



Valley of the Moon Fire Protection District



Board of Directors Meeting

June 13, 2017



Valley of the Moon Fire Protection District

Board of Directors Meeting

June 13, 2017

TABLE OF CONTENTS



Regular Meeting Agenda	Page 2
Item 7A Agenda Summary – Regular Meeting Minutes of 5/9/17	Page 4
Item 7A – 5/9/17 Regular Meeting Minutes.....	Page 5
Item 7B Agenda Summary – Special Meeting Minutes of 6/1/17	Page 7
Item 7B – 6/1/17 Special Meeting Minutes.....	Page 8
Item 9 Agenda Summary – Revised bid for Station 2 parking lot project	Page 10
Item 9 – Preliminary Notice	Page 11
Item 10A Agenda Summary – Resolution 2016/2017-11 – VOM Prelim & SVFRA budgets FY 17/18.....	Page 12
Item 10A – VOM District recommended preliminary budget FY 17/18	Page 14
Item 10A – SVFRA recommended budget FY 17/18.....	Page 16
Item 10A – Resolution 2016/2017-11.....	Page 19
Item 10B Agenda Summary – FY 2016/17 fund balance allocations.....	Page 20
Item 10B – Recommended fund balance allocations June 2017.....	Page 21

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

Tuesday, June 13, 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.)

6. PRESENTATIONS

7. CONSENT CALENDAR

a) Approval of minutes for regular meeting of May 9, 2017. **Action Item**

b) Approval of minutes for special meeting of June 1, 2017. **Action Item**

8. FIRE CHIEF'S MONTHLY REPORT

Chief's activity report for May 2017

9. OLD BUSINESS

Revised bid for Station 2 parking lot project. **Action Item**

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. **Action Item with roll-call vote**

b) FY 2016/17 fund balance allocations. **Action Item**

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 July 11, 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

June 13, 2017



Agenda Item No.		Staff Contact	
7A		Georgette Darcy, Admin. Analyst/Secretary to Board	
Agenda Item Title			
Approval of minutes for regular meeting of May 9, 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 16/17			
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 May 9, 2017 meeting			

VALLEY OF THE MOON FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

May 9, 2017

1. CALL TO ORDER

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

2. ROLL CALL & DETERMINATION OF A QUORUM

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

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 special meeting of April 11, 2017

M/S/P Leen/Brady to approve minutes for April 11, 2017. Passed 4 ayes

b) Approval of minutes for special meeting of April 13, 2017

M/S/P Brady/Leen to approve minutes for April 13, 2017. Passed 4 ayes

8. FIRE CHIEFS' MONTHLY REPORT

Fire Chief Akre gave his activity report for April 2017.

9. OLD BUSINESS

Bid for Station 2 parking lot project

M/S/P Leen/Brady to accept bid for Station 2 parking lot project. Passed 4 ayes

10. NEW BUSINESS

Resolution 2016/2017-09 approving job classification of Apprentice Firefighter

M/S/P Leen/Brady to approve job classification of Apprentice Firefighter with stipulation that the job description be amended to give clarity on Medic accreditation. Passed 4 ayes

11. OTHER BUSINESS TO COME BEFORE THE BOARD

None

12. COMMENTS FROM THE FLOOR

None

13. COMMENTS FROM THE BOARD

Director Leen announced the Memorial Day services at the Veterans' Building.

14. CLOSED SESSION

None

15. ADJOURNMENT

The meeting was adjourned at 6:45 p.m. to a regular meeting on June 13, 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

June 13, 2017



Agenda Item No.		Staff Contact	
7B		Georgette Darcy, Admin. Analyst/Secretary to Board	
Agenda Item Title			
Approval of minutes for special meeting of June 1, 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 16/17			
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 1, 2017 special meeting			

VALLEY OF THE MOON FIRE PROTECTION DISTRICT

SPECIAL BOARD OF DIRECTORS MEETING MINUTES

June 1, 2017

1. CALL TO ORDER

President Norton called the meeting to order at 9:31 a.m.

2. ROLL CALL & DETERMINATION OF A QUORUM

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

3. PLEDGE OF ALLEGIANCE

Director Leen led the Pledge of Allegiance.

4. CONFIRMATION OF AGENDA

No changes to agenda

5. COMMENTS FROM THE PUBLIC

None

6. PRESENTATIONS

None

7. CONSENT CALENDAR

8. FIRE CHIEFS' MONTHLY REPORT

9. OLD BUSINESS

Resolution 2016/2017-10 of application to Sonoma County Local Agency Formation Commission (LAFCO) proposing to extend services outside the District's current boundary (*Govt. Code §56134*)

M/S/P Brady/Leen to approve resolution of application to LAFCO. Passed 4 ayes

10. NEW BUSINESS

Approve initiation of contract for purchase of new Type 3 fire engine to replace Engine 3372

**M/S/P Brunton/Brady to approve initiation of contract for purchase of new Type 3 engine.
Passed 4 ayes**

11. OTHER BUSINESS TO COME BEFORE THE BOARD

12. COMMENTS FROM THE FLOOR

Fire Chief Akre praised the SVFRA crews for their exemplary efforts on several local fires during the month of May.

13. COMMENTS FROM THE BOARD

None

14. CLOSED SESSION

None

15. ADJOURNMENT

The meeting was adjourned at 9:46 a.m. to a regular meeting on June 13, 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

June 13, 2017



Agenda Item No.		Staff Contact	
9		John Franceschi, Battalion Chief	
Agenda Item Title			
Revised bid for Station 2 parking lot project			
Recommended Actions			
Approve revised bid			
Executive Summary			
At the regular meeting of May 9 th , the Board approved a bid for the drainage system and preliminary base rock work for the Station 2 parking lot. A change order has been issued that includes the work that was previously approved, with the addition of the paving portion of the parking lot project. The Board is asked to approve the work order for completion of the entire project, which is estimated to be \$100,000.			
Alternative Actions			
Deny approval or request changes to the scope of work			
Strategic Plan Alignment			
Not applicable			
Fiscal Summary – FY 16/17			
Expenditures		Funding Source(s)	
Budgeted Amount	\$100,000.00	District General Fund	\$100,000.00
Add. Appropriations Req'd.	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
		Contingencies	\$
		Grants	\$
Total Expenditure	\$100,000.00	Total Sources	\$100,000.00
Narrative Explanation of Fiscal Impacts (if required)			
Attachments			
California Preliminary Notice – Public Works			

CALIFORNIA PRELIMINARY NOTICE – PUBLIC WORKS

(THIS NOTICE IS GIVEN PURSUANT TO CALIFORNIA CIVIL CODE §§ 8034(b), 8102, 8106-8118, 9300 et seq.)

TO: PUBLIC ENTITY (CA Civ. Code §§ 8036, 9302) DIRECT CONTRACTOR (CA Civ. Code § 8018) 1ST TIER SUBCONTRACTOR (IF APPLICABLE) (CA Civ. Code § 8046)

NAME: Valley of the Moon Fire Protection District
ADDRESS: 630 2nd Street
Sonoma, CA 95476

YOU ARE HEREBY NOTIFIED THAT:

Name: Serres Corporation
Address: 16060 Highway 12, Sonoma, CA 95476

Relationship to the parties of the one giving this notice (subcontractor, supplier, describe if otherwise): Contractor

HAS FURNISHED OR WILL FURNISH WORK, LABOR, SERVICES, EQUIPMENT OR MATERIAL OF THE FOLLOWING GENERAL DESCRIPTION:

Grading, Utilites & Paving.

FOR THE BUILDING, STRUCTURE OR OTHER WORK OF IMPROVEMENT LOCATED AT THE FOLLOWING ADDRESS OR SITE OTHERWISE DESCRIBED SUFFICIENTLY FOR IDENTIFICATION:

Address: Valley of the Moon Fire District, Station 2, 877 Center Street, Sonoma, CA 95476

or Description:

THE PERSON OR FIRM TO WHOM SUCH WORK, LABOR, SERVICES, EQUIPMENT OR MATERIAL IS PROVIDED:

Name: Valley of the Moon Fire Protection District
Address: 630 2nd Street, Sonoma, CA 95476

AN ESTIMATE OF THE TOTAL PRICE OF THE WORK, LABOR, SERVICES, EQUIPMENT OR MATERIAL PROVIDED TO DATE IS:

Amount:\$

AN ESTIMATE OF THE TOTAL PRICE OF THE WORK, LABOR, SERVICES, EQUIPMENT OR MATERIAL TO BE PROVIDED IS

Amount:\$ 100,000.00

PROOF OF SERVICE DECLARATION

I, Mandy Pridmore, declare that I served copies of the above CALIFORNIA PRELIMINARY NOTICE – PUBLIC WORKS, (check appropriate box):

- a. [] By personally delivering copies to (name(s) and title(s) of person served) at (address), on (date), at (time).
b. [x] By Registered or Certified Mail, Express Mail or Overnight Delivery by an express service carrier, addressed to each of the parties at the address shown above on June 5, 2017 (date).
c. [] By leaving the notice and mailing a copy in the manner provided in § 415.20 of the California Code of Civil Procedure for service of Summons and Complaint in a Civil Action.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on June 5, 2017 (date), at Sonoma (City), CA (State).

Mandy Pridmore
(Signature of Person Making Service)



Valley of the Moon Fire Protection District

Board of Directors Meeting

Agenda Item Summary

June 13, 2017



Agenda Item No.	Staff Contact
10A	Steve Akre, Fire Chief

Agenda Item Title
 Resolution 2016/2017-11 adopting Valley of the Moon Fire District Preliminary Budget and approving SVFRA Budget for FY 2017/18

Recommended Actions
 Adopt preliminary budget and approve SVFRA budget

Executive Summary
 Chief Akre will present the Fiscal Year 2017/18 Valley of the Moon Fire Protection District Preliminary Budget and the Fiscal Year 2017/18 Sonoma Valley Fire & Rescue Authority (SVFRA) budget to the Board. The Board is asked to adopt the preliminary District budget and approve the SVFRA budget.

Alternative Actions
 Request information or changes to budgets before adoption

Strategic Plan Alignment
 Not applicable

Fiscal Summary – FY 17/18 Valley of the Moon District Preliminary Budget			
Expenditures		Funding Source(s)	
Budgeted Amount	\$4,395,430	District General Fund	\$4,395,430
Add. Appropriations Req'd.	\$	Fees/Other	\$
		Use of Fund Balance	\$
		Contingencies	\$
		Grants	\$
Total Expenditure	\$4,395,430	Total Sources	\$4,395,430

Fiscal Summary – FY 17/18 SVFRA Budget			
Expenditures		Funding Source(s)	
Budgeted Amount	\$9,116,986	General Fund	\$3,899,879
Add. Appropriations Req'd.		Fees/Other	\$5,217,107
		Use of Fund Balance	\$
		Contingencies	
		Grants	
Total Expenditure	\$9,116,986	Total Sources	\$9,116,986

Narrative Explanation of Fiscal Impacts (if required)
Attachments
<ol style="list-style-type: none">1. VOM Fire District Recommended Preliminary Budget FY 17/182. SVFRA Recommended Budget FY 17/183. Resolution 2016/2017-11

Valley of the Moon Fire District
 Recommended Preliminary Budget FY 2017 - 2018



Account Number	Description	Approved Budget 2016 - 2017	Recommended Preliminary Budget 2017 - 2018	Increase (Decrease)
Revenue Budget				
799-00000-000-30010	Property Taxes - Secured	3,973,017.00	4,072,342.00	99,325.00
799-00000-000-30011	Property Taxes - Unsecured	132,530.00	133,855.00	1,325.00
799-00000-000-30012	RDA Pass Through (AB 1290 / RPTTF)	42,446.00	46,346.00	3,900.00
799-00000-000-30014	Property Taxes-Supplemental	78,380.00	78,380.00	0.00
799-00000-000-30015	Property Tax - HOPTR	30,110.00	30,220.00	110.00
799-00000-000-30016	County Collection Fee	-47,291.00	-48,886.00	-1,595.00
799-00000-000-30017	Redevelopment Increment	-340,487.00	-351,368.00	-10,881.00
799-00000-000-30018	Direct Charges	325,600.00	325,600.00	0.00
799-00000-000-30019	Cost Reimbursement Coll	-2,132.00	-2,353.00	-221.00
799-00000-000-31514	Grant Revenue			
799-00000-000-35004	Reimbursement	69,921.00	108,294.00	38,373.00
Taxes		4,262,094.00	4,392,430.00	130,336.00
799-00000-000-37200	Operating Transfers In	4,927.00	0.00	-4,927.00
Transfers		4,927.00	0.00	-4,927.00
799-00000-000-30600	Interest Income on Pooled Investments	3,000.00	3,000.00	0.00
Interest and Rents		3,000.00	3,000.00	0.00
Revenue Totals		4,270,021.00	4,395,430.00	125,409.00
Expense Budget				
799-68900-110-40110	Regular Employees	0.00	0.00	0.00
799-68900-119-40119	District Board	5,000.00	5,000.00	0.00
Salary and Wages		5,000.00	5,000.00	0.00
799-68900-201-40201	Emply Insurance - District Share	100,439.00	122,101.00	21,662.00
799-68900-202-40202	Workers Compensation	202.00	202.00	0.00
799-68900-117-40417	Medicare (District Share)	0.00	0.00	0.00
Employee Benefits		100,641.00	122,303.00	21,662.00

Valley of the Moon Fire District
 Recommended Preliminary Budget FY 2017 - 2018



Account Number	Description	Approved Budget 2016 - 2017	Recommended Preliminary Budget 2017 - 2018	Increase (Decrease)
799-68900-310-50310	Legal	10,000.00	10,000.00	0.00
799-68900-311-50311	Accounting / Audit	6,800.00	6,800.00	0.00
799-68900-321-50321	Elections	250.00	250.00	0.00
799-68900-351-50351	Special Accounting Services	21,000.00	21,000.00	0.00
799-68900-354-50354	SVFRA Contract	3,774,066.00	3,899,879.00	125,813.00
799-68900-480-60480	Special Consulting Projects	1,000.00	1,000.00	0.00
Professional Services		3,813,116.00	3,938,929.00	125,813.00
799-68900-453-60453	Publications and Notices	500.00	500.00	0.00
799-68900-455-60455	Travel & Mileage	1,000.00	1,000.00	0.00
Operations		1,500.00	1,500.00	0.00
799-68900-702-70702	Engineering Design	10,000.00	10,000.00	0.00
799-68900-703-70703	Construction/Materials	127,000.00	104,933.00	-22,067.00
Capital Assets		137,000.00	114,933.00	-22,067.00
799-68900-750-70750	Transfer to Long Term Building Reserve	45,639.00	45,639.00	0.00
799-68900-760-70760	Transfer to Equipment Reserve	120,027.00	120,027.00	0.00
Transfers to Reserves		165,666.00	165,666.00	0.00
799-68900-801-80801	Principal Lease Purchase	41,810.00	42,437.00	627.00
799-68900-802-80802	Interest Lease Purchase	5,288.00	4,662.00	-626.00
Debt Service		47,098.00	47,099.00	1.00
Expense Totals		4,270,021.00	4,395,430.00	125,409.00

Sonoma Valley Fire and Rescue Authority
 Recommended Budget Fiscal Year 2017 - 2018



Account Number	Description	Approved Budget 2016 - 2017	Recommended Budget 2017 - 2018	Increase (Decrease)
Revenue Budget				
798-00000-000-31407	SVFRA Mechanic Services	7,500.00	7,500.00	0.00
798-00000-000-31409	SVFRA Contract For Fire Services (City & VOM)	8,776,896.00	9,069,486.00	292,590.00
798-00000-000-37201	SVFRA Transfer from Fund Balance	88,876.00	0.00	(88,876.00)
798-00000-000-35004	Reimbursement	0.00	0.00	0.00
798-00000-000-31514	Grant Revenue	0.00	0.00	0.00
798-00000-000-30116	Fire Inspection & Processing Fee	40,000.00	40,000.00	0.00
798-00000-000-31108	Special Fire Svs-State Reimbursement	493,739.00	0.00	(493,739.00)
Charges for Services		9,407,011.00	9,116,986.00	(290,025.00)
Revenue Totals		9,407,011.00	9,116,986.00	(290,025.00)
Expense Budget				
798-68901-110-40110	Regular Employee	4,391,747.00	4,510,736.00	118,989.00
798-68901-120-40120	Part Time Worker Salary	328,080.00	315,382.00	(12,698.00)
798-68901-130-40130	Overtime	1,024,497.00	650,000.00	(374,497.00)
Salary and Wages		5,744,324.00	5,476,118.00	(268,206.00)
798-68901-115-40115	Retirement	1,481,042.00	1,429,780.00	(51,262.00)
798-68901-117-40117	Medicare -	77,520.00	79,351.00	1,831.00
798-68901-118-40118	Income Protection	4,300.00	4,300.00	0.00
798-68901-201-40201	Employee Insurance	709,493.00	725,745.00	16,252.00
798-68901-202-40202	Workers Compensation	368,697.00	442,864.00	74,167.00
798-68901-223-40223	Unemployment	1,000.00	1,000.00	0.00
Employee Benefits		2,642,052.00	2,683,040.00	40,988.00

Sonoma Valley Fire and Rescue Authority
 Recommended Budget Fiscal Year 2017 - 2018



Account Number	Description	Approved Budget 2016 - 2017	Recommended Budget 2017 - 2018	Increase (Decrease)
798-68901-310-50310	Legal	5,000.00	5,000.00	0.00
798-68901-311-50311	Acctng/Audit	2,000.00	2,000.00	0.00
798-68901-312-50312	Recruitment	35,000.00	10,000.00	(25,000.00)
798-68901-313-50313	Consulting	2,500.00	2,500.00	0.00
798-68901-347-60347	Professional Contract Services	257,819.00	266,713.00	8,894.00
798-68901-350-50350	Other-Prof/Tech	21,000.00	15,000.00	(6,000.00)
Professional Services		323,319.00	301,213.00	(22,106.00)
798-68901-401-60401	Utilities	65,900.00	65,900.00	0.00
798-68901-403-60403	Custodial	15,000.00	15,000.00	0.00
798-68901-404-60404	Repair & Mainte	70,000.00	60,000.00	(10,000.00)
798-68901-406-60406	Rental-Equipmen	4,000.00	4,000.00	0.00
798-68901-407-60407	Contract Services / Property Related	31,430.00	32,680.00	1,250.00
798-68901-420-60420	Building Maintenance	35,000.00	30,000.00	(5,000.00)
Property Services		221,330.00	207,580.00	(13,750.00)
798-68901-451-60451	Insurance Property / Liability	62,000.00	50,000.00	(12,000.00)
798-68901-452-60452	Communications	27,500.00	27,500.00	0.00
798-68901-453-60453	Publications and Notices	1,500.00	1,500.00	0.00
798-68901-454-60454	Printing & Bind	1,500.00	1,500.00	0.00
798-68901-456-60456	Memberships	5,000.00	5,000.00	0.00
798-68901-457-60457	Training/Conferences	45,000.00	55,000.00	10,000.00
798-68901-460-60460	Permit/Fees/Tax	11,035.00	11,035.00	0.00
Operations		153,535.00	151,535.00	(2,000.00)
798-68901-501-70501	Minor Supplies / Equipment	25,500.00	25,500.00	0.00
798-68901-505-70505	Fuel	55,000.00	55,000.00	0.00

Sonoma Valley Fire and Rescue Authority
 Recommended Budget Fiscal Year 2017 - 2018



Account Number	Description	Approved Budget 2016 - 2017	Recommended Budget 2017 - 2018	Increase (Decrease)
798-68901-507-70507	Books & Periodicals	3,500.00	3,500.00	0.00
798-68901-508-70508	Safety Clothing / Uniforms	45,000.00	45,000.00	0.00
798-68901-540-70540	Rents / Leases	1,500.00	1,500.00	0.00
798-68901-550-70550	Major Equipment / EMS Supplies	90,000.00	90,000.00	0.00
798-68901-551-70551	Major Equipment / Fire Supplies	64,951.00	40,000.00	(24,951.00)
Supplies		285,451.00	260,500.00	(24,951.00)
798-68901-606-70606	Software	15,000.00	15,000.00	0.00
798-68901-607-70607	Computer Equipment / Maintenance	22,000.00	22,000.00	0.00
Software & Computer Equipment		37,000.00	37,000.00	0.00
Expense Totals		9,407,011.00	9,116,986.00	(290,025.00)

Resolution Number:
Dated:

2016/2017-11
June 13, 2017

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY OF THE MOON
FIRE PROTECTION DISTRICT, SONOMA COUNTY, STATE OF CALIFORNIA,
ADOPTING FISCAL YEAR 2017/18 PRELIMINARY BUDGET FOR THE
DISTRICT AND DIRECTING STAFF TO PUBLISH A NOTICE
AS REQUIRED BY LAW AND APPROVING THE FISCAL
YEAR 2017/18 SVFRA BUDGET**

WHEREAS, the fiscal year 2017/18 Preliminary Budget has been presented to the Board of Directors of the Valley of the Moon Fire Protection District of Sonoma County; and

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

WHEREAS, the fiscal year 2017/18 Sonoma Valley Fire & Rescue Authority (SVFRA) Budget has been presented to the Board of Directors of the Valley of the Moon Fire Protection District.

NOW, THEREFORE, BE IT RESOLVED that the Preliminary Budget in the amount of \$4,395,430, attached hereto, is found and determined to be the 2017/18 Preliminary Budget of the District. Staff is authorized and directed to publish a notice of the adopted preliminary budget by June 30, 2017, that any interested taxpayer may review the budget at 630 Second Street West in Sonoma between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday; and

BE IT FURTHER RESOLVED on September 12, 2017 at the regular meeting room of the District located at 630 Second Street West in Sonoma, a Public Hearing will be held at 6:00 p.m. for the adoption of the final budget. Any person may appear and be heard regarding any item in the budget or regarding the addition of other items; and

BE IT FURTHER RESOLVED that the SVFRA Budget in the amount of \$9,116,986, attached hereto, is found and determined to be the 2017/18 Budget of the Sonoma Valley Fire & Rescue Authority.

IN SPECIAL 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 13th day of June 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

Board of Directors Meeting

Agenda Item Summary

June 13, 2017



Agenda Item No.		Staff Contact	
10B		Steve Akre, Fire Chief	
Agenda Item Title			
FY 2016/17 fund balance allocations			
Recommended Actions			
Approve new allocations			
Executive Summary			
Fund balances have been reallocated based on findings from the District’s Annual Financial Audit Report. The Board is asked is approve the new allocations.			
Alternative Actions			
Request information or changes to allocations before approval			
Strategic Plan Alignment			
Not applicable			
Fiscal Summary – FY 16/17			
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			
Recommended fund balance allocations June 2017			

Recommended Fund Balance Allocations June 2017

Account	Basis of Allocation	Allocation as of 6/30/15	Allocation as of 3/8/2016	Recommended Allocation
Unassigned	2 months of operating expenses (Annual Budget / 6). Updated to reflect FY 2016 Operating Budget.	\$ 629,272	\$ 656,622	\$ 711,670
Committed for Emergency / Contingency	10% of Annual Operating Budget. Updated to reflect FY 2016 Operating Budget.	\$ 377,563	\$ 393,973	\$ 427,002
Committed for Compensated Absences	Estimated District Share of Compensated Absence liability for employees. Updated based on FY 2016 Annual Financial Audit Report	\$ 215,000	\$ 206,532	\$ 200,245
Committed for Other Post- Employment Benefits Liability	Based on current GASB 45 Report and 2016 Annual Financial Audit Report	\$ 165,175	\$ 396,579	\$ 447,098
Committed for Buildings and Improvements	Based on schedule of maintenance with estimated costs and timeline	\$ 433,000	\$ 471,515	\$ 517,154
Committed for Capital Equipment	Based on depreciation schedule	\$ 882,447	\$ 741,681	\$ 897,758
		\$ 2,702,457	\$ 2,866,902	\$ 3,200,927