (d)] $51,853.23

f) Overhead (Rate: 0.00%) g) Overhead [(c) x (f)] $0.00

h) General and Administrative (Rate: 98.02%) i) Gen & Admin [(c) x (h)] $104,538.33

j) **TOTAL INDIRECT COSTS** [(e) + (g) + (i)] $156,391.56

FIXED FEE (Rate: 10.00%) k) **TOTAL FIXED FEE** [(c) + (j)] x (q)] $26,304.16

$289,345.72

l) **CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)**

Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs	10000	mile	$ 0.700	$7,000.00
Construction Offis rental and Public Meetings	1	lump sum	$ 12,000.00	$12,000.00
Per Diem (CT Travel Guide)	30	each	$ 191.70	$5,751.00

l) **TOTAL OTHER DIRECT COSTS** $24,751.00

m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)

GFT, Inc.	$ 451,182.66
DCM Group, Labor Compliance	$ 44,582.47
Blackburn Consulting, Materials Testing	$ 142,524.91
Gallaway Enterprises, Environmental Monitoring	$ 26,479.74

m) TOTAL SUBCONSULTANTS' COSTS $ 664,769.78

n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS** [(l)+(m)] $689,520.78

TOTAL COST [(c) + (j) + (k) + (n)] $978,866.50

NOTES:

1. Key personnel **must** be marked with an asterisk (*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (**). All costs must comply with the Federal cost principles. Subconsultants will provide their own cost proposals.
2. The cost proposal format shall not be amended. Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognizant agency or accepted by Caltrans.
3. Anticipated salary increases calculation (page 2) must accompany.

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

Direct Labor Subtotal per Cost Proposal		Total Hours per Cost Proposal		Avg Hourly Rate	5 Year Contract Duration
$106,650.00		1350	=	$79.00	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)

	Avg Hourly Rate		Proposed Escalation			
Year 1	$79.00	+	3.5%	=	$81.77	Year 2 Avg Hourly Rate
Year 2	$81.77	+	3.5%	=	$84.63	Year 3 Avg Hourly Rate
Year 3	$84.63	+	3.5%	=	$87.59	Year 4 Avg Hourly Rate
Year 4	$87.59	+	3.5%	=	$90.65	Year 5 Avg Hourly Rate
Year 5	$90.65	+	3.5%	=	$93.83	Year 6 Avg Hourly Rate
Year 6	$93.83	+	3.5%	=	$97.11	Year 7 Avg Hourly Rate

3. Calculate estimated hours per year (Multiply estimate % each year by total hours)

	Estimated % Completed Each Year		Total Hours per Cost Proposal		Total Hours per Year	
Year 1	100.00%	*	1350.0	=	1350.0	Estimated Hours Year 1
Year 2	0.00%	*	1350.0	=	0.0	Estimated Hours Year 2
Year 3	0.00%	*	1350.0	=	0.0	Estimated Hours Year 3
Year 4	0.00%	*	1350.0	=	0.0	Estimated Hours Year 4
Year 5	0.00%	*	1350.0	=	0.0	Estimated Hours Year 5
Year 6	0.00%	*	1350.0	=	0.0	Estimated Hours Year 6
Total	100%		Total	=	1350.0	

4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)

	Avg Hourly Rate (calculated above)		Estimated hours (calculated above)		Cost per Year	
Year 1	$79.00	*	1350.0	=	$106,650.00	Estimated Hours Year 1
Year 2	$81.77	*	0.0	=	$0.00	Estimated Hours Year 2
Year 3	$84.63	*	0.0	=	$0.00	Estimated Hours Year 3
Year 4	$87.59	*	0.0	=	$0.00	Estimated Hours Year 4
Year 5	$90.65	*	0.0	=	$0.00	Estimated Hours Year 5
Year 6	$93.83	*	0.0	=	$0.00	Estimated Hours Year 6
	Total Direct Labor Cost with Escalation			=	$106,650.00	
	Direct Labor Subtotal before Escalation			=	$106,650.00	
	Estimated total of Direct Labor Salary Increase			=	**$0.00**	Transfer to Page 1

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable.
(i.e. $250,000 x 2% x 5 yrs = $25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

Certification of Direct Costs:

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

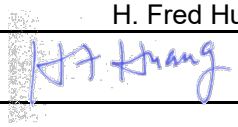
1 Generally Accepted Accounting Principles (GAAP)
2 Terms and conditions of the contract
3 Title 23 United States Code Section 112 - Letting of Contracts
4 48 Code of Federal Regulations Part 31 - Contract Cost Principles and Procedures
5 23 Code of Federal Regulations Part 172 - Procurement, Management, and Administration of Engineering and Design Related Service
6 48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

Local governments are responsible for applying only cognizant agency approved or Caltrans accepted Indirect Cost Rate(s).

Prime Consultant or Subconsultant Certifying:

Name: H. Fred Huang Title *: President

Signature :  Date of Certification (mm/dd/yyyy): 11/20/2025

Email: fhuang@mgeeng.com Phone Number: (916) 421-1000

Address: 7415 Greenhaven Drive, Suite 100, Sacramento, CA 95831

*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

Construction Management Services for State Route 88/Pine Grove Corridor Improvement Project.

Amador County
State Route 88/Pine Grove Corridor Improvement Project Construction
Management Services - MGE Engineering/ GFT Inc.
Estimated Hours -November 20, 2025

	Joe Siemers, P.E. - Project manager - MGE	Steve Matranga - MGE Office Engineer	Bob Ericksen, P.E.- Resident Engineer - GFT, Inc.	Bob Saling - Assist. RE/Inspector - GFT, Inc.	Mohammad Rezain/Peter Yang- Asst. RE/Inspector. - MGE	Student Intern - MGE & GFT, Inc.	MGE/Flaherty Task Total Hours	DCM (Labor Compliance)	Blackburn Consulting - Materials Testing	Gallaway Enterprises - Environmental Monitoring	
	266.22	**206.44**	**280.83**	**205.36**	**206.40**	**113.34**					
WBS: AMADOR 1 Project Milestones (see schedule in the RFP Proposal)											
WBS: AMADOR 2 Administration											
ADMIN - Project Mangement activities	200						200				
ADMIN - DCM (Labor Compliance)								$44,582.07			
ADMIN - Blackburn Consulting - Materials Testing									$142,524.91		
ADMIN - Gallaway Enterprises - Environmental Monitoring										$26,479.74	
ADMIN - RE Duties - 1 Costruction Season			650				650				
ADMIN - Office Engineer Duties - 1 Construction Season		700					700				
ADMIN - Claims Engineer							0				
ADMIN - Submittals			50	20			70				
SUBTOTAL HOURS	200	700	700	20	0		1620				
COST	$53,244.00	$144,508.00	$196,581.00	$4,107.20	$0.00		$ 398,440.20				
WBS: AMADOR 3 Work By Others (PG&E, Relocate Existing Propane Tank)											
WBS: AMADOR 4 Pine Grove Volcano Road											
PG 1020 Establish Temporary Detour				8	0		8				
PG 1050 Demo DS 17				8	0		8				
PG 1030 Roadway Excavation Pine Grove Volcano Road				16	0		16				
PG 1040 Roadway Excavation Elementary School Road				24	0		24				
PG 1060 Construct DS 18				16	0		16				
PG 1070 Construct DS 19				16	0		16				
PG 1080 Install 1,500 gallon Septic Tank				16	0		16				
PG 1100 Install New Septic Lines and Connect to Existing				16	0		16				
PG 1110 Subgrade				16	0		16				
PG 1120 Class 2 Aggregate Base - Pine Grove and Elimentary School				16	0		16				
PG 1130 HMA Gutter				8	0		8				
PG 1140 HMA Dike - Type A				8	0		8				
PG 1150 HMA Pine Grove and Elementary School Drive				16	0		16				
PG 1160 Slurry Seal				8	0	80	8				
SUBTOTAL HOURS	0	0	0	192	0	80	192				
COST	$0.00	$0.00	$0.00	$39,429.12	$0.00	$9,067.20	$39,429.12				
WBS: AMADOR 5 Stage 1 Construction											
ST1 1020 Install Stage 1 SWPPP				6	0		6				
ST1 1010 Stage 1 Construction Area Signs				8	0		8				
ST1 1040 Grade and Pave Widening at Hwy 88-Pine Grove				16	8		24				
ST1 1050 Place Temporary Crash Cushions and K-rail Stage-1				8	8		16				
ST1 1060 Restripe and switch traffic				8	8		16				
WBS: AMADOR 5.1 Stage 1 Drainage Work											
ST1 Drainage 1070 Remove DS 10				8	8		16				
~~ST1 Drainage 1130 Install DS 20~~				0	0		0				
~~ST1 Drainage 1080 Install DS 12~~				0	0		0				
~~ST1D 1040 Remove DS 21~~				0	0		0				
~~ST1D 1090 Install DS 13~~				0	0		0				
~~ST1D 1100 Install DS 14~~				0	0		0				
~~ST1D 1110 Install DS 15~~				0	0		0				
~~ST1D 1120 Remove Partial DS16~~				0	0		0				
ST1D 1000 Remove Exiting DS 4				8	0		8				
ST1D 1010 Install DS 4				16	8		24				

~~ST1D 1020 Remove Partial DS 16~~				0	0		0			
ST1D 1030 Install DS-5				16	0		16			
ST1D 1040 Install DS 7 elements a,b & c				16	8		24			
ST1D 1050 Remove Existing DS 9				8	8		16			
ST1D 1060 Install DS 9				16	8		24			
WBS: AMADOR 5.2 Stage 1 Road Work Sta 63+58.89 to 81+01.00										
ST1 Road 1000 Clear and Grub				16	0		16			
ST1 Road 1010 Roadway Excavation				16	16		32			
ST1 Road 1020 Subgrade				16	8		24			
ST1 Road 1030 Class 2 Aggregate Base				8	8		16			
ST1 Road 1040 HMA Ditch				8	8		16			
ST1 Road 1050 HMA Type E Dike				8	8		16			
ST1 Road 1060 HMA Roadway				8	8		16			
ST1 Road 1070 Remove Stage 1 Traffic Handling				8	8		16			
~~ST1 Road 1080 Restripe Road for 2023-24 Winter Alignment~~				0	0		0			
WBS: AMADOR 5.3 Stage 1 Road Work Sta 81+01.00 to 91+50.00										
ST1 Road 1100 Clear and Grub				16	8		24			
ST1 Road 1110 Roadway Excavation				8	8		16			
ST1 Road 1120 Subgrade				8	8		16			
ST1 Road 1130 Class 2 Agreggate Base				8	8		16			
ST1 Road 1140 Curb, Gutter and Sidewalk				16	8		24			
ST1 Road 1150 HMA Roadway				8	8		16			
WBS: AMADOR 5.4 Stage 1 Road Work Sta 81+01.00 to 95+13.40										
ST1 Road 2000 Clear and Grub				16	8		24			
ST1 Road 2010 Roadway Excavation				16	8		24			
ST1 Road 2020 Subgrade				16	8		24			
ST1 Road 2030 Class 2 Aggregate Base				8	8		16			
ST1 Road 2040 Curb, Gutter and Sidewalk				16	8		24			
ST1 Road 2050 HMA Roadway				8	8	120	16			
SUBTOTAL HOURS	0	0	0	366	224	120	240			
COST	$0.00	$0.00	$0.00	$75,161.76	$46,233.60	$13,600.80	$121,395.36			
WBS: AMADOR 6 Stage 2 Construction										
WBS: AMADOR 6.1 Stage 2 Drainage Work										
ST2D 1010 Install DS 2				16	8		24			
ST2D 1020 Install DS 8				16	8		24			
ST2D 1030 Install DS 11				16	8		24			
~~ST2D 1040 Remove DS 16~~				0	0		0			
WBS: AMADOR 6.2 Stage 2 Roadway Work										
ST2 Road 1000 Install Stage 2 Traffic Handling				16	8		24			
ST2 Road 1010 Install SWPPP BMP'S as needed for Stage 2 roadwork				16	8		24			
WBS: AMADOR 6.3 Stage 2 Roadway Work Sta 61+40.61 to 81+01.00										
ST2 Road 1200 Clear and Grub				16	8		24			
ST2 Road 1210 Roadway Excavation				16	16		32			
ST2 Road 1220 Subgrade				16	16		32			
ST2 Road 1230 Class 2 Aggregate Base				16	16		32			
ST2 Road 1240 Curb, Gutter and Sidewalk				16	16		32			
ST2 Road 1250 HMA Roadway				16	10		26			
WBS: AMADOR 6.4 Stage 2 Roadway Work Sta 81+01.00 to 91+50.00										
ST2 Road 2000 Clear and Grub				16	8		24			
ST2 Road 2010 Roadway Excavation				16	8		24			
ST2 Road 2020 Subgrade				16	8		24			
ST2 Road 2030 Class 2 Aggregate Base				16	8		24			
ST2 Road 2040 Curb, Gutter and Sidewalk				16	8		24			
ST2 Road 2050 Retaining Curb				16	8		24			
ST2 Road 2060 HMA Roadway				16	8		24			
WBS: AMADOR 6.5 Stage 2 Roadway Work Sta 91+50.00 to 95+13.40										

ST2 Road 3000 Clear and Grub				16	8		24			
ST2 Road 3010 Roadway Excavation				16	8		24			
ST2 Road 3020 Subgrade				16	8		24			
ST2 Road 3030 Class 2 Aggregate Base				16	8		24			
ST2 Road 3040 Curb, Gutter and Sidewalk				16	8		24			
ST2 Road 3050 HMA Roadway				16	8	60	24			
SUBTOTAL HOURS	0	0	0	384	226	60	610			
COST	$0.00	$0.00	$0.00	$78,858.24	$21,465.60	$6,800.40	$100,323.84			
WBS: AMADOR 7 Final Work										
FW 4000 Complete Grinding Existing Roadway			4				4			
FW 4010 HMA Slope Correction Overlay			4				4			
FW 4020 Slurry Seal			4				4			
FW 4030 Restripe Roadway			4		4		8			
FW 4040 Roadway Markings			4		4		8			
FW 4050 Install Signage			4				4			
FW 4060 Complete Final Erosion Control			4		4		8			
FW 4070 Punchlist			16				16			
FW 4080 Walkthrough with the County and Caltrans			4				4			
SUBTOTAL HOURS	0	0	48	0	12		60			
COST	$0.00	$0.00	$13,479.84	$0.00	$2,476.80		$15,956.64			
TOTAL HOURS	200	0	748	962	450	260	2360	$44,582.07	$142,524.91	$26,479.74
TOTAL LABOR COST	$53,244.00	$144,508.00	$210,060.84	$197,556.32	$92,880.00	$29,468.40	$727,717.56			
Construction Office Rental: 9 months at $1,000.00/month							$ 9,000.00			
Company Vehicle (Prorated for actual monthly usage) - GFT, Inc.							$ 14,597.62			
Mileage: Estimated 10,000 miles at $0.70/mile)							$ 7,000.00			
Per Diem per CT Travel Guide (30 stays @ $132.7 (hotel) + $59.00 (meals))							$ 5,751.00			
Public Meetings: Assume 1 per month for 6 months at $500.00 per meeting							$ 3,000.00			
							$980,652.90			

The cost of our services includes furnishing of all materials, equipment and computers, labor and insurance for all services as outlined in the County's Request for Proposal. Part-time working hours are included for our Staff for 385 Working Days with exception of working hours not allowed to be performed on Saturdays, Sundays or Holidays as stated in the construction contract special provisions.
WBS codes for MGE internal purposes and intended to match the project schedule

COST PROPOSAL Page 1 OF 3

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed ☐ **Prime Consultant** ☑ **Subconsultant** ☐ **2nd Tier Subconsultant**

Consultant **GFT, Inc.**

Project No. Fed Aid No. 10-0G550/HIPL-5926(066) Contract No. 3000-5521 Date 11/17/2025

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
Project Manager *	Dave Flaherty	0	$91.00	$0.00
Resident Engineer **	Robert Ericksen	748	$113.50	$84,898.00
Inspector **	Bob Saling	962	$83.00	$79,846.00
Student Intern **	Domenic Molteni	260	$45.00	$11,700.00
			$0.00	$0.00
			$0.00	$0.00
			$0.00	$0.00
			$0.00	$0.00

Total Hours 200

LABOR COSTS

a) Subtotal Direct Labor Costs $176,444.00

b) Anticipated Salary Increases (see page 2 for calculation) $8.90

c) TOTAL DIRECT LABOR COSTS [(a) + (b)] $176,452.90

INDIRECT COSTS

d) Fringe Benefits (Rate: 53.086%) e) Total Fringe Benefits [(c) x (d)] $93,671.79

f) Overhead (Rate: 71.844%) g) Overhead [(c) x (f)] $126,770.82

h) General and Administrative (Rate: 0.00%) i) Gen & Admin [(c) x (h)] $0.00

j) **TOTAL INDIRECT COSTS** [(e) + (g) + (i)] $220,442.61

FIXED FEE (Rate: 10.00%) k) **TOTAL FIXED FEE** [(c) + (j)] x (q)] $39,689.55

$436,585.06

l) **CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)**

Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs	0	mile	$ 0.700	$0.00
Per Diem per CT Travel Guide	0	lump sum	$ -	$0.00
Special Deliveries	0	each	$ 25.00	$0.00

l) **TOTAL OTHER DIRECT COSTS** $0.00

m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)

m) TOTAL SUBCONSULTANTS' COSTS $ -

n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS** [(l)+(m)] $0.00

TOTAL COST [(c) + (j) + (k) + (n)] $436,585.06

NOTES:

1. Key personnel **must** be marked with an asterisk (*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (**). All costs must comply with the Federal cost principles. Subconsultants will provide their own cost proposals.
2. The cost proposal format shall not be amended. Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognizant agency or accepted by Caltrans.
3. Anticipated salary increases calculation (page 2) must accompany.

COST PROPOSAL Page 2 of 3

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

Direct Labor Subtotal per Cost Proposal		Total Hours per Cost Proposal		Avg Hourly Rate	5 Year Contract Duration
$176,444.00		1970	=	$89.57	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)

	Avg Hourly Rate		Proposed Escalation			
Year 1	$89.57	+	3.5%	=	$92.70	Year 2 Avg Hourly Rate
Year 2	$92.70	+	3.5%	=	$95.95	Year 3 Avg Hourly Rate
Year 3	$95.95	+	3.5%	=	$99.31	Year 4 Avg Hourly Rate
Year 4	$99.31	+	3.5%	=	$102.78	Year 5 Avg Hourly Rate
Year 5	$102.78	+	3.5%	=	$106.38	Year 6 Avg Hourly Rate
Year 6	$106.38	+	3.5%	=	$110.10	Year 7 Avg Hourly Rate

3. Calculate estimated hours per year (Multiply estimate % each year by total hours)

	Estimated % Completed Each Year		Total Hours per Cost Proposal		Total Hours per Year	
Year 1	100.00%	*	1970.0	=	1970.0	Estimated Hours Year 1
Year 2	0.00%	*	1970.0	=	0.0	Estimated Hours Year 2
Year 3	0.00%	*	1970.0	=	0.0	Estimated Hours Year 3
Year 4	0.00%	*	1970.0	=	0.0	Estimated Hours Year 4
Year 5	0.00%	*	1970.0	=	0.0	Estimated Hours Year 5
Year 6	0.00%	*	1970.0	=	0.0	Estimated Hours Year 6
Total	100%		Total	=	1970.0	

4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)

	Avg Hourly Rate (calculated above)		Estimated hours (calculated above)		Cost per Year	
Year 1	$89.57	*	1970.0	=	$176,452.90	Estimated Hours Year 1
Year 2	$92.70	*	0.0	=	$0.00	Estimated Hours Year 2
Year 3	$95.95	*	0.0	=	$0.00	Estimated Hours Year 3
Year 4	$99.31	*	0.0	=	$0.00	Estimated Hours Year 4
Year 5	$102.78	*	0.0	=	$0.00	Estimated Hours Year 5
Year 6	$106.38	*	0.0	=	$0.00	Estimated Hours Year 6
	Total Direct Labor Cost with Escalation			=	$176,452.90	
	Direct Labor Subtotal before Escalation			=	$176,444.00	
	Estimated total of Direct Labor Salary Increase			=	**$8.90**	Transfer to Page 1

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable.
(i.e. $250,000 x 2% x 5 yrs = $25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

January 2020

Certification of Direct Costs:

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

1 Generally Accepted Accounting Principles (GAAP)
2 Terms and conditions of the contract
3 Title 23 United States Code Section 112 - Letting of Contracts
4 48 Code of Federal Regulations Part 31 - Contract Cost Principles and Procedures
5 23 Code of Federal Regulations Part 172 - Procurement, Management, and Administration of Engineering and Design Related Service
6 48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

Local governments are responsible for applying only cognizant agency approved or Caltrans accepted Indirect Cost Rate(s).

Prime Consultant or Subconsultant Certifying:

Name: Dave Flaherty Title *: President

Signature : Dave Flaherty Date of Certification (mm/dd/yyyy): 11/17/2025

Email: flaherty.m.dave@gmail.com Phone Number: 805-895-8148

Address:

*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

Construction Management Services for State Route 88/Pine Grove Corridor Improvement Project.

EXHIBIT 10-H1 COST PROPOSAL Page 1 OF 3

ACTUAL COST-PLUS-FIXED FEE OR LUMP SUM (FIRM FIXED PRICE) CONTRACTS
(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed **Prime Consultant** **X Subconsultant** 2nd Tier Subconsultant

Consultant DCM Group

Project No. Amador County CM for Pine Grove SR88 Construction Contract No. 3000-5521 Date 10/18/2025

DIRECT LABOR

Classification/Title	Name	hours	Actual Hourly R	Total
Project Manager	Victoria Castaneda	55	$103.96	$5,717.80
Labor Compliance Coordinator	Dina Dennis	65	$53.69	$3,489.85
Labor Compliance Officer	Jessica Rios	380	$30.00	$11,400.00
Labor Compliance Administrator	Melanie Birchfield	50	$26.00	$1,300.00
			$0.00	$0.00

LABOR COSTS

a) Subtotal Direct Labor Costs $21,907.65

b) Anticipated Salary Increases (see page 2 for calculation) $0.00

c) TOTAL DIRECT LABOR COSTS [(a) + (b)] $21,907.65

INDIRECT COSTS

d) Fringe Benefits (Rate: 30.00%) e) Total Fringe Benefits [(c) x (d)] $6,572.30

f) Overhead (Rate: 55.00%) g) Overhead [(c) x (f)] $12,049.21

h) General and Administrative (Rate: 0.00%) i) Gen & Admin [(c) x (h)] $0.00

j) TOTAL INDIRECT COSTS [(e) + (g) + (i)] $18,621.50

FIXED FE 10.00% k) TOTAL FIXED FEE [(c) + (j)] x (q)] $4,052.92

l) CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)

Description of Item	Quantity	Unit	Unit Cost	Total
			$	$
			$	$
			$	$

l) TOTAL OTHER DIRECT COSTS $0.00

m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)

	$
	$
	$
	$
	$

m) TOTAL SUBCONSULTANTS' COSTS $ -

n) TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS [(l)+(m)] $0.00

TOTAL COST [(c) + (j) + (k) + (n)] $44,582.07

NOTES:
1. Key personnel must be marked with an asterisk (*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (**). All costs must comply with the Federal cost principles. Subconsultants will provide their own cost proposals.
2. The cost proposal format shall not be amended. Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognizant agency or accepted by Caltrans.
3. Anticipated salary increases calculation (page 2) must accompany.

EXHIBIT 10-H1 COST PROPOSAL Page 2 of 3

ACTUAL COST-PLUS-FIXED FEE OR LUMP SUM (FIRM FIXED PRICE) CONTRACTS

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

Direct Labor Subtotal per Cost Proposal		Total Hours per Cost Proposal		Avg Hourly Rate	
$21,907.65		550	=	$39.83	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)

	Avg Hourly Rate		Proposed Escalation			
Year 1	$39.83	+	3.0%	=	$41.03	Year 1 Avg Hourly Rate
Year 2	$41.03	+	3.0%	=	$42.26	Year 2 Avg Hourly Rate
		+		=	$0.00	
		+		=	$0.00	
		+		=	$0.00	
		+		=	$0.00	

3. Calculate estimated hours per year (Multiply estimate % each year by total hours)

	Estimated % Completed Each Year		Total Hours per Cost Proposal		Total Hours per Year	
Year 1	100.00%	*	550.0	=	550.0	Estimated Hours Year 1
Year 2	0.00%	*	550.0	=	0.0	Estimated Hours Year 2
Year 3	0.00%	*	550.0	=	0.0	Estimated Hours Year 3
Year 4	0.00%	*	550.0	=	0.0	Estimated Hours Year 4
Year 5	0.00%	*	550.0	=	0.0	Estimated Hours Year 5
Year 6	0.00%	*	550.0	=	0.0	Estimated Hours Year 6
Total	100%		Total	=	550.0	

4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)

	Avg Hourly Rate (calculated above)		Estimated hours (calculated above)		Cost per Year	
Year 1	$39.83	*	550.0	=	$21,907.65	Estimated Hours Year 1
Year 2	$41.03	*	0.0	=	$0.00	Estimated Hours Year 2
Year 3	$0.00	*	0.0	=	$0.00	Estimated Hours Year 3
Year 4	$0.00	*	0.0	=	$0.00	Estimated Hours Year 4
Year 5	$0.00	*	0.0	=	$0.00	Estimated Hours Year 5
Year 6	$0.00	*	0.0	=	$0.00	Estimated Hours Year 6
	Total Direct Labor Cost with Escalation			=	$21,907.65	
	Direct Labor Subtotal before Escalation			=	$21,907.65	
	Estimated total of Direct Labor Salary Increase			=	**$0.00**	Transfer to Page 1

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable. (i.e. $250,000 x 2% x 5 yrs = $25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

Certification of Direct Costs:

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

1 Generally Accepted Accounting Principles (GAAP)
2 Terms and conditions of the contract
3 Title 23 United States Code Section 112 - Letting of Contracts
4 48 Code of Federal Regulations Part 31 - Contract Cost Principles and Procedures
5 23 Code of Federal Regulations Part 172 - Procurement, Management, and Administration of Engineering and Design Related Service
6 48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

Local governments are responsible for applying only cognizant agency approved or Caltrans accepted Indirect Cost Rate(s).

Prime Consultant or Subconsultant Certifying:

Name: Victoria Castaneda Title *: President

Signature: Victoria Castaneda Date of Certification (mm/dd/yyyy): October 18,2025

Email: victoria@dcmgrp.com Phone Number: (916) 837-8111

Address: 333 University Avenue Suite 200, Sacramento, CA 95825

*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

Labor Compliance Services

COST PROPOSAL Page 1 OF 3

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed ☐ **Prime Consultant** ☑ **Subconsultant** ☐ **2nd Tier Subconsultant**

Consultant **Blackburn Consulting -- HOME Office**

Project No. _____ Contract No. _____ Date _____

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
Principal	Staff	0	$ 111.59	$0.00
Senior Project Manager	Staff	10	$ 70.35	$703.50
Field Services Manager	Staff	0	$ 76.26	$0.00
GRP3 PW Technician	Staff	0	$ 70.08	$0.00
GRP 3 PW-OT Technician	Staff	0	$ 94.30	$0.00
Concrete Cylinder Pickup	Staff	0	$ 70.08	$0.00
	Staff	0		$0.00
	Staff	0		$0.00

Total Hours 10

LABOR COSTS

a) Subtotal Direct Labor Costs $703.50

b) Anticipated Salary Increases (see page 2 for calculation) $12.31

c) TOTAL DIRECT LABOR COSTS [(a) + (b)] $715.81

INDIRECT COSTS

d) Fringe Benefits (Rate: 0.00%) e) Total Fringe Benefits [(c) x (d)] $0.00

f) Overhead (Rate: 219.30%) g) Overhead [(c) x (f)] $1,569.77

h) General and Administrative (Rate: 0.00%) i) Gen & Admin [(c) x (h)] $0.00

j) **TOTAL INDIRECT COSTS** [(e) + (g) + (i)] $1,569.77

FIXED FEE (Rate: 10.00%) k) **TOTAL FIXED FEE** [(c) + (j)] x (q)] $228.56

l) **CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)**

Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs @ IRS Rate	0	mile	$ 0.700	$0.00
Nuclear Density Testing	0	Each	$ -	$0.00
Laboratory Testing	0	Each	$ -	$0.00
Concrete Cylinders	0	Each	$ -	$0.00

l) **TOTAL OTHER DIRECT COSTS** $0.00

m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)

m) TOTAL SUBCONSULTANTS' COSTS $ -

n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS** [(l)+(m)] $0.00

TOTAL COST [(c) + (j) + (k) + (n)] $2,514.14

NOTES:

1. Key personnel **must** be marked with an asterisk (*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (**). All costs must comply with the Federal cost principles. Subconsultants will provide their own cost proposals.
2. The cost proposal format shall not be amended. Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognizant agency or accepted by Caltrans.
3. Anticipated salary increases calculation (page 2) must accompany.

COST PROPOSAL Page 2 of 3

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

Direct Labor Subtotal per Cost Proposal		Total Hours per Cost Proposal		Avg Hourly Rate	5 Year Contract Duration
$703.50		10	=	$70.35	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)

	Avg Hourly Rate		Proposed Escalation			
Year 1	$70.35	+	3.5%	=	$72.81	Year 2 Avg Hourly Rate
Year 2	$72.81	+	3.5%	=	$75.36	Year 3 Avg Hourly Rate
Year 3	$75.36	+	3.5%	=	$78.00	Year 4 Avg Hourly Rate
Year 4	$78.00	+	3.5%	=	$80.73	Year 5 Avg Hourly Rate
Year 5	$80.73	+	3.5%	=	$83.55	Year 6 Avg Hourly Rate
Year 6	$83.55	+	3.5%	=	$86.48	Year 7 Avg Hourly Rate

3. Calculate estimated hours per year (Multiply estimate % each year by total hours)

	Estimated % Completed Each Year		Total Hours per Cost Proposal		Total Hours per Year	
Year 1	50.00%	*	10.0	=	5.0	Estimated Hours Year 1
Year 2	50.00%	*	10.0	=	5.0	Estimated Hours Year 2
Year 3	0.00%	*	10.0	=	0.0	Estimated Hours Year 3
Year 4	0.00%	*	10.0	=	0.0	Estimated Hours Year 4
Year 5	0.00%	*	10.0	=	0.0	Estimated Hours Year 5
Year 6	0.00%	*	10.0	=	0.0	Estimated Hours Year 6
Total	100%		Total	=	10.0	

4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)

	Avg Hourly Rate (calculated above)		Estimated hours (calculated above)		Cost per Year	
Year 1	$70.35	*	5.0	=	$351.75	Estimated Hours Year 1
Year 2	$72.81	*	5.0	=	$364.06	Estimated Hours Year 2
Year 3	$75.36	*	0.0	=	$0.00	Estimated Hours Year 3
Year 4	$78.00	*	0.0	=	$0.00	Estimated Hours Year 4
Year 5	$80.73	*	0.0	=	$0.00	Estimated Hours Year 5
Year 6	$83.55	*	0.0	=	$0.00	Estimated Hours Year 6
	Total Direct Labor Cost with Escalation			=	$715.81	
	Direct Labor Subtotal before Escalation			=	$703.50	
	Estimated total of Direct Labor Salary Increase			=	**$12.31**	Transfer to Page 1

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable.
(i.e. $250,000 x 2% x 5 yrs = $25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

January 2020

COST PROPOSAL Page 1 OF 3

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed ☐ **Prime Consultant** ☑ **Subconsultant** ☐ **2nd Tier Subconsultant**

Consultant Blackburn Consulting -- FIELD Office

Project No. _____ Contract No. _____ Date _____

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
Principal	Staff	0	$ 111.59	$0.00
Senior Project Manager	Staff	0	$ 70.35	$0.00
Field Services Manager	Staff	20	$ 92.49	$1,849.80
GRP3 PW Technician	Staff	412	$ 75.12	$30,949.44
GRP 3 PW-OT Technician	Staff	16	$ 99.73	$1,595.68
	Staff	0		$0.00
	Staff	0		$0.00
	Staff	0		$0.00

Total Hours 448

LABOR COSTS

a) Subtotal Direct Labor Costs $34,394.92

b) Anticipated Salary Increases (see page 2 for calculation) $601.91

c) TOTAL DIRECT LABOR COSTS [(a) + (b)] $34,996.83

INDIRECT COSTS

d) Fringe Benefits (Rate: 0.00%) e) Total Fringe Benefits [(c) x (d)] $0.00

f) Overhead (Rate: 144.78%) g) Overhead [(c) x (f)] $50,668.41

h) General and Administrative (Rate: 0.00%) i) Gen & Admin [(c) x (h)] $0.00

j) **TOTAL INDIRECT COSTS** [(e) + (g) + (i)] $50,668.41

FIXED FEE (Rate: 10.00%) k) **TOTAL FIXED FEE** [(c) + (j)] x (q)] $8,566.52

l) **CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)**

Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs @ IRS Rate	12120	mile	$ 0.700	$8,484.00
Nuclear Density Testing	94	Each	$ 24.00	$2,256.00
Laboratory Testing	1	Each	$ 34,415.00	$34,415.00
Concrete Cylinders	12	Each	$ 52.00	$624.00

l) **TOTAL OTHER DIRECT COSTS** $45,779.00

m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)

m) TOTAL SUBCONSULTANTS' COSTS $ -

n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS** [(l)+(m)] $45,779.00

TOTAL COST [(c) + (j) + (k) + (n)] $140,010.77

NOTES:

1. Key personnel **must** be marked with an asterisk (*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (**). All costs must comply with the Federal cost principles. Subconsultants will provide their own cost proposals.
2. The cost proposal format shall not be amended. Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognizant agency or accepted by Caltrans.
3. Anticipated salary increases calculation (page 2) must accompany.

January 2020

COST PROPOSAL Page 2 of 3

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

Direct Labor Subtotal per Cost Proposal		Total Hours per Cost Proposal		Avg Hourly Rate	5 Year Contract Duration
$34,394.92		448	=	$76.77	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)

	Avg Hourly Rate		Proposed Escalation			
Year 1	$76.77	+	3.5%	=	$79.46	Year 2 Avg Hourly Rate
Year 2	$79.46	+	3.5%	=	$82.24	Year 3 Avg Hourly Rate
Year 3	$82.24	+	3.5%	=	$85.12	Year 4 Avg Hourly Rate
Year 4	$85.12	+	3.5%	=	$88.10	Year 5 Avg Hourly Rate
Year 5	$88.10	+	3.5%	=	$91.18	Year 6 Avg Hourly Rate
Year 6	$91.18	+	3.5%	=	$94.38	Year 7 Avg Hourly Rate

3. Calculate estimated hours per year (Multiply estimate % each year by total hours)

	Estimated % Completed Each Year		Total Hours per Cost Proposal		Total Hours per Year	
Year 1	50.00%	*	448.0	=	224.0	Estimated Hours Year 1
Year 2	50.00%	*	448.0	=	224.0	Estimated Hours Year 2
Year 3	0.00%	*	448.0	=	0.0	Estimated Hours Year 3
Year 4	0.00%	*	448.0	=	0.0	Estimated Hours Year 4
Year 5	0.00%	*	448.0	=	0.0	Estimated Hours Year 5
Year 6	0.00%	*	448.0	=	0.0	Estimated Hours Year 6
Total	100%		Total	=	448.0	

4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)

	Avg Hourly Rate (calculated above)		Estimated hours (calculated above)		Cost per Year	
Year 1	$76.77	*	224.0	=	$17,197.46	Estimated Hours Year 1
Year 2	$79.46	*	224.0	=	$17,799.37	Estimated Hours Year 2
Year 3	$82.24	*	0.0	=	$0.00	Estimated Hours Year 3
Year 4	$85.12	*	0.0	=	$0.00	Estimated Hours Year 4
Year 5	$88.10	*	0.0	=	$0.00	Estimated Hours Year 5
Year 6	$91.18	*	0.0	=	$0.00	Estimated Hours Year 6
	Total Direct Labor Cost with Escalation			=	$34,996.83	
	Direct Labor Subtotal before Escalation			=	$34,394.92	
	Estimated total of Direct Labor Salary Increase			=	**$601.91**	Transfer to Page 1

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable.
(i.e. $250,000 x 2% x 5 yrs = $25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

January 2020

Certification of Direct Costs:

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

1 Generally Accepted Accounting Principles (GAAP)
2 Terms and conditions of the contract
3 Title 23 United States Code Section 112 - Letting of Contracts
4 48 Code of Federal Regulations Part 31 - Contract Cost Principles and Procedures
5 23 Code of Federal Regulations Part 172 - Procurement, Management, and Administration of Engineering and Design Related Service
6 48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

Local governments are responsible for applying only cognizant agency approved or Caltrans accepted Indirect Cost Rate(s).

Prime Consultant or Subconsultant Certifying:

Name: Wendy Supinger Title *: Principal

Signature : Wendy Supinger Date of Certification (mm/dd/yyyy): 10/25/2025

Email: wendys@blackburnconsulting.com Phone Number: (530) 887-1494

Address: 11521 Blocker Drive, Suite 110, Auburn, CA 95603

*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

Materials Testing and Construction Inspection Services

BLACKBURN CONSULTING
FEE ESTIMATE PROPOSAL
SR88 - Pine Grove Corridor Improvement

		Principal-In-Charge	Senior Project Manager	Field Services Manager	GRP 3 PW Technician	GRP 3 PW-OT Technician	Total Hours	Escalation	ODC	Cost Per Task
	Billing Rate ($/hour)	$391.94	$247.09	$249.04	$202.27	$268.53				
Task 1	**Materials Testing**									
1.1	Materials Testing	0	10	20	412	16	458	########## ####	########## ###	$142,526.35
	Task 1 Total Hours/Cost	**0**	**10**	**20**	**412**	**16**	**458**	**######### ####**	**######### ###**	$142,526.35
Task 2										
2.1										$0.00
2.2										$0.00
2.3										$0.00
2.4										$0.00
	Task 2 Total Hours/Cost	**0**	**0**	**0**	**0**	**0**	**0**			$0.00
Task 3										
3.1										$0.00
3.2										$0.00
	Task 3 Total Hours/Cost	**0**	**0**	**0**	**0**	**0**	**0**			$0.00
Task 4										$0.00
4.1										$0.00
4.2										$0.00
	Task 4 Total Hours/Cost	**0**	**0**	**0**	**0**	**0**	0			$0.00
Task 5										$0.00
5.1										$0.00
										$0.00
	Task 5 Total Hours/Cost	**0**	**0**	**0**	**0**	**0**	**0**			$0.00
										$0.00
										$0.00
	Total Project Hours/Costs	**0**	**10**	**20**	**412**	**16**	**458**	**$ 1,663.93**	**$ 45,779.00**	$142,526.35

Notes:

COST PROPOSAL Page 1 OF 3

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed ☐ **Prime Consultant** ☑ **Subconsultant** ☐ **2nd Tier Subconsultant**

Consultant **Gallaway Enterprises**

Project No. SR 88 Pine Grove Corridor Improvement Contract No. 3000-5521 Date 11/12/2025

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
Senior Project Manager	Kevin Sevier	4	$45.00	$180.00
Senior Biologist	Nick Perazzo	16	$38.00	$608.00
Senior Botanist	Staff	8	$34.00	$272.00
Biologist II	Staff	36	$33.00	$1,188.00
Biologist I	Staff	150	$28.00	$4,200.00
			$0.00	$0.00
			$0.00	$0.00
			$0.00	$0.00

Total Hours 214

LABOR COSTS

a) Subtotal Direct Labor Costs $6,448.00

b) Anticipated Salary Increases (see page 2 for calculation) $112.84

c) TOTAL DIRECT LABOR COSTS [(a) + (b)] $6,560.84

INDIRECT COSTS

d) Fringe Benefits (Rate: 41.74%) e) Total Fringe Benefits [(c) x (d)] $2,738.49

f) Overhead (Rate: 158.80%) g) Overhead [(c) x (f)] $10,418.61

h) General and Administrative (Rate: 0.00%) i) Gen & Admin [(c) x (h)] $0.00

j) TOTAL INDIRECT COSTS [(e) + (g) + (i)] $13,157.11

FIXED FEE (Rate: 10.00%) **k) TOTAL FIXED FEE** [(c) + (j)] x (q)] $1,971.79

l) CONSULTANT'S OTHER DIRECT COSTS (ODC) – ITEMIZE (Add additional pages if necessary)

Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs	3700	mile	$ 0.700	$2,590.00
				$0.00
Hotel Lodging/Food	10	each	$ 220.00	$2,200.00

l) TOTAL OTHER DIRECT COSTS $4,790.00

m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)

m) TOTAL SUBCONSULTANTS' COSTS $ -

n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS** [(l)+(m)] $4,790.00

TOTAL COST [(c) + (j) + (k) + (n)] $26,479.74

NOTES:

1. Key personnel **must** be marked with an asterisk (*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (**). All costs must comply with the Federal cost principles. Subconsultants will provide their own cost proposals.
2. The cost proposal format shall not be amended. Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognizant agency or accepted by Caltrans.
3. Anticipated salary increases calculation (page 2) must accompany.

COST PROPOSAL Page 2 of 3

COST-PLUS-FIXED FEE OR LUMP SUM OR FIRM FIXED PRICE CONTRACTS

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

Direct Labor Subtotal per Cost Proposal		Total Hours per Cost Proposal		Avg Hourly Rate	5 Year Contract Duration
$6,448.00		214	=	$30.13	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)

	Avg Hourly Rate		Proposed Escalation			
Year 1	$30.13	+	3.5%	=	$31.19	Year 2 Avg Hourly Rate
Year 2	$31.19	+	3.5%	=	$32.28	Year 3 Avg Hourly Rate
Year 3	$32.28	+	3.5%	=	$33.41	Year 4 Avg Hourly Rate
Year 4	$33.41	+	3.5%	=	$34.58	Year 5 Avg Hourly Rate
Year 5	$34.58	+	3.5%	=	$35.79	Year 6 Avg Hourly Rate
Year 6	$35.79	+	3.5%	=	$37.04	Year 7 Avg Hourly Rate

3. Calculate estimated hours per year (Multiply estimate % each year by total hours)

	Estimated % Completed Each Year		Total Hours per Cost Proposal		Total Hours per Year	
Year 1	50.00%	*	214.0	=	107.0	Estimated Hours Year 1
Year 2	50.00%	*	214.0	=	107.0	Estimated Hours Year 2
Year 3	0.00%	*	214.0	=	0.0	Estimated Hours Year 3
Year 4	0.00%	*	214.0	=	0.0	Estimated Hours Year 4
Year 5	0.00%	*	214.0	=	0.0	Estimated Hours Year 5
Year 6	0.00%	*	214.0	=	0.0	Estimated Hours Year 6
Total	100%		Total	=	214.0	

4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)

	Avg Hourly Rate (calculated above)		Estimated hours (calculated above)		Cost per Year	
Year 1	$30.13	*	107.0	=	$3,224.00	Estimated Hours Year 1
Year 2	$31.19	*	107.0	=	$3,336.84	Estimated Hours Year 2
Year 3	$32.28	*	0.0	=	$0.00	Estimated Hours Year 3
Year 4	$33.41	*	0.0	=	$0.00	Estimated Hours Year 4
Year 5	$34.58	*	0.0	=	$0.00	Estimated Hours Year 5
Year 6	$35.79	*	0.0	=	$0.00	Estimated Hours Year 6
	Total Direct Labor Cost with Escalation			=	$6,560.84	
	Direct Labor Subtotal before Escalation			=	$6,448.00	
	Estimated total of Direct Labor Salary Increase			=	**$112.84**	Transfer to Page 1

NOTES:

1. This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
2. An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable.
(i.e. $250,000 x 2% x 5 yrs = $25,000 is not an acceptable methodology)
3. This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
4. Calculations for anticipated salary escalation must be provided.

Certification of Direct Costs:

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

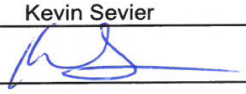
1 Generally Accepted Accounting Principles (GAAP)
2 Terms and conditions of the contract
3 Title 23 United States Code Section 112 - Letting of Contracts
4 48 Code of Federal Regulations Part 31 - Contract Cost Principles and Procedures
5 23 Code of Federal Regulations Part 172 - Procurement, Management, and Administration of Engineering and Design Related Service
6 48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

Local governments are responsible for applying only cognizant agency approved or Caltrans accepted Indirect Cost Rate(s).

Prime Consultant or Subconsultant Certifying:

Name: Kevin Sevier Title *: Vice President

Signature :  Date of Certification (mm/dd/yyyy): 11/16/2025

Email: kevin@gallawayenterprises.com Phone Number: 530-332-9909

Address:

*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

environmental compliance

Board of Supervisors Agenda Item Report

Submitting Department: Human Resources
Meeting Date: December 16, 2025

SUBJECT
Update to Purchasing Assistant I/II Job Classifications and Job Descriptions, and Employee Reclassification.

Recommendation:
Approve

4/5 vote required:
No

Distribution Instructions:
Auditor, Budget Analyst, Human Resources and GSA

ATTACHMENTS

- Memo - Purchasing-Admin Asst I-II.doc
- Purchasing Assistant Memo - GS(12-16-25).docx
- Purchasing- Administrative Assistant I (DRAFT) LG.docx
- Purchasing- Administrative Assistant I (FINAL) LG.docx
- Purchasing-Administrative Assistant II (DRAFT) LG.docx
- Purchasing-Administrative Assistant II (FINAL) LG.docx

AMADOR COUNTY
HUMAN RESOURCES DEPARTMENT
• Benefits • Personnel • Risk Management
(209) 223-6361 (209) 223-6456 (209) 223-6392

County Administration Center
810 Court Street
Jackson, California 95642
Facsimile: (209) 223-6426
Website: www.co.amador.ca.us

TO: Board of Supervisors

FROM: Lisa Gaebe, Human Resources Director

DATE: December 9, 2025

SUBJECT: Agenda Item for December 16, 2025 Board Consent Agenda
General Services Agency – Purchasing Assistant I/II

The General Services Director is requesting the following actions regarding the Purchasing Assistant I/II job series:

- Update the job classification to Purchasing/Administrative Assistant I/II and revise the associated job descriptions. The Purchasing Assistant III is under review by SEIU.
- Maintain the current pay rates and pay ranges; no compensation adjustments are proposed as part of these changes.
- Reclassify Garret Linker from Administrative Assistant II (Range 1519, Step A $19.77 – Step E $24.03) to Purchasing/Administrative Assistant I (Range 1928, Step A $23.96 – Step E $29.00).

These changes are recommended due to recent updates to procurement and construction policies, as well as the additional administrative responsibilities assumed following the dissolution of the Amador Recreation Agency (ACRA).

If the Board does not approve these updates, the job titles and descriptions will no longer accurately reflect the duties being performed. Additionally, Garret will be unable to perform the higher-level responsibilities of a Purchasing/Administrative Assistant I without working out of class.

GENERAL SERVICES ADMINISTRATION

MAIL: 12200-B Airport Road, Jackson, CA 95642
LOCATION: 12200-B Airport Road, Martell, CA
PHONE: (209) 223-6759 FAX: (209) 223-0749 E-MAIL: gspitzer@amadorcounty.gov

M E M O R A N D U M

TO: Board of Supervisors

FROM: Glenn Spitzer, GSA Director

DATE: December 16, 2025

RE: Amendments to the Purchasing Assistant Classifications; and Promotion of Garrett Linker

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Introduction: GSA is reorganizing its administrative division to create greater consistency and efficiency, and to address the changing needs of the department. Recent policy changes have significantly reduced GSA's emphasis on procurement. Meanwhile, GSA is taking on new administrative responsibilities (*e.g.*, parks and recreation management). To address these changes, GSA is proposing updates to the Purchasing Assistant classifications to provide greater clarity. GSA is also proposing the promotion of Garrett Linker into this new classification.

Background: In the last approximately four months, GSA made several procurement and public construction policy changes, all of which have significantly reduced the procurement-related burdens on the department. Also, with the dissolution of the Amador County Recreation Agency and the transfer of the Pine Grove Cemetery, GSA is taking on several new administrative responsibilities.

To address these changes, GSA is restructuring the administrative division of GSA. Administrative staff have been reporting to three different people, which has led to inefficiencies including numerous accounting inconsistencies and varying performance standards. GSA's core administrative positions will now report directly to one person, GSA's Support Services Director, Danielle Whitaker, who is especially adept at administrative management. Other important changes include (1) the elimination of the Grants/Analyst position; and (2) the proposed promotion of Garrett Linker from the Administrative Assistant classification to the proposed Purchasing/Administrative Assistant I classification.

GSA is proposing updates to the Purchasing Assistant I, II, and III classifications so they more accurately describe the administrative tasks performed by GSA, which are now less procurement-focused and more general-administration-focused. The current Purchasing Assistant I, II, and III classifications encompass all the tasks that will be performed by the proposed Purchasing/Administrative Assistant classifications; the intent is not to expand or contract the scope of duties, but to provide greater clarity (*i.e.*, less procurement, more general administration).

Subject or Key Issue: (1) Whether to amend the Purchasing Assistant I, II, and III classifications to the Purchasing/Administrative Assistant I, II, and III classifications at the same wage plan.

(2) Whether to promote Garrett Linker from Administrative Assistant II to the new Purchasing/Administrative Assistant I classification.

Analysis: The proposed amendments to the Purchasing Assistant classifications are not intended to substantively change the scope of work, but are instead intended to reflect that the classification will now have a greater emphasis on general administrative functions.

With respect to the promotion of Garrett Linker, he has proven himself to be highly competent and able to perform various complex tasks. Accordingly, he is well-suited to the new classification, which requires attention to detail and higher-level analysis than the Administrative Assistant classification. His promotion is key to increasing administrative efficiency, which is necessary as we move from four administrative staff to three (not including directors, and bearing in mind that the Grants/Analyst position will no longer perform GSA administrative functions).

Alternatives: Do not amend the Purchasing Assistant classifications; and do not promote Garrett Linker.

Fiscal or Staffing Impacts: The amended classification will have no fiscal impact because the wage plan is the same. The promotion of Garrett Linker from Administrative Assistant II, Step C ($21.80 per hour), to Purchasing/Administrative Assistant I, Step A ($23.86 per hour), will have minimal impact, and that impact is more than offset by the elimination of the Grants/Analyst classification.

4/5ths vote: N/A

Recommendation: (1) Amend the Purchasing Assistant classifications to the Purchasing/Administrative Assistant classifications; and (2) promote Garrett Linker to Purchasing/Administrative Assistant I (Step A).

cc: Chuck Iley, CAO
file

FLSA: COVERED
EEO: 5
DECEMBER 2025

PURCHASING/ADMINISTRATIVE ASSISTANT I

DEFINITION

This position performs a wide range of administrative duties within the General Services Administration (GSA) department with a focus on purchasing, but also with the flexibility to perform unrelated administrative tasks that require analytical skills and sound, independent judgment. The position performs general administrative functions and also requires the ability to adapt to unforeseeable and complex tasks, to work well with others to achieve those tasks, and to lead teams in achieving those tasks where necessary. The position requires exceptional communication and analytical skills.

DISTINGUISHING CHARACTERISTICS

This is the entry level. position with a general focus on GSA related functions and a specific focus on purchasing functions. This entry level position generally performs the same functions as the Purchasing/Administrative Assistant II and III positions, but with the expectation that the person performing the position is less experienced with the tasks and less familiar with the applicable rules, regulations, and policies.

Responsibilities include: working under limited supervision, following standardized practices and methods, guiding and coordinating with others, and learning and becoming proficient at varied complex tasks.

REPORTS TO

Higher level management or supervisory staff.

CLASSIFICATIONS SUPERVISED

This classification does not exercise supervision over staff.

EXAMPLES OF DUTIES

The following are the duties performed by employees in this classification. However, employees may perform other related duties at an equivalent level. Each individual in the classification does not necessarily perform all the duties listed.

- Prepares complex requests for bids, proposals and contacts vendors for bid quotations; analyzes bids received; issues purchase orders; prepares and

monitors contracts, outlining performance standards, tolerances, warranties, and maintenance requirements.

- Investigates sensitive or unusual issues or complaints regarding vendors/products; provides guidance and assistance to vendors and County departments; reviews, analyzes, and interprets legislative data pertinent to procurement.
- Displays the ability to multitask and handle multiple issues at the same time without stress.
- Performs audits of departmental procurement records and provides reports to management as needed.
- Demonstrates the ability to quickly adapt to changing conditions and to solve problems immediately.
- Reviews procedure manuals and training materials to ensure that changes in law, policy, and procedure are properly reflected on the Purchasing Department's Web page and in all published materials. Assists the Purchasing Agent in the development of the Local Vendor Outreach program. Assists in the production of training materials and presentations.
- Interviews sales representatives and maintains contact with vendors; updates list of vendors for bidding purposes; attends product demonstrations, obtains samples and literature regarding potential products and vendor capabilities and confers with end users.
- Coordinates record retention and property disposition requirements and executes those dispositions.
- Coordinates collection and maintenance of purchasing card statements and receipts.
- Coordinates office workflow, prioritizing and completing tasks in a timely manner for the purpose of following County policy and practices.
- Maintains databases for the purpose of providing reference, conveying information, and complying with established financial, legal and/or administrative requirements.
- Performs a variety of difficult and specialized administrative support functions that require a thorough knowledge of the terminology, procedures and practices for the GSA's functional areas, with a significant degree of independence and accountability for results.
- Provides administrative support to a variety of programs and management staff.
- Obtains and analyzes data from multiple sources.
- Maintains, updates, and monitors various databases to create and ensure timely reporting and regulatory and policy compliance.
- Analyzes data and makes recommendations.
- Assists in preparation of the annual budget.
- Tracks expenditures against budget and provides comparative information.
- Creates reports, analyses and documents in compliance with regulatory requirements.
- Incumbents may be assigned direct or lead supervisory duties wherein they plan, assign, review and evaluate the work of assigned staff, although these are not predominant duties.

- Types, formats, edits, revises, proofreads and prints a variety of narrative, statistical and technical documents requiring technical departmental knowledge.
- Creates forms, charts, tables and spreadsheets involving data manipulation.
- Reviews documents for clerical accuracy, completeness and compliance with department requirements.
- Calculates fees.
- Receives and processes payments, deposits and deposit guarantees in accordance with provisions of agreements.
- Greets, answers, screens and refers visitors and telephone calls, providing information and handling issues that may require sensitivity and the use of sound, independent judgment.
- Performs related duties as required.

ESSENTIAL QUALIFICATIONS

Knowledge of:

- Proper English usage, spelling, grammar, and punctuation.
- Basic mathematic concepts.
- Principles and practices of report preparation, business correspondence, and customer service.
- Quantity and Quality control.
- Recordkeeping and filing practices and procedures.

Ability to:

- Source and procure goods and services within established guidelines.
- Interpret and apply the policies and procedures of the GSA Department.
- Make mathematical calculations quickly and accurately.
- Routinely gather, organize, analyze, collate, evaluate data and present clear, concise and accurate records and reports.
- Operate a computer and assigned software.
- Organize, set priorities and exercise sound, independent judgment within areas of responsibility.
- Research and validate information received prior to completing transactions.
- Maintain and deal tactfully and courteously with a significant diversity of individuals, the public and other staff when explaining purchasing procedures and accounting functions.
- Communicate effectively, both orally and in writing.
- Understand and carry out multi-step oral and written directions.
- Establish and maintain cooperative working relationships with those contacted in the course of work.
- Effectively represent the department or program in contacts with internal and

external agencies.
- Type accurately at a speed necessary to meet the requirements of the position.
- Organize and maintain office and specialized files.
- Analyze requisitions and prepare product specifications, bids and agreements.
- Meet deadlines and schedules, setting priorities, working as part of a team, flexible to changing conditions, making quick and accurate decisions, working with multiple projects, dealing with frequent interruptions and changing priorities, maintaining confidentiality, and facilitating communication between persons with frequently divergent positions.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; use of audio-visual equipment; use of office equipment including computers, telephones, calculators, copiers, and fax machine.

TYPICAL WORKING CONDITIONS

Work is performed in an office environment; occasionally works outside; continuous contact with staff and the public.

TRAINING AND EXPERIENCE

Any combination of training which would likely provide the required knowledge and experience is qualifying. A typical way to obtain the required knowledge and abilities would be:

Education

A High School Diploma or GED equivalent.

Experience

Job related journey-level experience with increasing levels of responsibility in a public and/or private agency is highly desirable.

SPECIAL REQUIREMENTS

- Possession of an appropriate, current, and valid California Driver's License issued by the California Department of Motor Vehicles.

FLSA: COVERED
EEO: 5
DECEMBER 2025

PURCHASING/ADMINISTRATIVE ASSISTANT I

DEFINITION

This position performs a wide range of administrative duties within the General Services Administration (GSA) department with a focus on purchasing, but also with the flexibility to perform unrelated administrative tasks that require analytical skills and sound, independent judgment. The position performs general administrative functions and also requires the ability to adapt to unforeseeable and complex tasks, to work well with others to achieve those tasks, and to lead teams in achieving those tasks where necessary. The position requires exceptional communication and analytical skills.

DISTINGUISHING CHARACTERISTICS

This is the entry level. position with a general focus on GSA related functions and a specific focus on purchasing functions. This entry level position generally performs the same functions as the Purchasing/Administrative Assistant II and III positions, but with the expectation that the person performing the position is less experienced with the tasks and less familiar with the applicable rules, regulations, and policies.

Responsibilities include: working under limited supervision, following standardized practices and methods, guiding and coordinating with others, and learning and becoming proficient at varied complex tasks.

REPORTS TO

Higher level management or supervisory staff.

CLASSIFICATIONS SUPERVISED

This classification does not exercise supervision over staff.

EXAMPLES OF DUTIES

The following are the duties performed by employees in this classification. However, employees may perform other related duties at an equivalent level. Each individual in the classification does not necessarily perform all the duties listed.

- Prepares complex requests for bids, proposals and contacts vendors for bid quotations; analyzes bids received; issues purchase orders; prepares and

monitors contracts, outlining performance standards, tolerances, warranties, and maintenance requirements.

- Investigates sensitive or unusual issues or complaints regarding vendors/products; provides guidance and assistance to vendors and County departments; reviews, analyzes, and interprets legislative data pertinent to procurement.
- Displays the ability to multitask and handle multiple issues at the same time without stress.
- Performs audits of departmental procurement records and provides reports to management as needed.
- Demonstrates the ability to quickly adapt to changing conditions and to solve problems immediately.
- Reviews procedure manuals and training materials to ensure that changes in law, policy, and procedure are properly reflected on the Purchasing Department's Web page and in all published materials. Assists the Purchasing Agent in the development of the Local Vendor Outreach program. Assists in the production of training materials and presentations.
- Interviews sales representatives and maintains contact with vendors; updates list of vendors for bidding purposes; attends product demonstrations, obtains samples and literature regarding potential products and vendor capabilities and confers with end users.
- Coordinates record retention and property disposition requirements and executes those dispositions.
- Coordinates collection and maintenance of purchasing card statements and receipts.
- Coordinates office workflow, prioritizing and completing tasks in a timely manner for the purpose of following County policy and practices.
- Maintains databases for the purpose of providing reference, conveying information, and complying with established financial, legal and/or administrative requirements.
- Performs a variety of difficult and specialized administrative support functions that require a thorough knowledge of the terminology, procedures and practices for the GSA's functional areas, with a significant degree of independence and accountability for results.
- Provides administrative support to a variety of programs and management staff.
- Obtains and analyzes data from multiple sources.
- Maintains, updates, and monitors various databases to create and ensure timely reporting and regulatory and policy compliance.
- Analyzes data and makes recommendations.
- Assists in preparation of the annual budget.
- Tracks expenditures against budget and provides comparative information.
- Creates reports, analyses and documents in compliance with regulatory requirements.
- Incumbents may be assigned direct or lead supervisory duties wherein they plan, assign, review and evaluate the work of assigned staff, although these are not predominant duties.

- Types, formats, edits, revises, proofreads and prints a variety of narrative, statistical and technical documents requiring technical departmental knowledge.
- Creates forms, charts, tables and spreadsheets involving data manipulation.
- Reviews documents for clerical accuracy, completeness and compliance with department requirements.
- Calculates fees.
- Receives and processes payments, deposits and deposit guarantees in accordance with provisions of agreements.
- Greets, answers, screens and refers visitors and telephone calls, providing information and handling issues that may require sensitivity and the use of sound, independent judgment.
- Performs related duties as required.

ESSENTIAL QUALIFICATIONS

Knowledge of:

- Proper English usage, spelling, grammar, and punctuation.
- Basic mathematic concepts.
- Principles and practices of report preparation, business correspondence, and customer service.
- Quantity and Quality control.
- Recordkeeping and filing practices and procedures.

Ability to:

- Source and procure goods and services within established guidelines.
- Interpret and apply the policies and procedures of the GSA Department.
- Make mathematical calculations quickly and accurately.
- Routinely gather, organize, analyze, collate, evaluate data and present clear, concise and accurate records and reports.
- Operate a computer and assigned software.
- Organize, set priorities and exercise sound, independent judgment within areas of responsibility.
- Research and validate information received prior to completing transactions.
- Maintain and deal tactfully and courteously with a significant diversity of individuals, the public and other staff when explaining purchasing procedures and accounting functions.
- Communicate effectively, both orally and in writing.
- Understand and carry out multi-step oral and written directions.
- Establish and maintain cooperative working relationships with those contacted in the course of work.
- Effectively represent the department or program in contacts with internal and

external agencies.
- Type accurately at a speed necessary to meet the requirements of the position.
- Organize and maintain office and specialized files.
- Analyze requisitions and prepare product specifications, bids and agreements.
- Meet deadlines and schedules, setting priorities, working as part of a team, flexible to changing conditions, making quick and accurate decisions, working with multiple projects, dealing with frequent interruptions and changing priorities, maintaining confidentiality, and facilitating communication between persons with frequently divergent positions.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; use of audio-visual equipment; use of office equipment including computers, telephones, calculators, copiers, and fax machine.

TYPICAL WORKING CONDITIONS

Work is performed in an office environment; occasionally works outside; continuous contact with staff and the public.

TRAINING AND EXPERIENCE

Any combination of training which would likely provide the required knowledge and experience is qualifying. A typical way to obtain the required knowledge and abilities would be:

Education

A High School Diploma or GED equivalent.

Experience

Job related journey-level experience with increasing levels of responsibility in a public and/or private agency is highly desirable.

SPECIAL REQUIREMENTS

- Possession of an appropriate, current, and valid California Driver's License issued by the California Department of Motor Vehicles.

FLSA: COVERED
EEO: 5
DECEMBER 2025

PURCHASING/ADMINISTRATIVE ASSISTANT II

DEFINITION

This position performs a wide range of administrative duties within the General Services Administration (GSA) department with a focus on purchasing, but also with the flexibility to perform unrelated tasks that require analytical skills and sound, independent judgment. The position requires comprehensive knowledge of department policies and procedures, and the ability to competently apply these rules to diverse situations. It also requires the ability to adapt to unforeseeable and complex tasks, to work well with others to achieve those tasks, and to lead teams in achieving those tasks where necessary. The position requires exceptional communication and analytical skills.

DISTINGUISHING CHARACTERISTICS

This is the second journey-level classification in the Purchasing/Administrative Assistant series. This class is distinguished from the Purchasing/Administrative Assistant I in that incumbents at this level are responsible for independently performing the full range of assigned duties and by performing complex GSA-related administrative activities, which include a particular focus on procurement-related activities. The Purchasing/Administrative Assistant II is expected to perform at a much higher level than the Purchasing/Administrative Assistant I.

Responsibilities include: working under limited supervision, following standardized practices and methods, guiding and coordinating with others, and learning and becoming proficient at varied complex tasks.

REPORTS TO

Higher level management or supervisory staff.

CLASSIFICATIONS SUPERVISED

This classification does not exercise supervision over staff.

EXAMPLES OF DUTIES

The following are the duties performed by employees in this classification. However, employees may perform other related duties at an equivalent level. Each individual in the classification does not necessarily perform all the duties listed.

Purchasing/Administrative Assistant I duties as well as:

- Prepares complex requests for bids, proposals and contacts vendors for bid quotations; analyzes bids received; issues purchase orders; prepares and monitors contracts, outlining performance standards, tolerances, warranties, and maintenance requirements.
- Investigates sensitive or unusual issues or complaints regarding vendors/products; provides guidance and assistance to vendors and County departments; reviews, analyzes, and interprets legislative data pertinent to procurement.
- Displays the ability to multitask and handle multiple issues at the same time without stress.
- Performs audits of departmental procurement records and provides reports to management as needed.
- Demonstrates the ability to quickly adapt to changing conditions and to solve problems immediately.
- Reviews procedure manuals and training materials to ensure that changes in law, policy, and procedure are properly reflected on the Purchasing Department's Web page and in all published materials. Assists the Purchasing Agent in the development of the Local Vendor Outreach program. Assists in the production of training materials and presentations.
- Interviews sales representatives and maintains contact with vendors; updates list of vendors for bidding purposes; attends product demonstrations, obtains samples and literature regarding potential products and vendor capabilities and confers with end users.
- Coordinates record retention and property disposition requirements and executes those dispositions.
- Coordinates collection and maintenance of purchasing card statements and receipts.
- Coordinates office workflow, prioritizing and completing tasks in a timely manner for the purpose of following County policy and practices.
- Maintains databases for the purpose of providing reference, conveying information, and complying with established financial, legal and/or administrative requirements.
- Performs a variety of difficult and specialized administrative support functions that require a thorough knowledge of the terminology, procedures and practices for the GSA's functional areas, with a significant degree of independence and accountability for results.
- Provides administrative support to a variety of programs and management staff.
- Obtains and analyzes data from multiple sources.
- Maintains, updates, and monitors various databases to create and ensure timely reporting and regulatory and policy compliance.
- Analyzes data and makes recommendations.
- Assists in preparation of the annual budget.
- Tracks expenditures against budget and provides comparative information.

- Creates reports, analyses and documents in compliance with regulatory requirements.
- Incumbents may be assigned direct or lead supervisory duties wherein they plan, assign, review and evaluate the work of assigned staff, although these are not predominant duties.
- Types, formats, edits, revises, proofreads and prints a variety of narrative, statistical and technical documents requiring technical departmental knowledge.
- Creates forms, charts, tables and spreadsheets involving data manipulation.
- Reviews documents for clerical accuracy, completeness and compliance with department requirements.
- Calculates fees.
- Receives and processes payments, deposits and deposit guarantees in accordance with provisions of agreements.
- Greets, answers, screens and refers visitors and telephone calls, providing information and handling issues that may require sensitivity and the use of sound, independent judgment.
- Performs related duties as required.

ESSENTIAL QUALIFICATIONS

Knowledge of:

- Operations, services, and activities of GSA's procurement policies and other GSA administrative functions.
- Methods, practices, procedures, and terminology of purchasing related recordkeeping.
- Laws, rules and regulations applicable to purchasing and other GSA functions.
- Specific skill-based competencies required to satisfactorily perform the functions of the job include: Modern office methods, practices, and procedures, including use of office automation to assist in the purchasing function; general computer applications used in business, such as spreadsheet, data base and word processing software.
- Data collection techniques for establishing sources of supply, product, and vendor information; market research techniques; general law of contracts; statistical analysis; accounting and budgetary controls.
- Proper English usage, spelling, grammar, and punctuation.
- Sources of goods and materials commonly used by County departments.
- Basic mathematic concepts.
- Principles and practices of report preparation, business correspondence, and customer service.
- Quantity and Quality control.
- Shipping and receiving.
- County organization, rules, policies and procedures applicable to departmental and program operations.

- Recordkeeping and filing practices and procedures.
- As assigned, principles of supervision, training and performance evaluation.

Ability to:

- Source and procure goods and services within established guidelines.
- Independently perform a variety of difficult and specialized support functions for GSA, including organization and maintenance of GSA purchasing and inventory records.
- Interpret and apply the policies and procedures of the GSA Department.
- Make mathematical calculations quickly and accurately.
- Routinely gather, organize, analyze, collate, evaluate data and present clear, concise and accurate records and reports.
- Operate a computer and assigned software.
- Organize, set priorities and exercise sound, independent judgment within areas of responsibility.
- Research and validate information received prior to completing transactions.
- Maintain and deal tactfully and courteously with a significant diversity of individuals, the public and other staff when explaining purchasing procedures and accounting functions.
- Operate a fork lift.
- Communicate effectively, both orally and in writing.
- Understand and carry out multi-step oral and written directions.
- Establish and maintain cooperative working relationships with those contacted in the course of work.
- Effectively represent the department or program in contacts with internal and external agencies.
- Type accurately at a speed necessary to meet the requirements of the position.
- Organize and maintain office and specialized files.
- Analyze requisitions and prepare product specifications, bids and agreements.
- Evaluate bids and make awards.
- Read and interpret technical specifications and drawings.
- Responds to inquiries and clarifies information from departments regarding purchasing process and problem requisitions.
- Meet deadlines and schedules, setting priorities, working as part of a team, flexible to changing conditions, making quick and accurate decisions, working with multiple projects, dealing with frequent interruptions and changing priorities, maintaining confidentiality, and facilitating communication between persons with frequently divergent positions.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication;

use of audio-visual equipment; use of office equipment including computers, telephones, calculators, copiers, and fax machine.

TYPICAL WORKING CONDITIONS

Work is performed in an office environment; occasionally works outside; continuous contact with staff and the public.

TRAINING AND EXPERIENCE

Any combination of training which would likely provide the required knowledge and experience is qualifying. A typical way to obtain the required knowledge and abilities would be:

Education

A High School Diploma or GED equivalent.

Experience

One (1) year of full-time experience as a Purchasing/Administrative Assistant I with Amador County;

OR

Equivalent combination of training, education, and experience that would provide the required knowledge and abilities.

Job related journey-level experience with increasing levels of responsibility in a public and/or private agency is highly desirable.

SPECIAL REQUIREMENTS

- Possession of an appropriate, current, and valid California Driver's License issued by the California Department of Motor Vehicles.
- Forklift certification required.

FLSA: COVERED
EEO: 5
DECEMBER 2025

PURCHASING/ADMINISTRATIVE ASSISTANT II

DEFINITION

This position performs a wide range of administrative duties within the General Services Administration (GSA) department with a focus on purchasing, but also with the flexibility to perform unrelated tasks that require analytical skills and sound, independent judgment. The position requires comprehensive knowledge of department policies and procedures, and the ability to competently apply these rules to diverse situations. It also requires the ability to adapt to unforeseeable and complex tasks, to work well with others to achieve those tasks, and to lead teams in achieving those tasks where necessary. The position requires exceptional communication and analytical skills.

DISTINGUISHING CHARACTERISTICS

This is the second journey-level classification in the Purchasing/Administrative Assistant series. This class is distinguished from the Purchasing/Administrative Assistant I in that incumbents at this level are responsible for independently performing the full range of assigned duties and by performing complex GSA-related administrative activities, which include a particular focus on procurement-related activities. Purchasing/Administrative Assistant II is expected to perform at a much higher level than Purchasing/Administrative Assistant I.

Responsibilities include: working under limited supervision, following standardized practices and methods, guiding and coordinating with others, and learning and becoming proficient at varied complex tasks.

REPORTS TO

Higher level management or supervisory staff.

CLASSIFICATIONS SUPERVISED

This classification does not exercise supervision over staff.

EXAMPLES OF DUTIES

The following are the duties performed by employees in this classification. However, employees may perform other related duties at an equivalent level. Each individual in the classification does not necessarily perform all the duties listed.

Purchasing/Administrative Assistant I duties as well as:

- Prepares complex requests for bids, proposals and contacts vendors for bid quotations; analyzes bids received; issues purchase orders; prepares and monitors contracts, outlining performance standards, tolerances, warranties, and maintenance requirements.
- Investigates sensitive or unusual issues or complaints regarding vendors/products; provides guidance and assistance to vendors and County departments; reviews, analyzes, and interprets legislative data pertinent to procurement.
- Displays the ability to multitask and handle multiple issues at the same time without stress.
- Perform audits of departmental procurement records and provide reports to management as needed.
- Demonstrates the ability to quickly adapt to changing conditions and to solve problems immediately.
- Reviews procedure manuals and training materials to ensure that changes in law, policy, and procedure are properly reflected on the Purchasing Department's Web page and in all published materials. Assists the Purchasing Agent in the development of the Local Vendor Outreach program. Assists in the production of training materials and presentations.
- Interviews sales representatives and maintain contact with vendors; updates list of vendors for bidding purposes; attend product demonstrations, obtains samples and literature regarding potential products and vendor capabilities and confers with end users.
- Coordinates record retention and property disposition requirements and executes those dispositions.
- Coordinates collection and maintenance of purchasing card statements and receipts.
- Coordinates office workflow, prioritizing and completing tasks in a timely manner for the purpose of following County policy and practices.
- Maintains databases for the purpose of providing reference, conveying information, and complying with established financial, legal and/or administrative requirements.
- Performs a variety of difficult and specialized administrative support functions that require a thorough knowledge of the terminology, procedures and practices for the GSA's functional areas, with a significant degree of independence and accountability for results.
- Provides administrative support to a variety of programs and management staff.
- Obtains and analyzes data from multiple sources.
- Maintains, updates, and monitors various databases to create and ensure timely reporting and regulatory and policy compliance.
- Analyzes data and makes recommendations.
- Assist in preparation of the annual budget.
- Tracks expenditures against budget and provides comparative information.

- Creates reports, analyses and documents in compliance with regulatory requirements.
- Incumbents may be assigned direct or lead supervisory duties wherein they plan, assign, review and evaluate the work of assigned staff, although these are not predominant duties.
- Types, formats, edits, revises, proofreads and prints a variety of narrative, statistical and technical documents requiring technical departmental knowledge.
- Creates forms, charts, tables and spreadsheets involving data manipulation.
- Reviews documents for clerical accuracy, completeness and compliance with department requirements.
- Calculate fees.
- Receives and processes payments, deposits and deposits guarantees in accordance with provisions of agreements.
- Greets, answers, screens and refers visitors and telephone calls, providing information and handling issues that may require sensitivity and the use of sound, independent judgment.
- Performs related duties as required.

ESSENTIAL QUALIFICATIONS

Knowledge of:

- Operations, services, and activities of GSA's procurement policies and other GSA administrative functions.
- Methods, practices, procedures, and terminology of purchasing related recordkeeping.
- Laws, rules and regulations applicable to purchasing and other GSA functions.
- Specific skill-based competencies required to satisfactorily perform the functions of the job include: Modern office methods, practices, and procedures, including use of office automation to assist in the purchasing function; general computer applications used in business, such as spreadsheet, data base and word processing software.
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- Shipping and receiving.
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- Recordkeeping and filing practices and procedures.
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Ability to:

- Source and procure goods and services within established guidelines.
- Independently perform a variety of difficult and specialized support functions for GSA, including organization and maintenance of GSA purchasing and inventory records.
- Interpret and apply the policies and procedures of the GSA Department.
- Make mathematical calculations quickly and accurately.
- Routinely gather, organize, analyze, collate, evaluate data and present clear, concise and accurate records and reports.
- Operate a computer and assigned software.
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- Research and validate information received prior to completing transactions.
- Maintain and deal tactfully and courteously with a significant diversity of individuals, the public and other staff when explaining purchasing procedures and accounting functions.
- Operate a fork lift.
- Communicate effectively, both orally and in writing.
- Understand and carry out multi-step oral and written directions.
- Establish and maintain cooperative working relationships with those contacted in the course of work.
- Effectively represent the department or program in contacts with internal and external agencies.
- Type accurately at a speed necessary to meet the requirements of the position.
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use of audio-visual equipment; use of office equipment including computers, telephones, calculators, copiers, and fax machine.

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Experience

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OR

Equivalent combination of training, education, and experience that would provide the required knowledge and abilities.

Job related journey-level experience with increasing levels of responsibility in a public and/or private agency is highly desirable.

SPECIAL REQUIREMENTS

- Possession of an appropriate, current, and valid California Driver's License issued by the California Department of Motor Vehicles.
- Forklift certification required.

Board of Supervisors Agenda Item Report

Submitting Department: Human Resources
Meeting Date: December 16, 2025

SUBJECT
Proposed amendments to the Consolidated Salary Schedule and the SEIU, SOA and SOMMA Classification and Wage Plans

Recommendation:
Approve

4/5 vote required:
No

Distribution Instructions:
Auditor, Budget Analyst and Human Resources

ATTACHMENTS

- Memo-Updated Classification and Wage Plans.doc
- DRAFT Consolidated Salaries 10.1.2025 Amended 12.16.2025.pdf
- DRAFT SEIU GENERAL 10.1.2025 amended 12.16.2025.pdf
- SOA 10.01.2025 Amended 12.16.2025 DRAFT.pdf
- SOMMA 10.1.2025 Amended 12.16.2025 DRAFT.pdf

AMADOR COUNTY
HUMAN RESOURCES DEPARTMENT
• Benefits • Personnel • Risk Management
(209) 223-6361 (209) 223-6456 (209) 223-6392

County Administration Center
810 Court Street
Jackson, California 95642
Facsimile: (209) 223-6426
Website: www.co.amador.ca.us

TO: Board of Supervisors

FROM: Lisa Gaebe, Human Resources Director

DATE: December 9, 2025

SUBJECT: Agenda Item for December 16, 2025 – Board Consent Agenda
Amendments to the Consolidated Salary Schedule and SEIU, SOA and SOMMA Classification and Wage Plans

The proposed amendments to the Consolidated Salary Schedule and the SEIU, SOA and SOMMA Classification and Wage Plans are as follows:

Consolidated Salary Schedule

- Effective 10/28/2025
  - Building Maintenance Worker Trainee (wage increase)
- Effective 12/16/2025
  - Purchasing Assistant I/II classification title change to Purchasing/Administrative Assistant I/II
- Effective 12/1/2025
  - Elected Officials (wage increase)
- Effective 12/31/2025
  - Board of Supervisors (wage increase)
- Effective 1/1/2026
  - Correctional Officer I/II classification title change to Correctional Deputy Officer I/II
  - Correctional Sergeant classification title change to Correctional Deputy Sergeant
  - Correctional Captain classification title change to Correctional Deputy Captain
  - Correctional Lieutenant classification title change to Correctional Deputy Lieutenant
  - Correctional Corporal classification title change to Correctional Deputy Corporal

SOA Wage Plan

- Effective 1/1/2026
  - Correctional Officer I/II classification title change to Correctional Deputy Officer I/II
  - Correctional Sergeant classification title change to Correctional Deputy Sergeant
  - Correctional Corporal classification title change to Correctional Deputy Corporal
  - Sheriff's Office Program Coordinator – new position

SOMMA Wage Plan

- Effective 1/1/2026
    - Correctional Captain classification title change to Correctional Deputy Captain
    - Correctional Lieutenant classification title change to Correctional Deputy Lieutenant

SEIU

- Effective 10/28/2025
    - Building Maintenance Worker Trainee (wage increase)
- Effective 12/16/25
    - Purchasing Assistant I/II classification title changed to Purchasing/Administrative Assistant I/II

Bargaining Unit Title	Bargaining Unit Code
SEIU Local 1021	01
Sheriff's Office Association	02
CAO	03
Management	04
Elected	05
SEIU Local 1021-Professional	011
Deputy District Attorney	012
Deputy Sheriff's Association	021
Sheriff's Mid Management	022
Probation	025
Confidential	041
Mid Management	042

All pay is effective 10/1/2025
Amended 12/16/2025

All classifications are paid hourly unless preceeded by $ sign or exempt.
These classification are paid based on an 80 hour bi-weekly pay schedule

Range	Unit	Classification	Step A	Step B	Step C	Step D	Step E	FLSA
2289	01	4-H Program Coordinator	27.47	28.84	30.29	31.80	33.39	C
1564	01	Account Clerk I (IMS)	20.22	21.23	22.29	23.41	24.58	C
1766	01	Account Clerk II (IMS)	22.24	23.35	24.52	25.75	27.03	C
2044	01	Account Clerk III (IMS)	25.02	26.27	27.58	28.96	30.41	C
2690	01	Accountant I	31.48	33.05	34.71	36.44	38.26	C
2895	041	Accountant I - Confidential	33.53	35.21	36.97	38.82	40.76	C
3003	01	Accountant II	34.61	36.34	38.16	40.07	42.07	C
2234	01	Accounting Technician (IMS)	26.92	28.27	29.68	31.16	32.72	C
1341	01	Administrative Asst I	17.99	18.89	19.83	20.83	21.87	C
1519	01	Administrative Asst II	19.77	20.76	21.80	22.89	24.03	C
1716	01	Administrative Asst II-Translator	21.74	22.83	23.97	25.17	26.43	C
1716	01	Administrative Asst, Sr	21.74	22.83	23.97	25.17	26.43	C
2526	01	Administrative Legal Secretary	29.84	31.33	32.90	34.54	36.27	C
2127	01	Administrative Secretary	25.85	27.14	28.50	29.92	31.42	C
2287	01	Administrative Supervisor	27.45	28.82	30.26	31.78	33.37	C
2539	041	Administrative Supervisor (SO) - Confidential	29.97	31.47	33.04	34.69	36.43	C
2387	01	Administrative Technician	28.45	29.87	31.37	32.93	34.58	C
4471	01	Adult Services Program Manager (IMS)	49.29	51.75	54.34	57.06	59.91	E
N/A	04	Agricultural Commissioner	$69.54/hr					E
2158	01	Agriculture & Standards Insp I	26.16	27.47	28.84	30.28	31.80	C
2518	01	Agriculture & Standards Insp II	29.76	31.25	32.81	34.45	36.17	C
2966	01	Agriculture & Standards Insp III	34.24	35.95	37.75	39.64	41.62	C
1449	01	Agriculture Technician	19.07	20.02	21.02	22.08	23.18	C
1641	01	Agriculture Technician/GIS Asst	20.99	22.04	23.14	24.30	25.51	C
N/A	04	Air Pollution Control Officer	$63.40/hr					E
2667	01	Air Pollution Inspector I	31.25	32.81	34.45	36.18	37.98	C
3138	01	Air Pollution Inspector II	35.96	37.76	39.65	41.63	43.71	C
2529	01	Air Pollution Technician	29.87	31.36	32.93	34.58	36.31	C
1341	01	Airport Assistant	17.99	18.89	19.83	20.83	21.87	C
3828	01	Airport Manager	42.86	45.00	47.25	49.62	52.10	E
1523	01	Animal Care Technician I	19.81	20.80	21.84	22.93	24.08	C
1877	01	Animal Care Technician II	23.35	24.52	25.74	27.03	28.38	C
N/A	042	Animal Control Director	$55.21/hr					E
1663	01	Animal Control Office Coord	21.21	22.27	23.38	24.55	25.78	C
1663	01	Animal Control Officer I	21.21	22.27	23.38	24.55	25.78	C
1878	01	Animal Control Officer II	23.36	24.53	25.75	27.04	28.39	C
2228	01	Animal Control Officer III	26.86	28.20	29.61	31.09	32.65	C
2445	01	Appraiser I	29.03	30.48	32.01	33.61	35.29	C
3040	01	Appraiser II	34.98	36.73	38.57	40.49	42.52	C
1341	01	Archives Assistant	17.99	18.89	19.83	20.83	21.87	C
2028	01	Archivist	24.86	26.10	27.41	28.78	30.22	C
N/A	05	Assessor***	$80.49/hr					E
N/A	042	Assistant Assessor	$60.02/hr					E
N/A	042	Assistant Auditor-Controller	$68.61/hr					E
N/A	042	Assistant County Counsel	$80.83/hr					E
3176	01	Assistant in Civil Engineering I	36.34	38.16	40.06	42.07	44.17	C
3539	01	Assistant in Civil Engineering II	39.97	41.97	44.07	46.27	48.58	C
4139	01	Associate Civil Engineer	45.97	48.27	50.68	53.22	55.88	E
N/A	05	Auditor***	$80.49/hr					E
2416	01	Auditor-Appraiser I	28.74	30.18	31.69	33.27	34.93	C
3040	01	Auditor-Appraiser II	34.98	36.73	38.57	40.49	42.52	C
2074	01	Behavioral Health Aide	25.32	26.59	27.92	29.31	30.78	C
3238	011	Behavioral Health Care Clinician I	36.96	38.81	40.75	42.79	44.93	**
3608	011	Behavioral Health Care Clinician II	40.66	42.69	44.83	47.07	49.42	**
4016	011	Behavioral Health Care Clinician III	44.74	46.98	49.33	51.79	54.38	**
2331	01	Behavioral Health Care Counselor I	27.89	29.28	30.75	32.29	33.90	C
2608	01	Behavioral Health Care Counselor II	30.66	32.19	33.80	35.49	37.27	C
3238	011	Behavioral Health Care Nurse I	36.96	38.81	40.75	42.79	44.93	**
3608	011	Behavioral Health Care Nurse II	40.66	42.69	44.83	47.07	49.42	**
4014	011	Behavioral Health Care Nurse III	44.72	46.96	49.30	51.77	54.36	**
3094	01	Behavioral Health Care Supv (A/D)	35.52	37.30	39.16	41.12	43.17	E

Range	Unit	Classification	Step A	Step B	Step C	Step D	Step E	FLSA
N/A	04	Behavioral Health Director	$80.98/hr					E
3352	01	Behavioral Health Non-Clinical Program Coordinator	38.10	40.01	42.01	44.11	46.31	C
3094	011	Behavioral Health Rehabilitation Specialist	35.52	37.30	39.16	41.12	43.17	E
4472	011	BHC Prog Mgr (Clinical Services)	49.30	51.76	54.35	57.07	59.92	E
4351	011	BHC Prog Mgr (Community Services)	48.09	50.49	53.02	55.67	58.45	E
2735	01	Bldg Code Compliance Ofc/CEA	31.93	33.53	35.20	36.96	38.81	C
N/A	05	Board Supervisor****	$36.65/hr					E
2539	01	Bridge & Sign Maint Spec	29.97	31.47	33.04	34.69	36.43	C
4350	041	Budget Analyst	48.08	50.48	53.01	55.66	58.44	E
N/A	042	Budget Director	$66.90/hr					E
2563	01	Building Inspector I	30.21	31.72	33.31	34.97	36.72	C
2868	01	Building Inspector II	33.26	34.92	36.67	38.50	40.43	C
3200	01	Building Inspector III	36.58	38.41	40.33	42.35	44.46	C
3492	01	Building Inspector Supervisor	39.50	41.48	43.55	45.73	48.01	C
1958	01	Building Maint Worker I	24.16	25.37	26.64	27.97	29.37	C
2198	01	Building Maint Worker II	26.56	27.89	29.28	30.75	32.28	C
2464	01	Building Maint Worker III	29.22	30.68	32.22	33.83	35.52	C
1356	01	Building Maintenance Worker Trainee**	18.14	19.05	20.00	21.00	22.05	C
2278	01	Building Permit Technician I	27.36	28.73	30.16	31.67	33.26	C
2552	01	Building Permit Technician II	30.10	31.61	33.19	34.84	36.59	C
2027	01	Cadastral Drafting Technician I	24.85	26.09	27.40	28.77	30.21	C
2375	01	Cadastral Drafting Technician II	28.33	29.75	31.23	32.80	34.44	C
6392	022	Captain	68.50	71.92	75.52	79.29	83.26	E
N/A	042	Chief Building Official	$74.95/hr					E
N/A	042	Chief Deputy Clerk/Recorder	$51.36/hr					E
5437	022	Chief Deputy Probation Officer	58.95	61.90	64.99	68.24	71.65	E
N/A	042	Chief Deputy Registrar of Voters	$56.43/hr					E
N/A	042	Chief Deputy Treasurer/Tax Collector	$49.96/hr					E
3324	01	Chief Fiscal Supervisor (IMS)	37.82	39.71	41.70	43.78	45.97	C
3047	041	Clerk Of the Board	35.05	36.80	38.64	40.57	42.60	C
N/A	05	Clerk-Recorder***	$80.49/hr					E
3052	01	Code Enforcement Officer	35.10	36.86	38.70	40.63	42.66	C
2840	01	Communications Systems Tech	32.98	34.63	36.36	38.18	40.09	C
N/A	04	Community Development Director	$88.35/hr					E
2850	01	Community Development Technician Senior	33.08	34.73	36.47	38.29	40.21	C
2278	01	Community Development Technician I	27.36	28.73	30.16	31.67	33.26	C
2552	01	Community Development Technician II	30.10	31.61	33.19	34.84	36.59	C
2973	01	Compliance Officer	34.31	36.03	37.83	39.72	41.70	C
2172	01	Compliance Specialist	26.30	27.62	29.00	30.45	31.97	C
2331	01	Construction Worker	27.89	29.28	30.75	32.29	33.90	C
2608	01	Construction Worker, Sr	30.66	32.19	33.80	35.49	37.27	C
3916	021	Corporal	43.74	45.93	48.22	50.63	53.17	C
1671	02	Correction Assistant	21.29	22.35	23.47	24.65	25.88	C
6065	022	Correctional Deputy Captain	65.23	68.49	71.92	75.51	79.29	E
2823	02	Correctional Deputy Corporal	32.81	34.45	36.17	37.98	39.88	C
4520	022	Correctional Deputy Lieutenant	49.78	52.27	54.88	57.63	60.51	E
2381	02	Correctional Deputy Officer I	28.39	29.81	31.30	32.86	34.51	C
2692	02	Correctional Deputy Officer II	31.50	33.08	34.73	36.47	38.29	C
3211	02	Correctional Deputy Sergeant	36.69	38.52	40.45	42.47	44.60	C
N/A	03	County Administrative Officer	$125.48/hr					E
N/A	04	County Counsel	$108.26/hr					E
N/A	04	County Librarian	$64.03/hr					E
N/A	042	County Surveyor (Full-time)*	$70.00/hr					E
N/A	042	County Surveyor (Part-time)*	$70.00/hr					E
3188	021	Crime Analyst	36.46	38.28	40.20	42.21	44.32	C
3239	011	Crisis Services Coordinator I	36.97	38.82	40.76	42.80	44.94	C
3608	011	Crisis Services Coordinator II	40.66	42.69	44.83	47.07	49.42	C
3060	011	Crisis Services Counselor I	35.18	36.94	38.79	40.73	42.76	C
3412	011	Crisis Services Counselor II	38.70	40.64	42.67	44.80	47.04	C
1318	01	Custodian I	17.76	18.65	19.58	20.56	21.59	C
1495	01	Custodian II	19.53	20.51	21.53	22.61	23.74	C
6393	022	D.A. Investigator, Chief (Advanced)	68.51	71.94	75.53	79.31	83.27	E
6064	022	D.A. Investigator, Supervising	65.22	68.48	71.91	75.50	79.28	E
4203	021	D.A. Investigator I (Advanced)	46.61	48.94	51.39	53.96	56.65	C
3774	021	D.A. Investigator I (Basic)	42.32	44.44	46.66	48.99	51.44	C
3984	021	D.A. Investigator I (Intermediate)	44.42	46.64	48.97	51.42	53.99	C
4689	021	D.A. Investigator II (Advanced)	51.47	54.04	56.75	59.58	62.56	C
3797	021	D.A. Investigator II (Basic)	42.55	44.68	46.91	49.26	51.72	C
4440	021	D.A. Investigator II (Intermediate)	48.98	51.43	54.00	56.70	59.54	C
4779	041	Dep County Counsel I	52.37	54.99	57.74	60.62	63.66	E
5302	041	Dep County Counsel II	57.60	60.48	63.50	66.68	70.01	E
5875	041	Dep County Counsel III	63.33	66.50	69.82	73.31	76.98	E
N/A	042	Deputy Ag Commissioner/Sealer of Weights and Measures	$50.00/hr					E
1762	041	Deputy Board Clerk I	22.20	23.31	24.48	25.70	26.98	C
1986	041	Deputy Board Clerk II	24.44	25.66	26.95	28.29	29.71	C
2293	041	Deputy Board Clerk III	27.51	28.89	30.33	31.85	33.44	C
N/A	042	Deputy Director of Behavioral Health (Fiscal and Administrative Services)	$60.60/hr					E
N/A	042	Deputy Director of Public Health	$60.60/hr					E
N/A	042	Deputy Director of Social Services (Finance/Facilities/Administration)	$57.65/hr					E
N/A	042	Deputy Director of Social Services (Social Services Agency Programs)	$58.39/hr					E
4109	012	Deputy District Attorney I	45.67	47.95	50.35	52.87	55.51	E

Range	Unit	Classification	Step A	Step B	Step C	Step D	Step E	FLSA
4558	012	Deputy District Attorney II	50.16	52.67	55.30	58.07	60.97	E
5067	012	Deputy District Attorney III	55.25	58.01	60.91	63.96	67.16	E
5610	012	Deputy District Attorney IV	60.68	63.71	66.90	70.24	73.76	E
2472	025	Deputy Probation Officer I	29.30	30.77	32.30	33.92	35.61	C
3086	025	Deputy Probation Officer II	35.44	37.21	39.07	41.03	43.08	C
3597	025	Deputy Probation Officer III	40.55	42.58	44.71	46.94	49.29	C
2418	01	Deputy Public Conservator/Guardian/Administrator I	28.76	30.20	31.71	33.29	34.96	C
2850	01	Deputy Public Conservator/Guardian/Administrator II	33.08	34.73	36.47	38.29	40.21	C
3557	021	Deputy Sheriff (Advanced)	40.15	42.16	44.27	46.48	48.80	C
3188	021	Deputy Sheriff (Basic)	36.46	38.28	40.20	42.21	44.32	C
3368	021	Deputy Sheriff (Intermediate)	38.26	40.17	42.18	44.29	46.51	C
2823	021	Deputy Sheriff-Trainee	32.81	34.45	36.17	37.98	39.88	C
3539	01	Deputy Surveyor/ Deputy Registrar of Voters	39.97	41.97	44.07	46.27	48.58	C
N/A	042	Director of Environmental Health	$69.66/hr					E
N/A	04	Director of Social Services	$80.98/hr					E
N/A	04	Director of Solid Waste Programs	$73.05/hr					E
N/A	04	Director of Transportation and Public Works	$80.99/hr					E
N/A	04	Director of Transportation and Public Works (Not Serving as Road Commissioner)	$80.99/hr					E
3351	01	Director of Victim Witness Assistance Bureau	38.09	39.99	41.99	44.09	46.30	E
2250	02	Dispatcher (Training)	27.08	28.43	29.86	31.35	32.92	C
2492	02	Dispatcher-EMD	29.50	30.98	32.52	34.15	35.86	C
2797	02	Dispatcher-Lead	32.55	34.18	35.89	37.68	39.56	C
3128	02	Dispatcher-Supervising	35.86	37.65	39.54	41.51	43.59	C
N/A	05	District Attorney***	$92.86/hr					E
N/A	04	District Attorney, Chief Assistant	$88.87/hr					E
3136	01	Elections Supervisor	35.94	37.74	39.62	41.61	43.69	C
1341	01	Elections Support Worker	17.99	18.89	19.83	20.83	21.87	C
1902	01	Elections Technician	23.60	24.78	26.02	27.32	28.69	C
3925	01	Eligibility Program Manager (IMS)	43.83	46.02	48.32	50.74	53.28	E
1656	01	Eligibility Specialist I (IMS)	21.14	22.20	23.31	24.47	25.70	C
1866	01	Eligibility Specialist II (IMS)	23.24	24.40	25.62	26.90	28.25	C
2103	01	Eligibility Specialist III (IMS)	25.61	26.89	28.24	29.65	31.13	C
2896	01	Eligibility Supervisor (IMS)	33.54	35.22	36.98	38.83	40.77	C
4622	022	Emergency Services Program Manager	50.80	53.34	56.01	58.81	61.75	C
3053	01	Employment and Training Supervisor (IMS)	35.11	36.87	38.71	40.64	42.68	C
2153	01	Employment and Training Worker I (IMS)	26.11	27.42	28.79	30.23	31.74	C
2413	01	Employment and Training Worker II (IMS)	28.71	30.15	31.65	33.24	34.90	C
2699	01	Employment and Training Worker III (IMS)	31.57	33.15	34.81	36.55	38.37	C
2645	01	Engineering Technician	31.03	32.58	34.21	35.92	37.72	C
2673	01	Environmental Health Specialist I	31.31	32.88	34.52	36.25	38.06	C
3144	01	Environmental Health Specialist II	36.02	37.82	39.71	41.70	43.78	C
3508	01	Environmental Health Specialist III	39.66	41.64	43.73	45.91	48.21	C
1979	01	Environmental Health Technician I	24.37	25.59	26.87	28.21	29.62	C
2223	01	Environmental Health Technician II	26.81	28.15	29.56	31.04	32.59	C
2825	01	Executive Assistant	32.83	34.47	36.20	38.00	39.91	C
3613	041	Executive Legal Assistant	40.71	42.75	44.88	47.13	49.48	C
4121	01	Facilities & Projects Manager	45.79	48.08	50.48	53.01	55.66	E
2502	01	Facilities & Projects Specialist	29.60	31.08	32.63	34.27	35.98	C
N/A	042	Facilities & Projects Director	$62.11/hr					E
3094	01	Facilities Supervisor	35.52	37.30	39.16	41.12	43.17	E
2973	01	Finance & Admin Supervisor	34.31	36.03	37.83	39.72	41.70	C
1514	01	Finance Asst I	19.72	20.71	21.74	22.83	23.97	C
1711	01	Finance Asst II	21.69	22.77	23.91	25.11	26.36	C
1928	01	Finance Asst Sr	23.86	25.05	26.31	27.62	29.00	C
2168	01	Finance Technician	26.26	27.57	28.95	30.40	31.92	C
3350	01	Fiscal Officer	38.08	39.98	41.98	44.08	46.29	C
N/A	04	General Services Administration Director	$91.69/hr					E
1341	01	General Services Aide	17.99	18.89	19.83	20.83	21.87	C
4121	01	Geographic Inform Sys Coor	45.79	48.08	50.48	53.01	55.66	C
2265	01	Geographic Inform Sys Tech I	27.23	28.59	30.02	31.52	33.10	C
2565	01	Geographic Inform Sys Tech II	30.23	31.74	33.33	35.00	36.74	C
4439	041	Grants Program Manager/Analyst	48.97	51.42	53.99	56.69	59.52	C
N/A	04	Health and Human Services Director	$88.87/hr					E
3351	011	Health Educator I	38.09	39.99	41.99	44.09	46.30	E
3541	011	Health Educator II	39.99	41.99	44.09	46.29	48.61	E
N/A	04	Health Officer (Full-time)	$91.88/hr					E
N/A	04	Health Officer (Part-time)	$91.88/hr					E
2627	01	Heavy Equipment Mechanic	30.85	32.39	34.01	35.71	37.50	C
3717	01	Housing Services Program Manager (IMS)	41.75	43.84	46.03	48.33	50.75	E
3020	041	Human Resource Specialist	34.78	36.52	38.34	40.26	42.28	C
2513	041	Human Resource Technician	29.71	31.20	32.76	34.39	36.11	C
N/A	04	Human Resources Director	$76.65/hr					E
3507	01	Information Systems Analyst	39.65	41.63	43.71	45.90	48.19	C
2841	01	Information Systems Specialist	32.99	34.64	36.37	38.19	40.10	C
2239	01	Information Systems Tech I	26.97	28.32	29.73	31.22	32.78	C
2542	01	Information Systems Tech II	30.00	31.50	33.08	34.73	36.47	C
N/A	04	Information Technology Director	$81.81/hr					E
2607	01	Investigative Assistant	30.65	32.18	33.79	35.48	37.26	C
2613	01	Learning Center Coordinator	30.71	32.25	33.86	35.55	37.33	C
2973	01	Legal Assistant	34.31	36.03	37.83	39.72	41.70	C
2973	01	Legal Office Supervisor	34.31	36.03	37.83	39.72	41.70	C

Range	Unit	Classification	Step A	Step B	Step C	Step D	Step E	FLSA
2010	01	Legal Secretary I	24.68	25.91	27.21	28.57	30.00	C
2255	01	Legal Secretary II	27.13	28.49	29.91	31.41	32.98	C
2526	01	Legal Secretary, Sr	29.84	31.33	32.90	34.54	36.27	C
1560	01	Library Assistant	20.18	21.19	22.25	23.36	24.53	C
1560	01	Library Literacy Program Assistant	20.18	21.19	22.25	23.36	24.53	C
1660	01	Library Literacy Program Assistant - Bilingual	21.18	22.24	23.35	24.52	25.74	C
1864	01	Library Literacy Program Coord	23.22	24.38	25.60	26.88	28.22	C
2776	01	Library Supervisor	32.34	33.96	35.65	37.44	39.31	C
1761	01	Library Technician	22.19	23.30	24.46	25.69	26.97	C
3238	011	Licensed Vocational Nurse	36.96	38.81	40.75	42.79	44.93	C
6065	022	Lieutenant	65.23	68.49	71.92	75.51	79.29	E
1432	01	Mail and Warehouse Specialist	18.90	19.85	20.84	21.88	22.97	C
1341	01	Mail Clerk	17.99	18.89	19.83	20.83	21.87	C
1716	01	Medical Assistant	21.74	22.83	23.97	25.17	26.43	C
3409	011	Medical Case Management Registered Nurse	38.67	40.60	42.63	44.77	47.00	E
1715	01	Medical/Psychiatric Records Clerk	21.73	22.82	23.96	25.16	26.41	C
3238	01	Mental Health Intern	36.96	38.81	40.75	42.79	44.93	C
1641	01	Mosquito & Vector Control Tech	20.99	22.04	23.14	24.30	25.51	C
1341	01	Museum Asst	17.99	18.89	19.83	20.83	21.87	C
2027	01	Museum Curator	24.85	26.09	27.40	28.77	30.21	C
4217	011	Nurse Practitioner	46.75	49.09	51.54	54.12	56.82	E
3608	01	Occupational Therapist	40.66	42.69	44.83	47.07	49.42	C
1386	01	Office Assistant I (IMS)	18.44	19.36	20.33	21.35	22.41	C
1568	01	Office Assistant II (IMS)	20.26	21.27	22.34	23.45	24.63	C
1772	01	Office Assistant III (IMS)	22.30	23.42	24.59	25.82	27.11	C
2503	01	Office Assistant Supervisor (IMS)	29.61	31.09	32.65	34.28	35.99	C
2370	01	Outreach Specialist	28.28	29.69	31.18	32.74	34.37	C
2114	01	Outreach Technician	25.72	27.01	28.36	29.77	31.26	C
3333	041	Paralegal (CC)	37.91	39.81	41.80	43.89	46.08	C
3100	01	Paralegal (Grants)	35.58	37.36	39.23	41.19	43.25	C
3637	041	Payroll Manager	40.95	43.00	45.15	47.40	49.77	E
2532	041	Payroll Specialist I	29.90	31.40	32.96	34.61	36.34	C
2955	041	Payroll Specialist II	34.13	35.84	37.63	39.51	41.49	C
2198	01	Peer Support Specialist I	26.56	27.89	29.28	30.75	32.28	C
2463	01	Peer Support Specialist II	29.21	30.67	32.20	33.81	35.50	C
2198	01	Personal Services Coordinator	26.56	27.89	29.28	30.75	32.28	C
4215	01	Physical Therapist	46.73	49.07	51.52	54.10	56.80	C
2623	01	Planner I	30.81	32.35	33.97	35.67	37.45	C
2967	01	Planner II	34.25	35.96	37.76	39.65	41.63	C
3345	01	Planner III	38.03	39.93	41.93	44.02	46.23	C
N/A	042	Planning Director	$69.66/hr					E
1977	01	Planning Technician I	24.35	25.57	26.85	28.19	29.60	C
2220	01	Planning Technician II	26.78	28.12	29.52	31.00	32.55	C
2869	01	Plans Examiner I	33.27	34.93	36.68	38.51	40.44	C
3200	01	Plans Examiner II	36.58	38.41	40.33	42.35	44.46	C
2349	01	Power Equip Mechanic I	28.07	29.47	30.95	32.49	34.12	C
2779	01	Power Equip Mechanic II	32.37	33.99	35.69	37.47	39.35	C
3102	01	Power Equip Mechanic II-Fabrication	35.60	37.38	39.25	41.21	43.27	C
3279	01	Power Equipment Mechanic-Lead	37.37	39.24	41.20	43.26	45.42	C
1318	01	Print Shop Assistant I	17.76	18.65	19.58	20.56	21.59	C
1493	01	Print Shop Assistant II	19.51	20.49	21.51	22.59	23.71	C
2358	01	Printer	28.16	29.57	31.05	32.60	34.23	C
1887	025	Probation Aide	23.45	24.62	25.85	27.15	28.50	C
N/A	04	Probation Officer, Chief	$88.87/hr					E
4000	025	Probation Unit Supervisor	44.58	46.81	49.15	51.61	54.19	C
N/A	042	Program Manager - Special Prosecutions Unit	$82.46/hr					E
3350	01	Property Tax and Accounting Analyst	38.08	39.98	41.98	44.08	46.29	C
2435	02	Property/Evidence Technician	28.93	30.38	31.90	33.49	35.16	C
8179	011	Psychiatric Nurse Practitioner	86.37	90.69	95.22	99.98	104.98	E
N/A	042	Psychiatrist	$216.60/hr					E
N/A	042	Psychiatrist-Drug Medical Stipend	$245.00/hr					E
3701	01	Public Conservator/Guardian/Administrator	41.59	43.67	45.85	48.15	50.55	E
N/A	04	Public Health Director	$80.98/hr					E
4015	011	Public Health Nurse I	44.73	46.97	49.31	51.78	54.37	E
4462	011	Public Health Nurse II	49.20	51.66	54.24	56.96	59.80	E
5199	011	Public Health Nurse Supv	56.57	59.40	62.37	65.49	68.76	E
3156	011	Public Health Program Coordinator	36.14	37.95	39.84	41.84	43.93	E
4341	011	Public Health Program Manager	47.99	50.39	52.91	55.55	58.33	E
4341	011	Public Health Program Manager - Grants Management	47.99	50.39	52.91	55.55	58.33	E
N/A	04	Public Services Director	$55.73/hr					E
2552	01	Public Works Inspector	30.10	31.61	33.19	34.84	36.59	C
2851	01	Public Works Lead Inspector	33.09	34.74	36.48	38.31	40.22	C
2539	01	Public Works Maint Lead Worker	29.97	31.47	33.04	34.69	36.43	C
3184	01	Public Works Maint Supervisor	36.42	38.24	40.15	42.16	44.27	C
1792	01	Public Works Maint Worker I	22.50	23.63	24.81	26.05	27.35	C
2019	01	Public Works Maint Worker II	24.77	26.01	27.31	28.67	30.11	C
2265	01	Public Works Maint Worker III	27.23	28.59	30.02	31.52	33.10	C
N/A	042	Public Works Maintenance Superintendent	$56.33/hr					E
3538	01	Public Works Project Engineer	39.96	41.96	44.06	46.26	48.57	C
3938	01	Public Works Sr Project Manager	43.96	46.16	48.47	50.89	53.43	C
3738	01	Public Works Surveyor	41.96	44.06	46.26	48.57	51.00	C

Range	Unit	Classification	Step A	Step B	Step C	Step D	Step E	FLSA
1928	01	Purchasing/Administrative Assistant I	23.86	25.05	26.31	27.62	29.00	C
2167	01	Purchasing/Administrative Assistant II	26.25	27.56	28.94	30.39	31.91	C
2429	01	Purchasing Assistant III	28.87	30.31	31.83	33.42	35.09	C
3616	01	Purchasing Manager	40.74	42.78	44.92	47.16	49.52	C
1596	01	Recorder Clerk I	20.54	21.57	22.65	23.78	24.97	C
1800	01	Recorder Clerk II	22.58	23.71	24.89	26.14	27.45	C
2973	01	Recorder Clerk Supervisor	34.31	36.03	37.83	39.72	41.70	C
2027	01	Recorder Clerk, Sr	24.85	26.09	27.40	28.77	30.21	C
2613	041	Records and Volunteer Administrator	30.71	32.25	33.86	35.55	37.33	C
1646	041	Records Management Assistant	21.04	22.09	23.20	24.36	25.57	C
3409	011	Registered Nurse (Health)	38.67	40.60	42.63	44.77	47.00	E
3691	041	Risk Analyst	41.49	43.56	45.74	48.03	50.43	E
1891	01	Secretary	23.49	24.66	25.90	27.19	28.55	C
3419	041	Senior Administrative Analyst	38.77	40.71	42.74	44.88	47.13	C
2851	01	Senior Building Maintenance Worker	33.09	34.74	36.48	38.31	40.22	C
4599	01	Senior Civil Engineer	50.57	53.10	55.75	58.54	61.47	C
5204	022	Senior District Attorney Investigator	56.62	59.45	62.42	65.54	68.82	C
2967	01	Senior Engineering Technician	34.25	35.96	37.76	39.65	41.63	C
1512	01	Services Support Assistant I (IMS)	19.70	20.69	21.72	22.81	23.95	C
1708	01	Services Support Assistant II (IMS)	21.66	22.74	23.88	25.07	26.33	C
1924	01	Services Support Assistant III (IMS)	23.82	25.01	26.26	27.57	28.95	C
1464	01	Screener (IMS)	19.22	20.18	21.19	22.25	23.36	C
N/A	05	Sheriff-Coroner***	$96.26/hr					E
2128	01	Sheriff's Executive Secretary	25.86	27.15	28.51	29.94	31.43	C
3350	01	Sheriff's Fiscal Officer	38.08	39.98	41.98	44.08	46.29	C
3352	02	Sheriff's Office Program Coordinator	38.10	40.01	42.01	44.11	46.31	E
4622	022	Sheriff's Office Program Manager	50.80	53.34	56.01	58.81	61.75	C
2713	02	Sheriff's Office Program Technician	31.71	33.30	34.96	36.71	38.54	C
2692	02	Sheriff's Security Officer	31.50	33.08	34.73	36.47	38.29	C
4689	022	Sheriff's Sergeant (Advanced)	51.47	54.04	56.75	59.58	62.56	C
4440	022	Sheriff's Sergeant (Intermediate)	48.98	51.43	54.00	56.70	59.54	C
1745	01	Sheriff's Services Asst	22.03	23.13	24.29	25.50	26.78	C
2049	01	Sheriff's Services Technician	25.07	26.32	27.64	29.02	30.47	C
1983	01	Social Service Aide (IMS)	24.41	25.63	26.91	28.26	29.67	C
4975	01	Social Services Program Manager (IMS)	54.33	57.05	59.90	62.89	66.04	E
2412	01	Social Worker I (IMS)	28.70	30.14	31.64	33.22	34.89	C
2814	01	Social Worker II (IMS)	32.72	34.36	36.07	37.88	39.77	C
3232	01	Social Worker III (IMS)	36.90	38.75	40.68	42.72	44.85	C
3418	01	Social Worker IV (IMS)	38.76	40.70	42.73	44.87	47.11	C
3515	01	Social Worker Supervisor I (IMS)	39.73	41.72	43.80	45.99	48.29	C
4230	01	Solid Waste Program Manager	46.88	49.22	51.69	54.27	56.98	E
2172	01	Solid Waste Program Specialist	26.30	27.62	29.00	30.45	31.97	C
2912	01	Solid Waste Technician	33.70	35.39	37.15	39.01	40.96	C
N/A	04	Special Projects and Administrative Advisor - Extra Help	$91.69/hr					E
2734	01	Staff Service Analyst I (IMS)	31.92	33.52	35.19	36.95	38.80	C
3141	01	Staff Service Analyst II (IMS)	35.99	37.79	39.68	41.66	43.75	C
N/A	042	Support Services Director	$62.12/hr					E
2900	01	Systems Support Analyst (IMS)	33.58	35.26	37.02	38.87	40.82	C
2042	02	Transportation Officer	25.00	26.25	27.56	28.94	30.39	C
1479	01	Transportation Officer	19.37	20.34	21.36	22.42	23.54	C
N/A	05	Treasurer-Tax Collector***	$80.49/hr					E
2371	01	Treasury Technician	28.29	29.70	31.19	32.75	34.39	C
N/A	04	Undersheriff	$93.32/hr					E
3609	011	Utilization & Quality Management Coordinator I	40.67	42.70	44.84	47.08	49.43	**
4016	011	Utilzation & Quality Management Coordinator II	44.74	46.98	49.33	51.79	54.38	**
N/A	04	Veterans Services Officer	$47.24/hr					E
1979	01	Victim/Witness Advocate	24.37	25.59	26.87	28.21	29.62	C
3707	01	Web Programmer/Developer	41.65	43.73	45.92	48.22	50.63	C

*effective 10/20/2025

**effective 10/28/2025

***effective 12/1/2025

****effective 12/31/2025

APPENDIX B
GENERAL UNIT
HOURLY CLASSIFICATION AND WAGE PLAN
3.5% Increase
Effective 10/1/2025

* effective 10/28/2025
** effective 12/16/2025

Range	Classification	Step A	Step B	Step C	Step D	Step E	FLSA
2289	4-H Program Coordinator	27.47	28.84	30.29	31.80	33.39	C
1564	Account Clerk I (IMS)	20.22	21.23	22.29	23.41	24.58	C
1766	Account Clerk II (IMS)	22.24	23.35	24.52	25.75	27.03	C
2044	Account Clerk III (IMS)	25.02	26.27	27.58	28.96	30.41	C
2690	Accountant I	31.48	33.05	34.71	36.44	38.26	C
3003	Accountant II	34.61	36.34	38.16	40.07	42.07	C
2234	Accounting Technician (IMS)	26.92	28.27	29.68	31.16	32.72	C
1341	Administrative Asst I	17.99	18.89	19.83	20.83	21.87	C
1519	Administrative Asst II	19.77	20.76	21.80	22.89	24.03	C
1716	Administrative Asst II-Translator	21.74	22.83	23.97	25.17	26.43	C
1716	Administrative Asst, Sr	21.74	22.83	23.97	25.17	26.43	C
2526	Administrative Legal Secretary	29.84	31.33	32.90	34.54	36.27	C
2127	Administrative Secretary	25.85	27.14	28.50	29.92	31.42	C
2287	Administrative Supervisor	27.45	28.82	30.26	31.78	33.37	C
2387	Administrative Technician	28.45	29.87	31.37	32.93	34.58	C
4471	Adult Services Program Manager (IMS)	49.29	51.75	54.34	57.06	59.91	E
2158	Agriculture & Standards Insp I	26.16	27.47	28.84	30.28	31.80	C
2518	Agriculture & Standards Insp II	29.76	31.25	32.81	34.45	36.17	C
2966	Agriculture & Standards Insp III	34.24	35.95	37.75	39.64	41.62	C
1449	Agriculture Technician	19.07	20.02	21.02	22.08	23.18	C
1641	Agriculture Technician/GIS Asst	20.99	22.04	23.14	24.30	25.51	C
2667	Air Pollution Inspector I	31.25	32.81	34.45	36.18	37.98	C
3138	Air Pollution Inspector II	35.96	37.76	39.65	41.63	43.71	C
2529	Air Pollution Technician	29.87	31.36	32.93	34.58	36.31	C
1341	Airport Assistant	17.99	18.89	19.83	20.83	21.87	C
3828	Airport Manager	42.86	45.00	47.25	49.62	52.10	E
1523	Animal Care Technician I	19.81	20.80	21.84	22.93	24.08	C
1877	Animal Care Technician II	23.35	24.52	25.74	27.03	28.38	C
1663	Animal Control Office Coord	21.21	22.27	23.38	24.55	25.78	C
1663	Animal Control Officer I	21.21	22.27	23.38	24.55	25.78	C
1878	Animal Control Officer II	23.36	24.53	25.75	27.04	28.39	C
2228	Animal Control Officer III	26.86	28.20	29.61	31.09	32.65	C
2445	Appraiser I	29.03	30.48	32.01	33.61	35.29	C
3040	Appraiser II	34.98	36.73	38.57	40.49	42.52	C
1341	Archives Assistant	17.99	18.89	19.83	20.83	21.87	C
2028	Archivist	24.86	26.10	27.41	28.78	30.22	C
3176	Assistant in Civil Engineering I	36.34	38.16	40.06	42.07	44.17	C
3539	Assistant in Civil Engineering II	39.97	41.97	44.07	46.27	48.58	C
4139	Associate Civil Engineer	45.97	48.27	50.68	53.22	55.88	E
2416	Auditor-Appraiser I	28.74	30.18	31.69	33.27	34.93	C
3040	Auditor-Appraiser II	34.98	36.73	38.57	40.49	42.52	C
2074	Behavioral Health Aide	25.32	26.59	27.92	29.31	30.78	C
2331	Behavioral Health Care Counselor I	27.89	29.28	30.75	32.29	33.90	C
2608	Behavioral Health Care Counselor II	30.66	32.19	33.80	35.49	37.27	C
3094	Behavioral Health Care Supv (A/D)	35.52	37.30	39.16	41.12	43.17	E
3352	Behavioral Health Non-Clinical Program Coordinator	38.10	40.01	42.01	44.11	46.31	C
2735	Bldg Code Compliance Ofc/CEA	31.93	33.53	35.20	36.96	38.81	C

Range	Classification	Step A	Step B	Step C	Step D	Step E	FLSA
2539	Bridge & Sign Maint Spec	29.97	31.47	33.04	34.69	36.43	C
2563	Building Inspector I	30.21	31.72	33.31	34.97	36.72	C
2868	Building Inspector II	33.26	34.92	36.67	38.50	40.43	C
3200	Building Inspector III	36.58	38.41	40.33	42.35	44.46	C
3492	Building Inspector Supervisor	39.50	41.48	43.55	45.73	48.01	C
1958	Building Maint Worker I	24.16	25.37	26.64	27.97	29.37	C
2198	Building Maint Worker II	26.56	27.89	29.28	30.75	32.28	C
2464	Building Maint Worker III	29.22	30.68	32.22	33.83	35.52	C
1356	Building Maintenance Worker Trainee*	18.14	19.05	20.00	21.00	22.05	C
2278	Building Permit Technician I	27.36	28.73	30.16	31.67	33.26	C
2552	Building Permit Technician II	30.10	31.61	33.19	34.84	36.59	C
2027	Cadastral Drafting Technician I	24.85	26.09	27.40	28.77	30.21	C
2375	Cadastral Drafting Technician II	28.33	29.75	31.23	32.80	34.44	C
3324	Chief Fiscal Supervisor (IMS)	37.82	39.71	41.70	43.78	45.97	C
3052	Code Enforcement Officer	35.10	36.86	38.70	40.63	42.66	C
2840	Communications Systems Tech	32.98	34.63	36.36	38.18	40.09	C
2850	Community Development Senior Technician	33.08	34.73	36.47	38.29	40.21	C
2278	Community Development Technician I	27.36	28.73	30.16	31.67	33.26	C
2552	Community Development Technician II	30.10	31.61	33.19	34.84	36.59	C
2973	Compliance Officer	34.31	36.03	37.83	39.72	41.70	C
2172	Compliance Specialist	26.30	27.62	29.00	30.45	31.97	C
2331	Construction Worker	27.89	29.28	30.75	32.29	33.90	C
2608	Construction Worker, Sr	30.66	32.19	33.80	35.49	37.27	C
1318	Custodian I	17.76	18.65	19.58	20.56	21.59	C
1495	Custodian II	19.53	20.51	21.53	22.61	23.74	C
2418	Deputy Public Conservator/Guardian/Administrator I	28.76	30.20	31.71	33.29	34.96	C
2850	Deputy Public Conservator/Guardian/Administrator II	33.08	34.73	36.47	38.29	40.21	C
3539	Deputy Surveyor/ Deputy Registrar of Voters	39.97	41.97	44.07	46.27	48.58	C
3351	Director of Victim Witness Assistance Bureau	38.09	39.99	41.99	44.09	46.30	E
3136	Elections Supervisor	35.94	37.74	39.62	41.61	43.69	C
1341	Elections Support Worker	17.99	18.89	19.83	20.83	21.87	C
1902	Elections Technician	23.60	24.78	26.02	27.32	28.69	C
3925	Eligibility Program Manager (IMS)	43.83	46.02	48.32	50.74	53.28	E
1656	Eligibility Specialist I (IMS)	21.14	22.20	23.31	24.47	25.70	C
1866	Eligibility Specialist II (IMS)	23.24	24.40	25.62	26.90	28.25	C
2103	Eligibility Specialist III (IMS)	25.61	26.89	28.24	29.65	31.13	C
2896	Eligibility Supervisor (IMS)	33.54	35.22	36.98	38.83	40.77	C
3053	Employment and Training Supervisor (IMS)	35.11	36.87	38.71	40.64	42.68	C
2153	Employment and Training Worker I (IMS)	26.11	27.42	28.79	30.23	31.74	C
2413	Employment and Training Worker II (IMS)	28.71	30.15	31.65	33.24	34.90	C
2699	Employment and Training Worker III (IMS)	31.57	33.15	34.81	36.55	38.37	C
2645	Engineering Technician	31.03	32.58	34.21	35.92	37.72	C
2673	Environmental Health Specialist I	31.31	32.88	34.52	36.25	38.06	C
3144	Environmental Health Specialist II	36.02	37.82	39.71	41.70	43.78	C
3508	Environmental Health Specialist III	39.66	41.64	43.73	45.91	48.21	C
1979	Environmental Health Technician I	24.37	25.59	26.87	28.21	29.62	C
2223	Environmental Health Technician II	26.81	28.15	29.56	31.04	32.59	C
2825	Executive Assistant	32.83	34.47	36.20	38.00	39.91	C
4121	Facilities & Projects Manager	45.79	48.08	50.48	53.01	55.66	E
2502	Facilities & Projects Specialist	29.60	31.08	32.63	34.27	35.98	C
3094	Facilities Supervisor	35.52	37.30	39.16	41.12	43.17	E
2973	Finance & Admin Supervisor	34.31	36.03	37.83	39.72	41.70	C
1514	Finance Asst I	19.72	20.71	21.74	22.83	23.97	C
1711	Finance Asst II	21.69	22.77	23.91	25.11	26.36	C
1928	Finance Asst Sr	23.86	25.05	26.31	27.62	29.00	C
2168	Finance Technician	26.26	27.57	28.95	30.40	31.92	C

Range	Classification	Step A	Step B	Step C	Step D	Step E	FLSA
3350	Fiscal Officer	38.08	39.98	41.98	44.08	46.29	C
1341	General Services Aide	17.99	18.89	19.83	20.83	21.87	C
4121	Geographic Inform Sys Coor	45.79	48.08	50.48	53.01	55.66	C
2265	Geographic Inform Sys Tech I	27.23	28.59	30.02	31.52	33.10	C
2565	Geographic Inform Sys Tech II	30.23	31.74	33.33	35.00	36.74	C
2627	Heavy Equipment Mechanic	30.85	32.39	34.01	35.71	37.50	C
3717	Housing Services Program Manager (IMS)	41.75	43.84	46.03	48.33	50.75	E
3507	Information Systems Analyst	39.65	41.63	43.71	45.90	48.19	C
2841	Information Systems Specialist	32.99	34.64	36.37	38.19	40.10	C
2239	Information Systems Tech I	26.97	28.32	29.73	31.22	32.78	C
2542	Information Systems Tech II	30.00	31.50	33.08	34.73	36.47	C
2607	Investigative Assistant	30.65	32.18	33.79	35.48	37.26	C
2613	Learning Center Coordinator	30.71	32.25	33.86	35.55	37.33	C
2973	Legal Assistant	34.31	36.03	37.83	39.72	41.70	C
2973	Legal Office Supervisor	34.31	36.03	37.83	39.72	41.70	C
2010	Legal Secretary I	24.68	25.91	27.21	28.57	30.00	C
2255	Legal Secretary II	27.13	28.49	29.91	31.41	32.98	C
2526	Legal Secretary, Sr	29.84	31.33	32.90	34.54	36.27	C
1560	Library Assistant	20.18	21.19	22.25	23.36	24.53	C
1560	Library Literacy Program Assistant	20.18	21.19	22.25	23.36	24.53	C
1660	Library Literacy Program Assistant - Bilingual	21.18	22.24	23.35	24.52	25.74	C
1864	Library Literacy Program Coord	23.22	24.38	25.60	26.88	28.22	C
2776	Library Supervisor	32.34	33.96	35.65	37.44	39.31	C
1761	Library Technician	22.19	23.30	24.46	25.69	26.97	C
1432	Mail and Warehouse Specialist	18.90	19.85	20.84	21.88	22.97	C
1341	Mail Clerk	17.99	18.89	19.83	20.83	21.87	C
1716	Medical Assistant	21.74	22.83	23.97	25.17	26.43	C
1715	Medical/Psychiatric Records Clerk	21.73	22.82	23.96	25.16	26.41	C
3238	Mental Health Intern	36.96	38.81	40.75	42.79	44.93	C
1641	Mosquito & Vector Control Tech	20.99	22.04	23.14	24.30	25.51	C
1341	Museum Asst	17.99	18.89	19.83	20.83	21.87	C
2027	Museum Curator	24.85	26.09	27.40	28.77	30.21	C
3608	Occupational Therapist	40.66	42.69	44.83	47.07	49.42	C
1386	Office Assistant I (IMS)	18.44	19.36	20.33	21.35	22.41	C
1568	Office Assistant II (IMS)	20.26	21.27	22.34	23.45	24.63	C
1772	Office Assistant III (IMS)	22.30	23.42	24.59	25.82	27.11	C
2503	Office Assistant Supervisor I (IMS)	29.61	31.09	32.65	34.28	35.99	C
2370	Outreach Specialist	28.28	29.69	31.18	32.74	34.37	C
2114	Outreach Technician	25.72	27.01	28.36	29.77	31.26	C
3100	Paralegal (Grants)	35.58	37.36	39.23	41.19	43.25	C
2198	Peer Support Specialist I	26.56	27.89	29.28	30.75	32.28	C
2463	Peer Support Specialist II	29.21	30.67	32.20	33.81	35.50	C
2198	Personal Services Coordinator	26.56	27.89	29.28	30.75	32.28	C
4215	Physical Therapist	46.73	49.07	51.52	54.10	56.80	C
2623	Planner I	30.81	32.35	33.97	35.67	37.45	C
2967	Planner II	34.25	35.96	37.76	39.65	41.63	C
3345	Planner III	38.03	39.93	41.93	44.02	46.23	C
1977	Planning Technician I	24.35	25.57	26.85	28.19	29.60	C
2220	Planning Technician II	26.78	28.12	29.52	31.00	32.55	C
2869	Plans Examiner I	33.27	34.93	36.68	38.51	40.44	C
3200	Plans Examiner II	36.58	38.41	40.33	42.35	44.46	C
2349	Power Equip Mechanic I	28.07	29.47	30.95	32.49	34.12	C
2779	Power Equip Mechanic II	32.37	33.99	35.69	37.47	39.35	C
3102	Power Equip Mechanic II-Fabrication	35.60	37.38	39.25	41.21	43.27	C
3279	Power Equipment Mechanic-Lead	37.37	39.24	41.20	43.26	45.42	C
1318	Print Shop Assistant I	17.76	18.65	19.58	20.56	21.59	C

Range	Classification	Step A	Step B	Step C	Step D	Step E	FLSA
1493	Print Shop Assistant II	19.51	20.49	21.51	22.59	23.71	C
2358	Printer	28.16	29.57	31.05	32.60	34.23	C
3350	Property Tax and Accounting Analyst	38.08	39.98	41.98	44.08	46.29	C
3701	Public Conservator/Guardian/Administrator	41.59	43.67	45.85	48.15	50.55	E
2552	Public Works Inspector	30.10	31.61	33.19	34.84	36.59	C
2851	Public Works Lead Inspector	33.09	34.74	36.48	38.31	40.22	C
2539	Public Works Maint Lead Worker	29.97	31.47	33.04	34.69	36.43	C
3184	Public Works Maint Supervisor	36.42	38.24	40.15	42.16	44.27	C
1792	Public Works Maint Worker I	22.50	23.63	24.81	26.05	27.35	C
2019	Public Works Maint Worker II	24.77	26.01	27.31	28.67	30.11	C
2265	Public Works Maint Worker III	27.23	28.59	30.02	31.52	33.10	C
3538	Public Works Project Engineer	39.96	41.96	44.06	46.26	48.57	C
3938	Public Works Sr Project Manager	43.96	46.16	48.47	50.89	53.43	C
3738	Public Works Surveyor	41.96	44.06	46.26	48.57	51.00	C
1928	Purchasing/Administrative Assistant I**	23.86	25.05	26.31	27.62	29.00	C
2167	Purchasing/Administrative Assistant II**	26.25	27.56	28.94	30.39	31.91	C
2429	Purchasing Assistant III	28.87	30.31	31.83	33.42	35.09	C
3616	Purchasing Manager	40.74	42.78	44.92	47.16	49.52	C
1596	Recorder Clerk I	20.54	21.57	22.65	23.78	24.97	C
1800	Recorder Clerk II	22.58	23.71	24.89	26.14	27.45	C
2973	Recorder Clerk Supervisor	34.31	36.03	37.83	39.72	41.70	C
2027	Recorder Clerk, Sr	24.85	26.09	27.40	28.77	30.21	C
1891	Secretary	23.49	24.66	25.90	27.19	28.55	C
2851	Senior Building Maintenance Worker	33.09	34.74	36.48	38.31	40.22	C
4599	Senior Civil Engineer	50.57	53.10	55.75	58.54	61.47	C
2967	Senior Engineering Technician	34.25	35.96	37.76	39.65	41.63	C
1512	Services Support Assistant I (IMS)	19.70	20.69	21.72	22.81	23.95	C
1708	Services Support Assistant II (IMS)	21.66	22.74	23.88	25.07	26.33	C
1924	Services Support Assistant III (IMS)	23.82	25.01	26.26	27.57	28.95	C
1464	Screener (IMS)	19.22	20.18	21.19	22.25	23.36	C
2128	Sheriff's Executive Secretary	25.86	27.15	28.51	29.94	31.43	C
3350	Sheriff's Fiscal Officer	38.08	39.98	41.98	44.08	46.29	C
1745	Sheriff's Services Asst	22.03	23.13	24.29	25.50	26.78	C
2049	Sheriff's Services Technician	25.07	26.32	27.64	29.02	30.47	C
1983	Social Service Aide (IMS)	24.41	25.63	26.91	28.26	29.67	C
4975	Social Services Program Manager (IMS)	54.33	57.05	59.90	62.89	66.04	E
2412	Social Worker I (IMS)	28.70	30.14	31.64	33.22	34.89	C
2814	Social Worker II (IMS)	32.72	34.36	36.07	37.88	39.77	C
3232	Social Worker III (IMS)	36.90	38.75	40.68	42.72	44.85	C
3418	Social Worker IV (IMS)	38.76	40.70	42.73	44.87	47.11	C
3515	Social Worker Supervisor I (IMS)	39.73	41.72	43.80	45.99	48.29	C
4230	Solid Waste Program Manager	46.88	49.22	51.69	54.27	56.98	E
2172	Solid Waste Program Specialist	26.30	27.62	29.00	30.45	31.97	C
2912	Solid Waste Technician	33.70	35.39	37.15	39.01	40.96	C
2734	Staff Service Analyst I (IMS)	31.92	33.52	35.19	36.95	38.80	C
3141	Staff Service Analyst II (IMS)	35.99	37.79	39.68	41.66	43.75	C
2900	Systems Support Analyst (IMS)	33.58	35.26	37.02	38.87	40.82	C
1479	Transportation Officer	19.37	20.34	21.36	22.42	23.54	C
2371	Treasury Technician	28.29	29.70	31.19	32.75	34.39	C
1979	Victim/Witness Advocate	24.37	25.59	26.87	28.21	29.62	C
3707	Web Programmer/Developer	41.65	43.73	45.92	48.22	50.63	C

APPENDIX B
PROFESSIONAL EMPLOYEES
HOURLY CLASSIFICATION AND WAGE PLAN
3.5% Increase

Effective 10/1/2025

Range	Classification	Step A	Step B	Step C	Step D	Step E	FLSA
3238	Behavioral Health Care Clinician I	36.96	38.81	40.75	42.79	44.93	**
3608	Behavioral Health Care Clinician II	40.66	42.69	44.83	47.07	49.42	**
4016	Behavioral Health Care Clinician III	44.74	46.98	49.33	51.79	54.38	**
3238	Behavioral Health Care Nurse I	36.96	38.81	40.75	42.79	44.93	**
3608	Behavioral Health Care Nurse II	40.66	42.69	44.83	47.07	49.42	**
4014	Behavioral Health Care Nurse III	44.72	46.96	49.30	51.77	54.36	**
3094	Behavioral Health Rehabilitation Specialist	35.52	37.30	39.16	41.12	43.17	E
4472	BHC Prog Mgr (Clinical Services)	49.30	51.76	54.35	57.07	59.92	E
4351	BHC Prog Mgr (Community Services)	48.09	50.49	53.02	55.67	58.45	E
3239	Crisis Services Coordinator I	36.97	38.82	40.76	42.80	44.94	C
3608	Crisis Services Coordinator II	40.66	42.69	44.83	47.07	49.42	C
3060	Crisis Services Counselor I	35.18	36.94	38.79	40.73	42.76	C
3412	Crisis Services Counselor II	38.70	40.64	42.67	44.80	47.04	C
3351	Health Educator I	38.09	39.99	41.99	44.09	46.30	E
3541	Health Educator II	39.99	41.99	44.09	46.29	48.61	E
3238	Licensed Vocational Nurse	36.96	38.81	40.75	42.79	44.93	C
3409	Medical Case Management Registered Nurse	38.67	40.60	42.63	44.77	47.00	E
4217	Nurse Practitioner	46.75	49.09	51.54	54.12	56.82	E
4015	Public Health Nurse I	44.73	46.97	49.31	51.78	54.37	E
4462	Public Health Nurse II	49.20	51.66	54.24	56.96	59.80	E
5199	Public Health Nurse Supv	56.57	59.40	62.37	65.49	68.76	E
3156	Public Health Program Coordinator	36.14	37.95	39.84	41.84	43.93	E
4341	Public Health Program Manager	47.99	50.39	52.91	55.55	58.33	E
4341	Public Health Program Manager - Grants Management	47.99	50.39	52.91	55.55	58.33	E
8179	Psychiatric Nurse Practitioner	86.37	90.69	95.22	99.98	104.98	E
3409	Registered Nurse (Health)	38.67	40.60	42.63	44.77	47.00	E
3609	Utilization & Quality Management Coordinator I	40.67	42.70	44.84	47.08	49.43	**
4016	Utilization & Quality Management Coordinator II	44.74	46.98	49.33	51.79	54.38	**

Fair Labor Standards Act (FLSA). The FLSA sets minimum wage, overtime pay, equal pay, record-keeping, and child labor standards for employees who are covered by the act and are not exempt from specific provisions.

Under FLSA column

C = Covered employees who are entitled to overtime and or compensatory time off (CTO) for hours worked pursuant to the FLSA.

E = Exempt employees who are not covered by the FLSA and are not entitled to overtime and or compensatory time off (CTO) for hours worked pursuant to the FLSA.

** = Exempt employees not covered by FLSA, but shall receive overtime and or compensatory time off (CTO) pursuant to Section 23.17 and 23.18

APPENDIX B
SHERIFF'S OFFICE ASSOCIATION
CLASSIFICATIONS AND WAGES

3% Wage Increase
* 5% Wage Increase

Effective 10/01/2025

Amended 12/16/2025

Range	Classification	Step A	Step B	Step C	Step D	Step E	FLSA
	SAFETY POSITIONS						
2381	Correctional Deputy Officer I	28.39	29.81	31.30	32.86	34.51	C
2692	Correctional Deputy Officer II	31.50	33.08	34.73	36.47	38.29	C
2823	Correctional Deputy Corporal	32.81	34.45	36.17	37.98	39.88	C
3211	Correctional Deputy Sergeant	36.69	38.52	40.45	42.47	44.60	C
2692	Sheriff's Security Officer	31.50	33.08	34.73	36.47	38.29	C
	MISCELLANEOUS POSITIONS						
1671	Correction Assistant	21.29	22.35	23.47	24.65	25.88	C
2250	*Dispatcher (Training)	27.08	28.43	29.86	31.35	32.92	C
2492	*Dispatcher-EMD	29.50	30.98	32.52	34.15	35.86	C
2797	*Dispatcher-Lead	32.55	34.18	35.89	37.68	39.56	C
3128	*Dispatcher-Supervising	35.86	37.65	39.54	41.51	43.59	C
2435	Property/Evidence Technician	28.93	30.38	31.90	33.49	35.16	C
3352	Sheriff's Office Program Coordinator	38.10	40.01	42.01	44.11	46.31	E
2713	Sheriff's Office Program Technician	31.71	33.30	34.96	36.71	38.54	C
2042	Transportation Officer	25.00	26.25	27.56	28.94	30.39	C

Fair Labor Standards Act (FLSA). The FLSA sets minimum wage, overtime pay, equal pay, record-keeping, and child labor standards for employees who are covered by the act and are not exempt from specific provisions.

Under FLSA column

C = Covered employees who are entitled to overtime and or compensatory time off (CTO) for hours worked pursuant to the FLSA.

E = Exempt employees who are not covered by the FLSA and are not entitled to overtime and or compensatory time off (CTO) for hours worked pursuant to the FLSA.

APPENDIX B
SHERIFF'S OFFICE MID-MANAGEMENT CLASSIFICATIONS AND WAGES

3% Wage

Effective 10/1/2025

Amended 12/16/2025

Range	Classification	Step A	Step B	Step C	Step D	Step E	FLSA
	SAFETY POSITIONS						
6392	Captain	68.50	71.92	75.52	79.29	83.26	E
5437	Chief Deputy Probation Officer*	58.95	61.90	64.99	68.24	71.65	E
6065	Correctional Deputy Captain	65.23	68.49	71.92	75.51	79.29	E
4520	Correctional Deputy Lieutenant	49.78	52.27	54.88	57.63	60.51	E
6393	D A Investigator, Chief (Advanced)	68.51	71.94	75.53	79.31	83.27	E
6064	D A Investigator, Supervising	65.22	68.48	71.91	75.50	79.28	E
6065	Lieutenant	65.23	68.49	71.92	75.51	79.29	E
5204	Senior District Attorney Investigator	56.62	59.45	62.42	65.54	68.82	C
4440	Sheriff's Sergeant (Intermediate)	48.98	51.43	54.00	56.70	59.54	C
4689	Sheriff's Sergeant (Advanced)	51.47	54.04	56.75	59.58	62.56	C
	MISCELLANEOUS POSITIONS						
4622	Emergency Services Program Manager	50.80	53.34	56.01	58.81	61.75	C
4622	Sheriff's Office Program Manager	50.80	53.34	56.01	58.81	61.75	C

No Holiday will be advanced to the following positions:

Captain

Correctional Lieutenant

D A Investigator, Chief (Advanced)

D A investigator, Supervising

Chief Deputy Probation Officer

Lieutenant

Fair Labor Standards Act (FLSA). The FLSA sets minimum wage, overtime pay, equal pay, record-keeping, and child labor standards for employees who are covered by the act and are not exempt from specific provisions.

Under FLSA column

C = Covered employees who are entitled to overtime and or compensatory time off (CTO) for hours worked pursuant to the FLSA.

E = Exempt employees who are not covered by the FLSA and are not entitled to overtime and or compensatory time off (CTO) for hours worked pursuant to the FLSA.

*8/16/2017 Pay and title change for this position. Previously Deputy Chief Probation Officer

Board of Supervisors Agenda Item Report

Submitting Department: Public Works
Meeting Date: December 16, 2025

SUBJECT
ITB 25-06, Fiddletown Road Pavement Rehabilitation

Recommendation:
Approve

4/5 vote required:
No

Distribution Instructions:
Jeff Christman-Public Works, File

ATTACHMENTS

- Request to Advertise MEMO_ITB 25-06.docx
- Notice to Bidders_Fiddletown Road Pavement Rehabilitation_revised.docx

AMADOR COUNTY COMMUNITY DEVELOPMENT AGENCY

TRANSPORTATION & PUBLIC WORKS

PHONE: (209) 223-6429
FAX: (209) 223-6395
WEBSITE: www.amadorcounty.gov
EMAIL: PublicWorks@amadorcounty.gov

COUNTY ADMINISTRATION CENTER • 810 COURT STREET • JACKSON, CA 95642-2132

MEMORANDUM

TO: **Board of Supervisors**

FROM: **Jeff Christman, Transportation and Public Works Director**

DATE: **December 16, 2025**

SUBJECT: **ITB 25-06, Fiddletown Road Pavement Rehabilitation**

CONTACT: **Jeff Christman, (223-6248)**

Overview
The project is located on Fiddletown Road from Post Mile 6.2 to Hale Road approximately 1.16 miles. This project will cold plane (grind) the existing road at depth of 3-inches, 18in Full Depth Reclamation Cement (FDR-C) and 2-inch overlay. The Notice to Bidders 21-02 is attached.

Recommendations
1. Approve project plans and specifications as on file in the County of Amador's Department of Transportation and Public Works.
2. Advertise the project as required by law.
3. Authorize the Director of Public Works to record Notice of Completion for said project.

Fiscal Impact
The estimated construction cost for this contract is **$801,000.** This project will utilize State Transportation Improvement Program (STIP) funding.

Attachments:
Notice to Bidders ITB 25-06

NOTICE TO BIDDERS

Notice is hereby given that Amador County General Services will receive sealed bids as follows:

INVITATION TO BID 25-06

FOR:

FIDDLETOWN ROAD PAVEMENT REHABILITATION

ESTIMATED CONSTRUCTION COST: $801,000

CONTRACTOR LICENSE REQUIRED: Class A or C12

PROJECT DESCRIPTION:

The work to be performed under this contract includes the furnishing of all labor, materials, and equipment for the construction of cold plane, full-depth reclamation, placing and compacting hot mix asphalt paving, traffic handling, use of traffic control, portable changeable message signs, sign installation, pavement delineation and striping, in addition to other items or details not mentioned above, as required by the plans and specifications, shall be performed, placed, constructed or installed.

INSTRUCTIONS TO BIDDERS

Bid information and all documents for the entire project are available for examination at the office of General Services Administration located at 12200-B Airport Road, Martell, CA, 95654, telephone (209) 223-6375 between the hours of 9:00 a.m. - 4:45 p.m. Monday through Friday; or may be downloaded from Public Purchase site at www.publicpurchase.com/amadorco,ca. A $40.00 non-refundable deposit for each Bid Document set is required. Documents downloaded from Public Purchase are available at no charge.

Sealed bids will be received by the General Services Administration;

Via U.S. Mail at:
12200-B Airport Road
Jackson, Ca. 95642-9527

Via In-person contact or delivery at: 12200-B Airport Road
Martell, Ca. 95654

Sealed bids will be received until **1:30 PM, Thursday XX, 2026**, at which time sealed Bids will be opened and read in the office of the Director of General Services Administration, located at the above Martell address. The clock located in the General Services Administration office is considered the official local time. Bids received late, will be rejected and returned unopened. Telegraph, Facsimile (FAX) and E-Mail proposals will not be considered.

Each bid must be submitted on the proposal forms provided in the Invitation to Bid. The bid must be submitted in a sealed opaque envelope. The Bidder's name, return address, marked as bid, Bid number, and bid opening date must appear on the outside of the envelope. Other bid formats will be rejected. Each bid must also be accompanied by a security in the form of a bid bond issued by a corporate surety, a certified check or cashier's check payable to the Treasurer of Amador County, or cash for an amount not less than ten percent (10%) of the aggregate sum of the bid.

This bid is not subject to federal-aid contract requirements. No prebid meeting is scheduled for this project.

The successful bidder shall be required to furnish a Performance Bond in an amount equal to one hundred percent (100%) of the Contract price, a Payment Bond in an amount equal to one hundred percent (100%) of the Contract price. All bonds (Bid Bond, Performance Bond, and Payment Bond) must be obtained from a surety admitted under the laws of the State of California and satisfactory to the Amador County Board of Supervisors.

Board of Supervisors Agenda Item Report

Submitting Department: Board of Supervisors
Meeting Date: December 16, 2025

SUBJECT
Administrative Agency: Operating and Management Agreement between the County and the Amador Council of Tourism (ACT) regarding the Tourism Improvement District.

Recommendation:
Approve the Agreement.

4/5 vote required:
No

Distribution Instructions:
County Counsel, Auditor-Controller, File

ATTACHMENTS
- TMD - Management Agreement 11.24.25.docx

OPERATING AND MANAGEMENT AGREEMENT

This Operating and Management Agreement ("Agreement") is entered into on November ___, 2025, by and between the County of Amador, a political subdivision of the State of California (the "County") and Amador Council of Tourism, a California nonprofit mutual benefit corporation (the "ACT"). The County and the ACT each are referred to herein as "Party," and collectively referred to herein as the "Parties," as the context requires.

RECITALS

WHEREAS, pursuant to the State of California's Property and Business Improvement District Law of 1994, which allows for the creation of special benefit assessment districts to raise funds within specified geographic areas, the County formed a Business Improvement District ("BID") encompassing most lodging businesses within the County boundaries. The BID was authorized by Amador County Board of Supervisors pursuant to Resolution No. 25-062, dated May 27, 2025;

WHEREAS, the newly formed BID is subject to the Management District Plan ("MDP"), dated May 27, 2025, and attached hereto as Exhibit A and incorporated into this Agreement by reference. The MDP states that the ACT will serve as the Owners' Association, as that term is defined in Streets and Highways Code section 36612, for the BID, and will be responsible for implementing the improvements and activities described in the MDP (collectively, the "Services");

WHEREAS, pursuant to Streets and Highways Code section 36651, the County shall contract with the ACT, as the designated nonprofit corporation, to provide the Services for the BID; and

WHEREAS, the ACT has the expertise, experience, and personnel necessary to provide the Services.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual agreements stated herein and for other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, and intending to be legally bound, the Parties hereby agree as follows:

1. Term. This Agreement shall commence on December 16, 2025 ("Effective Date") and remain in effect until the termination of the BID established May 27, 2025 ("Term"), unless terminated earlier in accordance with the terms of this Agreement.

2. Termination. Notwithstanding the Term of this Agreement, the County may terminate this Agreement (a) upon the disestablishment of the BID in accordance with Streets and Highways Code sections 36670 – 36671; or (b) in the event that the ACT is unable to comply with any additional term or condition governing this Agreement, the Services, or assessments that may be required by newly enacted or amended federal, state, or local laws.

3. Indemnification. ACT agrees to indemnify, defend (upon request of County) and hold harmless County and County's agents, board members, elected and appointed officials and officers, employees, volunteers and authorized representatives from any and all losses, liabilities, charges, damages, claims, liens, causes of action, awards, judgments, costs, and expenses (including, but not limited to, reasonable attorney's fees of County Counsel and counsel retained by County, expert fees, costs and staff time, and investigation costs) of whatever kind or nature (collectively "Claims"), that arise out of or are in any way connected with any negligent error, act or omission of ACT or ACT's officers, agents, employees, independent contractors, subcontractors, or authorized representatives, unless resulting from the sole negligence, active negligence, or willful misconduct of an indemnified party.

4. Parties' Liaisons. The Parties shall each designate a liaison for the purpose of coordinating all obligations of the Parties under this Agreement. Designated liaisons may be changed from time to time as necessary during the Term by providing written notice of such change to the appropriate contacts and addresses of the respective Parties provided for notice under this Agreement. Written notice of the change of a designated liaison must be provided within fifteen (15) days of such change.

County Liaison		ACT Liaison	
Name:	Greg Gillott	Name:	Tracey Berkner
Title:	County Counsel	Title:	Chief Executive Officer
Phone:	(209) 223-6366	Phone:	
Email:	ggillott@amadorcounty.gov	Email:	tracey@visitamador.com

5. Management.

(a) Owners' Association. The ACT shall serve as the Owners' Association, as that term is defined in Streets and Highways Code section 36612, in accordance with the provisions of the MDP. The ACT shall be obligated to provide only the Services expressly covered by the MDP and this Agreement, which are funded by either the BID assessment or general funds raised by the ACT. The ACT shall perform all Services in a professional and prudent manner, and in accordance with all applicable federal, state, and local laws, and the MDP.

(b) Nonprofit Status. The ACT shall, at all times during the Term, be a nonprofit mutual benefit corporation in good standing with the State of California.

(c) Subcontracting. The ACT may subcontract any number of the Services, provided that any subcontracting agreement is consistent with the terms of this Agreement.

(d) Meetings.

i. Lodging Businesses. The ACT shall provide for at least one (1) meeting annually with the owners of lodging businesses within the BID, which shall be open and public, and noticed in accordance with California Government Code sections 54950 et seq. (the "Brown Act").

ii. Liaisons. The Parties, through their designated liaisons, will meet in person at least once a year during the Term to review the Parties' performances and discuss, in the spirit of cooperation, changes that may enhance each Party's ability to raise and resolve any issues in connection with this Agreement. Nothing in this Agreement shall be construed to limit the number of meetings to the requirements herein.

(e) Membership. The ACT acknowledges and agrees that because the ACT will be expending public funds in the form of assessments received from lodging businesses within the BID's boundaries, membership in the BID shall include all such lodging businesses subject to assessment. The ACT shall adopt and maintain bylaws that provide for the election of the board of directors of the ACT by a vote of the membership, and all members shall be eligible to vote in any election of the ACT's board. The ACT shall provide the names and lodging business affiliations of the directors to the County liaison.

(f) Baseline Services; Municipal Powers. The County shall remain responsible for the provision of baseline services for the BID during the Term, consistent with its statutory function as the local authority. Nothing in this Agreement shall be construed as a limitation upon the powers of the County as a municipality of the State of California.

(g) Assessment.

i. Budget. The Parties shall timely carry out all actions reasonably necessary to process the annual budget for the BID operations. The Parties shall cooperate on an ongoing basis to ensure that the functions of the BID identified in this Agreement and the MDP are adequately provided for in all future iterations of the ACT annual budget.

ii. Collection. The County shall contract with a third-party collection agency ("**Collection Agency**") for the collection of all assessments due (including any allowable delinquencies, interest, and overdue charges as set forth in the MDP or as it may be amended by the Board of Supervisors) from each lodging business location within the boundaries of the BID. The Collection Agency shall take all reasonable efforts to collect the assessments from each lodging business in accordance with the provisions of the MDP. All assessments

collected by the Collection Agency in accordance with this Agreement shall be disbursed directly to the ACT and shall not be required to pass through the County or any other governing body.

iii. Expenditure. Assessments may only be expended by the ACT on the Services and in amounts authorized in the ACT budget for the applicable fiscal year. The If the ACT is holding any unexpended assessments at the end of a fiscal year, the ACT shall program such assessments for expenditures on Services authorized in the budget for the immediately following fiscal year.

iv. Other Revenue. If the ACT collects any funds other than assessments ("Other Revenue"), such Other Revenue shall not be subject to the provisions of this Agreement, unless the ACT uses or obligates assessments towards (1) any portion of the proposed activity or improvement to which the ACT proposes the expenditure of Other Revenue; or (2) any ACT staff time or resources paid for with assessments (in whole or in part) are used for the proposed activity or improvement to which the ACT proposes the expenditure of Other Revenue, including facilitating discussions of the ACT board of directors or committees thereunder, implementing the proposed activity or improvement, or accounting or reporting on the proposed activity or improvement. Notwithstanding the immediately preceding sentence, ACT's expenditure of assessments for generating reports about collection or expenditure of Other Revenue in accordance with the requirements of this Agreement shall not, by itself, subject such Other Revenue to the provisions of this Agreement.

6. Open and Public Meetings. The ACT acknowledges and agrees that because the ACT will be expending public funds in the form of assessments, and pursuant to Streets and Highways Code section 36612, all portions of meetings of the ACT's board of directors and any committee thereunder at which this Agreement, the Services, or assessments are discussed or deliberated, shall be conducted in accordance with the Brown Act.

7. Public Records. The ACT acknowledges and agrees that because the ACT will be expending public funds in the form of assessments, and pursuant to Streets and Highways Code section 36612, all records produced by or on behalf of the ACT relating to this Agreement, the Services, assessments, or any grant funds are subject to the California Public Records Act, under California Government Code section 7920.000 et seq. ("CPRA").

8. Independent Contractor. The Parties acknowledge and agree that the ACT is an independent contractor and not an agent or employee of the County. Any provision of this Agreement that may appear to give County the right to direct the ACT concerning the details of performing its

obligations under this Agreement or the MDP, or to exercise any control over such performance, shall mean only that the ACT shall follow the direction of the County concerning the end results of the performance. The ACT shall have no authority to bind the County in any manner, or to incur any obligation, debt or liability of any kind, on behalf or against the County, whether by contract or otherwise.

9. Reports and Records.

(a) Annual Report. Pursuant to Streets and Highways Code section 36650, the ACT shall prepare a report for each fiscal year, except the first year, for which assessments are to be levied and Services performed under this Agreement and the MDP. Each annual report shall be prepared in accordance with the provisions of section 36650(b) of the Streets and Highways Code, and shall be delivered to the County within 180 days after the end of each fiscal year.

(b) Audits and Records. At any time during normal business hours, during the Term of this Agreement and for 3 years after termination, the County shall have the right to request, and the ACT shall make available to the County or the State Auditor for examination, at the offices of the ACT, all data and records pertaining to all matters covered by this Agreement and the MDP. The ACT shall permit (and shall require that its subcontractors permit) the County, at the County's sole expense, to audit all invoices, materials, payrolls, records or personnel, and other data and media relating to all matters covered in this Agreement and the MDP.

(c) Ownership of Records and Cooperation. The ACT shall own and retain all records related to the management of the BID and this Agreement. The ACT shall fully cooperate with the County in any review or investigation of the ACT's conduct or actions relating to this Agreement or management of the BID.

10. Governing Law. This Agreement shall be governed by, and construed in accordance with, the laws of the State of California.

11. Integration and Amendment. This Agreement and the exhibits attached to this Agreement fully express all understandings of the Parties concerning the subject matter of this Agreement. No change, alteration, amendment or modification of the terms or conditions of this Agreement shall be enforceable unless made in the form of a written amendment to this Agreement signed by the authorized representative of each Party, respectively.

12. No Waiver. The failure by either Party to insist upon strict adherence to any term of this Agreement on any occasion shall not be considered a waiver of such Party's rights or deprive

such Party of the right thereafter to insist upon strict adherence to that term or any other term of this Agreement.

13. Severability. Any provision of this Agreement that is held by a court of competent jurisdiction to be prohibited or unenforceable shall be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions hereof.

14. Counterparts; Electronic Signatures. This Agreement may be executed in any number of counterparts and by the different Parties on separate counterparts, each of which, when executed and delivered, is an original, and when all taken together, shall constitute one Agreement. Any and all electronic signatures, whether by scan, e-mail, PDF, DocuSign or similar means, and any electronic delivery of signature pages hereto, shall be treated as originals.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the day and year first written above.

COUNTY	**ACT**
County of Amador, a political subdivision of the State of California	Amador Council of Tourism, a California nonprofit mutual benefit corporation
By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

ATTEST:
JENNIFER BURNS, CLERK OF THE
BOARD OF SUPERVISORS

BY:_____

APPROVED AS TO FORM:
GREGORY GILLOTT, AMADOR COUNTY
COUNSEL

BY:_____

EXHIBIT A
MANAGEMENT DISTRICT PLAN

Board of Supervisors Agenda Item Report

Submitting Department: Environmental Health
Meeting Date: December 16, 2025

SUBJECT
Environmental Health: Approval of an agreement between the County of Amador and the California Association of Environmental Health Administrators (CAEHA) to provide septic system plan review services.

Recommendation:
Suggested Action: Approval

4/5 vote required:
No

Distribution Instructions:
Environmental Health, Planning

ATTACHMENTS

- Exemption Request to Competitive Bid for Septic System Plan Review.pdf
- AMADOR CAEHA PSA for Consulting Services for Plan Check & REHS 12.05.25.docx

GENERAL SERVICES ADMINISTRATION

DEPARTMENT OF GENERAL SERVICES
CONTRACT & PURCHASING SERVICES DIVISION

EXEMPTION REQUEST TO COMPETITIVE BID/PROPOSAL
&
DISCLOSURE STATEMENT

Purpose: You must complete this form for any acquisition where the basis for the vendor/contractor is:

1. **There is only one specific supply or service that can reasonably meet your needs.**
2. **There is only one vendor/contractor who can reasonably provide that supply or service.**

Requesting Department: Environmental Health **Date of Request:** 11/21/25

Contact Name: Chuck Beatty **Phone:** 502

Estimated Total Cost: $ 100,000.00 **Proposed Vendor:** CA Association of Environmental Health Administrators

This form must accompany the purchase requisition whenever an exception to State and local laws/policies subject to the competitive bidding/proposal process is requested. Requests for goods and/or services from a specific vendor, or limited to a specific brand, where substitutes to the recommended vendor or brand are unacceptable, must be accompanied by a written justification explaining the circumstances that make competition or alternatives unacceptable. The employee signing the justification must disclose in writing whether or not he/she has a potential or actual conflict of interest. County employees who have a business relationship with or financial interest in the recommended vendor/contractor must disclose the conflict of interest. Any employee with an actual or potential conflict of interest may not participate in the purchase decision.

The Purchasing Agent or authorized designee will determine whether the justification is appropriate. Requests for exception must be supported by factual statements.

_____ Sole Source: Item is available from only one vendor. Item is one-of-a-kind item and is not sold through distributors. Manufacturer is a sole distributor.

_____ Sole Brand: Various vendors can supply the specified model and brand and competitive bid/proposal will be solicited for the brand requested only.

X Exceptions: Services or goods of a unique nature where competition would for any reason be impractical, impossible and not in the public's best interest: Check those that apply.

☒ Expert or specialized professional services ☐ Legal printing
☐ Legal services ☐ Emergency ☐ Existing public contract
☐ Insurance ☐ Existing contract ☐ Other, define below

INSTRUCTIONS

1. Please check all applicable categories (a. through i.) below and provide additional information where indicated.

☐ a. The requested product is an integral repair part or accessory compatible with existing equipment.

☐ b. The requested product has unique design/performance specifications or quality requirements that are not available in comparable products.

☐ c. The requested product is standardized in accordance with Section **3.08.260** and the use of another brand/model would require considerable time and funding to evaluate and change.

☐ d. The requested product is one in which I (and/or my staff) have specialized training and/or extensive expertise. Retraining would incur substantial cost in time and/or funding.

☐ e. The requested product is used or demonstration equipment available at a lower-than-new cost.

☐ f. Repair/Maintenance service is available only from manufacturer or designated service representative.

☐ g. Upgrade to or enhancement of existing software is available only from manufacturer.

☒ h. Service proposed by vendor/contractor is unique; therefore, competitive bids/proposals are not reasonable or applicable. Describe below the unique qualifications, rights, licenses, etc. this vendor/contractor possesses and the distinctive service to be provided

☒ i. Other factors (provide detailed explanation in #2 below).

2. Provide a detailed explanation and pertinent documentation *for each category* checked in item 1 above. Attach additional sheets if necessary: The Agreement for Professional Service is required to address the lack of septic system plan review expertise in the Community Development Agency. The agency receives five to seven septic system plans per week, and has not been successful in recruiting qualified staff. The proposed contract with the CA Association of Environmental Health Administrators is similar to the previous contract to provide staff for the CUPA program.

3. Was an evaluation of other equipment, products, or services performed? ☐ Yes ☒ No
If yes, please provide all supporting documentation.

4. List below the name of each individual who was involved in the evaluation, if conducted, and in making the recommendation to procure this product or service. Attach additional information, if any potential Conflict of Interest is known.

CERTIFICATION:

I am aware of Amador County polices and laws concerning purchasing procedures and requisitioning. As an approved department representative, I have gathered technical information and have made a concentrated effort to review comparable/equal equipment and/or services. This is documented in this justification. I further declare there is no real or potential Conflict of Interest and have: 1) received no income or gifts from this vendor/contractor and; 2) no financial interests in this company and; 3) no other type of business relationship with this vendor/contractor and; 4) to the best of my knowledge no member of my staff or near relative has any financial interest in this company. I hereby certify as to the validity of the information and feel confident this justification for sole source/sole brand/exception is accurate and appropriate for this acquisition.

This form was completed by:

DEPARTMENT APPROVAL: _____ 12-10-25
Dept. Head (or Auth. Rep.) / Date

PROCUREMENT

APPROVAL: _____

Procurement Officer / Date

Procurement Officer Use Only

☐ Contract

☐ Purchase Order

☐ On Account

☐ BOS Approval Required

PROFESSIONAL SERVICES AGREEMENT

THIS SERVICES AGREEMENT (this "Agreement") is entered into as of _____, by and between the COUNTY OF AMADOR, a political subdivision of the State of California (the "County") and the California Association of Environmental Health Administrators (CAEHA), a California Contractor and Consultant (the "Consultant").

RECITALS

A. County desires to engage professional assistance to provide the hereinafter set forth special services.

B. Consultant is in the business of providing services similar to those set forth in this Agreement.

C. County desires to engage Consultant, and Consultant desires to be hired by County, to perform the work described below, upon the terms and conditions set forth in this Agreement.

NOW THEREFORE, in consideration of the performance of the covenants herein contained, the parties agree as follows:

1. SERVICES TO BE RENDERED BY CONSULTANT.

1.1 Upon request from County, Consultant will provide all equipment, supplies and personnel to perform professional environmental health services for Amador County Environmental Health Department (the "Work"). The Work is more particularly described on **Attachment A** attached and incorporated by this reference. Consultant shall comply with all applicable Federal, State and local laws relating to Consultant's performance of this Agreement.

1.2 Consultant shall perform the Work in a manner consistent with the level of competency and standard of care normally observed by a person practicing in Consultant's profession. If County determines that any of the Work is not performed in accordance with such level of competency and standard of care, County, in its sole discretion, shall have the right to do any or all of the following: (a) require Consultant to meet with County to review the quality of the Work and resolve matters of concern; (b) require Consultant to repeat any substandard Work at no additional charge until it is satisfactory; (c) terminate this Agreement pursuant to section 4 below; or (d) pursue any and all other remedies at law or in equity.

1.3 Consultant is authorized to proceed immediately following full execution of this Agreement and delivery and approval of required insurance documents as required by Section 11. Performance of the Work shall be completed within the time required herein or prescribed for an individual task by County; provided, however, that if performance is delayed by earthquake, flood, high water or other act of God, or by strike, lockout, or similar labor disturbances, the time for Consultant's performance of this Agreement shall be extended by the number of days equal to the number of

days of delay.

1.4 Consultant shall complete each project assigned by County in accordance with an agreed-upon schedule.

2. CHANGES IN SCOPE OF SERVICES. Only the Amador County Board of Supervisors has the authority to agree to any extension of time, change order, change in the scope of work, change in the contract price, or other term or condition affecting either Consultant's or County's duties set forth herein. Adjustments in compensation, if any, shall be determined through negotiation between the parties to the Agreement and are subject to approval by the Board of Supervisors. Consultant acknowledges that no County staff person or County officer other than the Board of Supervisors has the power to amend the terms and conditions of this Agreement. Any change not so authorized in advance in writing by the Board of Supervisors shall be null and void.

3. CHANGES IN SCOPE OF SERVICES. Only the Amador County Board of Supervisors or the General Services Director has the authority to agree to any extension of time, change order, change in the scope of work, change in the contract price, or other term or condition affecting either Consultant's or County's duties set forth herein. Adjustments in compensation, if any, shall be determined through negotiation between the parties to the Agreement and are subject to approval by the Board of Supervisors or the General Services Director. Consultant acknowledges that no County staff person or County officer other than the Board of Supervisors or the General Services Director has the power to amend the terms and conditions of this Agreement. Any change not so authorized in advance in writing by the Board of Supervisors or General Services Director shall be null and void.

4. TERM; TERMINATION OF AGREEMENT. This Agreement shall commence on the date of execution by County and shall terminate on June 30, 2026, unless extended in writing by mutual agreement of the parties. County reserves the right to terminate this Agreement with or without cause on 14 days written notice to Consultant. In the case of such early termination, Consultant shall be paid for all services satisfactorily rendered up to the effective date of termination, up to the maximum fee prescribed for any task.

The County may immediately terminate this Agreement upon written notice to Consultant in the event Consultant, or any or its employees or subconsultants, fails to provide, in any manner, the services required under this Agreement or otherwise fails to comply with the terms of this Agreement.

5. COMPENSATION TO CONSULTANT.

5.1 Consultant shall submit monthly invoices for 1-15th and 16-31st in arrears indicating for each item of the Work performed, hours of work expended (in quarter-hour increments), hourly rate or rates of persons performing the task, and copies of receipts for reimbursable materials or expenses. Compensation to Consultant shall be paid on hours worked basis, with a cost-not-to-exceed limit of $100,000 in accordance with the fee schedule and list of reimbursable expenses set forth on **Attachment B** attached and incorporated by this reference.

5.2 County shall make payment to Consultant within 30 days of the invoice for payment, based upon the services described on the invoice and in an amount properly allowed by the County.

5.3 Consultant shall provide a completed W-9 to the Auditor's Office. No payments shall be issued prior to submission of this form.

5.4 In the event Consultant claims or received payment from County for a service for which reimbursement is later disallowed by County, state or federal agencies, Consultant shall promptly refund the disallowed amount to County upon request or, at County's option, County may offset the amount disallowed from any payment that is due or becomes due to Consultant under this Agreement or any other agreement.

6. SUPERVISION OF THE WORK.

6.1 Consultant shall supervise and direct the Work, using Consultant's best skill and attention. Consultant shall be solely responsible for all methods, techniques, sequences and procedures, and shall coordinate all portions of the Work. County will deal only through Consultant, who shall be responsible for the proper execution of the entire Work.

6.2 Consultant shall assign only competent personnel to perform any portion of the Work. If at any time County, in its sole discretion, desires the removal of any person or persons assigned by Consultant to perform the Work, Consultant shall remove such person or persons immediately upon receiving written notice from County. If any person is identified in this Agreement (or any attachment hereto), Consultant shall not remove, replace, substitute, or otherwise change any key personnel without the prior written consent of County.

6.3 Consultant shall be responsible to County for the acts and omissions of Consultant's employees, subconsultants, and their agents and employees, and any other persons performing any of the Work under a contract with Consultant.

6.4 A subconsultant ("Subconsultant") is a person or organization that has a direct contract with Consultant to perform any of the Work. Consultant shall not subcontract any portion of the Work unless pre-approved in writing by County. Consultant agrees that it is as fully responsible to County for the acts and omissions of Subconsultants and of persons either directly or indirectly employed by Consultant as it is for the acts and omissions of persons directly employed by it. Nothing contained in this Agreement or any other document associated with the performance of the work shall create any contractual relation between any Subconsultant and County.

6.5 Consultant agrees to bind every Subconsultant and every Subconsultant agrees to be bound by the terms of this Agreement as to that portion of the Work performed by Subconsultant, unless specifically noted to the contrary in a subcontract approved in

writing by County. Subconsultant agrees to be bound to the Consultant by the terms of this Agreement and to assume toward Consultant all of the obligations and responsibilities that the Consultant assumes toward County. Consultant agrees to be bound to the Subconsultant by all of the obligations that County assumes to Consultant under this Agreement as to the portion of the Work performed by Subconsultant.

7. CONFERENCES, VISITS TO SITE, INSPECTION OF WORK. In the event it should become necessary for the State or County to hold any conference or visit the site of a project, as a part of any such conference, Consultant shall cooperate fully with the parties involved and shall arrange for qualified representatives of Consultant, upon request of County, to attend any such conference or visit to the site as a part thereof.

8. ASSIGNMENTS. Neither party may assign, sublet, or transfer its interest in this Agreement without the written consent of the other.

9. CONSULTANT NOT EMPLOYEE OF COUNTY. It is understood that Consultant is not acting hereunder as an employee of County, but solely as an independent consultant. Consultant, by virtue of this Agreement, has no authority to bind or incur any obligation on behalf of County. Except as expressly provided in this Agreement, Consultant has no authority or responsibility to exercise any rights or power vested in County. It is understood by both Consultant and County that this Agreement shall not under any circumstances be construed or considered to create an employer-employee relationship or a joint venture.

10. LICENSES, PERMITS, ETC. Consultant represents and warrants to County that it or its principals have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required for Consultant to practice its profession and to perform the Work. Consultant represents and warrants to County that Consultant shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement any license, permits, and approvals that are legally required for Consultant or its principals to practice its profession and perform the Work. Consultant further represents and warrants to County that any Subconsultant engaged by Consultant to perform a portion of the Work shall similarly possess all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required for the Subconsultant to perform the portion of the Work that is the subject of the subcontract at issue.

11. INSURANCE. Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees. Within **five (5**) business days of award of the Bid to Consultant, Consultant shall furnish to County satisfactory proof that Consultant has the following insurance:

11.1 Minimum Scope and Limit of Insurance: Coverage shall be at least as broad as:

11.1.1 Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and

completed operations, property damage, bodily injury and personal & advertising injury with limits no less than $1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.

11.1.2 Automobile Liability: Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than $1,000,000 per accident for bodily injury and property damage.

11.1.3 Workers' Compensation insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than $1,000,000 per accident for bodily injury or disease.

(If Consultant has no employees a Certificate of Exemption from Worker's Compensation Laws must be completed using the County's form and submitted with all other insurance documents).

11.1.4 Professional Liability (Errors and Omissions) Insurance appropriate to the Consultant's profession, with limit no less than $2,000,000 per occurrence or claim, $2,000,000 aggregate.

Broader Coverage/Higher Limits: If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, the County requires and shall be entitled to the broader coverage and/or higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the County.

11.2 **The insurance policies are to contain, or be endorsed to contain, the following provisions:**

11.2.1 Additional Insured Status: The County, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if later revisions are used).

11.2.2 Primary Coverage: For any claims related to this contract, the Consultant's insurance coverage shall be primary insurance primary coverage at least as broad as ISO CG 20 01 04 13 as respects the County, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the County, its officers, officials, employees, or

volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

11.2.3 Notice of Cancellation: Each insurance policy required above shall state that coverage shall not be canceled, except with notice to the County.

11.2.4 Waiver of Subrogation: Consultant hereby grants to County a waiver of any right to subrogation which any insurer of said Consultant may acquire against the County by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the County has received a waiver of subrogation endorsement from the insurer.

11.3 Self-Insured Retentions: Self-insured retentions must be declared to and approved by the County. The County may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or County.

11.4 Acceptability of Insurers: Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the County.

11.5 Claims Made Policies: If any of the required policies provide coverage on a claims-made basis:

11.5.1 The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.

11.5.2 Insurance must be maintained, and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.

11.5.3 If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

11.6 Verification of Coverage: Consultant shall furnish the County with Certificates of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to County before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The County reserves the right to require complete, certified copies of all required insurance policies, including endorsements required

by these specifications, at any time. ***Certificates and endorsements shall refer to the Project or Work. Certificates of Insurance shall list the Certificate Holder as: County of Amador, Attn: (Department, Title, and Address of Contract Administrator). Consultant shall provide all insurance documentation to the Contract Administrator.***

11.7 Subcontractors: Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that County is an additional insured on insurance required from subcontractors.

11.8 Special Risks or Circumstances: County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

12. OWNERSHIP OF DOCUMENTS. Upon completion or termination of this Agreement, County shall be entitled to ownership and immediate possession of, and Consultant shall furnish, on request, all computations, plans, correspondence, manuals, warranties, and other pertinent data gathered or computed by Consultant for the Work prior to termination. Consultant may retain copies of such original documents for Consultant's files.

13. INDEMNIFICATION. Consultant agrees to indemnify, defend (upon request of County) and hold harmless County and County's agents, board members, elected and appointed officials and officers, employees, volunteers and authorized representatives from any and all losses, liabilities, charges, damages, claims, liens, causes of action, awards, judgments, costs, and expenses (including, but not limited to, reasonable attorney's fees of County Counsel and counsel retained by County, expert fees, costs and staff time, and investigation costs) of whatever kind or nature (collectively "Claims"), that arise out of or are in any way connected with any negligent error, act or omission of Consultant or Consultant's officers, agents, employees, independent consultants, subconsultants, or authorized representatives, unless resulting from the sole negligence, active negligence, or willful misconduct of an indemnified party. Without limiting the generality of the foregoing, the same shall include injury or death to any person or persons; damage to any property, regardless of where located, including the property of County; and any workers' compensation claim or suit arising from or connected with any services performed pursuant to this Agreement on behalf of Consultant by any person or entity. Consultant's indemnity obligations shall not be limited by the amount of insurance provided.

14. PUBLIC RECORDS ACT DISCLOSURE. Consultant has been advised and is aware that all reports, documents, information and data including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subconsultants, and provided to County may be subject to public disclosure as required by the California Public Records Act (California Government Code Section 6250 et seq.). Exceptions to public disclosure may be those documents or other information that qualify as trade secrets, as that term is defined in the California Government Code Section 6254.7, and of which Consultant informs County of such trade secret. The County will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The County shall not, in

any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed by County to be required by law or by court order.

15. RESPONSIBILITY FOR ERRORS. Consultant shall be responsible for its work and results under this Agreement. Consultant, when requested, shall furnish clarification and/or explanation as may be required by the County, regarding any services rendered under this Agreement at no additional cost to the County. In the event an error or omission attributable to Consultant occurs, then Consultant shall, at no cost to County, provide all necessary design drawings, estimates, and other professional services necessary to rectify and correct the matter to the sole satisfaction of County and to participate in any meeting with regard to the correction.

16. NON-DISCRIMINATION. Consultant shall provide all services under this Agreement without discrimination, and shall not discriminate against any employee or applicant for employment, on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation. Consultant will comply with Section 1735 of the Labor Code and all provisions of Executive Order No. 10925 of March 6, 1961, as amended, and all rules, regulations and relevant orders of the President's Committee on Equal Opportunity created thereby. Consultant shall also comply with the California Fair Employment and Housing Act (Government Code, Section 12900 and following).

17. CONFLICT OF INTEREST. Consultant warrants and represents that it presently has no interest and covenants that it will not acquire any interest, direct or indirect, that represents a financial conflict of interest under state law or that would otherwise conflict in any manner or degree with the performance of the Work. Consultant further agrees that in the performance of this Agreement no person having any such interest shall be employed by Consultant.

18. ALCOHOL-FREE AND DRUG-FREE WORK PLACE POLICY.

18.1 That while performing any services pursuant to the Contract, being present on any County property, or using any County equipment, the Contractor, its employees, sub-contractors and agents (1) Shall not be in any way be impaired because of being under the influence of alcohol or a drug; (2) Shall not possess, consume, or be under the influence of alcohol and/or an illegal drug; and (3) Shall not sell, offer, or provide alcohol or an illegal drug to another person.

18.2 If Contractor, or any employees, sub-contractors violate any of the above provisions, the County may terminate the Contract immediately.

19. NOTICES. All notices herein provided to be given, or which may be given, by either party to the other, shall be deemed to have been fully given when made in writing and deposited in the United States Postal Services, certified with return receipt requested, with postage prepaid and addressed as follows:

To Consultant: Attn: Sheryl Baldwin, Contract Manager
P.O. Box 2017
Cameron Park, CA 95682-2017
Sheryl@CAEHA.net
530-676-0715

To County: Attn: Chuck Beatty
Amador County Environmental Health Department
810 Court Street
Jackson, CA 95642
Cbeatty@amadorcounty.gov
209-223-6502 direct line.

With a copy to: Office of the County Counsel
810 Court Street
Jackson, CA 95642

The address to which notice shall or may be mailed, as aforesaid, to either party shall or may be changed by written notice given by such party or the other, as hereinbefore provided, but nothing herein contained shall preclude the giving of any such notice by personal service.

20. CONTRACT EXECUTION. Each individual executing this Agreement on behalf of Consultant represents that he or she is fully authorized to execute and deliver this Agreement.

21. CONSTRUED PURSUANT TO CALIFORNIA LAW; VENUE. The parties hereto agree that the provisions of this Agreement will be construed pursuant to the laws of the State of California. Venue for all litigation relative to the formation, interpretation, and performance of this Agreement shall be in Amador County, California.

22. INCORPORATION OF AGREEMENTS AND AMENDMENTS. This Agreement contains all agreements of the parties with respect to any matter mentioned herein. No other Agreement or understanding pertaining to any such matter shall be effective, unless in writing signed by the party to be charged. This Agreement may be modified by the parties hereto only in writing and signed by both parties.

23. SEVERABILITY. The invalidity of any provision of this Agreement, as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision hereof.

24. TIME OF ESSENCE. Time is hereby expressly declared to be the essence of this Agreement and of each and every provision thereof, and each such provision is hereby made and declared to be a material, necessary, and essential part of this Agreement.

25. RETENTION OF RECORDS. Pursuant to Government Code section 8546.7, the performance of any work under this Agreement is subject to the examination and audit of the State Auditor at the request of County or as part of any audit of County for a period of

three years after final payment under the Agreement. Each party hereto shall retain all records relating to the performance of the Work and the administration of the Agreement for three years after final payment hereunder.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

COUNTY OF AMADOR

BY:_____
Chairman, Board of Supervisors

CONSULTANT:
Liza Frias, President
CAEHA

BY:_____

CONSULTANT:
Steve Van Stockum, Treasurer

BY:_____

Name:

Title:

Federal I.D. No.:94-1675492

APPROVED AS TO FORM:
GREGORY GILLOTT, AMADOR COUNTY COUNSEL

BY:_____

ATTEST:
JENNIFER BURNS, CLERK OF THE BOARD OF SUPERVISORS

BY:_____

ATTACHMENT A – SCOPE OF WORK

Review and check submitted plans, specifications, and permit applications for proposed residential and commercial on-site wastewater treatment systems and site evaluations to ensure the design is compliant with all applicable regulations, including setbacks from property lines, wells, and other structures.

Verify that the proposed system is properly sized and located to handle wastewater and is sited in an area that can accommodate the design and will not pose a risk to public health or the environment, such as by contaminating groundwater.

Document all work activity each day.

ATTACHMENT B – COMPENSATION

Rate of compensation

1. $113.16 per hour
2. Mileage reimbursement round trip if travel is a requirement at current IRS rate, currently .70 mile.
3. Hotel reimbursement if CAEHA staff lives out of the area

Board of Supervisors Agenda Item Report

Submitting Department: Social Services
Meeting Date: December 16, 2025

SUBJECT
Social Services: Emergency Child Care Bridge Program

Recommendation:
Review and approve entering into a new two-year agreement for the Emergency Child Care Bridge program.

4/5 vote required:
No

Distribution Instructions:
Emma Brettle

ATTACHMENTS
- Signed ECCB Exemption.pdf
- Memo Emergency Child Care Bridge Program Service Agreement.docx

GENERAL SERVICES ADMINISTRATION

DEPARTMENT OF GENERAL SERVICES
CONTRACT & PURCHASING SERVICES DIVISION

EXEMPTION REQUEST TO COMPETITIVE BID/PROPOSAL
&
DISCLOSURE STATEMENT

Purpose: You must complete this form for any acquisition where the basis for the vendor/contractor is:

1. **There is only one specific supply or service that can reasonably meet your needs.**
2. **There is only one vendor/contractor who can reasonably provide that supply or service.**

Requesting Department: Social Services **Date of Request:** 12/08/2025

Contact Name: Emma Brettle **Phone:** 209 223 6737

Estimated Total Cost: $ $86,308 **Proposed Vendor:** The Resource Connection

This form must accompany the purchase requisition whenever an exception to State and local laws/policies subject to the competitive bidding/proposal process is requested. Requests for goods and/or services from a specific vendor, or limited to a specific brand, where substitutes to the recommended vendor or brand are unacceptable, must be accompanied by a written justification explaining the circumstances that make competition or alternatives unacceptable. The employee signing the justification must disclose in writing whether or not he/she has a potential or actual conflict of interest. County employees who have a business relationship with or financial interest in the recommended vendor/contractor must disclose the conflict of interest. Any employee with an actual or potential conflict of interest may not participate in the purchase decision.

The Purchasing Agent or authorized designee will determine whether the justification is appropriate. Requests for exception must be supported by factual statements.

X Sole Source: Item is available from only one vendor. Item is one-of-a-kind item and is not sold through distributors. Manufacturer is a sole distributor.

____ Sole Brand: Various vendors can supply the specified model and brand and competitive bid/proposal will be solicited for the brand requested only.

_____ Exceptions: Services or goods of a unique nature where competition would for any reason be impractical, impossible and not in the public's best interest: Check those that apply.

☐ Expert or specialized professional services ☐ Legal printing
☐ Legal services ☐ Emergency ☐ Existing public contract
☐ Insurance ☐ Existing contract ☐ Other, define below

INSTRUCTIONS

1. Please check all applicable categories (a. through i.) below and provide additional information where indicated.

☐ a. The requested product is an integral repair part or accessory compatible with existing equipment.

☐ b. The requested product has unique design/performance specifications or quality requirements that are not available in comparable products.

☐ c. The requested product is standardized in accordance with Section **3.08.260** and the use of another brand/model would require considerable time and funding to evaluate and change.

☐ d. The requested product is one in which I (and/or my staff) have specialized training and/or extensive expertise. Retraining would incur substantial cost in time and/or funding.

☐ e. The requested product is used or demonstration equipment available at a lower-than-new cost.

☐ f. Repair/Maintenance service is available only from manufacturer or designated service representative.

☐ g. Upgrade to or enhancement of existing software is available only from manufacturer.

☐ h. Service proposed by vendor/contractor is unique; therefore, competitive bids/proposals are not reasonable or applicable. Describe below the unique qualifications, rights, licenses, etc. this vendor/contractor possesses and the distinctive service to be provided

☒ i. Other factors (provide detailed explanation in #2 below).

2. Provide a detailed explanation and pertinent documentation *for each category* checked in item 1 above. Attach additional sheets if necessary:

Child care services are available through the state appointed Child Care Resource and Referral Program (R&R), see attached excerpt from website

3. Was an evaluation of other equipment, products, or services performed? ☐ Yes ☐ No
If yes, please provide all supporting documentation.

4. List below the name of each individual who was involved in the evaluation, if conducted, and in making the recommendation to procure this product or service. Attach additional information, if any potential Conflict of Interest is known.

CERTIFICATION:

I am aware of Amador County polices and laws concerning purchasing procedures and requisitioning. As an approved department representative, I have gathered technical information and have made a concentrated effort to review comparable/equal equipment and/or services. This is documented in this justification. I further declare there is no real or potential Conflict of Interest and have: 1) received no income or gifts from this vendor/contractor and; 2) no financial interests in this company and; 3) no other type of business relationship with this vendor/contractor and; 4) to the best of my knowledge no member of my staff or near relative has any financial interest in this company. I hereby certify as to the validity of the information and feel confident this justification for sole source/sole brand/exception is accurate and appropriate for this acquisition.

This form was completed by:

DEPARTMENT APPROVAL: _____ 12/8/25
Dept. Head (or Auth. Rep.) / Date

PROCUREMENT APPROVAL: _____ 12-8-25
Procurement Officer / Date

Procurement Officer Use Only
☒ Contract
☐ Purchase Order
☐ On Account
☒ BOS Approval Required

Rev 10.06.20



Find Child Care

Family Services

- Find Child Care
- Choosing Child Care
- Paying for Child Care
- TrustLine (Background Checks)
- Parent Voices (Child Care Advocacy)
- Child Care Glossary
- Resources for Immigrant Families
- Fire Resources

Looking for child care?

Search to find a local child care specialist

Enter your ZIP code below to find your local child care resource and referral (R&R) agency. A child care specialist there will work with you to find care that best meets your needs, and create your personalized child care plan.

Enter your ZIP Code: 95685 Search Again

Search Results for 95685

The Resource Connection - Amador
Referral Phone: (877) 944-9911
Referral Email: rr@trcac.org
8085 Highway 26 Suite G
Mokelumne Hill, CA 95245
Amador County
Go to Agency Website



My Child Care Plan

MyChildCarePlan.org is a search and support website designed to help California's families find the child care they need. The site offers a customizable child care search tool and live support from local specialists to help parents to find the right child care for them. With MyChildCarePlan.org, parents can access reliable child care information they can trust.

MyChildCarePlan.org

Call the statewide consumer education hotline

Call our toll-free number to speak to an information specialist who can answer your general child care questions, or connect you with your local resource and referral agency (available in English and Spanish)

1-800-KIDS-793

Member Directory

To view a list of contact info for our member R&R agencies, click here.
(Directory last updated March 2025)

DEPARTMENT OF SOCIAL SERVICES

10877 Conductor Blvd. Sutter Creek, CA 95685 209-223-6550

Date: December 8, 2025

To: Amador County Board of Supervisors

From: Anne Watts, Director of Social Services

Re: Emergency Child Care Bridge Program

On May 23, 2023, the Amador County Board of Supervisors approved the Department of Social Services' participation in the Emergency Child Care Bridge Program for Foster Children (Bridge Program). The Board of Supervisors also approved the Department of Social Services' acceptance of the capped funding from the state general fund, which is allocated annually. Counties are not obligated to provide resources or a level of service beyond what is provided in the allocation. The allocation for Amador County for fiscal year 2025-2026 is $86,308.

The Bridge Program was enacted through SB 89 and implemented in 2018 to reduce child care barriers to children and parenting youth in the foster care system, their caregiver families, and non-minor dependent parents. The goals of the Bridge Program are to increase the number of successful home-based family care settings for children in foster care, to increase placement stability, to increase the capacity of child care programs to meet the needs of children in foster care, and to maximize funding to support the childcare needs of eligible families. The Bridge Program consists of three components: child care vouchers, a childcare navigator, and trauma-informed care training and coaching.

Counties are to enter into a formal agreement with their local Child Care Resource and Referral Program to provide child care navigator services to families receiving a Bridge Program voucher as well as trauma-informed care training for providers. The California Department of Social Services has approved for counties to utilize procurement by negotiation to conduct procurements for the Bridge Program.

RECOMMENDATION

Recommendation: 1) Dispense with the bidding procedures in accordance with Title 3 Revenue and Finance Chapter 3.08 selection. The Purchasing Agent, Risk Management, and County Counsel have reviewed this request in accordance with all policies and laws with a finding that an exemption from competitive bidding is justified. 2) Authorize the Social Services Director and County Counsel to negotiate final terms and conditions for a two-year term, not to exceed $86,308 for fiscal year 2025/26. 3) Approve the Board Chair to execute the attached said agreement with The Resource Connection contingent upon agreeable terms and conditions.

Board of Supervisors Agenda Item Report

Submitting Department: Social Services
Meeting Date: December 16, 2025

SUBJECT
Social Services: CalWORKs Stage 1 Child Care Agreement

Recommendation:
Review and approve entering into a new three-year agreement for CalWORKs Stage 1 Child Care.

4/5 vote required:
No

Distribution Instructions:
Emma Brettle

ATTACHMENTS

- Memo CalWORKs Child Care Subsidy Service Agreement.docx
- Signed Stage 1 Child Care Exemption.pdf

DEPARTMENT OF SOCIAL SERVICES

10877 Conductor Blvd. Sutter Creek, CA 95685 209-223-6550

Date: December 8, 2025

To: Amador County Board of Supervisors

From: Anne Watts, Director, Department of Social Services (DSS)

Re: Service Agreement with The Resource Connection for CalWORKs Stage One Childcare Subsidy and Referral Services

The Department of Social Services (DSS) is responsible for administering the CalWORKs Child Care Subsidy and Referral Services Program. Current or former CalWORKs cash aid recipients are eligible to receive assistance with paying for child care with a provider of their choice, if they are employed or participating in county approved Welfare-to-Work activities. The Stage One program begins when a family starts receiving CalWORKs cash aid. CalWORKs clients may be served in Stage One until the county determines that the family situation is stable, or if no funds are available in Stage Two. Former CalWORKs clients are also eligible to receive childcare services in Stage One and/or Stage Two for a total of no more than 24 months after they leave cash aid.

The Department's most recent service agreement with The Resource Connection for this program was for fiscal years 2023-2025. DSS has been pleased with the work performed by this contractor and is now prepared to enter into a new 3-year service agreement for this work for years 2025-2028.

I signed an Exemption Request to Competitive Bid/Proposal regarding entering into a new service agreement with The Resource Connection for Stage One childcare. Glenn Spitzer, General Services Administration Director, approved the exemption request to dispense with the formal RFP/bid process. These funds, administered by the California Department of Education and the California Department of Social Services, must go to an agency that provides child care subsidies. The exemption request cites that the services to be provided are of a unique nature where competition would not be reasonable. CalWORKs recipients must receive childcare subsidies from a resource and referral agency in their county of residence. The Resource Connection, according to the CDSS California Child Care Resource and Referral Network website, is the only such agency available to provide this service to Amador County residents.

Recommendations: 1) Dispense with the bidding procedures in accordance with Title 3 Revenue and Finance Chapter 3.08 selection. The Purchasing Agent, Risk Management, and County Counsel have reviewed this request in accordance with all policies and laws with a finding that an exemption from competitive bidding is justified. 2) Authorize the Social Services Director and County Counsel to negotiate final terms and conditions for a three (3) year term, not

to exceed $291,500 for fiscal year 2025/2026. 3) Approve the Board Chair to execute the attached said agreement with The Resource Connection contingent upon agreeable terms and conditions.

EXEMPTION REQUEST TO COMPETITIVE BID/PROPOSAL
&
DISCLOSURE STATEMENT

Purpose: You must complete this form for any acquisition where the basis for the vendor/contractor is:

1. **There is only one specific supply or service that can reasonably meet your needs.**
2. **There is only one vendor/contractor who can reasonably provide that supply or service.**

Requesting Department: Social Services **Date of Request:** 06/03/2025

Contact Name: Emma Brettle **Phone:** (209) 223 6737

Estimated Total Cost: $ 291,500 **Proposed Vendor:** The Resource Connection

This form must accompany the purchase requisition whenever an exception to State and local laws/policies subject to the competitive bidding/proposal process is requested. Requests for goods and/or services from a specific vendor, or limited to a specific brand, where substitutes to the recommended vendor or brand are unacceptable, must be accompanied by a written justification explaining the circumstances that make competition or alternatives unacceptable. The employee signing the justification must disclose in writing whether or not he/she has a potential or actual conflict of interest. County employees who have a business relationship with or financial interest in the recommended vendor/contractor must disclose the conflict of interest. Any employee with an actual or potential conflict of interest may not participate in the purchase decision.

The Purchasing Agent or authorized designee will determine whether the justification is appropriate. Requests for exception must be supported by factual statements.

__X__ Sole Source: Item is available from only one vendor. Item is one-of-a-kind item and is not sold through distributors. Manufacturer is a sole distributor.

_____ Sole Brand: Various vendors can supply the specified model and brand and competitive bid/proposal will be solicited for the brand requested only.

_____ Exceptions: Services or goods of a unique nature where competition would for any reason be impractical, impossible and not in the public's best interest: Check those that apply.

☐ Expert or specialized professional services ☐ Legal printing
☐ Legal services ☐ Emergency ☐ Existing public contract
☐ Insurance ☐ Existing contract ☐ Other, define below

INSTRUCTIONS

1. Please check all applicable categories (a. through i.) below and provide additional information where indicated.

☐ a. The requested product is an integral repair part or accessory compatible with existing equipment.

☐ b. The requested product has unique design/performance specifications or quality requirements that are not available in comparable products.

☐ c. The requested product is standardized in accordance with Section **3.08.260** and the use of another brand/model would require considerable time and funding to evaluate and change.

☐ d. The requested product is one in which I (and/or my staff) have specialized training and/or extensive expertise. Retraining would incur substantial cost in time and/or funding.

☐ e. The requested product is used or demonstration equipment available at a lower-than-new cost.

☐ f. Repair/Maintenance service is available only from manufacturer or designated service representative.

☐ g. Upgrade to or enhancement of existing software is available only from manufacturer.

☒ h. Service proposed by vendor/contractor is unique; therefore, competitive bids/proposals are not reasonable or applicable. Describe below the unique qualifications, rights, licenses, etc. this vendor/contractor possesses and the distinctive service to be provided

☐ i. Other factors (provide detailed explanation in #2 below).

2. Provide a detailed explanation and pertinent documentation *for each category* checked in item 1 above. Attach additional sheets if necessary:

1h - The California Department of Education (CDE) and The California Department of Social Services (CDSS) administer childcare subsidies, with The Resource Connection playing a complex and viral role. CalWORKs recipients must receive childcare services through a resource and referral agency in their county of residence. The Resource Connection, located in Amador County, is the only agency listed on the CDSS California Childcare Resource and Referral Network website to provide child care subsidy and resource and referral services to the residents of Amador County.

3. Was an evaluation of other equipment, products, or services performed? ☐ Yes ☒ No
If yes, please provide all supporting documentation.

4. List below the name of each individual who was involved in the evaluation, if conducted, and in making the recommendation to procure this product or service. Attach additional information, if any potential Conflict of Interest is known.

CERTIFICATION:

I am aware of Amador County polices and laws concerning purchasing procedures and requisitioning. As an approved department representative, I have gathered technical information and have made a concentrated effort to review comparable/equal equipment and/or services. This is documented in this justification. I further declare there is no real or potential Conflict of Interest and have: 1) received no income or gifts from this vendor/contractor and; 2) no financial interests in this company and; 3) no other type of business relationship with this vendor/contractor and; 4) to the best of my knowledge no member of my staff or near relative has any financial interest in this company. I hereby certify as to the validity of the information and feel confident this justification for sole source/sole brand/exception is accurate and appropriate for this acquisition.

This form was completed by:

DEPARTMENT APPROVAL: _____ 6/4/25
Dept. Head (or Auth. Rep.) / Date

PROCUREMENT APPROVAL: _____
Procurement Officer / Date

Procurement Officer Use Only
☒ Contract
☐ Purchase Order
☐ On Account
☒ BOS Approval Required

California Child Care Resource & Referral
NETWORK

Find Child Care



Quick Links

Looking for child care?

Search to find a local child care specialist

Enter your ZIP code below to find your local child care resource and referral (R&R) agency. A child care specialist there will work with you to find care that best meets your needs, and create your personalized child care plan.

Enter your ZIP Code: 95685 Search Again

Search Results for 95685

The Resource Connection - Amador
Referral Phone: (877) 944-9911
Referral Email: rr@trcac.org
8085 Highway 26 Suite G
Mokelumne Hill, CA 95245
Amador County
Go to Agency Website



My Child Care Plan

MyChildCarePlan.org is a search and support website designed to help California's families find the child care they need. The site offers a customizable child care search tool and live support from local specialists to help parents to find the right child care for them. With MyChildCarePlan.org, parents can access reliable child care information they can trust.

MyChildCarePlan.org

Call the statewide consumer education hotline

Call our toll-free number to speak to an information specialist who can answer your general child care questions, or connect you with your local resource and referral agency (available in English and Spanish)

1-800-KIDS-793

Member Directory

To view a list of contact info for our member R&R agencies, click here.
(Directory last updated March 2025)

© 2025 California Child Care Resource & Referral Network

1 Polk Street
Unit 201

Budget Item		Total Billed to Date	Divide by 6 Months		Total Average	105% Increase	Total Monthly Average with Increase	Times 1 Months	Projected Budget Next 6 Months	Times 12 months	For Total Fiscal Year	
Salaries	$	1,803.97		$	164.00	115.00%	$188.60	1	$188.60	12	$2,263.16	
Benefits	$	515.45		$	46.86	115.00%	$53.89	1	$53.89	12	$646.66	
Other (Provide Detail)	$	2,473.00		$	224.82	110.00%	$247.30	1	$247.30	12	$2,967.60	$5,877.42
Salaries	$	16,214.19		$	1,474.02	125.00%	$1,842.52	1	$1,842.52	12	$22,110.26	
Benefits	$	3,319.42		$	301.77	125.00%	$377.21	1	$377.21	12	$4,526.48	
Space/Rent	$	2,207.22		$	200.66	125.00%	$250.82	1	$250.82	12	$3,009.85	
Computer Hardware/Software	$	535.32		$	48.67	105.00%	$51.10	1	$51.10	12	$613.18	
Office Supplies	$	444.89		$	40.44	105.00%	$42.47	1	$42.47	12	$509.60	
Postage	$	224.79		$	20.44	105.00%	$21.46	1	$21.46	12	$257.49	
Copies	$	60.57		$	5.51	105.00%	$5.78	1	$5.78	12	$69.38	
Phone	$	240.39		$	21.85	105.00%	$22.95	1	$22.95	12	$275.36	
Insurance	$	67.33		$	6.12	105.00%	$6.43	1	$6.43	12	$77.12	
Travel/Training	$	249.24		$	22.66	110.00%	$24.92	1	$24.92	12	$299.09	$31,747.81
Child Care	$	221,516.21		$	20,137.84	105.00%	$21,144.73	1	$21,144.73	12	$253,736.75	
	$	249,871.99									$ 291,361.97	

Board of Supervisors Agenda Item Report

Submitting Department: Social Services
Meeting Date: December 16, 2025

SUBJECT
Social Services: Family Urgent Response Services (FURS) 1st Amendment

Recommendation:
Review and approve 1st Amendment to contract with Nexus Youth & Family Services adjusting the budget for fiscal year 2025/26.

4/5 vote required:
No

Distribution Instructions:
Emma Brettle

ATTACHMENTS
- Memo - Family Urgent Response System Contract 1st Amendment - Copy.docx
- 1st Amendment - Budget Reduction.doc

DEPARTMENT OF SOCIAL SERVICES

10877 Conductor Blvd. Sutter Creek, CA 95685 209-223-6550

MEMO

Date: December 8, 2025

To: Amador County Board of Supervisors

From: Anne Watts, Director, Amador County Department of Social Services

Subject: 1nd Amendment to Family Urgent Response System Contract

The Family Urgent Response System (FURS) is a coordinated statewide, regional, and county-level system designed to provide collaborative and timely state-level phone-based response and county-level in-home, in-person mobile response during situations of instability, to preserve the relationship of the caregiver and the child or youth. The program serves current and former foster children, youth, nonminor dependents, and their caregivers as required by Welfare and Institutions Code Section 16529. The FURS program plays a crucial role in providing timely support and stabilization for those in need, promoting family healing and conflict resolution.

The Amador County Department of Social Services entered into a Service Agreement with Nexus Youth and Family Services for its FURS program dated July 30, 2024. The Department would like to modify the not-to-exceed amount to $349,153, based on the allocation received from the California Department of Social Services.

RECOMMENDATION

Review and approve the Amador County Department of Social Services 1st Amendment with a not-to-exceed amount of $349,153.

FIRST AMENDMENT TO SERVICES AGREEMENT

THIS FIRST AMENDMENT TO SERVICES AGREEMENT (this "First Amendment") is made as of _____, 2025 by and between COUNTY OF AMADOR, a political subdivision of the State of California (the "County") and Nexus Youth & Family Services (the "Contractor").

RECITALS

WHEREAS County and Contractor executed a Services Agreement (the "Original Agreement") dated as of July 30, 2025, whereby Contractor agreed to provide Family Urgent Response System (FURS) Mobile Response to residents of Amador County referred by the California Department of Social Services (CDSS) FURS Hotline. (the "Work") upon the terms and conditions set forth in the Original Agreement. The Original Agreement is referred to herein as the "Agreement."

WHEREAS County and Contractor desire to modify the Agreement as set forth in this First Amendment.

NOW, THEREFOR, the parties agree as follows:

1. Contractor shall be paid for services rendered in accordance with a cost not-to-exceed limit of $349,153 for the fiscal year 2025-26 in accordance with the fee schedule set forth on the Attachment A hereto. In no event shall payment to the contractor exceed $349,153 being the counties amended State allocation for the state fiscal year 2025/26.

2. Except as set forth in this First Amendment, the Agreement shall remain unmodified and in full force and effect.

IN WITNESS WHEREOF, the parties have executed this First Amendment as of the date first set forth above.

COUNTY: COUNTY OF AMADOR	CONTRACTOR: NEXUS YOUTH & FAMILY SERVICES
BY: _____	BY: _____
Chairman Board of Supervisors	Lori Halvorson Program Director Federal I.D. No.: 81-2309847

APPROVED AS TO FORM:

BY: _____

Gregory Gillott
Amador County Counsel

ATTEST:

BY: _____

Jennifer Burns
Clerk of the Board of Supervisors

ATTACHMENT A

Cost Proposal - Family Urgent Response System Budget
July 1, 2025 – June 30, 2026

Expenses	Narrative	Budget Totals
Salaries/Benefits		
Programs Director	Programs Director to provide project oversight, staff supervision, and program data collation @ $50/hr x 2 hrs/wk x 52wks (.05 FTE)	$5,200
Director of Grants Administration	DGA to assist with program development and implementation, evaluation, grant oversight and accurate accounting, and reporting activities @ $50/hr x 2 hrs/wk x 52 wks (.05 FTE)	$5,200
Therapeutic Services Coordinator	Therapeutic Services Coordinator to oversee, supervise, and facilitate MRT services as well as provide time-limited family coaching sessions @ $50/hr x 6 hrs/wk x 52 wks (.15 FTE)	$15,600
Clinicians	Clinicians to provide information & referral, therapeutic crisis intervention, and time-limited family coaching sessions @ $45/hr x12 hrs/wk x 52 wks (.30 FTE)	$28,080
Family Intervention Specialist	Family Intervention Specialist to provide I&R, phone triage, mobile in-person response, therapeutic crisis intervention, and follow-up support @ $35/hr x 20 hrs/wk x 52 wks (.50 FTE)	$36,400
Parent Partner	Parent Partner to provide I&R, phone triage, mobile in-person response, and follow-up support @ $24/hr x 40 hrs/wk x 52 wks (1.0 FTE)	$49,920
Youth Advocate	Youth Advocate to provide I&R, phone triage, mobile in-person response, and follow-up support @ $24/hr x 40 hrs/wk x 52 wks (1.0 FTE)	$49,920
On-Call Response	On-call response provided for 24 hrs/day, 7 days/wk, 365 days per year. Weekdays @ $4/hr x 16 hr/shift x 249 weekdays (2.0 FTE) Weekends @ $4/hr x 24 hr/shift x 104 weekend days (2.0 FTE) Holidays @ $4/hr x 24 hr/shift x 12 holidays (2.0 FTE)	$54,144
Benefits	% of SUI, ETT, Medicare, OASDI, and W/Comp	$24,202
	Total Personnel	**$268,666**
Operating Costs		
Office Supplies/ Duplication Costs	Includes office supplies and copying costs @ $200/mo x 12 months	$2,400
Program Supplies	Includes program and outreach supplies, training materials, youth development and family engagement, and meeting costs @ $300/mo x 12 months	$3,600
Space Costs	Includes rent, utilities, maintenance, communications, RingCentral, technology services, household supplies, and facility costs to implement FURS services @ $2,580/mo x 12 months	$30,960
Liability Insurance	Includes liability insurance @ $403/mo x 12 months	$4,836
Staff Travel	Includes staff mileage and agency vehicle costs to implement prevention services and respond to crisis interventions @ .70/mile x 494 miles x 12 months	$4,150
Staff Training	Includes MRT training costs for staff @ $400/staff x 7 staff	$2,800
	Total Non-Personnel	**$48,746**
Agency Administrative Costs	Agency administrative costs @ 10%	$31,741
	TOTAL BUDGET	**$349,153**

Compensation

Nexus will submit monthly invoices for Family Urgent Response System services according to the established fee schedule. The attached budget itemizes costs for proposed personnel, operating, and administrative activities.

Annual proposed Family Urgent Response System personnel costs (salaries and benefits) are calculated as follows:

- The Programs Director will provide project oversight, staff supervision, and program data collation at $50/hour x 2 hours per week x 52 weeks = $5,200 (.05 FTE).
- The Director of Grants Administration will assist with program development and implementation, evaluation, grant oversight, budget management, and reporting activities at $50/hour x 2 hours per week x 52 weeks = $5,200 (.05 FTE).
- The Therapeutic Services Coordinator will oversee, supervise, and facilitate MRT services as well as provide time-limited family coaching sessions at $50/hour x 6 hours per week x 52 weeks = $15,600 (.15 FTE).
- The Clinicians will provide information & referral, therapeutic crisis intervention, and family coaching sessions @ $45/hour x 12 hours per week x 52 weeks = $28,080 (.30 FTE).
- The Family Intervention Specialist will provide information and referral, phone triage, mobile in-person response, therapeutic crisis intervention and follow-up support at $35/hour x 20 hours per week x 52 weeks = $36,400 (.50 FTE).
- The Parent Partner will provide information and referral, phone triage, mobile in-person response, and follow-up support at $24/hour x 40 hours per week x 52 weeks = $49,920 (1.0 FTE).
- The Youth Advocate will provide information and referral, phone triage, mobile in-person response, and follow-up support at $24/hour x 40 hours per week x 52 weeks = $49,920 (1.0 FTE).
- On-call response will be provided on weekdays @ $4/hour x 16 hours a day x 249 weekdays (2.0 FTE), on weekends @ $4/hour x 24 hours a day x 104 weekend days (2.0 FTE), and on holidays @ $4/hour x 24 hours a day x 12 holiday days (2.0 FTE) = $54,144.
- Benefit costs include 9.9% of SUI, ETT, Medi-care, OASDI, and W/Comp.

Annual proposed Family Urgent Response System operating costs are calculated as follows:

- Office supplies and duplication costs are calculated at $200 per month.
- Program supplies including outreach supplies, training materials, and meeting costs are calculated at $300 per month.
- Space costs including rent, utilities, maintenance, communications, RingCentral technology services, household supplies, and facility costs to implement FURS services are calculated at $2,580 per month.
- Liability insurance is calculated at $403 per month.
- Staff travel costs are calculated at .70 per mile.
- Staff continuing education training in MRT protocol is calculated at a total cost of $2800.

Annual proposed Family Urgent Response System agency administrative costs are calculated as follows:

- Agency administrative costs are calculated at 10%.

Board of Supervisors Agenda Item Report

Submitting Department: Social Services
Meeting Date: December 16, 2025

SUBJECT
Social Services: Resolution honoring Donna Swanner after 26 years of service to Amador County

Recommendation:
Review and approve resolution in recognition of Donna Swanners 26 years of service.

4/5 vote required:
No

Distribution Instructions:
Anne Watts

ATTACHMENTS
- Resolution_Honoring_Donna_Swanner.docx

BEFORE THE BOARD OF SUPERVISORS OF THE COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF:

RESOLUTION HONORING DONNA SWANNER FOR HER CONTRIBUTION AND DEDICATION TO THE COUNTY OF AMADOR	)))	RESOLUTION NO.

WHEREAS, Donna Swanner began her career with Amador County in the Administrative unit of the Department of Social Services on May 3, 1999, as a Fiscal and Technical Services Assistant I; and

WHEREAS, Donna was promoted to a Fiscal and Technical Services Assistant II on March 1, 2000; and

WHEREAS, Donna was promoted to an Administrative Supervisor/Office Assistant Supervisor on February 11, 2008; and

WHEREAS, Donna has filled many diverse roles within the Department of Social Services such as Shelter Coordinator, MEDS Coordinator, and Merit System Services Liaison; and

WHEREAS, Donna has served over 26 years of faithful, compassionate, and dedicated service to the Department of Social Services and the community of the County of Amador; and

WHEREAS, Donna now looks forward to spending time in retirement quilting, gardening, and spending time with her husband, children, and grandchildren.

THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Amador, State of California, that said Board does hereby adopt this resolution commending Donna Swanner for her 26 years of service to the County of Amador, and wishes her health and prosperity in her retirement.

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Amador at a regular meeting thereof, held on the 16th day of December, 2025, by the following vote:

AYES:
NOES:
ABSENT:

_____
Jeff Brown, Chairman, Board of Supervisors

ATTEST:
HEATHER PEEK, Clerk of the Board

_____

Board of Supervisors Agenda Item Report

Submitting Department: Sheriff
Meeting Date: December 16, 2025

SUBJECT
Amador County Sheriff's Office 5-year contract with LensLock, LLC for Body Worn Cameras and In-Car Cameras.

Recommendation:
Approval of Amador County Sheriff's Office 5-year contract with LensLock, LLC for Body Worn Cameras and In-Car Cameras.

4/5 vote required:
Yes

Distribution Instructions:
Diana - ACSO, Auditor-Controller, File

ATTACHMENTS
- LensLock, Inc.pdf

INTER-OFFICE MEMORANDUM

TO: GARY W. REDMAN, SHERIFF

FROM: JEREMY MARTIN, CAPTAIN

SUBJECT: BODY WORN CAMERA CONTRACT

DATE: 12/8/2025

CC: JARRET BENOV, UNDERSHERIFF

Sir,

Attached is a 5 year contract with LensLock LLC. to replace our aging and no longer supported Watch Guard Body Worn Cameras (BWC) and In-Car Cameras. As you know Watch Guard was purchased by Motorola and they have no replacements and will no longer repair/support our current BWC's and ICC's. Additionally, we are looking to expand our BWC's into the custody setting which is captured in this contract. BWC's and ICC's are integral part in our day to day operation in case preparation, officer safety, safety of the public, liability mitigation and performance audits. With our current system starting to fail it is time to replace them with new BWC's and ICC's.

The total cost of the proposed contract is $815,407.19 over a 5 year contract period. The project will be paid for by current grant allocations and through the annual Sheriff's Office budget with no additional impact to the general fund. Additionally, we have applied for a Department Of Justice BWC grant and are awaiting notification on that application. If awarded, that will further assist in the funding of this program. It is my recommendation that we move forward with LensLock LLC. by entering into a 5 year contract with them to provide BWC and ICC services for the Amador County Sheriff's Office.

AMADOR COUNTY
GENERAL SERVICES ADMINISTRATION
PURCHASE REQUISITION

DATE 12/04/25

Budget/Line Item 2750 – 58809

FUND 1 0 1 1 1 0

The following supplies are required by Amador County Sheriff's Office ext # 647
NAME OF DEPARTMENT

(●) PLEASE ORDER Vendor #:

( ) ALREADY ORDERED

PREFERRED OR SUGGESTED VENDOR LensLock Inc. TELEPHONE (858) 859-5083

ADDRESS 10089 Willow Creek RD

CITY San Diego STATE CA ZIP CODE 92131

For Purchasing Department Use Only

A	VENDORS B	C
	Amador County GSA DEC 04 2025 11:25 Purchasing Received SK	

QUANTITY	GIVE FULL DESCRIPTION: SIZE, MATERIAL, COLOR, CATALOG NO. PACKAGING, ETC	ESTIMATED UNIT PRICE	PER	ESTIMATED TOTAL COST	QUOTE	QUOTE	QUOTE
1	Cost for first year of five year contract, see attached quote.	$215,407.19	ea	$215,407.19			
12.4.25	Sent to Jeff to review						
	Asked Kim if BOS approval recd		ea	$0.00			
—	Jeff will reach out to J. Martin		ea	$0.00			
12.9.25	Jeff approved		ea	$0.00			
			ea	$0.00			
1	Tax	$0.00		$0.00			
1	Shipping	$0.00		$0.00			
1	Grand Total	$215,407.19		$215,407.19			

Exemption Request Attached

I hereby certify, upon my own personal knowledge, that the articles or services requested hereon are necessary for use by the department, and that there are funds available to cover cost of same.

REQUESTED BY J. Martin APPROVED BY

APPROVED FOR PURCHASE BY:

GENERAL SERVICES ADMINISTRATION

DEPARTMENT OF GENERAL SERVICES
CONTRACT & PURCHASING SERVICES DIVISION

EXEMPTION REQUEST TO COMPETITIVE BID/PROPOSAL
&
DISCLOSURE STATEMENT

Purpose: You must complete this form for any acquisition where the basis for the vendor/contractor is:

1. **There is only one specific supply or service that can reasonably meet your needs.**
2. **There is only one vendor/contractor who can reasonably provide that supply or service.**

Requesting Department: Sheriff's Office **Date of Request:** 12/4/2025

Contact Name: Jeremy Martin **Phone:** 209-223-6647

Estimated Total Cost: $ $815,407.19 **Proposed Vendor:** LensLock

This form must accompany the purchase requisition whenever an exception to State and local laws/policies subject to the competitive bidding/proposal process is requested. Requests for goods and/or services from a specific vendor, or limited to a specific brand, where substitutes to the recommended vendor or brand are unacceptable, must be accompanied by a written justification explaining the circumstances that make competition or alternatives unacceptable. The employee signing the justification must disclose in writing whether or not he/she has a potential or actual conflict of interest. County employees who have a business relationship with or financial interest in the recommended vendor/contractor must disclose the conflict of interest. Any employee with an actual or potential conflict of interest may not participate in the purchase decision.

The Purchasing Agent or authorized designee will determine whether the justification is appropriate. Requests for exception must be supported by factual statements.

_____ Sole Source: Item is available from only one vendor. Item is one-of-a-kind item and is not sold through distributors. Manufacturer is a sole distributor.

_____ Sole Brand: Various vendors can supply the specified model and brand and competitive bid/proposal will be solicited for the brand requested only.

X Exceptions: Services or goods of a unique nature where competition would for any reason be impractical, impossible and not in the public's best interest: Check those that apply.

☐ Expert or specialized professional services ☐ Legal printing
☐ Legal services ☐ Emergency ☒ Existing public contract
☐ Insurance ☐ Existing contract ☐ Other, define below

INSTRUCTIONS

1. **Please check all applicable categories (a. through i.) below and provide additional information where indicated.**

☐ a. The requested product is an integral repair part or accessory compatible with existing equipment.

☐ b. The requested product has unique design/performance specifications or quality requirements that are not available in comparable products.

☐ c. The requested product is standardized in accordance with Section **3.08.260** and the use of another brand/model would require considerable time and funding to evaluate and change.

☐ d. The requested product is one in which I (and/or my staff) have specialized training and/or extensive expertise. Retraining would incur substantial cost in time and/or funding.

☐ e. The requested product is used or demonstration equipment available at a lower-than-new cost.

☐ f. Repair/Maintenance service is available only from manufacturer or designated service representative.

☐ g. Upgrade to or enhancement of existing software is available only from manufacturer.

☐ h. Service proposed by vendor/contractor is unique; therefore, competitive bids/proposals are not reasonable or applicable. Describe below the unique qualifications, rights, licenses, etc. this vendor/contractor possesses and the distinctive service to be provided

☐ i. Other factors (provide detailed explanation in #2 below).

2. Provide a detailed explanation and pertinent documentation *for each category* checked in item 1 above. Attach additional sheets if necessary: ____

3. Was an evaluation of other equipment, products, or services performed? ☐ Yes ☐ No
If yes, please provide all supporting documentation.

4. List below the name of each individual who was involved in the evaluation, if conducted, and in making the recommendation to procure this product or service. Attach additional information, if any potential Conflict of Interest is known.

Captain Martin Undersheriff Benov Captain Stone

CERTIFICATION:

I am aware of Amador County polices and laws concerning purchasing procedures and requisitioning. As an approved department representative, I have gathered technical information and have made a concentrated effort to review comparable/equal equipment and/or services. This is documented in this justification. I further declare there is no real or potential Conflict of Interest and have: 1) received no income or gifts from this vendor/contractor and; 2) no financial interests in this company and; 3) no other type of business relationship with this vendor/contractor and; 4) to the best of my knowledge no member of my staff or near relative has any financial interest in this company. I hereby certify as to the validity of the information and feel confident this justification for sole source/sole brand/exception is accurate and appropriate for this acquisition.

This form was completed by:

DEPARTMENT APPROVAL: _____ 12/4/25
Dept. Head (or Auth. Rep.) / Date

PROCUREMENT APPROVAL: _____ 12-9-25
Procurement Officer / Date

Procurement Officer Use Only
☒ Contract
☐ Purchase Order
☐ On Account
☒ BOS Approval Required

Rev 10.06.20

Amador CSO - CA

LensLock, Inc. Quote

Jon Handy - EVP
(858) 859-5083
JDH@LensLock.com
10089 Willow Creek Road, Suite 200
San Diego, CA 92131 - **U.S.A.**

LensLock Financial Services
10089 Willow Creek Rd. #200
San Diego, CA 92131 - U.S.A.

Issued: NOV 17, 2025
Proposal Valid for 45 Days
Proposal Number: #25-388-7

Services: BWC & ICV Services
Business Partner: *LLFS
Length of Service: 60 Months
Start Date: TBD

CLIENT:
Amador CSO - CA
Attn: Sheriff Gary Redman
700 Court Street
Jackson, CA 95642
209-223-6500

LENSLOCK CONTACT:
Wes Kipley - Service Dir
Phone: **866-536-7562**
Email: WEK@LensLock.com

QTY	DESCRIPTION	ANNUAL COST	5-YEAR TOTAL COST
87	E-13 & 12.5 BWC Equipment & Service - (29 G-12.5 & 58 E-13)	$92,713.00	$463,565.00
13	E-13 & 12.5 BWC Equipment & Service - 5 ADMIN & 8 BACK-UPS	$0.00	$0.00
100	E-13 & 12.5 BWC Accessories - (35 Mag Plates/60 Molle/5 Gator)	$0.00	$0.00
4	GEN 12.5 Compatible DS-X Docking Stations	$0.00	$0.00
20	Hawk 6 ICV Equipment & Service (Standard Vehicle Set-up)	$39,980.00	$199,900.00
3	Hawk 6 ICV Equipment & Service (Jail Transport Vans - 4 Cams)	$6,897.00	$34,485.00
23	Hawk 6 ICV Compatible BITS 3.0 AUTO-ON Trigger Eqt	$0.00	$0.00
23	LensLock Pro-Grade Vehicle Installation (1-time fee)	$20,585.00	$20,585.00
23	Ericson In-Car Routers Integrated Cradle Points	$19,711.00	$19,711.00
1	LensLock SunRidge CAD Integration Annual Service Fee	$3,000.00	$15,000.00
1	LensLock Digital Evidence Mgt System (DEMS) Data Storage	$0.00	$0.00
1	LensLock Software - Mobile App & MDT App	$0.00	$0.00
1	60-Month Hardware Warranty	$0.00	$0.00
1	LensLock Outsourced Redaction Service (25 cases/year)	$0.00	$0.00
UNLIMITED	District Attorney & Defense Access to LensLock DEMS	$0.00	$0.00
1	Annual Microsoft Azure Database Fee	$495.00	$2,475.00
		SUBTOTAL	$755,721.00
		SALES TAX	$57,168.19
		SHIPPING FEES	$2,518.00
		5-YR TOTAL	**$815,407.19**

*As part of an internal corporate accounting process, we utilize LensLock Financial Services for all accounting & billing system related operations. This provides efficient payment flexibility and confirms your service agreement. All terms, warranties, guarantees, and service commitments are confirmed. As part of LLFS, we offer you payment options as follows:

Y1 Payment	Y2 Payment	Y3 Payment	Y4 Payment	Y5 Payment
$215,407.19	$150,000.00	$150,000.00	$150,000.00	$150,000.00

Thank you SINCERELY for your business!

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Intergovernmental Cooperative Purchasing Agreement

This Intergovernmental Agreement (Agreement) is by and between the "Lead Contracting Agency" and participating government entities ("Participating Agencies"), that are members of National Purchasing Partners ("NPPGov"), including members of Public Safety GPO, First Responder GPO, Law Enforcement GPO, Education GPO and EMS GPO that agree to the terms and conditions of this Agreement. The Lead Contracting Agency and all Participating Agencies shall be considered as "parties" to this agreement.

WHEREAS, upon completion of a formal competitive solicitation and selection process, the Lead Contracting Agency has entered into Master Price Agreements with one or more Vendors to provide goods and services, often based on national sales volume projections;

WHEREAS, NPPGov provides group purchasing, marketing and administrative support for governmental entities. NPPGov's marketing and administrative services are free to its membership, which includes participating public entities and nonprofit institutions throughout North America.

WHEREAS, NPPGov has instituted a cooperative purchasing program under which member Participating Agencies may reciprocally utilize competitively solicited Master Price Agreements awarded by the Lead Contracting Agency;

WHEREAS, the Master Price Agreements provide that all qualified government members of NPPGov may purchase goods and services on the same terms, conditions and pricing as the Lead Contracting Agency, subject to applicable local and state laws of the Participating Agencies;

WHEREAS, the parties agree to comply with the requirements of the Intergovernmental Cooperation Act as may be applicable to the local and state laws of the Participating Agencies;

WHEREAS, the parties desire to conserve and leverage resources, and to improve the efficiency and economy of the procurement process while reducing solicitation and procurement costs;

WHEREAS, the parties are authorized and eligible to contract with governmental bodies and Vendors to perform governmental functions and services, including the purchase of goods and services; and

WHEREAS, the parties desire to contract with Vendors under the terms of the Master Price Agreements;

NOW, THEREFORE, the parties agree as follows:

ARTICLE 1: LEGAL AUTHORITY

Each party represents and warrants that it is eligible to participate in this Agreement because it is a local government created and operated to provide one or more governmental functions and possesses adequate legal authority to enter into this Agreement.

ARTICLE 2: APPLICABLE LAWS

The procurement of goods and services subject to this Agreement shall be conducted in accordance with and subject to the relevant statutes, ordinances, rules, and regulations that govern each party's procurement policies. Competitive Solicitations are intended to meet the public contracting requirements of the Lead Contracting Agency and may not be appropriate under, or satisfy Participating Agencies' procurement laws. It is the responsibility of each party to ensure it has met all applicable solicitation and procurement requirements. Participating Agencies are urged to seek independent review by their legal counsel to ensure compliance with all local and state solicitation requirements.

ARTICLE 3: USE OF BID, PROPOSAL OR PRICE AGREEMENT

a. A "procuring party" is defined as the Lead Contracting Agency or any Participating Agency that desires to purchase from the Master Price Agreements awarded by the Lead Contracting Agency.

b. Each procuring party shall be solely responsible for their own purchase of goods and services under this Agreement. A non-procuring party shall not be liable in any fashion for any violation of law or contract by a procuring party, and the procuring party shall hold non-procuring parties and all unrelated procuring parties harmless from any liability that may arise from action or inaction of the procuring party.

c. The procuring party shall not use this agreement as a method for obtaining additional concessions or reduced prices for similar goods and services outside the scope of the Master Price Agreement.

d. The exercise of any rights or remedies by the procuring party shall be the exclusive obligation of such procuring party.

e. The cooperative use of bids, proposals or price agreements obtained by a party to this Agreement shall be in accordance with the terms and conditions of the bid, proposal or price agreement, except as modified where otherwise allowed or required by applicable law, and does not relieve the party of its other solicitation requirements under state law or local policies.

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ARTICLE 4: PAYMENT OBLIGATIONS

The procuring party will make timely payments to Vendors for goods and services received in accordance with the terms and conditions of the procurement. Payment for goods and services, inspections and acceptance of goods and services ordered by the procuring party shall be the exclusive obligation of such procuring party. Disputes between procuring party and Vendor shall be resolved in accordance with the law and venue rules of the state of the procuring party.

ARTICLE 5: COMMENCEMENT DATE

This Agreement shall take effect after execution of the "Lead Contracting Agency Endorsement and Authorization" or "Participating Agency Endorsement and Authorization," as applicable.

ARTICLE 6: TERMINATION OF AGREEMENT

This Agreement shall remain in effect until terminated by a party giving 30 days written notice to "Lead Contracting Agency"

ARTICLE 7: ENTIRE AGREEMENT

This Agreement and any attachments, as provided herein, constitute the complete Agreement between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein.

ARTICLE 8: CHANGES AND AMENDMENTS

This Agreement may be amended only by a written amendment executed by all parties, except that any alterations, additions, or deletions of this Agreement which are required by changes in Federal and State law or regulations are automatically incorporated into this Agreement without written amendment hereto and shall become effective on the date designated by such law or regulation.

ARTICLE 9: SEVERABILITY

All parties agree that should any provision of this Agreement be determined to be invalid or unenforceable, such determination shall not affect any other term of this Agreement, which shall continue in full force and effect.

THIS INSTRUMENT HAS BEEN EXECUTED IN TWO OR MORE ORIGINALS BY EXECUTION AND ATTACHMENT OF "THE LEAD CONTRACTING AGENCY ENDORSEMENT AND AUTHORIZATION" OR "PARTICIPATING AGENCY ENDORSEMENT AND AUTHORIZATION," AS APPLICABLE. ONCE EXECUTED, IT IS THE RESPONSIBILITY OF EACH PARTY TO FILE THIS AGREEMENT WITH THE PROPER AGENCY IF REQUIRED BY LOCAL OR STATE LAW.

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LEAGUE OF OREGON CITIES
ENDORSEMENT AND AUTHORIZATION

The undersigned acknowledges, on behalf of the League of Oregon Cities ("Lead Contracting Agency") that he/she has read and agrees to the general terms and conditions set forth in the enclosed Intergovernmental Cooperative Purchasing Agreement regulating use of the Master Price Agreements and purchase of goods and services that from time to time are made available by the League of Oregon Cities to Participating Agencies locally, regionally, and nationally through NPPGov. Copies of Master Price Agreements and any amendments thereto made available by the League of Oregon Cities will be provided to Participating Agencies and NPPGov to facilitate use by Participating Agencies.

The undersigned understands that the purchase of goods and services under the provisions of the Intergovernmental Cooperative Purchasing Agreement is at the absolute discretion of the Participating Agencies.

The undersigned affirms that he/she is an agent of the League of Oregon Cities and is duly authorized to sign this League of Oregon Cities Endorsement and Authorization.

DocuSigned by:
38C546F8869143E...

Date: 3/26/2020

BY:
ITS:

League of Oregon Cities Contact Information:

Contact Person: Mike Culley
Address: 1201 Court St NE #200, Salem, OR 97301
Telephone No.: 503-588-6550
Email: mculley@orcities.org

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PARTICIPATING AGENCY
ENDORSEMENT AND AUTHORIZATION

The undersigned acknowledges, on behalf of _____ ("Participating Agency") that he/she has read and agrees to the general terms and conditions set forth in the enclosed Intergovernmental Cooperative Purchasing Agreement regulating use of the Master Price Agreements and purchase of goods and services that from time to time are made available by the Lead Contracting Agency to Participating Agencies locally, regionally, and nationally through NPPGov.

The undersigned further acknowledges that the purchase of goods and services under the provisions of the Intergovernmental Cooperative Purchasing Agreement is at the absolute discretion of the Participating Agency and that neither the Lead Contracting Agency nor NPPGov shall be held liable for any costs or damages incurred by or as a result of the actions of the Vendor or any other Participating Agency. Upon award of contract, the Vendor shall deal directly with the Participating Agency concerning the placement of orders, disputes, invoicing and payment.

The undersigned affirms that he/she is an agent of _____ and is duly authorized to sign this Participating Agency Endorsement and Authorization.

_____ Date:_____

BY: _____

ITS: _____

Participating Agency Contact Information:

Contact Person: _____

Address: _____

_____

_____

Telephone No.:_____

Email:_____

LENSLOCK

INFORMATION TECHNOLOGY (IT) SERVICES, RELATED EQUIPMENT, & SUPPORT

Company Information

We build innovative, cost-effective technology solutions specifically designed for law enforcement agencies, and deliver best-in-class service each and every day. LensLock provides body-worn cameras, in-car cameras, security cameras, and digital evidence management to law enforcement agencies nationwide. We stand behind our motto: "We Serve Heroes Every Day." Our mission is to protect, innovate, and serve.

Products on Contract

- Body-Worn Camera Services
- In-Car Video Services
- Surveillance Camera Video and Network Services
- Digital Evidence Management Services

Pricing Details

Members receive discounted pricing on these products. For pricing and product details, log in to nppgov.com.

Contract Details

- Log into nppgov.com
- Forms, legal documentation, price lists and other information can be found on the vendor page
- Sign the Intergovernmental Agreement (IGA) and keep for your records
- Provide your NPPGov member number on the purchase order

PUBLICLY SOLICITED CONTRACT AWARDED

Lead Public Agency:
League of Oregon Cities

RFP #2215

CONTRACT TERM

Contract Number: PS22120

Effective Date: 01/10/23

Initial expiration: 01/10/26

Possible extensions through: 01/10/29

NPPGov

NPPGov is a national cooperative procurement organization based in Seattle, WA offering publicly solicited contracts to government entities nationwide. Our contracts are created through a public solicitation by a Lead Public Agency. Access to our cooperative contracts is free and there are no purchasing obligations.

Benefits of cooperative contracts:

- Competitively bid, no additional RFP necessary
- Saves time and money in your procurement process
- Live contract support

npp gov National Purchasing Partners Government

nppgov.com
customerservice@nppgov.com
877.329.8847

LEAGUE OF OREGON CITIES

MASTER PRICE AGREEMENT

This Master Price Agreement is effective as of the date of the last signature below (the "Effective Date") by and between the LEAGUE OF OREGON CITIES, an Oregon public corporation under ORS Chapter 190 ("LOC" or "Purchaser") and LENSLOCK, INC. ("Vendor").

RECITALS

WHEREAS, the Vendor is in the business of selling certain Information Technology (IT) Services, Related Equipment, & Support, as further described herein; and

WHEREAS, the Vendor desires to sell and the Purchaser desires to purchase certain products and related services all upon and subject to the terms and conditions set forth herein; and

WHEREAS, through a solicitation for Information Technology (IT) Services, Related Equipment, & Support the Vendor was awarded the opportunity to complete a Master Price Agreement with the LEAGUE OF OREGON CITIES as a result of its response to Request for Proposal No. 2215 for Information Technology (IT) Services, Related Equipment, & Support; and

WHEREAS, the LEAGUE OF OREGON CITIES asserts that the solicitation and Request for Proposal meet Oregon public contracting requirements (ORS 279, 279A, 279B and 279C et. seq.); and

WHEREAS, Purchaser and Vendor desire to extend the terms of this Master Price Agreement to benefit other qualified government members of National Purchasing Partners, LLC dba Public Safety GPO, dba First Responder GPO, dba Law Enforcement GPO and dba NPPGov;

NOW, THEREFORE, Vendor and Purchaser, intending to be legally bound, hereby agree as follows:

ARTICLE 1 – CERTAIN DEFINITIONS

1.1 "Agreement" shall mean this Master Price Agreement, including the main body of this Agreement and Attachments A-F attached hereto and by this reference incorporated herein, including Purchaser's Request for Proposal No. 2215 (herein "RFP") and Vendor's Proposal submitted in response to the RFP (herein "Vendor's Proposal") as referenced and incorporated herein as though fully set forth (sometimes referred to collectively as the "Contract Documents").

1.2 "Applicable Law(s)" shall mean all applicable federal, state, tribal, and local laws, statutes, ordinances, codes, rules, regulations, standards, orders and other governmental requirements of any kind.

1.3 "Employee Taxes" shall mean all taxes, assessments, charges and other amounts whatsoever payable in respect of, and measured by the wages of, the Vendor's employees (or subcontractors), as required by the Federal Social Security Act and all amendments thereto and/or any other applicable federal, state, tribal or local law.

1.4 "Purchaser's Destination" shall mean such delivery location(s) or destination(s) as Purchaser may prescribe from time to time.

1.5 "Products and Services" shall mean the products and/or services to be sold by Vendor hereunder as identified and described on Attachment A hereto and incorporated herein, as may be updated from time to time by Vendor to reflect products and/or services offered by Vendor generally to its customers.

1.6 "Purchase Order" shall mean any authorized written order for Products and Services sent by Purchaser to Vendor via mail, courier, overnight delivery service, email, fax and/or other mode of transmission as Purchaser and Vendor may from time to time agree.

1.7 "Unemployment Insurance" shall mean the contribution required of Vendor, as an employer, in respect of, and measured by, the wages of its employees (or subcontractors) as required by any applicable federal, state or local unemployment insurance law or regulation.

1.8 "National Purchasing Partners" or "(NPP)" is a subsidiary of two nonprofit health care systems. The Government Division of NPP, hereinafter referred to as "NPPGov", provides group purchasing marketing and administrative support for governmental entities within the membership. NPPGov's membership includes participating public entities across North America.

1.9 "Lead Contracting Agency" shall mean the LEAGUE OF OREGON CITIES, which is the governmental entity that issued the Request for Proposal and awarded this resulting Master Price Agreement.

1.10 "Participating Agencies" shall mean members of National Purchasing Partners for which Vendor has agreed to extend the terms of this Master Price Agreement pursuant to Article 2.6 and Attachment C herein. For purposes of cooperative procurement, "Participating Agency" shall be considered "Purchaser" under the terms of this Agreement.

1.11 "Party" and "Parties" shall mean the Purchaser and Vendor individually and collectively as applicable.

ARTICLE 2 – AGREEMENT TO SELL

2.1 Vendor hereby agrees to sell to Purchaser such Products and Services as Purchaser may order from time to time by Purchase Order, all in accordance with and subject to the terms, covenants and conditions of this Agreement. Purchaser agrees to purchase those Products and Services ordered by Purchaser by Purchase Order in accordance with and subject to the terms, covenants and conditions of this Agreement.

2.2 Vendor may add additional products and services to the contract provided that any additions reasonably fall within the intent of the original RFP specifications. Pricing on additions shall be equivalent to the percentage discount for other similar products. Vendor may provide a web-link with current product listings, which may be updated periodically, as allowed by the terms of the resulting Master Price Agreement. Vendor may replace or add product lines to an existing contract if the line is replacing or supplementing products on contract, is equal or superior to the original products offered, is discounted in a similar or to a greater degree, and if the products meet the requirements of the solicitation. No products may be added to avoid competitive procurement requirements. LOC may reject any additions without cause.

2.3 All Purchase Orders issued by Purchaser to Vendor for Products during the term (as hereinafter defined) of this Agreement are subject to the provisions of this Agreement as though fully set forth in such Purchase Order. The Vendor retains authority to negotiate above and beyond the terms of this Agreement to meet the Purchaser or Vendor contract requirements.

2.4 Notwithstanding any other provision of this Agreement to the contrary, the Lead Contracting Agency shall have no obligation to order or purchase any Products and Services hereunder and the placement of any Purchase Order shall be in the sole discretion of the Participating Agencies. This Agreement is not exclusive. Vendor expressly acknowledges and agrees that Purchaser may purchase at its sole discretion, Products and Services that are identical or similar to the Products and Services described in this Agreement from any third party.

2.5 In case of any conflict or inconsistency between any of the Contract Documents, the documents shall prevail and apply in the following order of priority:

(i) This Agreement;
(ii) The RFP;
(iii) Vendor's Proposal;

2.6 Extension of contract terms to Participating Agencies:

2.6.1 Vendor agrees to extend the same terms, covenants and conditions available to Purchaser under this Agreement to Participating Agencies, that have executed an Intergovernmental Cooperative Purchasing Agreement ("IGA") as may be required by each Participating Agency's local laws and regulations, in accordance with Attachment C. Each Participating Agency will be exclusively responsible for and deal directly with Vendor on matters relating to ordering, delivery, inspection, acceptance, invoicing, and payment for Products and Services in accordance with the terms and conditions of this Agreement as if it were "Purchaser" hereunder. Any disputes between a Participating Agency and Vendor will be resolved directly between them under and in accordance with the laws of the State in which the Participating Agency exists. Pursuant to the IGA, the Lead Contracting Agency shall not incur any liability as a result of the access and utilization of this Agreement by other Participating Agencies.

2.6.2 *This Solicitation meets the public contracting requirements of the Lead Contracting Agency and may not be appropriate under or meet Participating Agencies' procurement laws. Participating Agencies are urged to seek independent review by their legal counsel to ensure compliance with all local, tribal, and state solicitation requirements.*

2.6.3 Vendor acknowledges execution of the Vendor Administration Fee Agreement, Contract Number VA22120, with NPPGov, pursuant to the terms of the RFP.

2.7 Oregon Public Agencies are prohibited from use of Products and Services offered under this Agreement that are already provided by qualified nonprofit agencies for disabled individuals as listed on the Department of Administrative Service's Procurement List ("Procurement List") pursuant to ORS 279.835-.855. See www.OregonRehabilitation.org/qrf for more information. Vendor shall not sell products and services identified on the Procurement List (e.g., reconditioned toner cartridges) to Purchaser or Participating Agencies within the state of Oregon.

ARTICLE 3 – TERM AND TERMINATION

3.1 The initial contract term shall be for three (3) calendar years from the Effective Date of this Agreement ("Initial Term"). Upon termination of the original three (3) year term, this Agreement shall automatically extend for up to three (3) successive one (1) year periods; (each a "Renewal Term"); provided, however, that the Lead Contracting Agency and/or the Vendor may opt to decline extension of the MPA by providing notification in writing at least thirty (30) calendar days prior to the annual automatic extension anniversary of the Initial Term.

3.2 Either Vendor or the Lead Contracting Agency may terminate this Agreement by written notice to the other party if the other Party breaches any of its obligations hereunder and fails to remedy the breach within thirty (30) days after receiving written notice of such breach from the non-breaching party.

ARTICLE 4 – PRICING, INVOICES, PAYMENT AND DELIVERY

4.1 Purchaser shall pay Vendor for all Products and Services ordered and delivered in compliance with the terms and conditions of this Agreement at the pricing specified for each such Product and Service on Attachment A, including shipping. Unless Attachment A expressly provides otherwise, the pricing schedule set forth on Attachment A hereto shall remain fixed for the Initial Term of this Agreement; provided that manufacturer pricing is not guaranteed and may be adjusted based on the next manufacturer price increase. Pricing contained in Attachment A shall be extended to all NPPGov, Public Safety GPO, First Responder GPO and Law Enforcement GPO members upon execution of the IGA.

4.2 Vendor shall submit original invoices to Purchaser in form and substance and format reasonably acceptable to Purchaser. All invoices must reference the Purchaser's Purchase Order number, contain an itemization of amounts for Products and Services purchased during the applicable invoice period and any other information reasonably requested by Purchaser, and must otherwise comply with the provisions of this Agreement. Invoices shall be addressed as directed by Purchaser.

4.3 Unless otherwise specified, Purchaser is responsible for any and all applicable sales taxes. Attachment A or Vendor's Proposal (Attachment D) shall specify any and all other taxes and duties of any kind which Purchaser is required to pay with respect to the sale of Products and Services covered by this Agreement and all charges for packing, packaging and loading.

4.4 Except as specifically set forth on Attachments A and F, Purchaser shall not be responsible for any additional costs or expenses of any nature incurred by Vendor in connection with the Products and Services, including without limitation travel expenses, clerical or administrative personnel, long distance telephone charges, etc. ("Incidental Expenses").

4.5 Price reductions or discount increases may be offered at any time during the contract term and shall become effective upon notice of acceptance from Purchaser.

4.6 Notwithstanding any other agreement of the Parties as to the payment of shipping/delivery costs, and subject to Attachments A, D, and F herein, Vendor shall offer delivery and/or shipping costs prepaid FOB Destination. If there are handling fees, these also shall be included in the pricing.

4.7 Unless otherwise directed by Purchaser for expedited orders, Vendor shall utilize such common carrier for the delivery of Products and Services as Vendor may select; provided, however, that for expedited orders Vendor shall obtain delivery services hereunder at rates and terms not less favorable than those paid by Vendor for its own account or for the account of any other similarly situated customer of Vendor.

4.8 Vendor shall have the risk of loss of or damage to any Products until delivery to Purchaser. Purchaser shall have the risk of loss of or damage to the Products after delivery to Purchaser. Title to Products shall not transfer until the Products have been delivered to and accepted by Purchaser at Purchaser's Destination.

ARTICLE 5 – INSURANCE

5.1 During the term of this Agreement, Vendor shall maintain at its own cost and expense (and shall cause any subcontractor to maintain) insurance policies providing insurance of the kind and in the amounts

generally carried by reasonably prudent manufacturers in the industry, with one or more reputable insurance companies licensed to do business in Oregon and any other state or jurisdiction where Products and Services are sold hereunder. Such certificates of insurance shall be made available to the Lead Contracting Agency upon 48 hours' notice. BY SIGNING THE AGREEMENT PAGE THE VENDOR AGREES TO THIS REQUIREMENT AND FAILURE TO MEET THIS REQUIREMENT WILL RESULT IN CANCELLATION OF THIS MASTER PRICE AGREEMENT.

5.2 All insurance required herein shall be maintained in full force and effect until all work or service required to be performed under the terms of this Agreement is satisfactorily completed and formally accepted. Any failure to comply with the claim reporting provisions of the insurance policies or any breach of an insurance policy warranty shall not affect coverage afforded under the insurance policies to protect the Lead Contracting Agency. The insurance policies may provide coverage that contains deductibles or self-insured retentions. Such deductible and/or self-insured retentions shall not be applicable with respect to the coverage provided to the Lead Contracting Agency under such policies. Vendor shall be solely responsible for the deductible and/or self-insured retention and the Lead Contracting Agency, at its option, may require Vendor to secure payment of such deductibles or self-insured retentions by a surety bond or an irrevocable and unconditional letter of credit.

5.3 Vendor shall carry Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction over Vendor's employees engaged in the performance of the work or services, as well as Employer's Liability insurance. Vendor waives all rights against the Lead Contracting Agency and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the Workers' Compensation and Employer's Liability or commercial umbrella liability insurance obtained by Vendor pursuant to this Agreement.

5.4 Insurance required herein shall not be permitted to expire, be canceled, or materially changed without thirty days (30 days) prior written notice to the Lead Contracting Agency.

ARTICLE 6 – INDEMNIFICATION AND HOLD HARMLESS

6.1 Vendor agrees that it shall indemnify, defend and hold harmless Lead Contracting Agency, its respective officials, directors, employees, members and agents (collectively, the "Indemnitees"), from and against any and all damages, claims, losses, expenses, costs, obligations and liabilities (including, without limitation, reasonable attorney's fees), suffered directly or indirectly by any of the Indemnitees to the extent of, or arising out of, (i) any breach of any covenant, representation or warranty made by Vendor in this Agreement, (ii) any failure by Vendor to perform or fulfill any of its obligations, covenants or agreements set forth in this Agreement, (iii) the negligence or intentional misconduct of Vendor, any subcontractor of Vendor, or any of their respective employees or agents, (iv) any failure of Vendor, its subcontractors, or their respective employees to comply with any Applicable Law, (v) any litigation, proceeding or claim by any third party relating in any way to the obligations of Vendor under this Agreement or Vendor's performance under this Agreement, (vi) any Employee Taxes or Unemployment Insurance, or (vii) any claim alleging that the Products and Services or any part thereof infringe any third party's U.S. patent, copyright, trademark, trade secret or other intellectual property interest. Such obligation to indemnify shall not apply where the damage, claim, loss, expense, cost, obligation or liability is due to the breach of this Agreement by, or negligence or willful misconduct of, Lead Contracting Agency or its officials, directors, employees, agents or contractors. The amount and type of insurance coverage requirements set forth herein will in no way be construed as limiting the scope of the indemnity in this paragraph. The indemnity obligations of Vendor under this Article shall survive the expiration or termination of this Agreement for two years.

6.2 LIMITATION OF LIABILITY: IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL, CONSEQUENTIAL OR EXEMPLARY DAMAGES IN CONNECTION

WITH OR ARISING OUT OF THIS AGREEMENT, INCLUDING, BUT NOT LIMITED TO, DAMAGES FOR INJURIES TO PERSONS OR TO PROPERTY OR LOSS OF PROFITS OR LOSS OF FUTURE BUSINESS OR REPUTATION, WHETHER BASED ON TORT OR BREACH OF CONTRACT OR OTHER BASIS, EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

6.3 The same terms, conditions and pricing of this Agreement may be extended to government members of National Purchasing Partners, LLC. In the event the terms of this Agreement are extended to other government members, each government member (procuring party) shall be solely responsible for the ordering of Products and Services under this Agreement. A non-procuring party shall not be liable in any fashion for any violation by a procuring party, and the procuring party shall hold non-procuring parties or unrelated purchasing parties harmless from any liability that may arise from action or inaction of the procuring party.

ARTICLE 7 – WARRANTIES

Purchaser shall refer to Vendor's Proposal for all Vendor and manufacturer express warranties, as well as those warranties provided under Attachment B herein.

ARTICLE 8 - INSPECTION AND REJECTION

8.1 Purchaser shall have the right to inspect and test Products at any time prior to shipment, and within a reasonable time after delivery to the Purchaser's Destination. Products not inspected within a reasonable time after delivery shall be deemed accepted by Purchaser. The payment for Products shall in no way impair the right of Purchaser to reject nonconforming Products, or to avail itself of any other remedies to which it may be entitled.

8.2 If any of the Products are found at any time to be defective in material or workmanship, damaged, or otherwise not in conformity with the requirements of this Agreement or any applicable Purchase Order, as its exclusive remedy, Purchaser may at its option and at Vendor's sole cost and expense, elect either to (i) return any damaged, non-conforming or defective Products to Vendor for correction or replacement, or (ii) require Vendor to inspect the Products and remove or replace damaged, non-conforming or defective Products with conforming Products. If Purchaser elects option (ii) in the preceding sentence and Vendor fails promptly to make the necessary inspection, removal and replacement, Purchaser, at its option, may inspect the Products and Vendor shall bear the cost thereof. Payment by Purchaser of any invoice shall not constitute acceptance of the Products covered by such invoice, and acceptance by Purchaser shall not relieve Vendor of its warranties or other obligations under this Agreement.

8.3 The provisions of this Article shall survive the expiration or termination of this Agreement.

ARTICLE 9 – SUBSTITUTIONS

Except as otherwise permitted hereunder, Vendor may not make any substitutions of Products, or any portion thereof, of any kind without the prior written consent of Purchaser.

ARTICLE 10 - COMPLIANCE WITH LAWS

10.1 Vendor agrees to comply with all Applicable Laws and at Vendor's expense, secure and maintain in full force during the term of this Agreement, all licenses, permits, approvals, authorizations, registrations and certificates, if any, required by Applicable Laws in connection with the performance of its obligations hereunder. At Purchaser's request, Vendor shall provide to Purchaser copies of any or all such licenses, permits, approvals, authorizations, registrations and certificates.

10.2 Purchaser has taken all required governmental action to authorize its execution of this Agreement and there is no governmental or legal impediment against Purchaser's execution of this Agreement or performance of its obligations hereunder.

ARTICLE 11 – PUBLICITY / CONFIDENTIALITY

11.1 No news releases, public announcements, advertising materials, or confirmation of same, concerning any part of this Agreement or any Purchase Order issued hereunder shall be issued or made without the prior written approval of the Parties. Neither Party shall in any advertising, sales materials or in any other way use any of the names or logos of the other Party without the prior written approval of the other Party.

11.2 Any knowledge or information which Vendor or any of its affiliates shall have disclosed or may hereafter disclose to Purchaser, and which in any way relates to the Products and Services covered by this Agreement shall not, unless otherwise designated by Vendor, be deemed to be confidential or proprietary information, and shall be acquired by Purchaser, free from any restrictions, as part of the consideration for this Agreement.

ARTICLE 12 - RIGHT TO AUDIT

Subject to Vendor's reasonable security and confidentiality procedures, Purchaser, or any third party retained by Purchaser, may at any time upon prior reasonable notice to Vendor, during normal business hours, audit the books, records and accounts of Vendor to the extent that such books, records and accounts pertain to sale of any Products and Services hereunder or otherwise relate to the performance of this Agreement by Vendor. Vendor shall maintain all such books, records and accounts for a period of at least three (3) years after the date of expiration or termination of this Agreement. The Purchaser's right to audit under this Article 12 and Purchaser's rights hereunder shall survive the expiration or termination of this Agreement for a period of three (3) years after the date of such expiration or termination.

ARTICLE 13 - REMEDIES

Except as otherwise provided herein, any right or remedy of Vendor or Purchaser set forth in this Agreement shall not be exclusive, and, in addition thereto, Vendor and Purchaser shall have all rights and remedies under Applicable Law, including without limitation, equitable relief. The provisions of this Article shall survive the expiration or termination of this Agreement.

ARTICLE 14 - RELATIONSHIP OF PARTIES

Vendor is an independent contractor and is not an agent, servant, employee, legal representative, partner or joint venture of Purchaser. Nothing herein shall be deemed or construed as creating a joint venture or partnership between Vendor and Purchaser. Neither Party has the power or authority to bind or commit the other.

ARTICLE 15 - NOTICES

All notices required or permitted to be given or made in this Agreement shall be in writing. Such notice(s) shall be deemed to be duly given or made if delivered by hand, by certified or registered mail or by nationally recognized overnight courier to the address specified below:

If to Lead Contracting Agency:

LEAGUE OF OREGON CITIES
1201 Court St. NE
Suite 200
Salem OR 97301
ATTN: Kevin Toon
Email: rfp@ORCities.org

If to Vendor:

LENSLOCK, INC.
6408 W Linebaugh Ave.
Suite 103
Tampa FL 33625
ATTN: Andrew Lynch
Email: AJL@lenslock.com

Either Party may change its notice address by giving the other Party written notice of such change in the manner specified above.

ARTICLE 16 - FORCE MAJEURE

Except for Purchaser's obligation to pay for Products and Services delivered, delay in performance or non-performance of any obligation contained herein shall be excused to the extent such failure or non-performance is caused by force majeure. For purposes of this Agreement, "force majeure" shall mean any cause or agency preventing performance of an obligation which is beyond the reasonable control of either Party hereto, including without limitation, fire, flood, sabotage, shipwreck, embargo, strike, explosion, labor trouble, accident, riot, acts of governmental authority (including, without limitation, acts based on laws or regulations now in existence as well as those enacted in the future), acts of nature, and delays or failure in obtaining raw materials, supplies or transportation. A Party affected by force majeure shall promptly provide notice to the other, explaining the nature and expected duration thereof, and shall act diligently to remedy the interruption or delay if it is reasonably capable of being remedied. In the event of a force majeure situation, deliveries or acceptance of deliveries that have been suspended shall not be required to be made upon the resumption of performance.

ARTICLE 17 - WAIVER

No delay or failure by either Party to exercise any right, remedy or power herein shall impair such Party's right to exercise such right, remedy or power or be construed to be a waiver of any default or an acquiescence therein; and any single or partial exercise of any such right, remedy or power shall not preclude any other or further exercise thereof or the exercise of any other right, remedy or power. No waiver hereunder shall be valid unless set forth in writing executed by the waiving Party and then only to the extent expressly set forth in such writing.

ARTICLE 18 - PARTIES BOUND; ASSIGNMENT

This Agreement shall inure to the benefit of and shall be binding upon the respective successors and assigns of the Parties hereto, but it may not be assigned in whole or in part by Vendor without prior written notice to Purchaser which shall not be unreasonably withheld or delayed.

ARTICLE 19 - SEVERABILITY

To the extent possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under Applicable Law. If any provision of this Agreement is declared invalid or unenforceable, by judicial determination or otherwise, such provision shall not invalidate or render unenforceable the entire Agreement, but rather the entire Agreement shall be construed as if not containing the particular invalid or unenforceable provision or provisions and the rights and obligations of the Parties shall be construed and enforced accordingly.

ARTICLE 20 - INCORPORATION; ENTIRE AGREEMENT

20.1 All the provisions of the Attachments hereto are hereby incorporated herein and made a part of this Agreement. In the event of any apparent conflict between any provision set forth in the main body of this Agreement and any provision set forth in the Attachments, including the RFP and/or Vendor's Proposal, the provisions shall be interpreted, to the extent possible, as if they do not conflict. If such an interpretation is not possible, the provisions set forth in the main body of this Agreement shall control.

20.2 This Agreement (including Attachments and Contract Documents hereto) constitutes the entire Agreement of the Parties relating to the subject matter hereof and supersedes any and all prior written and oral agreements or understandings relating to such subject matter.

ARTICLE 21 - HEADINGS

Headings used in this Agreement are for convenience of reference only and shall in no way be used to construe or limit the provisions set forth in this Agreement.

ARTICLE 22 - MODIFICATIONS

This Agreement may be modified or amended only in writing executed by Vendor and the Lead Contracting Agency. The Lead Contracting Agency and each Participating Agency contracting hereunder acknowledge and agree that any agreement entered into in connection with any Purchase Order hereunder shall constitute a modification of this Agreement as between the Vendor and the Participating Agency. Any modification of this Agreement as between Vendor and any Participating Agency shall not be deemed a modification of this Agreement for the benefit of the Lead Contracting Agency or any other Participating Agency.

ARTICLE 23 - GOVERNING LAW

This Agreement shall be governed by and interpreted in accordance with the laws of the State of Oregon or in the case of a Participating Agency's use of this Agreement, the laws of the State in which the Participating Agency exists, without regard to its choice of law provisions.

[Signature page to follow]

ARTICLE 24 - COUNTERPARTS

This Agreement may be executed in counterparts all of which together shall constitute one and the same Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the day and year last written below.

PURCHASER:

DocuSigned by:

Signature: Patricia M. Mulvihill
A49AFD929F7246E...

Printed Name: Patricia M. Mulvihill

Title: Executive Director
LEAGUE OF OREGON CITIES

Dated: January 11, 2023 | 9:15 AM PST

VENDOR:

DocuSigned by:

Signature: Andrew Lynch
E1C49311E7AC445...

Printed Name: Andrew Lynch

Title: Executive Vice President
LENSLOCK, INC.

Dated: January 10, 2023 | 2:58 PM PST

ATTACHMENT A

to Master Price Agreement by and between VENDOR and PURCHASER.

PRODUCTS, SERVICES, SPECIFICATIONS AND PRICES

INFORMATION TECHNOLOGY (IT) SERVICES, RELATED EQUIPMENT, & SUPPORT	
Product Category	Percentage (%) off List Price
INFORMATION TECHNOLOGY MANAGED SERVICES	2%
INFORMATION TECHNOLOGY STAFFING & SERVICES	2%
INFORMATION TECHNOLOGY RELATED SERVICES	2%
OTHER	

Pricing contained in this Attachment A shall be extended to all NPPGov members upon execution of the Intergovernmental Agreement.

ATTACHMENT B

to Master Price Agreement by and between VENDOR and PURCHASER.

ADDITIONAL SELLER WARRANTIES

To the extent possible, Vendor will make available all warranties from third party manufacturers of Products not manufactured by Vendor, as well as any warranties identified in this Agreement and Vendor's Proposal.

ATTACHMENT C

to Master Price Agreement by and between VENDOR and PURCHASER.

PARTICIPATING AGENCIES

The Lead Contracting Agency in cooperation with National Purchasing Partners (NPPGov) entered into this Agreement on behalf of other government agencies that desire to access this Agreement to purchase Products and Services. Vendor must work directly with any Participating Agency concerning the placement of orders, issuance of the purchase orders, contractual disputes, invoicing, and payment. The Lead Contracting Agency shall not be held liable for any costs, damages, etc., incurred by any Participating Agency.

Any subsequent contract entered into between Vendor and any Participating Agency shall be construed to be in accordance with and governed by the laws of the State in which the Participating Agency exists. Each Participating Agency is directed to execute an Intergovernmental Cooperative Purchasing Agreement ("IGA"), as set forth on the NPPGov web site, www.nppgov.com. The IGA allows the Participating Agency to purchase Products and Services from the Vendor in accordance with each Participating Agency's legal requirements as if it were the "Purchaser" hereunder.

ATTACHMENT D

to Master Price Agreement by and between VENDOR and PURCHASER.

Vendor's Proposal
(The Vendor's Proposal is not attached hereto.)
(The Vendor's Proposal is incorporated by reference herein.)

ATTACHMENT E

to Master Price Agreement by and between VENDOR and PURCHASER.

Purchaser's Request for Proposal
(The Purchaser's Request for Proposal is not attached hereto.)
(The Purchaser's Request for Proposal is incorporated by reference herein.)

ATTACHMENT F

to Master Price Agreement by and between VENDOR and PURCHASER.

ADDITIONAL VENDOR TERMS OF PURCHASE, IF ANY.

https://www.lenslock.com/terms-of-use

DocuSign

Certificate Of Completion

Envelope Id: B10BA6A8AD8F418EADF55E18550791C6
Subject: Complete with DocuSign: MPA 2215 LOC and LENSLOCK FINAL.pdf
Source Envelope:
Document Pages: 16
Certificate Pages: 5
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Signatures: 2
Initials: 0

Status: Completed

Envelope Originator:
Marshall Stiles
17930 International Boulevard
Suite 900
SeaTac, WA 98188
marshall.stiles@mynpp.com
IP Address: 66.212.64.166

Record Tracking

Status: Original
1/4/2023 12:28:36 PM

Holder: Marshall Stiles
marshall.stiles@mynpp.com

Location: DocuSign

Signer Events	Signature	Timestamp
Andrew Lynch AJL@lenslock.com Executive Vice President Security Level: Email, Account Authentication (None)	DocuSigned by: Andrew Lynch E1C49311E7AC445... Signature Adoption: Pre-selected Style Using IP Address: 12.230.16.147	Sent: 1/4/2023 12:30:52 PM Viewed: 1/5/2023 5:13:02 AM Signed: 1/10/2023 2:58:09 PM
Electronic Record and Signature Disclosure: Accepted: 1/10/2023 2:57:48 PM ID: fec2676e-dad8-46e9-8b89-2703f6666685		
Patricia M. Mulvihill pmulvihill@orcities.org Executive Director Security Level: Email, Account Authentication (None)	DocuSigned by: Patricia M. Mulvihill A49AFD929F7246E... Signature Adoption: Pre-selected Style Using IP Address: 65.152.168.162	Sent: 1/10/2023 3:02:15 PM Viewed: 1/11/2023 9:15:47 AM Signed: 1/11/2023 9:15:55 AM
Electronic Record and Signature Disclosure: Accepted: 1/11/2023 9:15:47 AM ID: 91e058eb-9d02-446f-98c6-b0a9169d5134		

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp
Marshall Stiles marshall.stiles@mynpp.com Contract Administrator NPP & NPPGov Security Level: Email, Account Authentication (None)	VIEWED Using IP Address: 4.79.109.94	Sent: 1/10/2023 2:58:11 PM Viewed: 1/10/2023 3:02:14 PM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		

Carbon Copy Events	Status	Timestamp

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	1/4/2023 12:30:52 PM
Envelope Updated	Security Checked	1/10/2023 3:01:32 PM
Certified Delivered	Security Checked	1/11/2023 9:15:47 AM
Signing Complete	Security Checked	1/11/2023 9:15:55 AM
Completed	Security Checked	1/11/2023 9:15:55 AM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, National Purchasing Partners (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a $0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact National Purchasing Partners:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: marshall.stiles@mynpp.com

To advise National Purchasing Partners of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at bruce.busch@mynpp.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from National Purchasing Partners

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to marshall.stiles@mynpp.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with National Purchasing Partners

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to marshall.stiles@mynpp.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify National Purchasing Partners as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by National Purchasing Partners during the course of your relationship with National Purchasing Partners.

L4INC-0003 CMEKSAVANH

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 12/10/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 0C36861
San Diego-Alliant Insurance Services, Inc.
701 B St 6th Fl
San Diego, CA 92101

CONTACT NAME: Carla Meksavanh, ARM
PHONE (A/C, No, Ext): (619) 361-5582 FAX (A/C, No):
E-MAIL ADDRESS: carla.meksavanh@alliant.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Westchester Surplus Lines Insurance Company	10172
INSURER B : Phoenix Insurance Company	25623
INSURER C : Crum & Forster Specialty Insurance Company	44520
INSURER D : Travelers Casualty and Surety Company	19038
INSURER E :	
INSURER F :	

INSURED
Lenslock, Inc.
13125 Danielson Street, Suite # 112
Poway, CA 92064

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR	X	X	G48716660 002	8/11/2025	8/11/2026	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:						EBL EACH CLAIM	$ 1,000,000
B	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY X SCHEDULED AUTOS	X	X	BAB631150A	8/11/2025	8/11/2026	BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
C	X UMBRELLA LIAB X OCCUR						EACH OCCURRENCE	$ 2,000,000
	EXCESS LIAB CLAIMS-MADE	X		SEO-143687	8/11/2025	8/11/2026	AGGREGATE	$ 2,000,000
	DED RETENTION $							$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						X PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N / A	X	UBB6314826	8/11/2025	8/11/2026	E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate Holder is included as Additional Insured as respects Liability arising out of work performed by the Named Insured. The insurance provided shall be primary and any other insurance maintained by the Additional Insured is excess and non-contributory. Waiver of Subrogation applies to General Liability, Auto Liability, Workers' Compensation and Umbrella Liability to the extent provided in the attached form.

CERTIFICATE HOLDER

Amador County Sheriff's Office
700 Court Street
Jackson, CA 95642

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03) © 1988-2015 ACORD CORPORATION. All rights reserved.
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4. Other Insurance

If other valid and collectible insurance is available to the insured for a loss we cover under Coverages **A** or **B** of this Coverage Part, our obligations are limited as follows:

a. Primary Insurance

This insurance is primary except when Paragraph **b.** below applies. If this insurance is primary, our obligations are not affected unless any of the other insurance is also primary. Then, we will share with all that other insurance by the method described in Paragraph **c.** below.

b. Excess Insurance

(1) This insurance is excess over:

(a) Any of the other insurance, whether primary, excess, contingent or on any other basis:

(i) That is Fire, Extended Coverage, Builder's Risk, Installation Risk or similar coverage for "your work";

(ii) That is Fire insurance for premises rented to you or temporarily occupied by you with permission of the owner;

(iii) That is insurance purchased by you to cover your liability as a tenant for "property damage" to premises rented to you or temporarily occupied by you with permission of the owner; or

(iv) If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to Exclusion **g.** of Section **I** – Coverage **A** – Bodily Injury And Property Damage Liability.

(b) Any other primary insurance available to you covering liability for damages arising out of the premises or operations, or the products and completed operations, for which you have been added as an additional insured.

(2) When this insurance is excess, we will have no duty under Coverages **A** or **B** to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

(3) When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

(a) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and

(b) The total of all deductible and self-insured amounts under all that other insurance.

(4) We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

c. Method Of Sharing

If all of the other insurance permits contribution by equal shares, we will follow this method also. Under this approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

5. Premium Audit

a. We will compute all premiums for this Coverage Part in accordance with our rules and rates.

b. Premium shown in this Coverage Part as advance premium is a deposit premium only. At the close of each audit period we will compute the earned premium for that period and send notice to the first Named Insured. The due date for audit and retrospective premiums is the date shown as the due date on the bill. If the sum of the advance and audit premiums paid for the policy period is greater than the earned premium, we will return the excess to the first Named Insured.

c. The first Named Insured must keep records of the information we need for premium computation, and send us copies at such times as we may request.

6. Representations

By accepting this policy, you agree:

a. The statements in the Declarations are accurate and complete;

© Insurance Services Office, Inc., 2012

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Person Or Organization:
Any person or organization that you have agreed to waive right of recovery against in a written contract that was executed prior to any loss or occurrence.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph **8. Transfer Of Rights Of Recovery Against Others To Us** of **Section IV – Conditions:**

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

© Insurance Services Office, Inc., 2008

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BUSINESS AUTO EXTENSION ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

GENERAL DESCRIPTION OF COVERAGE – This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to the Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Limitations and exclusions may apply to these coverages. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

A. BROAD FORM NAMED INSURED

B. BLANKET ADDITIONAL INSURED

C. EMPLOYEE HIRED AUTO

D. EMPLOYEES AS INSURED

E. SUPPLEMENTARY PAYMENTS – INCREASED LIMITS

F. HIRED AUTO – LIMITED WORLDWIDE COVERAGE – INDEMNITY BASIS

G. WAIVER OF DEDUCTIBLE – GLASS

H. HIRED AUTO PHYSICAL DAMAGE – LOSS OF USE – INCREASED LIMIT

I. PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT

J. PERSONAL PROPERTY

K. AIRBAGS

L. NOTICE AND KNOWLEDGE OF ACCIDENT OR LOSS

M. BLANKET WAIVER OF SUBROGATION

N. UNINTENTIONAL ERRORS OR OMISSIONS

PROVISIONS

A. BROAD FORM NAMED INSURED

The following is added to Paragraph **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any organization you newly acquire or form during the policy period over which you maintain 50% or more ownership interest and that is not separately insured for Business Auto Coverage. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier.

B. BLANKET ADDITIONAL INSURED

The following is added to Paragraph **c.** in **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any person or organization who is required under a written contract or agreement between you and that person or organization, that is signed and executed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to be named as an additional insured is an "insured" for Covered Autos Liability Coverage, but only for damages to which this insurance applies and only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured provision contained in Section **II**.

C. EMPLOYEE HIRED AUTO

1. The following is added to Paragraph **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

An "employee" of yours is an "insured" while operating an "auto" hired or rented under a contract or agreement in an "employee's" name, with your permission, while performing duties related to the conduct of your business.

2. The following replaces Paragraph **b.** in **B.5., Other Insurance**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

b. For Hired Auto Physical Damage Coverage, the following are deemed to be covered "autos" you own:

(1) Any covered "auto" you lease, hire, rent or borrow; and

(2) Any covered "auto" hired or rented by your "employee" under a contract in an "employee's" name, with your

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permission, while performing duties related to the conduct of your business.

However, any "auto" that is leased, hired, rented or borrowed with a driver is not a covered "auto".

D. EMPLOYEES AS INSURED

The following is added to Paragraph **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any "employee" of yours is an "insured" while using a covered "auto" you don't own, hire or borrow in your business or your personal affairs.

E. SUPPLEMENTARY PAYMENTS – INCREASED LIMITS

1. The following replaces Paragraph **A.2.a.(2)**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

   (2) Up to $3,000 for cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.

2. The following replaces Paragraph **A.2.a.(4)**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

   (4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to $500 a day because of time off from work.

F. HIRED AUTO – LIMITED WORLDWIDE COVERAGE – INDEMNITY BASIS

The following replaces Subparagraph **(5)** in Paragraph **B.7., Policy Period, Coverage Territory**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

(5) Anywhere in the world, except any country or jurisdiction while any trade sanction, embargo, or similar regulation imposed by the United States of America applies to and prohibits the transaction of business with or within such country or jurisdiction, for Covered Autos Liability Coverage for any covered "auto" that you lease, hire, rent or borrow without a driver for a period of 30 days or less and that is not an "auto" you lease, hire, rent or borrow from any of your "employees", partners (if you are a partnership), members (if you are a limited liability company) or members of their households.

(a) With respect to any claim made or "suit" brought outside the United States of America, the territories and possessions of the United States of America, Puerto Rico and Canada:

(i) You must arrange to defend the "insured" against, and investigate or settle any such claim or "suit" and keep us advised of all proceedings and actions.

(ii) Neither you nor any other involved "insured" will make any settlement without our consent.

(iii) We may, at our discretion, participate in defending the "insured" against, or in the settlement of, any claim or "suit".

(iv) We will reimburse the "insured" for sums that the "insured" legally must pay as damages because of "bodily injury" or "property damage" to which this insurance applies, that the "insured" pays with our consent, but only up to the limit described in Paragraph **C.**, Limits Of Insurance, of SECTION **II** – COVERED AUTOS LIABILITY COVERAGE.

(v) We will reimburse the "insured" for the reasonable expenses incurred with our consent for your investigation of such claims and your defense of the "insured" against any such "suit", but only up to and included within the limit described in Paragraph **C.**, Limits Of Insurance, of SECTION **II** – COVERED AUTOS LIABILITY COVERAGE, and not in addition to such limit. Our duty to make such payments ends when we have used up the applicable limit of insurance in payments for damages, settlements or defense expenses.

(b) This insurance is excess over any valid and collectible other insurance available to the "insured" whether primary, excess, contingent or on any other basis.

(c) This insurance is not a substitute for required or compulsory insurance in any country outside the United States, its territories and possessions, Puerto Rico and Canada.

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You agree to maintain all required or compulsory insurance in any such country up to the minimum limits required by local law. Your failure to comply with compulsory insurance requirements will not invalidate the coverage afforded by this policy, but we will only be liable to the same extent we would have been liable had you complied with the compulsory insurance requirements.

(d) It is understood that we are not an admitted or authorized insurer outside the United States of America, its territories and possessions, Puerto Rico and Canada. We assume no responsibility for the furnishing of certificates of insurance, or for compliance in any way with the laws of other countries relating to insurance.

G. WAIVER OF DEDUCTIBLE – GLASS

The following is added to Paragraph **D., Deductible**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

No deductible for a covered "auto" will apply to glass damage if the glass is repaired rather than replaced.

H. HIRED AUTO PHYSICAL DAMAGE – LOSS OF USE – INCREASED LIMIT

The following replaces the last sentence of Paragraph **A.4.b., Loss Of Use Expenses**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

However, the most we will pay for any expenses for loss of use is $65 per day, to a maximum of $750 for any one "accident".

I. PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT

The following replaces the first sentence in Paragraph **A.4.a., Transportation Expenses**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

We will pay up to $50 per day to a maximum of $1,500 for temporary transportation expense incurred by you because of the total theft of a covered "auto" of the private passenger type.

J. PERSONAL PROPERTY

The following is added to Paragraph **A.4., Coverage Extensions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

Personal Property

We will pay up to $400 for "loss" to wearing apparel and other personal property which is:

(1) Owned by an "insured"; and

(2) In or on your covered "auto".

This coverage applies only in the event of a total theft of your covered "auto".

No deductibles apply to this Personal Property coverage.

K. AIRBAGS

The following is added to Paragraph **B.3., Exclusions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

Exclusion **3.a.** does not apply to "loss" to one or more airbags in a covered "auto" you own that inflate due to a cause other than a cause of "loss" set forth in Paragraphs **A.1.b.** and **A.1.c.**, but only:

a. If that "auto" is a covered "auto" for Comprehensive Coverage under this policy;

b. The airbags are not covered under any warranty; and

c. The airbags were not intentionally inflated.

We will pay up to a maximum of $1,000 for any one "loss".

L. NOTICE AND KNOWLEDGE OF ACCIDENT OR LOSS

The following is added to Paragraph **A.2.a.**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

Your duty to give us or our authorized representative prompt notice of the "accident" or "loss" applies only when the "accident" or "loss" is known to:

(a) You (if you are an individual);

(b) A partner (if you are a partnership);

(c) A member (if you are a limited liability company);

(d) An executive officer, director or insurance manager (if you are a corporation or other organization); or

(e) Any "employee" authorized by you to give notice of the "accident" or "loss".

M. BLANKET WAIVER OF SUBROGATION

The following replaces Paragraph **A.5., Transfer Of Rights Of Recovery Against Others To Us**, of **SECTION IV – BUSINESS AUTO CONDITIONS** :

5. Transfer Of Rights Of Recovery Against Others To Us

We waive any right of recovery we may have against any person or organization to the extent required of you by a written contract signed and executed prior to any "accident" or "loss", provided that the "accident" or "loss" arises out of operations contemplated by

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such contract. The waiver applies only to the person or organization designated in such contract.

N. UNINTENTIONAL ERRORS OR OMISSIONS

The following is added to Paragraph **B.2., Concealment, Misrepresentation, Or Fraud**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

The unintentional omission of, or unintentional error in, any information given by you shall not prejudice your rights under this insurance. However this provision does not affect our right to collect additional premium or exercise our right of cancellation or non-renewal.

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CRUM & FORSTER
A FAIRFAX COMPANY

EXCESS LIABILITY COVERAGE FORM

Various provisions in this Policy restrict coverage. Read the entire Policy carefully to determine rights, duties and what is and is not covered.

Throughout this Policy the words "you" and "your" refer to the Named Insured shown in the Declarations, and any other person or organization qualifying as a Named Insured under this Policy. The words "we", "us" and "our" refer to the company providing this insurance. The word "insured" means any person or organization qualifying as such under the "controlling underlying insurance".

Other words and phrases that appear in quotation marks in this Policy have special meaning. Refer to **SECTION IV – DEFINITIONS**. Other words and phrases that are not defined under this Policy but defined in the "controlling underlying insurance" will have the meaning described in the applicable policy of "controlling underlying insurance".

The insurance under this Policy will follow the same provisions, exclusions, conditions and limitations that are contained in the applicable "controlling underlying insurance", unless otherwise directed by this Policy. To the extent such provisions differ or conflict, the provisions of this Policy will apply. However, with respect to each claim for which this Policy provides coverage, the coverage provided under this Policy will not be broader than that provided by any "underlying insurance" of the same or similar line of coverage.

There may be more than one policy of "controlling underlying insurance" listed in the Schedule of Underlying Insurance, and there may be terms and provisions in those respective policies that are in conflict and which are not superseded by the provisions of this Policy. In such a case, the provisions, exclusions and limitations of the "controlling underlying insurance" applicable to the particular "event" for which a claim is made or "suit" is brought will apply.

SECTION I – COVERAGES

1. Insuring Agreement

a. We will pay on behalf of the insured the "ultimate net loss" in excess of the "retained limit" because of "injury or damage" to which this insurance applies, provided that the "injury or damage" takes place during our "policy period".

b. We will have the right and duty to defend the insured against any "suit" seeking damages for such "injury or damage" when the "retained limit" has been paid in full. When we have no duty to defend, we will have the right to defend, or to associate in the defense of, the insured against any "suit" seeking damages for "injury or damage". However, we will have no duty to defend the insured against any "suit" seeking damages for which insurance under this Policy does not apply.

At our discretion, we may investigate any "event" that may involve this insurance and settle any resultant claim or "suit".

But:

(1) The amount we will pay for "ultimate net loss" is limited as described in **SECTION II – LIMITS OF INSURANCE**; and

(2) Our right and duty to defend ends when we have paid the applicable Limits of Insurance under this Policy for "ultimate net loss" to which this Policy applies.

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c. We will not make any payment or assume the duty to defend the insured under this Policy unless and until the "retained limit" has been exhausted by the payment of "ultimate net loss". This Policy does not provide coverage for any part of "ultimate net loss" within the "retained limit".

d. This insurance only applies to "injury or damage" that is subject to an applicable "retained limit". If any other limit, such as a sublimit, is specified in the applicable "underlying insurance", this insurance does not apply to "injury or damage" arising out of that exposure unless that limit is specified in the Schedule of Underlying Insurance of this Policy.

e. Any person or entity qualifying as an additional insured under the "controlling underlying insurance" will be an additional insured under this Policy. If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the minimum amount of insurance required by the contract or agreement less any amounts payable by "underlying insurance". Under no circumstances will we pay on behalf of the additional insured an amount exceeding the applicable Limits of Insurance available under this Policy.

Additional insured coverage, as provided by this Policy, will not be broader than the additional insured coverage provided by any applicable "underlying insurance".

2. Exclusions

Insurance provided under this Policy does not apply to:

a. Asbestos

"Injury or damage", loss, cost or expense directly or indirectly caused by, resulting from, in consequence of, or in any way involving asbestos or any materials containing asbestos in whatever form or quantity.

This exclusion applies regardless of any other contributing or aggravating cause or "event" that contributes concurrently or in any sequence to the "injury or damage", loss, cost or expense.

b. Auto

"Injury or damage", loss, cost or expense payable under or resulting from any of the following auto coverages:

(1) First-party physical damage coverage;

(2) No-fault coverage;

(3) Personal injury protection or auto medical payments coverage; or

(4) Uninsured or underinsured motorists' coverage.

c. Pollution

(1) "Injury or damage" which would not have occurred in whole or part but for the actual, alleged or threatened discharge, dispersal, seepage, migration, release, or escape of "pollutants" at any time.

(2) Any loss, cost or expense arising out of any:

(a) Request, demand, order, or statutory or regulatory requirement that any insured or others test for, monitor, clean up, remove, contain, treat, detoxify, neutralize, or in any way respond to, or assess the effects of, "pollutants"; or

(b) Claim or "suit" by or on behalf of a governmental authority for damages because of testing for, monitoring, cleaning up, removing, containing, treating, detoxifying, neutralizing, or in any way responding to, or assessing the effects of "pollutants".

This exclusion applies whether or not such "pollutants" have any function in the insured's business, operations, premises, site, or location.

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TRAVELERS

ONE TOWER SQUARE
HARTFORD CT 06183

WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY

ENDORSEMENT WC 00 03 13 (00) - 001

POLICY NUMBER: UB-B6314826-25-I5-G

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit any one not named in the Schedule.

SCHEDULE

DESIGNATED PERSON:

DESIGNATED ORGANIZATION:

ANY PERSON OR ORGANIZATION FOR WHICH THE INSURED HAS AGREED BY WRITTEN CONTRACT EXECUTED PRIOR TO LOSS TO FURNISH THIS WAIVER.

Any person or organization for which the employer has agreed by written contract, executed prior to loss, may execute a waiver of subrogation. However, for purposes of work performed by the employer in Missouri, this waiver of subrogation does not apply to any construction group of classifications as designated by the waiver of right to recover from others (subrogation) rule in our manual.

Docusign Envelope ID: 0C5630B0-31B2-4FCB-8352-93E6B86A1D3C

REAL ESATE SERVICES

ALLISON JAMES ESTATES & HOMES

T: 530-409-5178 // E: brucepflieger@sbcglobal.net

Bruce Pflieger
Realtor
"The Guy Who gets it done".
1983 Cemetery Rd.
Placerville,, CA 45678

LETTER OF INTENT TO PURCHASE

18875 PONDEROSA ANNEX RD, SUTTER CREEK, CA 95685-9751

On behalf of Daniel Dewater **("BUYER")**, Bruce Pflieger Realtor with Allison James Estates & Homes has been authorized to present to you this Letter of Intent to Purchase for the above referenced location.

CONFIDENTIALITY

Buyer requires absolute confidentiality between Buyer and Seller as well as seller's representative. There shall be no dissemination of any of the proposed or negotiated terms of any pending or executed Purchase agreement between the Buyer and Seller without the express written permission of the Buyer.

BUYER:	Daniel Dewater
SELLER:	Amador County
LOCATION:	18875 Ponderosa Annex Rd, Sutter Creek, CA 95685-9751
SQUARE FOOTAGE/ACREAGE:	1,742,400 40 Acres
LENGTH OF ESCROW:	30 days or more if required by seller..
TERMS OF PURCHASE:	This is an ALL CASH OFFER. Proof of funds attached.
PURCHASE PRICE:	$310,000

Docusign Envelope ID: 0C5630B0-31B2-4FCB-8352-93E6B86A1D3C

PURCHASE TERMS: This purchase is AS IS.

INSPECTIONS &TIME FRAMES : The buyer is free to conduct any and all inspections they choose to. Ther will be no Request for Repairs.
The buyer has 17 days from opening of escrow to conduct Inspections and remove all contingencies.

APN NUMBER: 030-020-112-000

DEPOSITS & CONTINGENCIES: The buyer to place a deposit of $3500 into escrow within 3 days after a purchase contract is executed. The deposit will be at risk upon written removal of contingencies of the buyer to be no later than 18 days after opening of escrow.

PROPERTY ACCESS: The Buyer shall be provided twenty-four hour a day, seven days a week access to the premises during the 17 day inspection period.

REPRESENTATION: Bruce Pfieger of Allison James Estates represents the Buyer in this transaction. In the event a purchase is consummated between Buyer and Seller, Seller agrees to pay Buyer Rep broker (Bruce Pfieger) a Purchase commission equal to two and a half percent (2.5%) of the total Purchase Price to be paid through escrow.

CONFIDENTIALITY: Buyer and Seller shall keep confidential all information pertaining to these negotiations and the proposed purchase, except to the extent to which, (i) the information is already a matter of public knowledge or (ii) Buyer or Seller's financial, legal or Agent representative is necessary to disclose information to outside entities for the purpose of continuing or completing negotiations.

Please email your response to us no later than [5:00 p.m., PST on October 28, 2025]. We look forward to working with you please do not hesitate to call with any questions or comments

Docusign Envelope ID: 0C5630B0-31B2-4FCB-8352-93E6B86A1D3C

Allison James Estates & Homes. submits this non-binding Proposal on behalf of the Daniel Dewater. This Proposal is not a contractual offer and neither party shall be bound by an agreement until a definitive written contract is executed by both parties. This proposal is intended solely as a preliminary expression of general intention and is for discussion purposes only. This proposal is not intended to, and shall not, create any agreement or obligation by either party to negotiate a definitive agreement pertaining to the Property and imposes no duty on either party to continue negotiations. Neither party shall have any contractual obligations to the other with respect to the matters referred herein unless and until a definitive written agreement setting forth all material terms of the parties' agreement has been fully executed and delivered by the parties. Prior to delivery of such definitive executed agreement, and without any liability to the other party, either party may (1) propose different terms from those summarized herein, (2) enter into negotiations with other parties, and/or (3) unilaterally terminate all negotiations with the other party hereto.

Kindest Regards,

Bruce Pflieger

"The Guy Who Gets It Done!"

DRE 01183230

Allison James Estates & Homes
DRE 01885684

530-409-5178

RESIDENTIAL COMMERCIAL INVESTMENTS

AGREED:

DANIEL DEWATER (BUYER)

By: Signed by: Daniel Dewater 22D6F7999F234E2...

Name: Daniel Dewater

Title: _____

AGREED:

AMADOR COUNTY

By: _____

Name: _____

Title: _____