



Valley of the Moon Fire Protection District



Board of Directors Meeting

October 9, 2018



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Board of Directors Meeting

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

Tuesday, October 9, 2018 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 special meeting of July 26, 2018. **Action Item**

b) Approval of minutes for regular meeting of September 11, 2018. **Action Item**

8. FIRE CHIEF'S MONTHLY REPORT

Chief's activity report for September 2018

9. OLD BUSINESS

10. NEW BUSINESS

Approve Westamerica Bank Corporate Resolution to Use Facsimile/Computer Scanned Signatures for new District bank account. **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 November 13, 2018 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

October 9, 2018



Agenda Item No.		Staff Contact	
7A		Georgette Darcy, Admin. Analyst/Secretary to Board	
Agenda Item Title			
Approval of minutes for special meeting of July 26, 2018			
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 18/19			
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 July 26, 2018 special meeting			

VALLEY OF THE MOON FIRE PROTECTION DISTRICT

SPECIAL BOARD OF DIRECTORS MEETING MINUTES

July 26, 2018

1. CALL TO ORDER

President Norton called the meeting to order at 2:09 p.m.

2. ROLL CALL & DETERMINATION OF A QUORUM

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

The meeting was adjourned at 2:10 p.m. for a public hearing.

The Board held a public hearing for the purpose of considering the adoption of a resolution calling for a special election for Tuesday, November 6, 2018, on an ordinance authorizing the District to impose and levy a special tax to assist the District in meeting the current and future costs of continuing to provide authorized fire and emergency services; and exercising other rights and powers of the district; increasing the District's appropriations limit for the maximum period allowed by law to allow the use of the proceeds of the special tax; and requesting that the election be consolidated with any other election held on the same date in the same territory.

Attorney for the District Bill Adams delivered information on the fire tax and reviewed the accompanying resolution and ordinance with the Board.

The meeting resumed at 2:57 p.m.

6. PRESENTATIONS

None

7. CONSENT CALENDAR

8. FIRE CHIEFS' MONTHLY REPORT

9. OLD BUSINESS

Resolution 2018/2019-04 calling a special election for November 6, 2018 on an ordinance authorizing the District to impose and levy a special tax.

The Board agreed that there should be a change to Attachment "A" of Exhibit A (Ordinance 2018/2019-01) as follows. The Rate per APN for the categories Commercial/Industrial and Warehouse, originally set at \$0.05 - \$0.09 per square foot would be changed to \$0.10 per square foot.

M/S/P Leen/Norton to call a special election for November 6, 2018 and agreed to the change to Attachment "A" of Exhibit A. Passed 3 ayes

10. NEW BUSINESS

Resolution 2018/2019-05 amending the salary and benefit schedule of employees covered by the Memorandum of Understanding

M/S/P Leen/Brady to amend the salary and benefit schedule of the MOU. Passed 3 ayes

11. OTHER BUSINESS TO COME BEFORE THE BOARD

None

12. COMMENTS FROM THE FLOOR

None

13. COMMENTS/REPORTS FROM THE BOARD

None

14. CLOSED SESSION

None

15. ADJOURNMENT

The meeting was adjourned at 3:25 p.m. to a regular meeting on August 14, 2018 at 6:00 p.m. in the Training Room of 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

October 9, 2018



Agenda Item No.		Staff Contact	
7B		Georgette Darcy, Admin. Analyst/Secretary to Board	
Agenda Item Title			
Approval of minutes for regular meeting of September 11, 2018			
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 18/19			
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 September 11, 2018 regular meeting			

VALLEY OF THE MOON FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

September 11, 2018

1. CALL TO ORDER

President Norton called the meeting to order at 6:05 p.m.

2. ROLL CALL & DETERMINATION OF A QUORUM

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

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

The Board held a public hearing for the purpose of adopting a Final Budget for fiscal year 2018/19.

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

6. PRESENTATIONS

None

7. CONSENT CALENDAR

a) Approval of minutes for regular meeting of July 10, 2018

M/S/P Leen/Greben to approve minutes for regular meeting of July 10, 2018. Passed 3 ayes

b) Approval of minutes for special meeting of July 26, 2018

Approval of minutes tabled to next meeting due to lack of quorum for approval.

8. FIRE CHIEFS' MONTHLY REPORT

Fire Chief Akre gave his activity report for July and August 2018.

9. OLD BUSINESS

None

10. NEW BUSINESS

Resolution 2018/2019-06 adopting the final budget for fiscal year 2018/19

M/S/P Greben/Norton to adopt final budget for fiscal year 2018/19. Passed 4 ayes

11. OTHER BUSINESS TO COME BEFORE THE BOARD

None

12. COMMENTS FROM THE FLOOR

Chief Akre announced the Sonoma Valley Community Gathering to observe the one-year anniversary of the Nuns Fire at Stations 1 and 5 on Monday, October 8th.

13. COMMENTS/REPORTS FROM THE BOARD

None

14. CLOSED SESSION

None

15. ADJOURNMENT

The meeting was adjourned at 6:55 p.m. to a regular meeting on October 9, 2018, at 6:00 p.m., in the Training Room of 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

September 11, 2018



Agenda Item No.		Staff Contact	
10		Georgette Darcy, Admin. Analyst/Secretary to Board	
Agenda Item Title			
Approve Westamerica Bank Corporate Resolution to Use Facsimile/Computer Scanned Signatures for new District bank account			
Recommended Actions			
Approve Westamerica Bank resolution			
Executive Summary			
<p>Since the inception of the JPA, the District has been sharing a checking account with the City of Sonoma. The City has recommended that the District open a separate checking account for accounts payable and receivable for best practices and for ease in distinguishing business transactions for both entities. Westamerica Bank requires that the District confirm that Chief Akre is authorized to sign on the account.</p>			
Alternative Actions			
Request more information on new bank account			
Strategic Plan Alignment			
Not applicable			
Fiscal Summary – FY 18/19			
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			