

Sonoma Valley Fire District

Board of Directors Meeting

September 10, 2024





Sonoma Valley Fire District

Board of Directors Meeting

September 10, 2024

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**MEETING AGENDA
SONOMA VALLEY FIRE DISTRICT
BOARD OF DIRECTORS**

Tuesday, September 10, 2024 at 6:00 P.M.
Location: Sonoma Valley Fire District Station 1
630 2nd Street W., Sonoma, CA 95476

This meeting is being conducted in person with videoconference capabilities in accordance with the Ralph M. Brown Act, California Government Code Section 54950, et seq. Agenda, Zoom link, and board packet materials are available at the following website: <http://sonomavalleyfire.org>

To join by phone: 1-669-900-9128

Meeting ID: 914 153 1767

Meeting Passcode: 3300

1. **Call to Order**

2. **Roll Call and Determination of a Quorum**

Board of Directors: President William Norton, Vice President John (Matt) Atkinson, Treasurer Mark Johnson, Brian Brady, Mark Emery, Nick Greben, Terrence 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.)

6. **Presentations**

7. **Consent Calendar**

a) Approval of minutes from the regular meeting held on, August 13, 2024. **Action Item**

8. **Fire Chief's Monthly Report**

August Chief's Report

9. **Old Business**

10. **New Business**

- a) Resolution 2024/2025-03 accepting VFC grant agreement the State of California Department of Forestry and Fire Protection. **Action item w/Roll Call.**

Public Hearing: The Board will conduct a public hearing to consider adoption of Resolution 2024/2025-04, to adopt the Fiscal Year 2024/2025 final budget. The Board shall open the item for public comment and take action upon close of the public comments.

- b) Resolution 2024/2025-04 adopting the final budget for fiscal year 2024/2025. **Action item w/Roll Call.**

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 Board meeting on October 8, 2024 at 6:00 p.m. in the Training Room of Sonoma Valley Fire District, Station 1, located at 630 2nd Street West, Sonoma, CA.

Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available at the following website at <http://sonomavalleyfire.org>.



Sonoma Valley Fire District
Board of Directors Meeting
 Agenda Item Summary
 September 10, 2024

Agenda Item No.	Staff Contact		
7a	Maci Bettencourt, Clerk of the Board		
Agenda Item Title			
Approval of the regular meeting minutes held on August 13, 2024.			
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			
Fiscal Summary – FY 24/25			
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			
1. Minutes for August 13, 2024 regular meeting			

SONOMA VALLEY FIRE DISTRICT

BOARD OF DIRECTORS MEETING MINUTES Tuesday, August 13, 2024

**Meeting was held in person at Station 1, 630 2nd Street W, Sonoma, Ca. 95476
and via video conference for general public access.
Join by phone: 1-669-900-9128 | Meeting ID: 914 153 1767 | Meeting Passcode: 3300**

1. Call to Order

Vice President Atkinson called meeting to order at 6:07 PM

2. Roll Call and Determination of a Quorum

Board of Directors present: President William Norton, Vice President John (Matt) Atkinson, Treasurer Mark Johnson, Director Brian Brady, Director Mark Emery, and Director Terrence Leen.

Board of Directors excused: Director Nick Greben

3. Pledge of Allegiance

The Pledge of Allegiance was led by Director Leen and recited by all.

4. Confirmation of Agenda

No changes

5. Comments from the Public

Public and staff present/virtual: BC Sean Lacy, Jennifer Jason, Captain Jason Campbell, Captain Mark Branconi, and Captain Gary Johnson.

No comments heard from the public.

6. Presentations

None

7. Consent Calendar

- a) Board reviewed and approved the meeting minutes from the regular board meeting held on July 9, 2024. **M/S/P Johnson/Leen - 6 ayes/1 excused**

8. Fire Chief's Monthly Report

Monthly Chief's Report attached.

9. Old Business

None

10. New Business

- a) Director Johnson motioned to approve the proposed Command Staff Re-Organization Plan. **M/S/P Johnson/Emery - 6 ayes/1 excused**

- b) Director Emery motioned to approve the funding request for two new Type 1 fire engines.
M/S/P Emery/Johnson - 6 ayes/1 excused

11. Other Business to come before the Board

None

12. Comments from the Floor

Chief Akre gave the Board an updated on the Kenwood LAFCO progress.

13. Comments/Reports from the Board

None

14. Closed Session

None

15. Adjournment

M/S Brady/Leen – 6 ayes/1 excused

Meeting was adjourned at 7:16pm to a regular Board meeting on October 8, 2024, at 6:00 p.m. This meeting will be conducted in person with videoconference capabilities available to the public. *Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available at the following website: <http://sonomavalleyfire.org> under the Governance tab.*

*Respectfully submitted,

Maci Bettencourt
Clerk of the Board

**Minutes taken by the Chief and Captain Campbell in the Clerks absence.*



Sonoma Valley Fire District

Proudly Serving the Communities of

Sonoma, Valley of the Moon, Glen Ellen, Kenwood and Mayacamas

DATE: 8/13/2024
TO: Sonoma Valley and Kenwood Board of Directors
FROM: Chief Akre
SUBJECT: Monthly Activity Report – July 2024

A. ADMINISTRATIVE:

1. SDC: We have been informed that we will be extended for one more (and final) year through 7/1/2025. We do not have a contract in hand yet. At the request of the State we are currently staffing SDC (Station 10) on Saturdays and Sundays.
2. KWD: Staffing service continues to go very well especially of note is that we started staffing the KWD Station 3-0 on 8/5! We are continuing to move forward with the process of exploring consolidation with both Boards and held another joint Consolidation subcommittee meeting last week. We have confirmed the application process with LAFCO and have a signed contract with the Mapping company to begin their part of the work. We have moved all KWD employees, both career and volunteer, to Sonoma Valley.
3. REDCOM Update: AMR issued a 120-day termination notice to the REDCOM JPA with an effective termination date of 10/8. REDCOM Board is working hard to ensure continuity of service to our communities and first responders, and to ensure that all employees are kept whole as we transition to a new model of staffing for REDCOM. The REDCOM Board is working through its Ad-Hoc committees to implement the JPA become the employing agency. Our next special meeting will be on 8/22 at 2 pm, and we will meet every two weeks thereafter.
4. Measure H update: We continue to move forward with all implementation plans.
5. We held our monthly Command Staff meeting on 8/6.
6. BCs Norrbom and Cyr, CQI Coordinator Pierson, and I all attended the quarterly MAC and EMCC meetings.
7. I attended the monthly Cal Chiefs E-Board, Northern Area Directors, Leg Task Force meetings, and a Special EMS planning meeting with CPF Leadership. We also continue to be deeply involved in a fight with the CA Board of Pharmacy regarding the continued use of glutathione, which is the primary compound used in our cancer prevention detox program that 10 of our members have now completed with incredible results. We are committed to continue participation for our members into the future and are working hard to also explore other funding opportunities such as



Sonoma Valley Fire District

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Sonoma, Valley of the Moon, Glen Ellen, Kenwood and Mayacamas

workers comp (FRMS), and advocating through Cal Chiefs and CPF. I, and other local FFs, testified at a BoP hearing last week.

8. Presidents Norton and Doss, Directors Leen and Uboldi, and Captain Johnson, DAO Ghisla and I all attended the recent SCFDA Dinner and Meeting at Windsor. The program was an update on Measure H progress and a REDCOM update.
9. BC Lacy and I attended the monthly SCFCA Meetings. This month will be at the Santa Rosa Training Tower.
10. Captain Johnson and I attended the Community Health Centers Back to School event on 8/3 at Altimira school.
11. I met with Dr. Rodriguez-Chien, SVUSD Superintendent, regarding emergency preparedness and future training opportunities and programs for students.

B. INCIDENTS:

1. Fire Season: Thank you to all who responded and backfilled for the Fire Deployments! We currently have 2 Type 3 engines, the OES, and a Strike Team Leader assigned to the Park Fire. We had two additional overhead positions out, but they have returned after 14-day commitments. We continue to maintain our commitment to helping other communities and to our members safety!

C. BUDGET/FINANCE:

1. We are working on the Special Tax preparation for the 24/25 tax year.
2. We are also working on Measure H revenues and expenses.

D. PERSONNEL:

1. Our new hire Academy finished on 8/2! We began to staff Medic 302 and 3386 at 3-0 on Monday 8/5! Thank you to TO Loftus and all those who provided instruction and help in making this Academy such a success.
2. Ezekiel, our new Fire Mechanic, started on 7/22! He is doing a fantastic job and the increased capacity for our Shop is proving to be very valuable.

E. TRAINING:

1. This month's calendar will focus on Company Choice, ECEs, EMS, and Engineer Training
2. Volunteer drills are being split into two locations for better logistics and localized training. This has been very successful. Volunteer drills will focus on specific position training.

630 Second Street West • Sonoma • California • 95476-6901
Business: (707) 996-2102 • svfra@svfra.org • Fax: (707) 996-2868



Sonoma Valley Fire District

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F. EQUIPMENT:

1. Apparatus spec committee has completed work on developing specs for a "Rural" Type 1 engine. We need to have this sized engine to be able to best serve District 5 and 3. This is before you as a separate item.
2. City approved the purchase of a new ambulance. We should now receive two new ambulances in the first couple of months of 2025.
3. 3385 has returned from its repairs and is now back in service at Station 5.

G. BUILDINGS & LAND:

1. BC Norrbom, Captain Campbell and I met with the KWD Facilities subcommittee and DAO Ghisla to discuss immediate needs for station sleeping space as well as next steps for the remodel.
2. The New Station 2 project: we are in the final weeks of escrow on the two properties on Arnold. BC Norrbom is doing an amazing job in leading the process to finalize these transactions, coordinating numerous evaluations and reports, and get us ready to submit an application for annexation into the Sanitation district for sewer connections. This will be a LAFCO process, which we are very familiar with.
3. Station 2's upstairs remodel in anticipation of accommodating M302's crew is nearly completed. We are working on the last construction step, which is replacement windows and then finalizing the permit process.

H. PREVENTION & COMMUNITY OUTREACH:

1. Working with KWD to provide presidential plan check and inspection services.
2. See attached report for additional items.

I. ASSOCIATION:

1. The 4th of July Celebration was a tremendous success! It was remarkable to see ALL of the help and support from throughout the Department! From Explorers, to new volunteers, career, retirees, and Board members. Thank You!!!
2. A huge "Thank You" to all of our leads for the 4th of July: Norrbom, Boldt, Keechler, Campbell/Lely, McCracken, Anna Norrbom, Maxwell and to everyone and their family members who have signed up to help out! This is truly an "All Hands" event.
3. Our next Association Event will be the Valley of the Moon Vintage Festival, Sept 26-29.



Sonoma Valley Fire District
 630 2nd St. W.
 Sonoma, CA 95476
 707-996-2102
www.sonomavalleyfire.org

Administration Monthly Report - Strategic Plan Alignment (V1_5_30_24)

Date	Sub-Category	** Description **	Staff	Strategic Plan Alignment
Section: Finance				
07/08/2024	Special Project Work	Finalization of support volunteer description along with new tiered stipend pay schedule.	Gary Johnson, Jennifer Jason	Objective 2A Continue to improve recruitment and retention practices to attract and retain the highest quality workforce., Objective 2C Develop a staffing plan to address the needs of the growing community and department.
Section: Prevention Division				
07/23/2024	Meeting (Other)	Grove Street Fire Safe Council meeting	Gary Johnson	Objective 3B Diversify and broaden our community outreach to provide access and information to all cross-sections of our community., Objective 3C Continue to seek opportunities to collaborate with local and regional stakeholders to cultivate and unify services for a shared benefit., Objective 3D Integrate and cooperate with entities participating in wildfire preparedness and prevention to enhance community and firefighter safety.
07/10/2024	Meeting	Meeting with No Wildfire on the sensor research project and deployment of more sensors	Gary Johnson	Objective 3B Diversify and broaden our community outreach to provide access and information to all cross-sections of our community., Objective 3C Continue to seek opportunities to collaborate with local and regional stakeholders to cultivate and unify services for a shared benefit., Objective 3D Integrate and cooperate with entities participating in wildfire preparedness and prevention to enhance community and firefighter safety.
07/07/2024	Certified training (T)	NFA Youth Fire Setting Intervention Technician Course @ SFRD Training Tower	Jason Michael Stayton	Objective 3C Continue to seek opportunities to collaborate with local and regional stakeholders to cultivate and unify services for a shared benefit.
07/08/2024	Certified training (T)	NFA Youth Fire Setting Intervention Technician Course @ SFRD Training	Jason Michael Stayton	Objective 3C Continue to seek opportunities to collaborate with local and regional stakeholders to cultivate and unify services for a shared benefit.

Date	Sub-Category	** Description **	Staff	Strategic Plan Alignment
		Tower		
07/09/2024	Certified training (T)	NFA Youth Fire Setting Intervention Technician Course @ SFRD Training Tower	Jason Michael Stayton	Objective 3C Continue to seek opportunities to collaborate with local and regional stakeholders to cultivate and unify services for a shared benefit.
07/10/2024	Certified training (T)	NFA Youth Fire Setting Intervention Program Manager Course @ SFRD Training Tower	Jason Michael Stayton	Objective 3C Continue to seek opportunities to collaborate with local and regional stakeholders to cultivate and unify services for a shared benefit.
07/11/2024	Certified training (T)	NFA Youth Fire Setting Intervention Program Manager Course @ SFRD Training Tower	Jason Michael Stayton	Objective 3C Continue to seek opportunities to collaborate with local and regional stakeholders to cultivate and unify services for a shared benefit.
07/12/2024	Certified training (T)	NFA Youth Fire Setting Intervention Program Manager Course @ SFRD Training Tower	Jason Michael Stayton	Objective 3C Continue to seek opportunities to collaborate with local and regional stakeholders to cultivate and unify services for a shared benefit.
07/06/2024	Certified training (T)	NFA / IFSTA CRR Training	Jason Michael Stayton	Objective 3C Continue to seek opportunities to collaborate with local and regional stakeholders to cultivate and unify services for a shared benefit.
07/06/2024	Certified training (T)	NFA / IFSTA Introduction to Youth Firesetting Prevention and Intervention	Jason Michael Stayton	Objective 3C Continue to seek opportunities to collaborate with local and regional stakeholders to cultivate and unify services for a shared benefit.
07/08/2024	Certified training (T)	FEMA / NFA Introduction to Strategic Community Risk Reduction	Jason Michael Stayton	Objective 3C Continue to seek opportunities to collaborate with local and regional stakeholders to cultivate and unify services for a shared benefit.
07/09/2024	Certified training (T)	FEMA / NFA Introduction to Community Risk Assessment	Jason Michael Stayton	Objective 3C Continue to seek opportunities to collaborate with local and regional stakeholders to cultivate and unify services for a shared benefit.
07/18/2024	Meeting (Other)	Meeting with Vintage House Director on possible classes	Stephen Andrew Akre, Gary	Objective 3B Diversify and broaden our community outreach to provide access and information to all cross-sections of our community., Objective 3C Continue to seek opportunities to collaborate with local and regional stakeholders to cultivate and unify services for a shared

Date	Sub-Category	** Description **	Staff	Strategic Plan Alignment
		SVFD has to offer the senior community	Johnson, Jason Campbell	benefit.



Sonoma Valley Fire District
Board of Directors Meeting
 Agenda Item Summary
 September 10, 2024

Agenda Item No.	Staff Contact		
8a	Steve Akre, Fire Chief		
Agenda Item Title			
Monthly Fire Chief's Report			
Recommended Actions			
None			
Executive Summary			
<p>The monthly Fire Chief's report is crucial for maintaining transparency and accountability within the District. It provides an overview of current administrative updates, incident responses, budget and financial status, personnel changes, training activities, and the status of buildings and land. Additionally, it covers equipment readiness, fire prevention initiatives, community outreach efforts, and events hosted by the fire association. This comprehensive report ensures that all stakeholders are informed about the department's operations, challenges, and achievements, fostering better decision-making and community trust.</p>			
Alternative Actions			
None needed			
Strategic Plan Alignment			
Fiscal Summary – FY 24/25			
Expenditures			
Budgeted Amount	\$	Funding Source(s)	\$
Add. Appropriations Req'd.	\$	District General Fund	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
		Grants	\$
Total Expenditure	\$	Total Sources	\$
Narrative Explanation of Fiscal Impacts (if required)			
Not Required			
Attachments			
1. Monthly Fire Chief's Report - 09.10.24			

DATE: 09/10/2024
TO: Sonoma Valley and Kenwood Board of Directors
FROM: Chief Akre
SUBJECT: Monthly Activity Report -August 2024

ADMINISTRATIVE:

1. SDC: We have been informed that we will be extended for one more (and final) year through 7/1/2025. We do not have a contract in hand yet. At the request of the State we are currently staffing SDC (Station 10) on Saturdays and Sundays.
2. KWD: Staffing service continues to go very well. Especially of note is that we continue to have very strong volunteer participation in the stipend position at KWD. This means that more days than not, the engine is staffed 4-0! We are continuing to move forward with the process of re-organization with both Boards and held another joint Consolidation subcommittee meeting last week. We are engaged with LAFCO and the Mapping company to determine the process for adding 7 parcels of CSA-40 territory off of Pythian Rd to our re- organization.
3. REDCOM Update: AMR issued a 120-day termination notice to the REDCOM JPA with an effective termination date of 10/8. REDCOM Board is working hard to ensure continuity of service to our communities and first responders, and to ensure that all employees are kept whole as we transition to a new model of staffing for REDCOM. The REDCOM Board is working through its Ad -Hoc committees to implement the JPA become the employing agency. We are also working with Staff and the DOAG on updated contingency plans for both technical and staffing sides of the operations. Our next special meeting will be on 9/12 at 2 pm. We are now meeting almost every week.
4. Measure H update: We continue to move forward with all implementation plans. We have advertised for the Regional Veg Mgt. Coordinator position and will have interviews soon.
5. We held our monthly Command Staff meeting on 9/3.
6. I attended the monthly Cal Chiefs E-Board, Northern Area Directors, and Leg Task Force meetings.
7. I attended the monthly SCFCA Meeting. This month will be at the Bodega Bay Station on 9/18.

INCIDENTS:

1. Fire Season: Thank you to all who responded and backfilled for the Fire Deployments! We currently have one Command Officer out as Overhead and another member out as a Field Observer Trainee.
2. SVFD crews assisted the Schell-Vista FD with a fire near Skaggs Island and the Gold Ridge FD with a fire in Lakeville.

BUDGET/FINANCE:

1. We completed and submitted the Special Tax for the 24/25 tax year.
2. Final Budgets are before both Boards as separate items.
3. We are also working on Measure H revenues and expenses.

PERSONNEL:

1. We conducted a recruitment and testing process for the open Administrative Assistant position. We have extended a conditional job offer to a local candidate and she is now in the pre-employment process.

TRAINING:

1. This month's calendar will focus on Company Choice, EMS topics, and Engineer Training
2. Volunteer drills are being split into two locations for better logistics and localized training. This has been very successful. Volunteer drills will focus on wildland and driver/operator training.

EQUIPMENT:

1. Apparatus spec committee is now working on specifications for a new Type 6 engine to potentially serve District 1.
2. The City Council approved the purchase of a second new ambulance. We should now receive two new ambulances in the first couple of months of 2025.

BUILDINGS & LAND:

1. BC Norrbom, Captain Campbell and I had a follow up meeting with the KWD Facilities subcommittee and DAO Ghisla to discuss immediate needs for station sleeping space as well as next steps for the remodel.
2. The New Station 2 project: we are in the final weeks of escrow on the two properties on Arnold. BC Norrbom and I are meeting with Michael Ross on 9/16 to discuss next steps.
3. Station 2's upstairs remodel in anticipation of accommodating M302's crew is nearly completed. The new windows are installed and we are working on the last construction step, taping/texturing/painting, and then finalizing the permit process.

PREVENTION & COMMUNITY OUTREACH:

1. See attached report.

ASSOCIATION:

1. SVFA's next Event will be the Valley of the Moon Vintage Festival and water-fights, Sept 26-29.



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 707-996-2102
www.sonomavalleyfire.org

Administration Monthly Report - Strategic Plan Alignment (V1_5_30_24)

Date	Sub-Category	** Description **	Staff	Strategic Plan Alignment
Section: Administration				
08/22/2024	Staffing/Scheduling	Interviewed for non-safety fuels crew positions/ 2 people interviewed	Gary Johnson, Joe Neely, Trevor M Smith	Objective 2A Continue to improve recruitment and retention practices to attract and retain the highest quality workforce., Objective 2C Develop a staffing plan to address the needs of the growing community and department.
Section: Prevention Division				
08/30/2024	Defensible Space Consult	1124 Kenilworth Ave, Kenwood Discussed with homeowner ways to make defensible space better	Gary Johnson	Objective 3D Integrate and cooperate with entities participating in wildfire preparedness and prevention to enhance community and firefighter safety.
08/16/2024	Meeting (Other)	Meeting with residents along Nelligan Road to form a Firewise neighborhood	Gary Johnson	Objective 3B Diversify and broaden our community outreach to provide access and information to all cross-sections of our community., Objective 3C Continue to seek opportunities to collaborate with local and regional stakeholders to cultivate and unify services for a shared benefit., Objective 3D Integrate and cooperate with entities participating in wildfire preparedness and prevention to enhance community and firefighter safety.
08/20/2024	Meeting (Other)	Met with resident in Kenwood to discuss Firewise neighborhood	Gary Johnson	Objective 3B Diversify and broaden our community outreach to provide access and information to all cross-sections of our community., Objective 3C Continue to seek opportunities to collaborate with local and regional stakeholders to cultivate and unify services for a shared benefit., Objective 3D Integrate and cooperate with entities participating in wildfire preparedness and prevention to enhance community and firefighter safety.
08/21/2024	Meeting (Other)	Met with 1200 Nelligan Road resident about defensible space and Firewise community	Gary Johnson	Objective 3B Diversify and broaden our community outreach to provide access and information to all cross-sections of our community., Objective 3C Continue to seek opportunities to collaborate with local and regional stakeholders to cultivate and unify services for a shared benefit., Objective 3D Integrate and cooperate with entities participating in wildfire preparedness

Date	Sub-Category	** Description **	Staff	Strategic Plan Allignment
08/12/2024	Administrative	Following NEW Imagetrend update - Added functionality for engine companies to easily view fire inspection lists by station and shift and check progress.	Trevor M Smith	and prevention to enhance community and firefighter safety. Objective 1D Identify and implement upgrades to Information Technology (IT) equipment and infrastructure.
08/22/2024	Administrative	Met with City of Sonoma's new Building Official Joseph Tignor to discuss the relationship and expectations our agencies had for each other.	Trevor M Smith	Objective 5B Research benefits and feasibility of proposed consolidation with regional stakeholders and governing bodies.
08/29/2024	Administrative	In response to a request from the Chipper crews and to help the community explain the program guidelines to Spanish speakers, a brochure was developed in both English and Spanish.	Trevor M Smith	Objective 3A Improve social media engagement, content, and frequency to ensure continued public awareness., Objective 3B Diversify and broaden our community outreach to provide access and information to all cross-sections of our community.



2024 Fire Season

Statewide Support

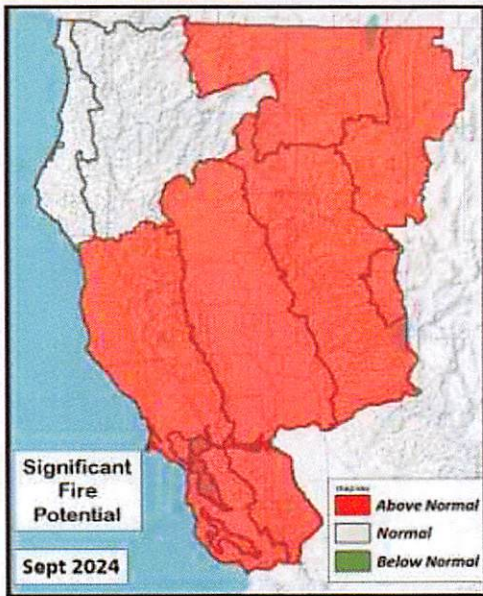
- **Statewide Mutual Aid**
 - Toll Fire- Napa (2 E)
 - Park Fire- Chico (2 E & 1 Chief)
 - Basin Fire- Klamath (1 Medic)
 - White Fire- Plumas (Command Support)
 - Basin Fire- Fresno (1 E)
 - Livermore Fire, Turner Fire, Solar Fire (2 E)
 - Boise Fire- Klamath (1 E & 1 Chief)
 - Coffee Pot Fire- (Command Support)
 - IMT Deployments x 2 (1 Chief)

Local Support and Prevention

- **Local Mutual Aid**
 - Point Fire- Lake Sonoma (2 E & 1 WT)
 - OES Pre Position (1 E)
 - Calistoga Fire- (1 E & 1 WT)
 - Gulch Fire- (3 E, 1 WT & 1 Chief)
 - Bain Fire- (2 E & 1 Chief)
- **Local Prevention Efforts**
 - 265 Defensible Space Inspections
 - 8 Weed Abatement Complaints in the City
 - 30 Weed Complaints in Unincorporated areas
 - 1 New Firewise Community, working on 4 others

Weather Outlook

- Highly changeable over next 4 months
- September shaping up to be above average temps
- Possible extended periods of cool-moist or warm-dry patterns
- This could lead to stronger wind patterns



Preparedness

- Personal
- Business
- Defensible space
- Home hardening
- Communications Plan!!

Additional Resources @

- www.sonomavalleyfire.org or 707-996-2102

'Measure H' Achievements

- Permanent funding for 3 FF/PMs on City Engine
- New and permanent staffing of Medic 302
- Hired second full-time fire mechanic
- Hired 9 full-time Firefighter/Paramedics
- Hiring a 40-hr vegetation management coordinator
- Purchased land for a new Fire Station 2 (El Verano)
- Purchased two new fire engines



Sonoma Valley Fire District
Board of Directors Meeting
 Agenda Item Summary
 September 10, 2024

Agenda Item No.	Staff Contact
10a	Jennifer Jason, Finance Officer

Agenda Item Title
 VFC Agreement & Resolution Acceptance

Recommended Actions
 Approve the VFC Agreement & Resolution

Executive Summary
 Engineer, Michael Montgomery, applied for a matching fund grant opportunity through CAL FIRE for purchasing structural turnouts for new volunteers. We have since been notified that we have been selected to receive \$20,000.00 in funding to be utilized in FY24/25. Should the Board choose to accept it is required to adopt a resolution to approve the agreement with the California Department of Forestry and Fire Protection and allow Fire Chief Akre to execute the agreement itself.

Alternative Actions
 Deny acceptance of the grant

Strategic Plan Alignment
 The grant funding is in alignment with Goal 2, Obj. 2B, 2C

Fiscal Summary – FY 24/25			
Expenditures		Funding Source(s)	
Budgeted Amount	\$46,827.43	District General Fund	\$
Add. Appropriations Req'd.	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
		Grants	\$ 20,000.00
		Measure H Funding	\$
Total Expenditure	\$ 46,827.43	Total Sources	\$ 20,000.00

Narrative Explanation of Fiscal Impacts (if required)

- Attachments**
1. Grant Agreement
 2. Budget Worksheet
 3. Resolution 2024/2025-03

State of California
 Department of Forestry and Fire Protection (CAL FIRE)
 Cooperative Fire Protection
 GRANT AGREEMENT

APPLICANT: SONOMA VALLEY FIRE DISTRICT

PROJECT TITLE: Volunteer Fire Capacity

GRANT AGREEMENT: 7GF24094

PROJECT PERFORMANCE PERIOD is from date upon approval through **June 30, 2025**.

Under the terms and conditions of this Grant Agreement, the applicant agrees to complete the project as described in the project description, and the State of California, acting through the Department of Forestry & Fire Protection, agrees to fund the project up to the total state grant amount indicated.

PROJECT DESCRIPTION: Cost-share funds awarded to provide assistance to rural areas in upgrading their capability to organize, train, and equip local forces for fire protection.

Total State Grant not to exceed \$ **\$20,000.00** (or project costs, whichever is less).

**The Special and General Provisions attached are made a part of and incorporated into this Grant Agreement.*

STATE OF CALIFORNIA
 DEPARTMENT OF FORESTRY
 AND FIRE PROTECTION

SONOMA VALLEY FIRE DISTRICT
 Applicant

By _____
 Signature of Authorized Representative

Title STEVE AKRE
FIRE CHIEF

Date _____

By _____

Title: **David Scheurich**
Staff Chief, Cooperative Fire Programs

Date _____

CERTIFICATION OF FUNDING

GRANT AGREEMENT NUMBER	PO ID	SUPPLIER ID
FUND 0001	FUND NAME General Fund	
PROJECT ID 354024DG2012161	ACTIVITY ID SUBGNT	AMOUNT OF ESTIMATE FUNDING \$ \$20,000.00
GL UNIT 3540	BUD REF 001	CHAPTER 35
PROGRAM NUMBER 9999000FED	ENY 2024	ADJ. INCREASING ENCUMBRANCE \$ 0.00
ACCOUNT 5340580	ALT ACCOUNT 5340580002	ADJ. DECREASING ENCUMBRANCE \$ 0.00
REPORTING STRUCTURE 35409206	SERVICE LOCATION 92767	UNENCUMBERED BALANCE \$ \$20,000.00

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance.

 Signature of CAL FIRE Accounting Officer

 Date

**VOLUNTEER FIRE CAPACITY PROGRAM
TERMS AND CONDITIONS**

DEPARTMENT OF FORESTRY AND FIRE PROTECTION

STATE OF CALIFORNIA
Natural Resources Agency

Agreement for the Volunteer Fire Capacity Program of the
Cooperative Forestry Assistance Act of 1978

THIS AGREEMENT, made and entered between the STATE of California, acting through the Director of the Department of Forestry and Fire Protection hereinafter called "STATE", and SONOMA VALLEY FIRE DISTRICT hereinafter called "LOCAL AGENCY", covenants as follows:

RECITALS:

1. STATE has been approved as a passthrough agent of the United States Department of Agriculture, (USDA), Forest Service for the purpose of administering the Volunteer Fire Capacity program in California, hereinafter referred to as VFC, authorized by the Cooperative Forestry Assistance Act (CFAA) of 1978 (PL 95-312, 92 Stat 365, 16 U.S.C. 2106), as amended.
2. This is a subaward under the 2024 Volunteer Fire Capacity Grant #24-DG-11052012-161 awarded to STATE by the Forest Service on August 23, 2024. The Federal Assistance Listing for the award is 10.698, Cooperative Forestry Program. This subaward is funded solely with Federal funds and is subject to the Office of Management and Budget (OMB) guidance in subparts A through F of 2 CFR Part 200, as adopted and supplemented by the USDA in 2 CFR Part 400, and under certain terms and conditions to LOCAL AGENCY to assist LOCAL AGENCY to upgrade its fire protection capability.
3. LOCAL AGENCY desires to participate in said VFC and agrees to the terms and conditions specified in the Procedural Guide for Volunteer Fire Capacity Program 2024.

NOW THEREFORE, it is mutually agreed between the parties as follows:

4. **APPROVAL:** This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. LOCAL AGENCY may not commence performance until such approval has been obtained.
5. **INCORPORATION:** The Procedural Guide for Volunteer Fire Capacity Program 2024, submitted Application for Funding and associated Grant Assurances are hereby incorporated by reference as part of the Grant Agreement.
6. **TIMELINESS:** Time is of the essence in this Agreement.
7. **FORFEITURE OF AWARD:** LOCAL AGENCY must return this Agreement and required resolution properly signed and executed to STATE at the email address specified in paragraph 12, with a timestamp no later than December 1, 2024 or LOCAL AGENCY will forfeit the funds.

8. **GRANT AND BUDGET CONTIGENCY CLAUSE:** It is mutually understood between the parties that this **Agreement** may have been written for the mutual benefit of both parties before ascertaining the availability of congressional appropriation of funds, to avoid program and fiscal delays that would occur if the **Agreement** were executed after that determination was made.

This **Agreement** is valid and enforceable only if sufficient funds are made available to the STATE by the United States Government for the **State Fiscal Year 2024** for the purpose of this program. In addition, this **Agreement** is subject to any additional restrictions, limitations, or conditions enacted by the Congress or to any statute enacted by the Congress that may affect the provisions, terms, or funding of this **Agreement** in any manner.

The parties mutually agree that if the Congress does not appropriate sufficient funds for the program, this **Agreement** shall be amended to reflect any reduction in funds.

The STATE has the option to invalidate the **Agreement** under the 30-day cancellation clause or to amend the **Agreement** to reflect any reduction in funds.

9. **REIMBURSEMENT:** STATE will reimburse LOCAL AGENCY, from funds made available to STATE by the Federal Government, an amount not to exceed **\$20,000.00** on a 50/50 matching funds basis, for the performance of specific projects and/or purchase of specific items identified in Proposed Project, Application for Funding, attached hereto. **Reimbursement will be only for those projects accomplished and/or items purchased between THE LAST SIGNATORY DATE ON PAGE 1 and JUNE 30, 2025.** This sum is the sole and maximum payment that STATE will make pursuant to this Agreement. **LOCAL AGENCY must bill STATE at the e-mail address specified in paragraph 12, with a timestamp no later than September 1, 2025 in order to receive the funds.** The bill submitted by LOCAL AGENCY must clearly delineate the projects performed and/or items purchased. A vendor's invoice and proof of payment to vendor(s) must be included for items purchased.
10. **LIMITATIONS:** Expenditure of the funds distributed by STATE herein is subject to the same limitations as placed by the VFC, upon expenditure of United States Government Funds. Pursuant to 2CFR200.313 Equipment, subject to the obligations and conditions set forth in that section; title to any equipment and supplies acquired under this **Agreement** vests with the LOCAL AGENCY. For any equipment items over \$5,000, the federal government may retain a vested interest in accordance with paragraph 17 below.
11. **MATCHING FUNDS:** Any and all funds paid to LOCAL AGENCY under the terms of this **Agreement**, hereinafter referred to as "VFC Funds", shall be matched by LOCAL AGENCY on a dollar-for-dollar basis, for each project listed on attachment(s) hereto identified as "Proposed Project". No amount of unpaid "contributed" or "volunteer" labor or services shall be used or consigned in calculating the matching amount "actually spent" by LOCAL AGENCY.

LOCAL AGENCY shall not use VFC Funds as matching funds for other federal grants, including Department of Interior (USDI) Rural Fire Assistance grants, nor use funds from other federal grants, including USDI Rural Fire Assistance grants, as matching funds for VFC Funds.

12. ADDRESSES: The mailing addresses of the parties hereto under the terms of the Agreement are:

LOCAL AGENCY: SONOMA VALLEY FIRE DISTRICT
630 2nd STREET W
SONOMA, CA 95476
 Attention: JENNIFER JASON
 Telephone Number(s): (707) 933-2309
 E-mail jenniferj@sonomavalleyfire.org

STATE: **Department of Forestry and Fire Protection**
Grants Management Unit, Attn: VFC
P. O. Box 944246
Sacramento, California 94244-2460
E-MAIL: CALFIRE.GRANTS@fire.ca.gov

13. PURPOSE: Any project to be funded hereunder must be intended to specifically assist LOCAL AGENCY to organize, train, and/or equip local firefighting forces in the aforementioned rural area and community to prevent or suppress fires which threaten life, resources, and/or improvements within the area of operation of LOCAL AGENCY. Project funds are not to be used for research and development.
14. COMBINING: In the event funds are paid for two or more separate, but closely related projects, the 50/50 cost-sharing formula will be applied to the total cost of such combined projects.
15. OVERRUNS: In the event that the total cost of a funded project exceeds the estimate of costs upon which this Agreement is made, LOCAL AGENCY may request additional funds to cover the **Agreement** share of the amount exceeded. However, there is no assurance that any such funds are, or may be, available for reimbursement. Any increase in funding will require an amendment.
16. UNDERRUNS: In the event that the total cost of a funded project is less than the estimate of costs upon which this **Agreement** is made, LOCAL AGENCY may request that additional eligible projects/items be approved by STATE for **Agreement** funding. However, there is no assurance that any such approval will be funded. Approval of additional projects/items, not listed on the Proposed Project application, made by STATE, will be in writing and will require an amendment.
17. FEDERAL INTEREST IN EQUIPMENT: The Federal Government has a vested interest in any item purchased with VFC funding in excess of \$5,000 regardless of the length of this **Agreement**, until such time as the fair market value is less than \$5,000. The VFC percentage used to purchase the equipment will be applied to the sale price and recovered for the Government during the sale. This percentage will remain the same even following depreciation. The Federal Government may not have to be reimbursed if the disposal sale amounts to a fair market value of less than \$5,000. LOCAL AGENCY will notify STATE of the disposal of such items.

18. **EQUIPMENT INVENTORY**: Any single item purchased in excess of \$5,000 will be assigned an VFC Property Number by the STATE. LOCAL AGENCY shall forward a copy of the purchase documents listing the item, brand, model, serial number, any LOCAL AGENCY property number assigned, and a LOCAL AGENCY contact and return address to STATE at the address specified in paragraph 12. The STATE will advise the LOCAL AGENCY Contact of the VFC Property Number assigned.
19. **AUDIT**: LOCAL AGENCY agrees that the STATE, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this **Agreement**. LOCAL AGENCY agrees to maintain such records for possible audit for a minimum of five (5) years after final payment, unless a longer period of records retention is stipulated. LOCAL AGENCY agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, LOCAL AGENCY agrees to include a similar right of the State of California to audit records and interview staff in any subcontract related to performance of this **Agreement**. (GC 8546.7, PCC 10115 et seq., CCR Title 2, Section 1896).
20. **DISPUTES**: In the event of any dispute over qualifying matching expenditures of LOCAL AGENCY or audit findings, the dispute will be decided by STATE and its decision shall be final and binding.
21. **MONITORING**: LOCAL AGENCY agrees to the monitoring of activities as necessary by STATE to ensure that the award is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the agreement; and that performance goals are achieved.
22. **INDEMNIFICATION**: LOCAL AGENCY agrees to indemnify, defend, and save harmless, the STATE, its officers, agents, and employees, from any and all claims and losses, accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this **Agreement**, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by LOCAL AGENCY in the performance of this **Agreement**.
23. **CIVIL RIGHTS**: LOCAL AGENCY agrees to comply with civil rights requirements as detailed in the Complying With Civil Rights Requirements brochure (FS-850) and the And Justice For All poster (AD-475A). The poster is to be placed at all public point of contact/reception areas.
24. **DRUG-FREE WORKPLACE REQUIREMENTS**: LOCAL AGENCY will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:
 - a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
 - b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed **Agreement** will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the **Agreement**.

Failure to comply with these requirements may result in suspension of payments under the **Agreement** or termination of the **Agreement** or both and LOCAL AGENCY may be ineligible for funding of any future State **Agreement** if the department determines that any of the following has occurred: (1) the LOCAL AGENCY has made false certification, or violated the certification by failing to carry out the requirements as noted above. (GC 8350 et seq.)

25. **TERM:** The term of the Agreement SHALL COMMENCE ON THE LAST SIGNATORY DATE ON PAGE 1 and continue through June 30, 2025.
26. **TERMINATION:** This Agreement may be terminated by either party giving 30 days written notice to the other party or provisions herein amended upon mutual consent of the parties hereto.
27. **AMENDMENTS:** No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.
28. **INDEPENDENT CONTRACTOR:** LOCAL AGENCY, and the agents and employees of LOCAL AGENCY, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the STATE or the Federal Government.
29. **INDIRECT RATE:** LOCAL AGENCY may not assess an indirect rate in excess of their Federally approved Negotiated Indirect Cost Rate Agreement (NICRA), a de minimis rate if LOCAL AGENCY does not have an approved NICRA, or the VFC program cap rate of 10%, whichever is lesser. LOCAL AGENCY may also elect not to assess an indirect rate. The approved indirect cost rate at the time of execution is 0%.

30. MEDIA: LOCAL AGENCY shall acknowledge STATE and USDA Forest Service support in any publications, audiovisuals and electronic media developed as a result of this award.

It is encouraged to give public notice of the receipt of this award and announce progress and accomplishments, acknowledging STATE and USDA Forest Service support. Follow direction in USDA Supplemental 2 CFR 415.2.

31. ASSIGNMENT: This Agreement is not assignable by LOCAL AGENCY either in whole or in part.

Budget Worksheet (List individual items for funding. Include tax and shipping in unit cost):

	Type	Item	Quantity	Unit Cost	Item Total
1.	Safety - Structural	Lion Turnout Coat	13	\$ 2,158.70	\$ 28,063.10
2.	Safety - Structural	Lion Turnout Pant	13	\$ 1,443.41	\$ 18,764.33
3.					\$ 0.00
4.					\$ 0.00
5.					\$ 0.00
6.					\$ 0.00
7.					\$ 0.00
8.					\$ 0.00
9.					\$ 0.00
10.					\$ 0.00
11.					\$ 0.00
12.					\$ 0.00
13.					\$ 0.00
14.					\$ 0.00
15.					\$ 0.00
16.					\$ 0.00
17.					\$ 0.00
18.					\$ 0.00
19.					\$ 0.00
20.					\$ 0.00
21.					\$ 0.00
22.					\$ 0.00

CAL FIRE USE ONLY (Formula-Driven)

Approved \$20,000 *MC*

Project Total Cost: \$ 46,827.43

Proposed Award: \$ 23,413.72

Organization Name:

CAL FIRE Unit:

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA VALLEY FIRE DISTRICT, SONOMA COUNTY, STATE OF CALIFORNIA, APPROVING THE DEPARTMENT OF FORESTRY AND FIRE PROTECTION AGREEMENT #7GF24094 FOR SERVICES FROM THE DATE OF LAST SIGNATORY ON PAGE 1 OF THE AGREEMENT TO JUNE 30, 2025 UNDER THE VOLUNTEER FIRE CAPACITY PROGRAM OF THE COOPERATIVE FORESTRY ASSISTANCE ACT OF 1978.

BE IT RESOLVED by the Board of Directors of the Sonoma Valley Fire District, that said Board does hereby approve the Agreement with the California Department of Forestry and Fire Protection dated as of the last signatory date on page 1 of the Agreement, and any amendments thereto. This Agreement provides for an award, during the term of this Agreement, under the Volunteer Fire Capacity Program of the Cooperative Fire Assistance Act of 1978 during the State Fiscal Year 2024-25 up to and no more than the amount of \$20,000.00

BE IT FURTHER RESOLVED that Steve Akre, Fire Chief of said Board be and hereby is authorized to sign and execute said Agreement and any amendments on behalf of the Sonoma Valley Fire District.

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 Sonoma Valley Fire Protection District this 10th day of September 2024, on regular roll call vote of the members of said Board:

President Norton	Aye_____	No_____	Absent_____
Vice President Atkinson	Aye_____	No_____	Absent_____
Treasurer Johnson	Aye_____	No_____	Absent_____
Director Brady	Aye_____	No_____	Absent_____
Director Emery	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

Maci Bettencourt, Clerk

-----CERTIFICATION OF RESOLUTION-----

ATTEST:

I Maci Bettencourt, Clerk of the Sonoma valley Fire District, Sonoma County, State of California do hereby certify that this is a true and correct copy of the original Resolution Number 2024/2025-03

WITNESS MY HAND OR THE SEAL OF THE Sonoma Valley Fire District, on this _____ day of _____, _____.

**OFFICIAL SEAL
OR NOTARY CERTIFICATON**

Signature

Clerk of the Board, Sonoma Valley Fire District
Title and Name of Local Agency



Sonoma Valley Fire District
Board of Directors Meeting
 Agenda Item Summary
 September 10, 2024

Agenda Item No.	Staff Contact
10b	Jennifer Jason, Finance Officer
Agenda Item Title	
Resolution 2024/2025-04 adopting the final District budget for fiscal year 2024/25	
Recommended Actions	
Approve 2024/2025 final budget	
Executive Summary	
<p>Chief Akre will present the FY 2024/2025 final budget of the new Sonoma Valley Fire District to the Board. The Board is asked to adopt the final District budget.</p> <p>Some key features to acknowledge in this year’s budget are:</p> <p style="text-align: center;">Revenues</p> <ul style="list-style-type: none"> • With the passing of Measure H, it provides a new revenue source. It is presented as two separate funds (799-30030 & 799-31410) those that are SVFD’s share and those that are the City of Sonoma’s share, which will then be allocated to the district. These have been updated based on figures provided by the County and reflect only 75% for this FY based on collection starting mid-year. • The budget presented reflects the Board approved special tax revenue that passed at 100% plus the required inflation component. • Per the Board’s request in prior year, we created a line item on the revenue side for Fire Development Impact Fee with last year’s actual. • For Property Tax Revenue (799-30010) we used FY23/24 approved budget plus a modest 4% increase • For the Kenwood Contract (799-31408) it reflects the contract price plus an amendment to the contract that will come before the Board at a later date to account for 3-0 staffing due to measure H funding. • Grant funding addition, which is being presented to the Board tonight, reflects a cost sharing grant through CAL-FIRE. <p style="text-align: center;">Expenditures</p> <p>The following had increases based on updated information:</p> <ul style="list-style-type: none"> • Employee related expenses have been adjusted to account for the already approved VMI position along with anticipated step increases. • 40115- We received the new retirement rates which had a minimal rate increase of about .23% for safety employees • 40116- CalPERS Glen Ellen’s unfunded liability • 40201- Employee Insurance- 2025 rates increasing 3% • 40202- Workers Comp insurance premium • 60401, custodial, repair & maintenance- increased to account for increased staffing and fleet growth • 60420- an addition of \$30,000 for a new roof and gutters for Sta. 8 • 60451- Insurance Property/Liability insurance premium increases • 70505- fuel increase specifically for the addition of M302 and the already approved VMI ford ranger • 70550- EMS supplies increase which directly reflects the cost approved by the City of Sonoma which is accounted for in their contract price • 70750 & 70760- increase in reserve funds to long-term building & equipment which directly ties to the future new station build and the already approved type 1 engine purchases. 	
Alternative Actions	

Suggest alternatives before adopting the final budget

Fiscal Summary – FY 24/25

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 22,592,630.06	District General Fund	\$ 19,450,230.06
Add. Appropriations Req'd.	\$	Fees/Other	\$ 60,000.00
	\$	Use of Fund Balance	\$
	\$	Measure H Funds	\$3,062,400
		Grants	\$ 20,000.00
Total Expenditure	\$ 22,592,630.06	Total Sources	\$ 22,592,630.06

Narrative Explanation of Fiscal Impacts (if required)

Attachments

1. SVFD Final Budget FY 2024/2025
2. Resolution 2024/2025-04

Sonoma Valley Fire District
Final Budget Fiscal Year 2024-2025



Account Number	Description	Final Budget 2022-2023	Final Budget 2023-2024	Final Budget 2024-2025	Increase (Decrease) From FY23-24 to FY24-25
799-30010	Property Tax Revenue	\$ 6,789,598.00	\$ 7,259,528.00	\$ 7,549,909.00	\$ 290,381.00
799-30011	Property Taxes - Unsecured	\$ 201,909.00	\$ 212,004.00	\$ 212,004.00	\$ -
799-30012	RDA Pass Through (AB 1290 / RPTTF)	\$ 94,637.00	\$ 110,000.00	\$ 110,000.00	\$ -
799-30012	Residual (RPTTF)	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ -
799-30014	Property Taxes-Supplemental	\$ 96,840.00	\$ 96,840.00	\$ 96,840.00	\$ -
799-30015	Property Tax - HOPTR	\$ 37,174.00	\$ 35,380.00	\$ 35,380.00	\$ -
799-30016	County Collection Fee	\$ (65,941.00)	\$ (78,200.00)	\$ (81,328.00)	\$ (3,128.00)
799-30017	Redevelopment Increment	\$ (480,270.00)	\$ (506,838.00)	\$ (506,838.00)	\$ -
799-30018	Direct Charges	\$ 2,086,940.00	\$ 2,352,732.50	\$ 2,422,033.30	\$ 69,300.80
799-30030	Measure H- SVFD	\$ -	\$ -	\$ 2,496,000.00	\$ 2,496,000.00
799-30110	Fire Plan Check Fee	\$ -	\$ 30,000.00	\$ 30,000.00	\$ -
799-30112	Fire Development Impact Fee	\$ -	\$ 58,073.24	\$ 46,244.53	\$ (11,828.71)
799-30116	Fire Inspection & Processing Fee	\$ 55,000.00	\$ 30,000.00	\$ 30,000.00	\$ -
799-30120	Mayacamas Supplemental Payment	\$ 134,000.00	\$ 200,000.00	\$ 220,452.00	\$ 20,452.00
799-30600	Interest Income (MMS/CAClass)	\$ -	\$ 33,000.00	\$ 33,000.00	\$ -
799-31108	Special Fire Sys-State Reimbursement	\$ -	\$ -	\$ -	\$ -
799-31107	Workers Compensation Reimbursement	\$ -	\$ -	\$ -	\$ -
799-31407	Mechanic Services	\$ 1,500.00	\$ -	\$ -	\$ -
799-31408	Kenwood Contract	\$ -	\$ 838,057.00	\$ 2,050,000.00	\$ 1,211,943.00
799-31409	Contract for Fire Services (City of Sonoma)	\$ 5,942,697.00	\$ 6,773,054.93	\$ 6,516,433.23	\$ (256,621.70)
799-31410	Measure H- City Portion (minimum staffing & prevention inspector)	\$ -	\$ -	\$ 566,400.00	\$ 566,400.00
799-31514	Grant Revenue	\$ 639,924.00	\$ -	\$ 20,000.00	\$ -
799-35004	Reimbursement (Misc. items)	\$ 371,698.00	\$ 10,000.00	\$ 10,000.00	\$ -
799-35005	Other- Misc Rev (IEC funds, record requests, Cal Card Rebate, Land Lease)	\$ 16,900.00	\$ 18,000.00	\$ 24,000.00	\$ 6,000.00
799-37201	Transfer from Fund Balance- Sta 5 Seismic Retrofit & Sta 3/5 Solar	\$ -	\$ 975,481.00	\$ -	\$ (975,481.00)
799-38000	Contract for Services - SDC	\$ 562,584.00	\$ 512,100.00	\$ 512,100.00	\$ -
Charges for Services		\$ 16,685,190.00	\$ 19,159,212.67	\$ 22,592,630.06	\$ 3,433,417.39
Revenue Totals		\$ 16,685,190.00	\$ 19,159,212.67	\$ 22,592,630.06	\$ 3,433,417.39

Sonoma Valley Fire District
Final Budget Fiscal Year 2024-2025



Account Number	Description	Final Budget 2022-2023	Final Budget 2023-2024	Final Budget 2024-2025	Increase (Decrease) From FY23-24 to FY24-25
Expense Budget					
799-40110	Regular Employee	\$ 7,812,731.00	\$ 8,747,380.00	\$ 10,775,503.00	\$ 2,028,123.00
799-40119	District Board	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -
799-40120	Part Time Worker Salary	\$ 310,300.00	\$ 324,497.67	\$ 340,722.55	\$ 16,224.88
799-40130	Overtime	\$ 1,179,637.00	\$ 1,179,637.00	\$ 1,460,250.00	\$ 280,613.00
	Salary and Wages	\$ 9,307,668.00	\$ 10,256,514.67	\$ 12,581,475.55	\$ 2,324,960.88
Retirement					
799-40115	Retirement	\$ 2,413,500.00	\$ 2,681,000.00	\$ 3,137,497.00	\$ 456,497.00
799-40116	CalPERS (GLE Contract)	\$ 60,914.00	\$ 79,827.00	\$ 167,148.00	\$ 87,321.00
799-40417	Medicare - District Share	\$ 130,405.00	\$ 148,000.00	\$ 179,220.00	\$ 31,220.00
799-40118	Income Protection	\$ 4,455.00	\$ 5,000.00	\$ 5,000.00	\$ -
799-40201	Employee Insurance	\$ 1,522,100.00	\$ 1,701,700.00	\$ 2,091,108.00	\$ 389,408.00
799-40202	Workers Compensation	\$ 825,614.00	\$ 1,050,000.00	\$ 1,100,000.00	\$ 50,000.00
799-40223	Unemployment	\$ 1,500.00	\$ 5,000.00	\$ 5,000.00	\$ -
	Employee Benefits	\$ 4,958,488.00	\$ 5,670,527.00	\$ 6,684,973.00	\$ 1,014,446.00
Professional Services					
799-50310	Legal	\$ 30,000.00	\$ 30,000.00	\$ 60,000.00	\$ 30,000.00
799-50311	Acctng/Audit	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ -
799-50312	Recruitment	\$ 25,000.00	\$ 25,000.00	\$ 35,000.00	\$ 10,000.00
799-50313	Consulting	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ -
799-50347	Professional Contract Services	\$ 341,454.00	\$ 335,000.00	\$ 340,000.00	\$ 5,000.00
799-50350	Other-Prof/Tech	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ -
	Professional Services	\$ 496,454.00	\$ 490,000.00	\$ 535,000.00	\$ 45,000.00

Sonoma Valley Fire District
Final Budget Fiscal Year 2024-2025



Account Number	Description	Final Budget 2022-2023	Final Budget 2023-2024	Final Budget 2024-2025	Increase (Decrease) From FY23-24 to FY24-25
799-60401	Utilities	\$ 90,900.00	\$ 92,000.00	\$ 105,000.00	\$ 13,000.00
799-60403	Custodial	\$ 20,000.00	\$ 20,000.00	\$ 30,000.00	\$ 10,000.00
799-60404	Repair & Mainte	\$ 100,000.00	\$ 150,000.00	\$ 180,000.00	\$ 30,000.00
799-60406	Rental-Equipmen	\$ 3,700.00	\$ 3,700.00	\$ 2,400.00	\$ (1,300.00)
799-60407	Contract Services / Property Related	\$ 95,000.00	\$ 324,000.00	\$ 95,000.00	\$ (229,000.00)
799-60420	Building Maintenance	\$ 60,000.00	\$ 69,000.00	\$ 99,000.00	\$ 30,000.00
	Property Services	\$ 369,600.00	\$ 658,700.00	\$ 511,400.00	\$ (147,300.00)
799-60450	Dues & Subscriptions	\$ 25,000.00	\$ 20,000.00	\$ 25,000.00	\$ 5,000.00
799-60451	Insurance Property / Liability	\$ 216,690.00	\$ 250,816.00	\$ 286,907.00	\$ 36,091.00
799-60452	Communications	\$ 47,000.00	\$ 70,000.00	\$ 81,000.00	\$ 11,000.00
799-60453	Publications and Notices & Advertising	\$ 2,300.00	\$ 2,000.00	\$ 2,000.00	\$ -
799-60454	Printing & Bind	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ -
799-60455	Travel/ Mileage Reimbursement	\$ 15,000.00	\$ 20,000.00	\$ 25,000.00	\$ 5,000.00
799-60457	Training/Conferences	\$ 81,900.00	\$ 82,000.00	\$ 82,000.00	\$ -
799-60460	Permit/Fees/Tax/LAFCO	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	\$ -
	Operations	\$ 415,390.00	\$ 472,816.00	\$ 529,907.00	\$ 57,091.00
799-70501	Minor Supplies / Equipment	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -
799-70505	Fuel	\$ 125,000.00	\$ 125,000.00	\$ 140,000.00	\$ 15,000.00
799-70507	Books & Periodicals	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -
799-70508	Safety Clothing / Uniforms	\$ 90,000.00	\$ 110,000.00	\$ 150,000.00	\$ 40,000.00
799-70540	Rents / Leases	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -
799-70550	Major Equipment / EMS Supplies	\$ 180,000.00	\$ 180,000.00	\$ 195,000.00	\$ 15,000.00

Sonoma Valley Fire District
Final Budget Fiscal Year 2024-2025



Account Number	Description	Final Budget 2022-2023	Final Budget 2023-2024	Final Budget 2024-2025	Increase (Decrease) From FY23-24 to FY24-25
799-70551	Major Equipment / Fire Supplies	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ -
799-70552	Fire Prevention Material/Supplies	\$ -	\$ 20,000.00	\$ 20,000.00	\$ -
799-70604	Machinery, Shop Tools & Equip	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -
799-70702	Engineering Design	\$ -	\$ -	\$ -	\$ -
799-70703	Construction Materials	\$ 25,000.00	\$ 746,935.00	\$ -	\$ (746,935.00)
Supplies		\$ 520,000.00	\$ 1,281,935.00	\$ 605,000.00	\$ (676,935.00)
799-70750	Transfer to Long Term Building Reserve	\$ 100,000.00	\$ -	\$ 597,487.25	\$ 597,487.25
799-70760	Transfer to Equipment Reserve	\$ 300,000.00	\$ 278,720.00	\$ 497,387.26	\$ 218,667.26
799-70770	Transfer to Operating Reserve	\$ 167,590.00	\$ -	\$ -	\$ -
Capital Assets		\$ 567,590.00	\$ 278,720.00	\$ 1,094,874.51	\$ 816,154.51
799-70606	Software	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -
799-70607	Computer Equipment / Maintenance	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -
Software & Computer Equipment		\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ -
Expense Totals		\$ 16,685,190.00	\$ 19,159,212.67	\$ 22,592,630.06	\$ 3,433,417.39

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA VALLEY FIRE DISTRICT, SONOMA COUNTY, STATE OF CALIFORNIA, ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2024/2025

WHEREAS, the 2024/2025 Final Budget has been presented to the Board of Directors of the Sonoma Valley Fire District of Sonoma County; and

WHEREAS, said Final Budget has been reviewed and established as of this date as being the Final Budget of the District, and

NOW, THEREFORE, BE IT RESOLVED that the Final Budget in the amount of \$22,592,630.06, attached hereto, is found and determined to be the 2024/2025 Final Budget of the District, and any interested taxpayer may review the budget at 630 Second Street West between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

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 Sonoma Valley Fire District this 10th day of September 2024, on regular roll call vote of the members of said Board:

President Norton	Aye_____	No_____	Absent_____
Vice President Atkinson	Aye_____	No_____	Absent_____
Treasurer Johnson	Aye_____	No_____	Absent_____
Director Brady	Aye_____	No_____	Absent_____
Director Emery	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

Maci Bettencourt, Clerk