



Valley of the Moon Fire Protection District



Board of Directors Meeting

July 11, 2017



Valley of the Moon Fire Protection District

Board of Directors Meeting

July 11, 2017

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

Tuesday, July 11, 2017 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: President Norton, Director Brunton, Director Greben, Director Brady, and Director Leen.

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.)

PUBLIC HEARING

The Board will hold a public hearing for the purpose of setting a "Unit of Risk" for fiscal year 2017/18 special tax as stated in Ordinance 26-R, specifically Section VI, entitled "Report and Hearing on Special Tax." The Board is also holding a public hearing for the purpose of setting the Prop. 4 Limit for fiscal year 2017/18, pursuant to the provisions of State Government Code Section 7910.

6. PRESENTATIONS

7. CONSENT CALENDAR

Approval of minutes for regular meeting of June 13, 2017. **Action Item**

8. FIRE CHIEF'S MONTHLY REPORT

Chief's activity report for June 2017

9. OLD BUSINESS

10. NEW BUSINESS

- a) Resolution 2017/2018-01 declaring Proposition 4 limit for fiscal year 2017/18. **Action Item with roll call vote**
- b) Resolution 2017/2018-02 setting the special tax “unit of risk” for fiscal year 2017/18. **Action Item with roll call vote**
- c) Approve initiation of contract for purchase of new utility pickup to replace U-5 (3343). **Action Item**
- d) Resolution 2017/2018-03 adding Captain Assignment in Temporary Assignment Schedule for Volunteer Firefighter Program. **Action Item with roll call vote**

11. OTHER BUSINESS TO COME BEFORE THE BOARD

12. COMMENTS FROM THE FLOOR

13. COMMENTS/REPORTS FROM THE BOARD

14. CLOSED SESSION

15. ADJOURNMENT

This meeting will be adjourned to a regular meeting on August 8, 2017 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

July 11, 2017



Agenda Item No.		Staff Contact	
7		Georgette Darcy, Admin. Analyst/Secretary to Board	
Agenda Item Title			
Approval of minutes for regular meeting of June 13, 2017			
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 17/18			
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 June 13, 2017 meeting			

VALLEY OF THE MOON FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

June 13, 2017

1. CALL TO ORDER

President Norton called the meeting to order at 6:02 p.m.

2. ROLL CALL & DETERMINATION OF A QUORUM

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

3. PLEDGE OF ALLEGIANCE

Director Leen led the Pledge of Allegiance.

4. CONFIRMATION OF AGENDA

No changes were made to the agenda.

5. COMMENTS FROM THE PUBLIC

None

6. PRESENTATIONS

None

7. CONSENT CALENDAR

a) Approval of minutes for regular meeting of May 9, 2017

M/S/P Leen/Brady to approve minutes for May 9, 2017. Passed 4 ayes

b) Approval of minutes for special meeting of June 1, 2017

M/S/P Brunton/Leen to approve minutes for June 1, 2017. Passed 4 ayes

8. FIRE CHIEFS' MONTHLY REPORT

Fire Chief Akre introduced interim Finance Director Susan Casey and gave his activity report for May 2017.

9. OLD BUSINESS

Revised bid for Station 2 parking lot project

M/S/P Brady/Norton to accept revised bid for Station 2 parking lot project. Passed 5 ayes

10. NEW BUSINESS

- a) Resolution 2016/17-11 adopting Valley of the Moon Fire District Preliminary Budget and approving SVFRA Budget for FY 2017/18

M/S/P Greben/Leen to adopt VOM Fire District Preliminary Budget and approve SVFRA budget for FY 2017/18. Passed 5 ayes

- b) FY 2016/17 fund balance allocations

M/S/P Leen/Brunton to approve FY 2016/17 fund balance allocations. Passed 5 ayes

11. OTHER BUSINESS TO COME BEFORE THE BOARD

None

12. COMMENTS FROM THE FLOOR

None

13. COMMENTS/REPORTS FROM THE BOARD

- a) Director Leen reported that the SVFRA did a great job at the Sonoma Veterans' Memorial Day event.
- b) Director Greben asked about the 4th of July event, and BC Norrbom gave a report on the plans for the parade, Plaza celebration, and fireworks show.
- c) Director Brunton announced that Chief Akre would soon be interviewed on KSVY.

14. CLOSED SESSION

None

15. ADJOURNMENT

The meeting was adjourned at 7:00 p.m. to a regular meeting on July 11, 2017 at 6:00 p.m. in the Training Room at Station 1, located at 630 2nd Street West in Sonoma.

Respectfully submitted,

Georgette Darcy

President Norton

Director Brunton

Director Greben

Director Brady

Director Leen



Valley of the Moon Fire Protection District

Board of Directors Meeting

Agenda Item Summary

July 11, 2017

**Agenda Item No.**

10A

Staff Contact

Stephen Akre, Fire Chief

Agenda Item Title

Resolution 2017/2018-01 declaring Proposition 4 limit for fiscal year 2017/18

Recommended Actions

Adopt Proposition 4 limit

Executive Summary

The District is required to approve a Proposition 4 appropriation limit for each fiscal year. The Valley of the Moon Fire Protection District uses a formula provided by the County of Sonoma that incorporates the annual percentage change for California Per Capita Personal income and local population growth. Last year's appropriation limit is multiplied by these percentages to produce a limit for the current year.

Alternative Actions

Suggest using an alternate method to calculate Proposition 4 limit

Strategic Plan Alignment

Not applicable

Fiscal Summary – FY 17/18

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**

1. Price Factor and Population Information
2. "P1" Calculation of Appropriation Limits
3. Resolution 2017/2018-01

May 2017

Dear Fiscal Officer:

Subject: Price Factor and Population Information

Appropriations Limit

The California Revenue and Taxation Code, section 2227, requires the Department of Finance (Finance) to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2017, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2017-18. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2017-18 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. The Revenue and Taxation Code, section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. The Code and the California Constitution can be accessed at the following website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2017.**

Please Note: Prior year's city population estimates may be revised.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

MICHAEL COHEN
Director
By:

AMY M. COSTA
Chief Deputy Director

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2017-18 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2017-18	3.69

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2017-18 appropriation limit.

2017-18:

Per Capita Cost of Living Change = 3.69 percent
 Population Change = 0.85 percent

Per Capita Cost of Living converted to a ratio: $\frac{3.69 + 100}{100} = 1.0369$

Population converted to a ratio: $\frac{0.85 + 100}{100} = 1.0085$

Calculation of factor for FY 2017-18: $1.0369 \times 1.0085 = 1.0457$

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2016 to January 1, 2017 and Total Population, January 1, 2017

County City	<u>Percent Change</u>	<u>--- Population Minus Exclusions ---</u>		<u>Total Population</u>
	2016-2017	1-1-16	1-1-17	1-1-2017
Sonoma				
Cloverdale	1.11	8,833	8,931	8,931
Cotati	0.30	7,250	7,272	7,272
Healdsburg	0.37	11,757	11,800	11,800
Petaluma	0.76	60,479	60,941	60,941
Rohnert Park	0.31	41,936	42,067	42,067
Santa Rosa	0.60	175,738	176,799	176,799
Sebastopol	0.26	7,559	7,579	7,579
Sonoma	0.41	10,944	10,989	10,989
Windsor	0.37	27,269	27,371	27,371
Unincorporated	0.36	149,825	150,357	151,371
County Total	0.50	501,590	504,106	505,120

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Fiscal Year 2017-18

Attachment C
Annual Percent Change in Population Minus Exclusions*
January 1, 2016 to January 1, 2017

County	<u>Percent Change</u> 2016-17	<u>--- Population Minus Exclusions ---</u> 1-1-16	<u>1-1-17</u>
Sierra			
Incorporated	0.26	764	766
County Total	0.41	3,194	3,207
<hr/>			
Siskiyou			
Incorporated	-0.08	20,418	20,401
County Total	-0.08	44,658	44,624
<hr/>			
Solano			
Incorporated	1.23	400,456	405,396
County Total	1.20	419,389	424,440
<hr/>			
Sonoma			
Incorporated	0.56	351,765	353,749
County Total	0.50	501,590	504,106
<hr/>			
Stanislaus			
Incorporated	1.27	427,723	433,166
County Total	1.22	541,466	548,057
<hr/>			
Sutter			
Incorporated	0.43	75,752	76,081
County Total	0.35	96,614	96,956
<hr/>			
Tehama			
Incorporated	-0.17	22,057	22,019
County Total	0.08	63,765	63,818
<hr/>			
Trinity			
Incorporated	0.00	0	0
County Total	-0.14	13,548	13,529
<hr/>			
Tulare			
Incorporated	1.33	320,978	325,233
County Total	1.13	466,149	471,428
<hr/>			

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

"P1" CALCULATION OF APPROPRIATION LIMITS

	16-17	17-18
PER CAPITA INCREASE	1.0537	1.0369
POPULATION CHANGE	1.0053	1.0050
POPULATION FACTOR USED	(COUNTY TOTAL)	(COUNTY TOTAL)

FIRE DISTRICTS:

71201 BENNETT VALLEY	1,564,612	1,630,458
71251 BODEGA BAY	2,775,473	2,892,278
71301 RANCHO ADOBE	3,846,976	4,008,874
71351 FORESTVILLE	1,027,780	1,071,033
71401 GLEN ELLEN	1,243,141	1,295,458
71451 GRATON	658,400	686,109
71501 RUSSIAN RIVER	1,679,772	1,750,465
71551 KENWOOD	625,951	652,293
71601 MONTE RIO	491,956	512,660
71651 RINCON VALLEY	4,747,740	4,947,546
71701 ROSELAND	2,415,650	2,517,312
71801 GOLD RIDGE	3,373,307	3,515,271
71851 VALLEY OF THE MOON	5,402,149	5,629,495
71901 WINDSOR	3,259,513	3,396,688
71951 GEYSERVILLE	941,714	981,346
72001 TIMBER COVE	235,429	245,337
72051 CLOVERDALE	1,776,451	1,851,212
72751 NORTH SONOMA COAST	2,250,000 *	2,344,690
SUBTOTAL	38,316,015	39,928,526

REC & PARK DISTRICTS:

72151 CAMP MEEKER	266,011	277,206
72201 DEL RIO WOODS	280,023	291,807
72251 MONTE RIO	324,485	338,140
72301 RUSSIAN RIVER	547,605	570,651
SUBTOTAL	1,418,124	1,477,805

OTHER DISTRICTS:

72550 OCCIDENTAL CSD	371,438	387,070
72601 CAZADERO CSD	334,911	349,005
72701 COAST LIFE SUPPORT	1,983,632	2,067,112
76151 FORESTVILLE WTR	170,110	177,269
76901 BODEGA BAY P.U.D.	720,590	750,916
76951 PALM DRIVE HEALTHCARE	5,921,398	6,170,597
77051 NO SO CO HOSPITAL	16,891,020	17,601,870
78350 SMART	127,615,646	132,986,287
SUBTOTAL	154,008,746	160,490,127

TOTAL LOCAL BOARDS	193,742,884	201,896,457
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*Figure Adopted by district replaces limit calculated by the Auditor's Office.

Resolution Number: 2017/2018-01
Dated: July 11, 2017

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY OF THE MOON
FIRE PROTECTION DISTRICT OF SONOMA COUNTY, STATE OF CALIFORNIA,
DECLARING THE PROPOSITION FOUR LIMIT FOR FISCAL YEAR 2017/18**

WHEREAS, each fiscal year a "Proposition 4" limit must be established; and

WHEREAS, the Board of Directors of the Valley of the Moon Fire Protection District has chosen the California Per capita Personal Income and the Sonoma County Population Percentage change factors in establishing the 2017/18 base appropriation limit; and

WHEREAS, the State Department of Finance, in Section 7901 of the Government Code specified that last year's limit, times California Per Capita Personal Income, times population percentage changes be used in setting the District's 2017/18 Proposition Four appropriation limit as follows:

$$(LYL) \$5,402,149 \times (CPI) 1.0369 \times (P) 1.0050 = (TYL) \$5,629,495$$

NOW, THEREFORE, BE IT RESOLVED the Board of Directors of the Valley of the Moon Fire Protection District adopts the 2017/18 Proposition Four Limit as set forth in the provisions of Proposition 111, Article XIII B, to be \$5,629,495.

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 July 2017, on regular roll call vote of the members of said Board by the following vote:

President Norton	Aye_____	No_____	Absent_____
Director Brunton	Aye_____	No_____	Absent_____
Director Brady	Aye_____	No_____	Absent_____
Director Greben	Aye_____	No_____	Absent_____
Director Leen	Aye_____	No_____	Absent_____
Vote:	Aye_____	No_____	Absent_____

WHEREUPON, the President declared the foregoing resolution adopted; and

SO ORDERED:

ATTEST:

William Norton, President

Brian Brady, Clerk



Valley of the Moon Fire Protection District

Board of Directors Meeting

Agenda Item Summary

July 11, 2017



Agenda Item No.	Staff Contact
10B	Stephen Akre, Chief

Agenda Item Title
Resolution 2017/2018-02 setting the special tax “unit of risk” for fiscal year 2017/18

Recommended Actions
Set the unit of risk as recommended in Fire Chief’s report

Executive Summary
After reviewing projected revenues and expenditures for fiscal year 2017/18, the Fire Chief is recommending that the Board of Directors sets the special tax “unit of risk” at \$10, the maximum rate permitted by Valley of the Moon Fire Protection District Ordinance No. 26-R. Ordinance 26-R was passed by over two-thirds majority vote in November 1999. The unit of risk must be set annually before levying the tax each fiscal year.

Alternative Actions
Propose an alternate unit of risk

Strategic Plan Alignment
Not applicable

Fiscal Summary – FY 17/18

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
<ol style="list-style-type: none"> 1. FY 17-18 Unit of Risk Chief’s Report 2. Resolution 2017/2018-02

July 11, 2017

To: Valley of the Moon Board of Directors
From: Chief Akre
Subject: Setting Special Tax “Unit of Risk” Rate for Fiscal Year 2017/18

RECOMMENDATION:

That the Board of Directors set the special tax “Unit of Risk” rate for the 2017/18 fiscal year at \$10.00, which is the maximum permitted by Valley of the Moon Fire Protection District Ordinance No. 26-R.

This will provide approximately \$320,000.00 in additional revenue.

BACKGROUND:

Due to a number of revenue-reducing impacts occurring over the past years, the Fire District found it necessary to rely on its reserve accounts to balance the annual budget. These impacts have and continue to include: contributions to the Sonoma County Successor Agency, the Educational Revenue Augmentation Fund, dispatch and tax collection fees, as well as other fees levied against District revenue. In addition, the Valley of the Moon Fire Protection District has not been able to replenish the capital improvement accounts, which include critical items such as air packs, turnouts, and replacement of fire apparatus.

Ordinance No. 26-R was approved by over two-thirds majority vote in November 1999. This ordinance authorized the Board of Directors to levy a fire tax on each parcel within the boundaries of the District, based on an individual parcel’s use.

As required by Ordinance No. 26-R, each year the Board must set the “Unit of Risk” rate prior to levying the tax. Resolution 2017/2018-02 has been provided for this purpose.

ANALYSIS:

A preliminary budget has been developed for the consideration of the Board. The budget has been scaled to strike a balance between community expectations of service levels, contractual obligations of the District, and available financial resources. In order to fully fund the proposed activities of the District through the upcoming Fiscal Year, a \$10.00 rate for each “Unit of Risk” is necessary.

Resolution Number: 2017/2018-02
Dated: July 11, 2017

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY OF THE MOON
FIRE PROTECTION DISTRICT OF SONOMA COUNTY, STATE OF CALIFORNIA,
SETTING THE SPECIAL TAX "UNIT OF RISK" FOR FISCAL YEAR 2017/18**

WHEREAS, Ordinance Number: 26-R, authorizing the Board of Directors to levy a special tax each year on each parcel of real property within the District was approved by the voters November 2, 1999, and,

WHEREAS, provisions of Ordinance 26-R, specifically Section VI, entitled "Report and Hearing on Special Tax," requires the Board of Directors to hold a public hearing each year to set the unit of risk rate, prior to the imposition of the special tax, and

WHEREAS, the special tax may be levied at a rate not to exceed \$10.00 per unit of risk and shall be imposed in accordance with the schedule set forth in Exhibit "A" of Ordinance 26-R.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Valley of the Moon Fire Protection District have considered revenue needs for next fiscal year and hereby set the special tax "unit of risk" rate at \$10.00 per unit for fiscal year 2017/18.

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 July 2017, on regular roll call vote of the members of said Board:

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

Vote: Aye _____ No _____ Absent _____

WHEREUPON, the President declared the foregoing resolution adopted; and

SO ORDERED:

ATTEST:

William Norton, President

Brian Brady, Clerk



Valley of the Moon Fire Protection District

Special Board of Directors Meeting

Agenda Item Summary

July 11, 2017



Agenda Item No.		Staff Contact	
10C		John Franceschi, Battalion Chief	
Agenda Item Title			
Approve initiation of contract for purchase of new utility pickup to replace U-5 (3343)			
Recommended Actions			
Commit to initiation of contract process			
Executive Summary			
Utility pickup 3343 is overdue for replacement. If the Board approves its replacement, funds for the purchase of this equipment will be assigned from the 2017/18 District budget. The cost is expected to be around \$50,000. This purchase would not require financing.			
Alternative Actions			
Decline to commit to contract process or suggest alternatives			
Strategic Plan Alignment			
Fiscal Summary – FY 17/18			
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			



Valley of the Moon Fire Protection District
Special Board of Directors Meeting
 Agenda Item Summary
 July 11, 2017



Agenda Item No.	Staff Contact
10D	Stephen Akre, Fire Chief

Agenda Item Title
 Resolution 2017/2018-03 adding Captain Assignment in Temporary Assignment Schedule for Volunteer Firefighter Program

Recommended Actions
 Approve assignment addition

Executive Summary
 A new assignment of Captain has been created for the Volunteer Temporary Assignment Schedule so that Volunteers holding this rank may be assigned to strike team duty when needed. The Board is asked to approve this addition to the schedule.

Alternative Actions
 Deny approval

Strategic Plan Alignment

Fiscal Summary – FY 17/18			
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**
1. Volunteer Firefighter Program wage schedule
 2. Resolution 2017/2018-03

VOLUNTEER FIREFIGHTER PROGRAM
Effective July 11, 2017

Stipend Schedule
(Nominal Fee for Services)

Assignment	3-Station Model
12 hr. Sleeper Shift	\$90.91
24 hr. Sleeper Shift	\$181.82
Drill	\$28.41
Emergency Callback	\$11.37

Temporary Assignment Schedule
(Hourly Wage)

Assignment	3-Station Model
Firefighter/EMT	\$25.92 hr.*
Firefighter/Medic	\$27.22 hr.**
Engineer	\$30.05 hr.***
Captain	\$34.84 hr.****

*Tied to Firefighter Step "C" in L3593's MOU 7/1/17

**Tied to Firefighter Step "C" plus 5% in L3593's MOU 7/1/17

***Tied to Engineer Step "C" in L3593's MOU 7/1/17

****Tied to Captain Step "C" in L3593's MOU 7/1/17

FLSA Volunteer Exemption

Under the FLSA, public employers are obligated to pay employees at least the minimum wage and overtime compensation. The FLSA, however, exempts public employers from paying minimum wage and overtime to individuals who qualify as "volunteers," who are motivated to contribute services for civic, charitable or humanitarian reasons. An individual who performs services for a public agency qualifies as a volunteer, if:

- The individual receives no compensation or is paid expenses, reasonable benefits, or a nominal fee to perform services for which the individual volunteered; and
- Such services are not the same type of services which the individual is employed to perform for the same agency.

If an individual meets the above criteria for volunteer status, he or she will not be considered an employee covered by FLSA minimum wage and overtime provisions, and

the public employer is not obligated to compensate the individual for hours of volunteer services performed.

Payments to Volunteers

In accordance with Department of Labor (DOL) regulations, public employers may pay volunteers expenses, reasonable benefits, a nominal fee, or any combination thereof, without jeopardizing their volunteer status.

The 20 Percent Rule

In August of 2006, the DOL provided definitive clarification as to what amounts will qualify as a nominal fee by use of the “20 Percent Rule.” The DOL explained in an opinion letter that “generally, an amount not exceeding 20 percent of the total compensation that the employer would pay to a full-time firefighter for performing comparable services would be deemed nominal.”

Temporary Assignments

The DOL allows for the temporary assignment of volunteers to be paid hourly for certain services. These services include Strike Team participation as well as shift coverage to maintain professional staffing levels.

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY OF THE MOON
FIRE PROTECTION DISTRICT, SONOMA COUNTY, STATE OF CALIFORNIA,
AMENDING THE VOLUNTEER FIREFIGHTER PROGRAM SCHEDULE**

WHEREAS, the Board of Directors of the Valley of the Moon Fire Protection District, by adoption of Resolution 2013/2014-04, dated March 11, 2014, adopted the Volunteer Firefighter Program schedule; and

WHEREAS, the Valley of the Moon Fire Protection District has determined that there is a need to add the classification of Captain to the Temporary Assignment Schedule.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Valley of the Moon Fire Protection District hereby amends the Volunteer Firefighter Program schedule to include the assignment of Captain to the Temporary Assignment Schedule.

BE IT FURTHER RESOLVED the Board of Directors of the Valley of the Moon Fire Protection District hereby adopt Resolution Number 2017/2018-03, revising the Volunteer Firefighter Program schedule effective July 11, 2017.

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 July 2017, on regular roll call vote of the members of said Board:

President Norton	Aye_____	No_____	Absent_____
Director Brunton	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:

William Norton, President

Brian Brady, Clerk