



Valley of the Moon Fire Protection District



Board of Directors Meeting

August 11, 2015



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Board of Directors Meeting

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MEETING AGENDA
VALLEY OF THE MOON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS

Tuesday, August 11, 2015 at 6:00 P.M.
Location: Sonoma Valley Fire & Rescue Authority Station #1
630 2nd Street West, Sonoma, California 95476

(This agenda is posted in accordance with the Ralph M. Brown Act,
California Government Code Section 54950, et seq.)

1. CALL TO ORDER

2. ROLL CALL & DETERMINATION OF A QUORUM

Board of Directors: Director Norton, Director Greben, Director Brady and Director Leen. President Brunton excused.

3. PLEDGE OF ALLEGIANCE

4. CONFIRMATION OF AGENDA

Opportunity for the Board to reorder agenda items

5. COMMENTS FROM THE PUBLIC

(At this time, members of the public may comment on any item not appearing on the agenda. It is recommended that you keep your comments to three minutes or less. Under State Law, matters presented under this item cannot be discussed or acted upon by the Board at this time. For items appearing on the agenda, the public will be invited to make comments at the time the item comes up for consideration by the Board of Directors.)

6. PRESENTATIONS

None

7. CONSENT CALENDAR

Approval of minutes for special meeting of July 14, 2015. **Action Item**

8. FIRE CHIEF'S MONTHLY REPORT

Chief's activity report for July 2015

9. OLD BUSINESS

10. NEW BUSINESS

a) Resolution 2015/2016-04 declaring surplus property status for Engine 3382 (E-2). **Action item with roll call vote**

b) Approve participation in shared services agreement with Glen Ellen FPD and Kenwood FPD for extractor purchase **Action Item**

11. OTHER BUSINESS TO COME BEFORE THE BOARD

There will be a special SCFDA meeting on August 27th hosted by Kenwood FPD. Please RSVP to Georgette by August 24th.

12. COMMENTS FROM THE FLOOR

13. COMMENTS FROM THE BOARD

14. CLOSED SESSION

None scheduled

15. ADJOURNMENT

This meeting will be adjourned to a regular meeting on September 8, 2015 at 6:00 P.M. in the Training Room of Sonoma Valley Fire & Rescue Authority Station 1, located at 630 2nd Street West, Sonoma.

Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available for public inspection the Monday before each regularly scheduled meeting during regular business hours, 8:00 a.m. to 5:00 p.m. Monday through Friday, at Sonoma Valley Fire & Rescue Authority's Station 1, located at 630 2nd Street West, Sonoma, California.

Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Board of Directors regarding any item on this agenda after the agenda has been distributed will be made available for inspection at the location listed above during regular business hours. If you challenge the action of the Board in court, you may be limited to raising only those issues you or someone else raised at the public hearing described on the agenda, or in written correspondence delivered to the Valley of the Moon Fire Protection District Board of Directors, at or prior to the public hearing.

In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the secretary for the Board at (707) 996-2102. Notification 48 hours before the meeting will enable the Valley of the Moon Fire Protection District to make reasonable arrangements to ensure accessibility to this meeting.



Valley of the Moon Fire Protection District

Board of Directors Meeting

Agenda Item Summary

August 11, 2015



Agenda Item No.		Staff Contact	
7		Georgette Darcy, Admin. Analyst/Secretary to Board	
Agenda Item Title			
Approval of minutes for regular meeting of July 14, 2015			
Recommended Actions			
Approve the minutes			
Executive Summary			
The minutes have been prepared for Board review and approval.			
Alternative Actions			
Correct or amend minutes prior to approval			
Strategic Plan Alignment			
Not applicable			
Fiscal Summary – FY 14/15			
Expenditures		Funding Source(s)	
Budgeted Amount	\$	District General Fund	\$
Add. Appropriations Req'd.		Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
		Grants	\$
Total Expenditure	\$	Total Sources	\$
Narrative Explanation of Fiscal Impacts (if required)			
Not required			
Attachments			
Minutes for July 14, 2015 special meeting			

VALLEY OF THE MOON FIRE PROTECTION DISTRICT

REGULAR BOARD OF DIRECTORS MEETING MINUTES

July 14, 2015

1. CALL TO ORDER

President Brunton called the meeting to order at 6:00 p.m.

2. ROLL CALL & DETERMINATION OF A QUORUM

Board of Directors: Director Norton, Director Greben, and Director Leen. President Brunton and Director Brady were excused.

3. PLEDGE OF ALLEGIANCE

Director Leen led the Pledge of Allegiance.

4. CONFIRMATION OF AGENDA

There were no changes to the agenda.

5. COMMENTS FROM THE PUBLIC

None

6. PRESENTATIONS

None

7. CONSENT CALENDAR

Approval of minutes for special meeting of June 9, 2015

M/S/P Leen/Greben to approve minutes for June 9, 2015. Passed 3 ayes

8. FIRE CHIEFS' MONTHLY REPORT

Fire Chief Freeman gave his activity report for June 2015.

9. OLD BUSINESS

None

10. NEW BUSINESS

a) Resolution 2015/2016-01 setting the special tax "unit of risk" for fiscal year 2015/16

M/S/P Greben/Leen to set special tax "unit of risk" for fiscal year 2015/16. Passed 3 ayes

b) Resolution 2015/2016-02 declaring Proposition 4 limit for fiscal year 2015/16

M/S/P Greben/Leen to declare Proposition 4 limit for fiscal year 2015/16. Passed 3 ayes

c) Resolution 2015/2016-03 amending the salary and benefit schedule of employees covered by the Administrative Agreement for Management and Administrative Employees

M/S/P Greben/Leen to amend the salary and benefit schedule of employees covered by the Administrative Agreement for Management and Administrative Employees. Passed 3 ayes

11. OTHER BUSINESS TO COME BEFORE THE BOARD

There will be an SCFDA meeting on July 30th hosted by Geyserville FPD at Fire Station 1. Please RSVP to Georgette with choice of entrée by July 27th.

12. COMMENTS FROM THE FLOOR

None

13. COMMENTS FROM THE BOARD

President Brunton gave his LAFCO report.

14. CLOSED SESSION

None

15. ADJOURNMENT

The meeting was adjourned at 6:49 p.m. to a regular meeting on August 11, 2015 at 6:00 p.m. in the Training Room at Station 1, located at 630 2nd Street West, Sonoma.

Respectfully submitted,

Georgette Darcy

President Brunton

Director Norton

Director Greben

Director Brady

Director Leen



Valley of the Moon Fire Protection District

Board of Directors Meeting

Agenda Item Summary

August 11, 2015



Agenda Item No.		Staff Contact	
10A		John Franceschi, Battalion Chief	
Agenda Item Title			
Resolution 2015/2016-04 declaring surplus property status for Engine 3382 (E-2)			
Recommended Actions			
Declare surplus property status for 3382			
Executive Summary			
The SVFRA has replaced Engine 3382 with a new Rosenbauer Type I apparatus. Staff is requesting that the Board approves the designation of surplus status to Engine 3382 (E-2) so that it may be sold.			
Alternative Actions			
Propose alternate use of apparatus			
Strategic Plan Alignment			
Not applicable			
Fiscal Summary – FY 14/15			
Expenditures		Funding Source(s)	
Budgeted Amount	\$	District General Fund	\$
Add. Appropriations Req'd.		Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
		Grants	\$
Total Expenditure	\$	Total Sources	\$
Narrative Explanation of Fiscal Impacts (if required)			
Attachments			
Resolution 2015/2016-04			

Resolution No: 2015/2016-04
Dated: August 11, 2015

RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY OF THE MOON FIRE PROTECTION DISTRICT OF SONOMA COUNTY, STATE OF CALIFORNIA, DECLARING SURPLUS PROPERTY STATUS FOR ENGINE 3382 (E-2)

WHEREAS, the Valley of the Moon Fire Protection District has purchased a Rosenbauer Type 1 engine to replace Pierce Saber Type 1 Engine 3382 (VIN No. 4P1CTO2U7RA000743).

BE IT RESOLVED THAT, the Board of Directors of the Valley of the Moon Fire Protection District hereby changes the status of Engine 3382 (E-2) to surplus property.

IN REGULAR SESSION, the foregoing resolution was introduced by Director _____, who moved its adoption, seconded by Director _____, and passed by the Board of Directors of the Valley of the Moon Fire Protection District this 11th day of August, 2015 on regular roll call vote of the members of said Board by the following vote:

President Brunton	Aye _____	No _____	Absent _____
Director Norton	Aye _____	No _____	Absent _____
Director Greben	Aye _____	No _____	Absent _____
Director Brady	Aye _____	No _____	Absent _____
Director Leen	Aye _____	No _____	Absent _____

Vote: Aye_____ No_____ Absent_____

WHEREUPON, the President declared the foregoing resolution adopted; and

SO ORDERED:

ATTEST:

Raymond Brunton, President

Brian Brady, Clerk



Valley of the Moon Fire Protection District

Board of Directors Meeting

Agenda Item Summary

August 11, 2015



Agenda Item No.	Staff Contact		
10B	Mark Freeman, Fire Chief		
Agenda Item Title			
Approve Participation in Shared Services Agreement with Glen Ellen FPD and Kenwood FPD for Extractor Purchase			
Recommended Actions			
Approve participation in Shared Services Agreement			
Executive Summary			
<p>Glen Ellen Fire Protection District and Kenwood Fire Protection District have initiated a shared services agreement with Sonoma Valley Fire & Rescue Authority for the joint purchase of an extractor, to be installed at SVFRA Station 3. The estimated cost is \$24,000, which will be evenly divided between the named parties. The cost of approximately \$8,000 will be charged to the Valley of the Moon Fire District budget for FY 2015/16, using account no. 799 68900 703 70703. Staff is requesting approval of participation in the agreement in advance of the final budget, which will come before Board at the regular meeting in September.</p>			
Alternative Actions			
Request further information or deny approval for participation in agreement			
Strategic Plan Alignment			
Not applicable			
Fiscal Summary – FY 15/16			
Expenditures			
Budgeted Amount	\$8,000.00	Funding Source(s)	
Add. Appropriations Req'd.	\$	District General Fund	\$8,000.00
	\$	Fees/Other	\$
		Use of Fund Balance	\$
		Contingencies	\$
		Grants	\$
Total Expenditure	\$8,000.00	Total Sources	\$8,000.00
Narrative Explanation of Fiscal Impacts (if required)			
Attachments			
Shared Services Agreement #1			

Shared Services Agreement #1



1. Goal of Shared Services. The Sonoma Valley Fire & Rescue Authority (SVFRA), the Glen Ellen Fire Protection District (GEFPD), and the Kenwood Fire Protection District (KFPD) (collectively the “parties”) believe it is in the best interests of the citizens they serve and the communities they protect to identify opportunities to collaborate with shared services agreements.
2. Purchase and Installation Costs for Shared Washer/Extractor. This Agreement provides the terms and conditions for the parties’ purchase, usage and maintenance of the jointly purchased washer/extractor. The washer/extractor purchase and associated construction costs for installation at the SVFRA Station #3, 1 West Agua Caliente Rd. Sonoma, CA 95476, will be evenly divided between the parties.
3. Maintenance Costs. The washer/extractor will require annual maintenance. Allocation of maintenance, detergent and other operational costs of the unit will be divided between and paid on an annual basis by the parties as follows: SVFRA 50%; GEFPD 25%; and KFPD 25%.
4. Use and Access. The unit will be used only for appropriate items owned by the parties and their assigned personnel (i.e. turnout gear, C-spine straps, uniform items contaminated in the course of an incident). Personal items will not be washed in this unit. GEFPD and KFPD personnel will have access to and usage of the washer/extractor unit seven (7) days a week, between 0730 and 1930 hours. A log will kept to track usage by each party.
5. Mutual Indemnification. The parties shall not be liable, and each party shall defend, indemnify and hold harmless each of the other parties, and each of the other parties’ respective officers, agents, employees, consultants, contractors, and volunteers (collectively the “party’s personnel”) from and against any and all losses, claims, damages, penalties, liabilities, response costs and expenses (including reasonable fees of attorneys of such indemnitee's choice), arising out of damage or injury to persons or property due to any act or omission of any party or the party’s personnel, except for those caused by the gross negligence or willful misconduct of the offending party or the offending party’s personnel. The parties intend that this mutual indemnification provision shall be broadly construed and shall survive termination of this Agreement.

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6. Liability and Property Insurance. Each party shall submit to each other party an endorsement evidencing liability and property insurance coverage under this Agreement as an additional named insured. Any insurance maintained by the parties may be maintained under a self-insurance or pooled risk program.
7. Agreement Binding. This Agreement shall be binding upon and shall inure to the benefit of the parties and their respective heirs, legal representatives, successors and assigns.
8. Review. This agreement will be reviewed by the parties every 5 years, starting in July of 2020.

Mark Freeman, Fire Chief
Sonoma Valley Fire & Rescue Authority

Matt Atkinson, Fire Chief
Glen Ellen Fire Protection District

Bill Shubin, Fire Chief
Kenwood Fire Protection District

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