

Sonoma Valley Fire District

Special Board of Directors Meeting

May 18, 2021





**Sonoma Valley Fire District
Special Board of Directors Meeting**

May 18, 2021
TABLE OF CONTENTS

Regular Meeting Agenda Page 2
Item 7a - Agenda Summary - Approval of meeting minutes 5/11/2021 Page 4
Item 7a - 5/11/2021 meeting minutes Page 5
Item 9a - Agenda Summary – Fire Command Vehicle Update Page 7

MEETING AGENDA
SONOMA VALLEY FIRE DISTRICT
SPECIAL BOARD OF DIRECTORS
Tuesday, May 18, 2021 at 6:00 P.M.
Location: Glen Ellen Fire Station 1
13445 Arnold Drive, Glen Ellen, CA 95442

Due to COVID-19 precautions, board meetings will be open to the public via phone-in conference calls only. No public gatherings will be held at this site until further notice. Agendas and board packets are available at the following website: <http://svfra.org>

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, Raymond Brunton, Mark Emery, 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 May 11, 2021. **Action Item**

8. Fire Chief's Monthly Report

9. **Old Business**

a) Update on the purchase of the new Sonoma Valley Fire District command vehicle, approved by the Board at the October 13, 2020 regular board meeting. **Action item**

10. **New Business**

11. **Other Business to Come before the Board**

12. **Comments from the Floor**

13. **Comments/Reports from the Board**

14. **Closed Session**

54957.6. Closed session; Labor negotiations

(a) Notwithstanding any other provision of law, a legislative body of a local agency may hold closed sessions with the local agency's designated representatives regarding the salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees, and, for represented employees, any other matter within the statutorily-provided scope of representation. Closed sessions of a legislative body of a local agency, as permitted in this section, shall be for the purpose of reviewing its position and instructing the local agency's designated representatives. Closed sessions, as permitted in this section, may take place prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees.

15. **Adjournment**

This meeting will be adjourned to the regular Board meeting on June 8, 2021 at 6:00 p.m. Meeting access will be determined based on COVID-19 restrictions in place at that time.

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://svfra.org>.



Sonoma Valley Fire District
Special Board of Directors Meeting
 Agenda Item Summary
 May 18, 2021

Agenda Item No.	Staff Contact		
7a	Maci Jerry, Clerk to the Board of Directors		
Agenda Item Title			
Approval of regular meeting minutes held on May 11, 2021			
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			
Fiscal Summary – FY 20/21			
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. Minutes for May 11, 2021 meeting			

SONOMA VALLEY FIRE DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

Tuesday, May 11, 2021 at 6:00 P.M.

1. Call to Order

President Norton called the meeting to order at 6:03 p.m. via phone-in conference call.

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, Terrence Leen. Director Raymond Brunton was absent.

3. Pledge of Allegiance

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

4. Confirmation of Agenda

None

5. Comments from the Public

None

6. Presentations

None

7. Consent Calendar

Board reviewed and approved the meeting minutes from the regular board meeting held on April 13, 2021. **M/S/P Johnson/Leen with 6 ayes, 1 absent**

8. Fire Chief's Monthly Report

Chief Akre reported on many areas pertaining to SVFD daily operations:

- We are seeing a very early start to fire season in regards to weather and drought conditions.
- Nearing the end of the 60 day waiting period to start implementing the County approved Fire Impact fees. ICM David Kiff will be bringing the study to the City council for their review as soon as next week.
- The District will soon be receiving the new Type 6 for Station 4. This engine was purchased with mostly community donations.
- There will be a small 4th of July celebration this year, with a fireworks display and a car cruise. This year the cruise was approved to circle the plaza.
- Station 5 project has not received any bid interest from possible contractors. BC Lacy completed his research as to the potential FEMA grant. Grant guidelines will not allow for any work or expenditures to occur prior to acceptance of the grant.
- There has been no contact from the Derickson family as to the next steps regarding Station 6. Chief Akre recommended that Director Atkinson make contact with the family again.
- The fire prevention fee study is underway with a meeting schedule next week with the consultant to go over current fees in place.

- Weed Abatement inspections of known properties in the District have begun and notices are slated to go out next week to those properties not in compliance.
- County Vegetation Management notices were mailed out this week and inspections of those properties will begin by the end of the month, which will include properties within the Maze.

9. Old Business

None

10. New Business

- a) Director Brady motioned to adopt the updated Procurement Policy with a few minor wording changes to Section IV, paragraph B, item 5(a), and an Emergency Procurement Policy. Item 5(a) was written: The ability and financial cap District to complete the bid. Item 5(a) will now read: The ability and financial capacity of the District to complete the bid. **M/S/P Brady/Johnson with 6 Ayes, 1 absent**

11. Other Business to come before the Board

Chief Akre notified the Board of the upcoming Sonoma County Fire Districts Association board meeting on May 27th.

12. Comments from the Floor

None

13. Comments/Reports from the Board

Director Leen gave the Board an update from the Fire District Association subcommittee regarding the new sales tax measure.

14. Closed Session

Closed session began at 6:35 pm. and concluded at 7:06 pm.

- News to report: A special Board of Directors meeting was scheduled for Tuesday, May 18, 2021 at 6 pm. The only agenda item will be a closed session for continued labor negotiations.

15. Adjournment

M/S Emery/Atkinson with 6 ayes, 1 absent

This meeting was adjourned at 7:08 p.m. to a special Board meeting on May 18, 2021 at 6:00 p.m. Meeting access will be determined based on COVID-19 restrictions in place at that time.

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Respectfully submitted,

Maci Jerry



Sonoma Valley Fire District
Special Board of Directors Meeting
 Agenda Item Summary
 May 18, 2021

Agenda Item No.	Staff Contact
9a	Stephen Akre, Fire Chief

Agenda Item Title
Authorize sole source purchasing of the previously approved new command vehicle

Recommended Actions
Authorize sole source purchase

Executive Summary
<p>In October of 2020, the Board approved the purchase of a new 2021 Chevrolet Tahoe from Silveira Chevrolet to be utilized for the Shift Battalion as a command vehicle. Unfortunately, Silveira Chevrolet has been unable to deliver this vehicle to the District due to a production delay of computer chips. We still do not have a reliable delivery date. Furthermore, there is no availability of Tahoe vehicles at other dealerships or through Chevrolet.</p> <p>Staff has continued to monitor this situation and has discovered two opportunities to address this immediate need of an additional command vehicle. One option is to purchase a very lightly used 2021 GMC Sierra ¾ ton pickup with 3400 miles from a private party. The second option is to purchase a ½ ton Chevrolet pickup from Silveira. Staff recommends that the Board consider authorizing the Fire Chief to enter into a fair and reasonable purchase price and agreement for the ¾ ton Sierra, if the vehicle passes inspection of our District’s Fire Mechanic and fleet BC, or to purchase the ½ ton pickup from Silveira if the Sierra purchase isn’t possible.</p>

Alternative Actions
Decline to commit to sole source process or suggest alternatives

Strategic Plan Alignment
This effort is in alignment with Goal 3c

Fiscal Summary – FY 20/21			
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)
This purchase and the funds for such (\$65,000) have already been approved by the Board.

Attachments