



# **Valley of the Moon Fire Protection District**

**Board of Directors Meeting**

**August 8, 2017**





# Valley of the Moon Fire Protection District

## Board of Directors Meeting

August 8, 2017

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

Tuesday, August 8, 2017 at 6:00 P.M.  
Location: Sonoma Valley Fire & Rescue Authority Station #1  
630 2<sup>nd</sup> 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 Brunton, Director Greben, Director Brady, and Director Leen.  
President Norton is 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

Proclamation honoring Capt. Jeff Paganini's 40 years of service to the Sonoma Valley Fire and Rescue Authority

7. CONSENT CALENDAR

Approval of minutes for regular meeting of July 11, 2017. **Action Item**

8. FIRE CHIEF'S MONTHLY REPORT

Chief's activity report for July 2017

9. OLD BUSINESS

10. NEW BUSINESS

Resolution 2017/2018-04 for the purchase of a Type 3 Engine. **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 September 12, 2017 at 6:00 p.m. in the Training Room of Sonoma Valley Fire & Rescue Authority Station 1, located at 630 2<sup>nd</sup> 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 2<sup>nd</sup> 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 8, 2017



<b>Agenda Item No.</b>		<b>Staff Contact</b>	
7		Georgette Darcy, Admin. Analyst/Secretary to Board	
<b>Agenda Item Title</b>			
Approval of minutes for regular meeting of July 11, 2017			
<b>Recommended Actions</b>			
Approve the minutes			
<b>Executive Summary</b>			
The minutes have been prepared for Board review and approval.			
<b>Alternative Actions</b>			
Correct or amend minutes prior to approval			
<b>Strategic Plan Alignment</b>			
Not applicable			
<b>Fiscal Summary – FY 17/18</b>			
<b>Expenditures</b>		<b>Funding Source(s)</b>	
Budgeted Amount	\$	District General Fund	\$
Add. Appropriations Req'd.		Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
		Grants	\$
<b>Total Expenditure</b>	<b>\$</b>	<b>Total Sources</b>	<b>\$</b>
<b>Narrative Explanation of Fiscal Impacts (if required)</b>			
Not required			
<b>Attachments</b>			
Minutes for July 11, 2017 meeting			

# VALLEY OF THE MOON FIRE PROTECTION DISTRICT

## BOARD OF DIRECTORS MEETING MINUTES

July 11, 2017

1. CALL TO ORDER

President Norton called the meeting to order at 6:05 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

**Public Hearing**

The meeting was adjourned at 6:06 p.m. for a public hearing.

The Board held 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 also held 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.

The meeting resumed at 6:06 p.m. The hearing did not proceed, as there were no members of the public in attendance.

6. PRESENTATIONS

None

7. CONSENT CALENDAR

Approval of minutes for regular meeting of June 13, 2017

**M/S/P Leen/Brunton to approve minutes for June 13, 2017. Passed 5 ayes**

8. FIRE CHIEFS' MONTHLY REPORT

Fire Chief Akre gave his 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

**M/S/P Leen/Norton to declare Proposition 4 limit for FY 2017/18. Passed 5 ayes**

- b) Resolution 2017/2018-02 setting the special tax “unit of risk” for fiscal year 2017/18

**M/S/P Greben/Brady to set the special tax “unit of risk” for FY 2017/18. Passed 5 ayes**

- c) Approve initiation of contract for purchase of new utility pickup to replace U-5 (3343)

**M/S/P Brady/Brunton to approve initiation of contract for purchase of new utility pickup. Passed 5 ayes**

- d) Resolution 2017/2018-03 adding Captain Assignment in Temporary Assignment Schedule for Volunteer Firefighter Program

**M/S/P Greben/Norton to add Capt. Assignment in Temporary Schedule for Volunteer Firefighter Program. Passed 5 ayes**

11. OTHER BUSINESS TO COME BEFORE THE BOARD

None

12. COMMENTS FROM THE FLOOR

None

13. COMMENTS/REPORTS FROM THE BOARD

Director Leen praised the staff of the SVFRA for its successful presentation of the 4<sup>th</sup> of July parade and celebration.

14. CLOSED SESSION

None

15. ADJOURNMENT

The meeting was adjourned at 6:45 p.m. to a regular meeting on August 8, 2017 at 6:00 p.m. in the Training Room at Station 1, located at 630 2<sup>nd</sup> Street West in Sonoma.

Respectfully submitted,

Georgette Darcy

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President Norton

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Director Brunton

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Director Greben

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Director Brady

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Director Leen



# Valley of the Moon Fire Protection District

## Board of Directors Meeting

### Agenda Item Summary

August 8, 2017



<b>Agenda Item No.</b>	<b>Staff Contact</b>
10	John Franceschi, Battalion Chief

<b>Agenda Item Title</b>
Resolution 2017/2018-04 for the purchase of a Type 3 Engine

<b>Recommended Actions</b>
Authorize purchase

<b>Executive Summary</b>
At the special meeting of June 1, 2017, the Board approved the initiation of a contract to purchase a new Type 3 Engine to replace Engine 3372. BC Franceschi has been working on a purchase agreement with the vendor HME, Incorporated, per District specifications, and the agreed total cost for this equipment is \$352,488.13.

<b>Alternative Actions</b>
Deny purchase

<b>Strategic Plan Alignment</b>
This purchase is in alignment with Goal 3, Objective 3C: Identify the improvements and replacements required to maintain a constant state of readiness for all mobile equipment.

<b>Fiscal Summary – FY 17/18</b>			
<b>Expenditures</b>		<b>Funding Source(s)</b>	
Budgeted Amount	\$	District General Fund	\$
Add. Appropriations Req'd.	\$352,488.13	Fees/Other	\$
	\$	Use of Fund Balance	\$352,488.13
		Contingencies	\$
		Grants	\$
<b>Total Expenditure</b>	<b>\$352,488.13</b>	<b>Total Sources</b>	<b>\$352,488.13</b>

<b>Narrative Explanation of Fiscal Impacts (if required)</b>

<b>Attachments</b>
<ol style="list-style-type: none"> <li>HME, Incorporated invoice no. 17012</li> <li>Resolution 2017/2018-04</li> </ol>

INVOICE #                      DATE  
17012                              7/6/2017

P.O. #                              TERMS  
CONTRACT                      Net Due on



Receipt

**REMIT TO**

HME, Incorporated  
1950 Byron Center Avenue  
Wyoming, MI 49519

**BILL TO**

Sonoma Valley Fire Department  
#1 Plaza  
Sonoma, CA 95476

Phone: 616-534-1463

Fax: 616-534-2730

<u>QTY</u>	<u>ITEM</u>	<u>PRICE</u>
1	V005  Custom Fire Apparatus VIN: 3HAWESTR3HL503419 HME S/N 22960 F.E.T. Exempt	\$324,500.00
1	TAXES Sales Tax @ 8.625% City: Sonoma County: Sonoma	\$27,988.13
	<b>TOTAL:</b>	<b>\$352,488.13</b>

**\*PLEASE REMIT PAYMENT TO: HME, INC. 1950 BYRON CENTER AVENUE WYOMING, MI 49519**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY OF THE MOON  
FIRE PROTECTION DISTRICT, SONOMA COUNTY, STATE OF CALIFORNIA,  
FOR THE PURCHASE OF A TYPE 3 ENGINE**

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**WHEREAS**, the Board of Directors of the Valley of the Moon Fire Protection District is authorizing the purchase of one Type 3 Engine from HME, Incorporated, per Valley of the Moon Fire District specifications, at the price of \$324,500, plus California sales tax of \$27,988.13, totaling \$352,488.13; and

**WHEREAS**, the Board of Directors intends to finance the total cost of this purchase with funds committed for Capital Equipment. The fund balance allocated in June of 2017 was \$897,758. The balance after this purchase will be \$545,269.87; and

**WHEREAS**, the Board of Directors authorizes the Fire Chief and Logistics Battalion Chief to execute this purchase from HME, Incorporated.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Valley of the Moon Fire Protection District hereby enter into a purchase agreement with HME, Incorporated for the purchase of a Type 3 Engine.

**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 8th day of August 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