



## AMERICAN CANYON FIRE PROTECTION DISTRICT BOARD MEETING

### AGENDA

City Hall - Council Chambers  
4381 Broadway, Ste. 201, American Canyon

July 25, 2023

6:30 PM

**Chair:** Leon Garcia  
**Vice Chair:** Pierre Washington  
**Board Members:** Mariam Aboudamous, Mark Joseph, David Oro

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*American Canyon Fire District Board meetings will be conducted at City Hall, 4381 Broadway, Suite 201. This meeting is also available via Zoom Teleconferencing as a convenience for public participation. Should technical issues with Zoom occur, please select another viewing option, such as a live broadcast to residents on Napa Valley TV [here](#) and on YouTube [here](#).*

### PUBLIC PARTICIPATION

**You may submit public comments for any Agenda Item, Non-Agenda Item or make general public comments by one of the following methods:**

**Written comments, Via eComments:** Please submit written comments through the eComments link located on the Meetings & Agendas page of our website [here](#). Comments received before the 3:00 p.m. day-of-meeting cutoff time will be routed to all Board Members at that time. eComments will remain open throughout the meeting, and all comments received will be posted online and become part of the meeting record.

**Oral comments, during the meeting:** A Zoom Meeting has been established for public participation during the meeting related to a specific agenda item, or matters not on the agenda. To give your public comment via Zoom, connect via the Zoom link below and use the "raise your hand" tool or call into the zoom meeting at 1-669-900-6833. To avoid confusion, all hands raised outside of Public comment periods will be lowered.

**Zoom Meeting Link:** [Click here](#)

**Meeting ID:** 862 1469 2760 Passcode: 679117

The above-identified measures exceed all legal requirements for participation in public comment, including those imposed by the Ralph M. Brown Act. For more information, please call the Office of the Fire Executive Assistant at (707) 551-0653 or email [here](#).

**AGENDA MATERIALS:** Board agenda materials are published 72 hours prior to the meeting and are available to the public via the City's website at [www.cityofamericancanyon.org](http://www.cityofamericancanyon.org).

**AMERICANS WITH DISABILITIES ACT:** The Board of Directors will provide materials in appropriate alternative formats to comply with the Americans with Disabilities Act. Please send a written

request to Fire Executive Assistant at 911 Donaldson Way E., American Canyon, CA 94503 or by email [here](#). Include your name, address, phone number and brief description of the requested materials, as well as your preferred alternative format or auxiliary aid, at least three calendar days before the meeting.

## 5:30 P.M. CLOSED SESSION

1. **Conference with Legal Counsel - Anticipated Litigation.  
Pursuant to Government Code Section 54956.9 (d)(2).  
Three Matters.**
2. **Matters Relating to Public Employment - Pursuant to Government Code Section 54957 (b).  
Position: Staffing Personnel Matter.**

## PUBLIC ADDRESS-CLOSED SESSION ITEMS

*The Chairman will call the meeting to order and conduct roll call. The Board of Directors will immediately convene into Closed Session after hearing any public comment on items agendaized for Closed Session consideration. At 6:30 p.m. the Board of Directors will reconvene into Open Session and then resume Closed Session at the end of the meeting to address outstanding items, if necessary.*

## 6:30 P.M. OPEN SESSION - REGULAR MEETING

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

REPORT ON CLOSED SESSION/CONFIRMATION OF REPORTABLE ACTION

## PROCLAMATIONS AND PRESENTATIONS

3. **American Canyon Community Emergency Response Team (CERT) Program Update and Presentation from Powell Helems.  
Recommendation:** Receive an American Canyon Community Emergency Response Team (CERT) Program Update and Presentation from Powell Helems.

## PUBLIC COMMENT

*This time is reserved for members of the public to address the American Canyon Fire Protection District Board on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the American Canyon Fire Protection District Board. It is recommended that speakers limit their comments to 3 minutes each and it is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the American Canyon Fire Protection District Board on items on the Agenda should comment via email prior to the start of the meeting. The American Canyon Fire Protection District Board is prohibited by law from taking any action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the American Canyon Fire Protection Board does not respond to public comment at this time. Speakers are asked to please speak clearly, and*

provide their name. Any handouts for distribution to the American Canyon Fire Protection District Board must be emailed by 3:00 p.m. on meeting day.

## **AGENDA CHANGES**

*The Chair/Board of Directors may change the order of the Agenda or request discussion of a Consent Item. A member of Public may request discussions of a Consent Item by completing a Speaker's Card and presenting it to the Fire Executive Assistant prior to Public Comment.*

## **CONSENT CALENDAR**

### **4. Minutes of Fire District Board Meeting of June 27, 2023.**

**Recommendation:** Approve the Minutes of Fire District Board Meeting of June 27, 2023.

## **PUBLIC HEARINGS**

None

## **BUSINESS**

None

## **FIRE CHIEF ORAL REPORT**

## **CHAIR/BOARD COMMENTS, COMMITTEE REPORTS, AND FUTURE AGENDA ITEMS**

*The Chair and Board of Directors may comment on matters of public concern and announce matters of public interest; no collective Board action will be taken.*

## **ADJOURNMENT**

## **CERTIFICATION**

I, Geoff Belyea, District Fire Chief, do hereby declare that the foregoing Agenda of the American Canyon Fire District Board was posted in compliance with the Brown Act prior to the meeting date.

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Geoff Belyea, Fire District Chief

# American Canyon Fire Protection District

## Board Meeting

### ACTION MINUTES

June 27, 2023

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#### **6:30 P.M. OPEN SESSION**

##### CALL TO ORDER

Chair Garcia called the Meeting to Order at 6:37 p.m.

##### PLEDGE OF ALLEGIANCE

Chair Garcia led the Pledge of Allegiance

##### ROLL CALL

**Present:** Board Members Mariam Aboudamous, Mark Joseph, David Oro, Vice-Chair Pierre Washington, and Chair Garcia

**Absent:** None

**Excused:** None

##### REPORT ON CLOSED SESSION/CONFIRMATION OF REPORTABLE ACTION

District Counsel, William D. Ross, provided an oral report on Closed Session. The Board convened in Open Session 5:39 p.m. to address the matters in Closed Session. It was Confirmed that Closed Session item # 1 may be read in a comparable matter to Closed Session item # 2; Matters relating to Public Employment- Public Employment Performance Evaluation Authorized pursuant to Government Code Section 54957, Position: District Chief, then adjourned to Closed Session at 5:40 p.m. Closed Session concluded at 6:31 p.m. and it was determined that the Closed Session matters would be continued to the next board meeting on July 25, 2023, at 4:30 p.m.

#### **PROCLAMATIONS AND PRESENTATIONS**

3. [Fire Explorer Update and Presentation from Fire Captain Robert Rojas.](#)

**Action:** Received a Fire Explorer Update and presentation from Fire Captain Robert Rojas.

Captain Rojas introduced the Fire Explorers and thanked the Fire Explorer team for their time and commitment to the program. Chair Garcia thanked everyone for their commitment. Chief Belyea also thanked Captain Rojas for his time and dedication to the Explorer Program.

#### **Public Comment**

Chair Garcia called for public comments. Written comments: none. Oral Comments: Justin Hole. The public comments period was closed.

#### **AGENDA CHANGES**

None

## CONSENT CALENDAR

**Action:** Motion to approve CONSENT CALENDAR made by Board Member Board Member Oro, seconded by Vice-Chair Washington, and CARRIED by roll call vote.

**Ayes:** Board Members Mariam Aboudamous, Mark Joseph, David Oro, Vice-Chair Pierre Washington, and Chair Garcia

**Nays:** None

**Abstain:** None

**Absent:** None

**Excused:** None

4. **Minutes of Fire District Board Meeting of April 25, 2023.**

**Action:** Approved the Minutes of the Fire District Board Meeting of April 24, 2023.

5. **Fire Service Fee Board of Review appointment.**

**Action:** Confirm the appointment of Mr. Michael W. Tadewald to the Fire Service Fee Board of Review.

6. **Report Upon Return from Closed Session: May 2, 2023.**

**Action:** Approve the Report Upon Return from Closed Session: May 2, 2023.

7. **Annual appropriations limit for the American Canyon Fire Protection District for fiscal year 2023-24.**

**Action:** Adopted a Resolution approving the annual appropriations limit for the American Canyon Fire Protection District for fiscal year 2023-24.

8. **First Responder Fee**

**Action:** Adopted Resolution 2023-15 approving the annual cost of living increase to the District First Responder Fee for Emergency Medical Services.

9. **Fire Mitigation Fees**

**Action:** Adopted Resolution 2023-17 approving the annual cost-of-living increase to the District Fire Service Fee Special Tax consistent with District Ordinance 2013-01 and confirming the Fire Service Fee Assessments of \$ 801,110.70 for Fiscal Year 2023/2024.

10. **Fire Service Fee Special Tax**

**Action:** Adopted Resolution 2023-17 approving the annual cost-of-living increase to the District Fire Service Fee Special Tax consistent with District Ordinance 2013-01 and confirming the Fire Service Fee Assessments of \$ 801,110.70 for Fiscal Year 2023/2024.

11. **Write off of Uncollectible Fire Service Fees Fiscal Year 2022-2023**

**Action:** Adopted Resolution 2023-18 authorizing the write-off of uncollectible Fire Service Fees in the amount of \$,065.84.

12. **2023 Statewide Climate-Related Wildfire & Disaster Prevention and Preparedness Grant**

**Action:** Adopted Resolution 2023-19 authorizing the Fire Chief to seek funding for Wildland Personal Protective Equipment (PPE) by applying for the 2023 Statewide Climate-Related Wildfire & Disaster Prevention and Preparedness Grant offered by California Fire Foundation, a statewide nonprofit 501(c)(3) charitable organization based in Sacramento. If awarded, the requested funding will not to exceed \$25,000.

13. **Surplus MAKO Air Compressor and the Cascade Bottle System**

**Action:** Adopted a Resolution declaring the MAKO Air compressor and the Cascade Bottle System from the Former Rescue 11 as surplus Fire District property and further authorizes the District Fire Chief to donate or sell the surplus Fire District property.

**PUBLIC HEARINGS**

14. **Preliminary Budget for the Fiscal Year 2023-24**

The Board of Directors received a staff report from Finance Consultant, Ken Campo. Chair Garcia opened the public hearing and called for public comments. Written comments: none. Oral Comments: none.

**Action:** Adopted a Resolution approving the Preliminary Budget for the American Canyon Fire Protection District for the Fiscal Year 2023-24 made by Board Member Board Member Oro, seconded by Vice-Chair Washington, and CARRIED by roll call vote.

**Ayes:** Board Members Mariam Aboudamous, Mark Joseph, David Oro, Vice-Chair Pierre Washington, and Chair Garcia

**Nays:** None

**Abstain:** None

**Absent:** None

**Excused:** None

**BUSINESS**

15. **Joint Powers Agreement between Napa City, Napa County, and the American Canyon Fire Protection District.**

The Board of Directors received a staff report from Fire Chief Geoff Belyea. Chair Garcia called for public comments: Written comments: none. Oral Comments: none.

**Action:** Approve the Joint Powers Agreement for services between City of Napa, Napa County, a political subdivision of the State of California, and the American Canyon Fire Protection District, a subsidiary special district to collaborate on providing fire protection and emergency response services made by Board Member Board Member Oro, seconded by Board Member Joseph, and CARRIED by roll call vote.

**Ayes:** Board Members Mariam Aboudamous, Mark Joseph, David Oro, Vice-Chair Pierre Washington, and Chair Garcia  
**Nays:** None  
**Abstain:** None  
**Absent:** None  
**Excused:** None

**16. Approve the establishment of the Firefighter/Paramedic Trainee position.**

The Board of Directors received a staff report from Fire Chief Geoff Belyea. Chair Garcia called for public comments: Written comments: none. Oral Comments: none.

**Action:** Adopted a Resolution approving the establishment of the Firefighter/Paramedic Trainee position made by Board Member Vice-Chair Washington, seconded by Board Member Oro, and CARRIED by roll call vote.

**Ayes:** Board Members Mariam Aboudamous, Mark Joseph, David Oro, Vice-Chair Pierre Washington, and Chair Garcia  
**Nays:** None  
**Abstain:** None  
**Absent:** None  
**Excused:** None

**FIRE CHIEF ORAL REPORT**

Fire Chief Belyea stated that Weed Abatement is in full force and would like to remind residents to comply with the ordinance by cutting their weeds.

The recently held Meet me in the Streets event witnessed great success, featuring Hands Only CPR and Marshal from the District.

Chief Belyea reminds all residents to safely enjoy the upcoming City of American Canyon's fireworks display on the 4th of July.

With the successful completion of the new hire academy, the District expresses gratitude to Captain Pilkington for delivering exceptional training. A Badge Pinning Ceremony is scheduled for next month.

The District announces an ongoing recruitment process and interviews will take place on Thursday, July 27th.

**CHAIR/BOARD COMMENTS, COMMITTEE REPORTS, AND FUTURE AGENDA ITEMS**

Chair Garcia wished everyone a happy 4<sup>th</sup> of July and encouraged everyone to watch the City's fireworks.

**ADJOURNMENT**

Meeting was adjourned at 7:47 p.m.

**CERTIFICATION**

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Geoff Belyea,  
District Fire Chief/District Clerk