

# Sonoma Valley Fire District

Board of Directors Meeting

April 12, 2022





# Sonoma Valley Fire District Board of Directors Meeting

April 12, 2022

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

Tuesday, April 12, 2022 at 6:00 P.M.  
Location: Sonoma Valley Fire District Station 1  
630 2<sup>nd</sup> Street W., Sonoma, CA 95476

**This meeting is being conducted via videoconference in compliance with AB 361, effective September 16, 2021. Agendas and board packet materials are available at the following website: <http://sonomavalleyfire.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**

Sheldon Chavan with audit firm Chavan & Associates, LLP to present the Sonoma Valley Fire District financial audit for fiscal year 2020/2021. At the conclusion of the presentation the Board will be asked to accept the 2020/2021 Sonoma Valley Fire District financial audit. **Action Item**

**7. Consent Calendar**

a) Consideration to approve of videoconference option under AB 361. Board will consider approval of findings that there remains a State proclaimed COVID 19 health emergency and local officials continue to impose or recommend measures to promote social distancing. **Action item with Roll Call Vote**

b) Approval of minutes from the regular meeting, held on March 8, 2022. **Action Item**

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

Report for March 2022

9. **Old Business**

10. **New Business**

- a) Resolution 2021/2022-09 to establish a Local Agency Investment Fund (LAIF) account as recommended by the District's Financial Consultant enabling the District to potentially see a higher rate of return on investment for the District's reserve monies. **Action Item with Roll Call Vote**
- b) Resolution 2021/2022-10 requesting approval from the Board to surplus Engines 3383 and 3384. **Action Item with Roll Call Vote**
- c) Seeking approval from the Board to retrofit Station 1 to LED lighting based on the Gk12 Preliminary Energy Assessment Report completed by Willdan Energy Solutions on behalf of the City of Sonoma. **Action Item**
- d) LAFCO Alternate Special District Representative Election. **Action Item**
- e) FASIS Board of Directors Election. **Action Item**
- f) Resolution 2021/2022-11 ordering an election to be held and requesting consolidation with the November 8, 2022 County election. **Action Item with Roll Call Vote**

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

12. **Comments from the Floor**

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

14. **Closed Session**

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 May 10, 2022 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://sonomavalleyfire.org>.*



**Sonoma Valley Fire District**  
**Board of Directors Meeting**  
Agenda Item Summary  
April 12, 2022

<b>Agenda Item No.</b>	<b>Staff Contact</b>
6a	Jennifer Jason, Finance Officer

**Agenda Item Title**  
Accept fiscal year 2020/2021 SVFD District financial audit.

**Recommended Actions**  
Accept audit

**Executive Summary**  
Audit firm Chavan & Associates, LLP completed the fiscal year 2020/2021 financial audit for the SVFD District. Auditor Sheldon Chavan presented the audit to the Board earlier in tonight's meeting. The Board is now asked to accept the document.

**Alternative Actions**  
Decline to accept or request more information prior to accepting the audit.

**Strategic Plan Alignment**  
Not applicable

**Fiscal Summary – FY 21/22**

<b>Expenditures</b>		<b>Funding Source(s)</b>	
Budgeted Amount	\$	District General Fund	\$
Add. Appropriations Req'd.	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
		Contingencies	\$
		Grants	\$
<b>Total Expenditure</b>	<b>\$</b>	<b>Total Sources</b>	<b>\$</b>

**Narrative Explanation of Fiscal Impacts (if required)**

**Attachments**  
1. Sonoma Valley Fire District - Annual Financial Audit Report, June, 30, 2021



**Sonoma Valley Fire District**  
**Board of Directors Meeting**  
 Agenda Item Summary  
 April 12, 2022

<b>Agenda Item No.</b>	<b>Staff Contact</b>
7a	Maci Jerry, Clerk of the Board

<b>Agenda Item Title</b>
AB 361 Compliance

<b>Recommended Actions</b>
Review local officials currently imposed or recommended measures to promote social distancing.

<b>Executive Summary</b>
<p>Since the Governor’s COVID-19 emergency orders issued in March 2020, local public agencies, such as our Board of Directors, have been authorized to conduct videoconference meetings without compliance with Brown Act teleconference and videoconference requirements in Government Code section 54953.</p> <p>The Governor’s order expired on 9/30/21, and the California legislature passed AB 361, signed by the Governor on 9/16/21, which authorizes continued videoconference meetings without Brown Act compliance, provided the local agencies Board of Directors make a finding, every 30 days at its monthly meeting, that (1) there is still a State proclaimed COVID 19 health emergency; and (2) local officials (such as the County health officer) continue to impose or recommend measures to promote social distancing.</p> <p>The Board is to have an updated discussion regarding current COVID 19 protocols, with public comment and concluded with a roll call vote to approve the findings discussed by the Board.</p>

<b>Alternative Actions</b>
No alternative actions are recommended.

<b>Strategic Plan Alignment</b>

<b>Fiscal Summary – FY 21/22</b>			
<b>Expenditures</b>		<b>Funding Source(s)</b>	
Budgeted Amount	\$	District General Fund	\$
Add. Appropriations Req’d.	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
		Grants	\$
<b>Total Expenditure</b>	<b>\$</b>	<b>Total Sources</b>	<b>\$</b>

<b>Narrative Explanation of Fiscal Impacts (if required)</b>
None

<b>Attachments</b>
None



**Sonoma Valley Fire District**  
**Board of Directors Meeting**  
 Agenda Item Summary  
 April 12, 2022

<b>Agenda Item No.</b>	<b>Staff Contact</b>
7b	Maci Jerry, Clerk to the Board of Directors

<b>Agenda Item Title</b>
Approval of the regular meeting minutes held on March 8, 2022

<b>Recommended Actions</b>
Approve the minutes

<b>Executive Summary</b>
The minutes have been prepared for Board review and approval.

<b>Alternative Actions</b>
Correct or amend minutes prior to approval

<b>Fiscal Summary – FY 21/22</b>			
<b>Expenditures</b>		<b>Funding Source(s)</b>	
Budgeted Amount	\$	District General Fund	\$
Add. Appropriations Req'd.	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
		Grants	\$
<b>Total Expenditure</b>	<b>\$</b>	<b>Total Sources</b>	<b>\$</b>

<b>Narrative Explanation of Fiscal Impacts (if required)</b>
Not Required

<b>Attachments</b>
1. Minutes for March 8, 2022 regular meeting

# SONOMA VALLEY FIRE DISTRICT

## BOARD OF DIRECTORS MEETING MINUTES

Tuesday, March 8, 2022

**Meeting was held via videoconference in compliance with AB 361, effective September 16, 2021.  
Join by phone: 1-669-900-9128 | Meeting ID: 914 153 1767 | Meeting Passcode: 3300**

### 1. Call to Order

President Norton called meeting to order at 6:01 p.m. via a zoom videoconference call.

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

Board of Directors present: President William Norton, Vice President John (Matt) Atkinson, Brian Brady, and Mark Emery. Treasurer Mark Johnson, Directors Raymond Brunton and Terrence Leen were absent. Treasurer Mark Johnson joined the meeting at 6:30pm via phone.

### 3. Pledge of Allegiance

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

### 4. Confirmation of Agenda

Confirmed. No agenda items reordered.

### 5. Comments from the Public

No public present.

### 6. Presentations

### 7. Consent Calendar

a) Due to an increase in positive COVID cases within the County and no recommended changes to social distancing protocols the Board agreed to continue videoconferences. Conditions will be reviewed again in 30 days in compliance with new AB 361 legislation.  
**M/S/P Brady/ Atkinson 4 ayes/3 absent**

b) Board reviewed and approved the meeting minutes from the board meeting held on February 8, 2022. **M/S/P Emery/Brady 4 ayes/3 absent**

### 8. Fire Chief's Monthly Report

The Chief presented his monthly report to the Board with a few key items to report:

- The District took possession of our two new Type 1 engines. Station 3 crews are currently working to outfit them and get them into service, especially Engine 3383 due to the current condition of 3383 already in service.
- A conditional offer of employment was extended to volunteer firefighters James Morrison and Matt Norrbom for the position of LT Firefighter/EMT.
- Several members, including Board members will be attending the in-person FDAC conference in Napa the week of April 5<sup>th</sup>.

### 9. Old Business



**10. New Business**

- a) Director Emery motioned to adopt Resolution 2021/2022-07; extending and amending the Contract for Services Agreement between the Sonoma Valley Fire District and the City of Sonoma, with a revision to update page 18, section Fire Prevention Planning and Inspection to include the current District ordinance 2021/2022-01 adopted on November 9, 2021 by the Board. **M/S/P Emery/Norton 4 ayes/3 absent**
- b) Director Brady motioned to adopt Resolution 2021/2022-08; ratifying COVID-19 Pandemic One-time Lump Sum Employee Pay, with the understanding that funding from the American Rescue Plan Act (ARPA) has not been secured or guaranteed. **M/S/P Brady/Norton 4 ayes/1 abstained/2 absent**
- c) Director Norton motioned to approve the purchase of a new 2022 Chevrolet Silverado pickup to be utilized by the Training Officer. The District is approved to place the order early due to extended manufacturing and delivery times. **M/S/P Norton/Atkinson 5 ayes/2 absent**

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

**12. Comments from the Floor**

Chief Akre took a moment to introduce Jeff Deeter, a new board member with Mayacamas Volunteer Fire Foundation and outgoing President Mayacamas Olds to the Board.

SCFDA meeting to be held virtually on March 24<sup>th</sup> with the likelihood of an in-person meeting being held in Geyserville in May.

Moving forward both the Department and the Volunteer Association will progress into in-person events, meeting, and trainings with the understanding that any changes to Covid regulations could alter this direction.

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

**14. Closed Session**

**15. Adjournment**

**M/S Emery/Brady with 5 ayes/2 absent**

Meeting was adjourned at 6:36 p.m. to a regular Board meeting on April 12th, at 6:00 p.m. This meeting will be conducted via videoconference based on local COVID-19 restrictions in place and compliance of new AB361 legislation. *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>*

Respectfully submitted,

Maci Jerry



**Sonoma Valley Fire District**  
**Board of Directors Meeting**  
 Agenda Item Summary  
 April 12, 2022

<b>Agenda Item No.</b>	<b>Staff Contact</b>
10a	Jennifer Jason, Finance Officer

**Agenda Item Title**  
 Establish a LAIF (Local Agency Investment Fund) Account

**Recommended Actions**  
 Approve

**Executive Summary**

Sonoma Valley Fire District currently holds excess (reserve) monies in HillTop Securities which has seen little to no growth over the past year. Establishing a LAIF account as recommended by the District’s Financial Consultant, Carol Pigoni, would provide the opportunity for the district to potentially see a higher rate of return on investment while still securing the liquidity of funds.

This program offers local agencies the opportunity to participate in a major portfolio, which invests hundreds of millions of dollars, using the investment expertise of the State Treasurer's Office professional investment staff at no additional cost to the taxpayer. The LAIF is part of the Pooled Money Investment Account (PMIA). The PMIB members are the State Treasurer, Director of Finance, and State Controller. The Local Investment Advisory Board (LIAB) provides oversight for LAIF. All securities are purchased under the authority of Government Code Section 16430 and 16480.4. Additionally, the PMIA has Policies, Goals and Objectives for the portfolio to make certain that our goals of Safety, Liquidity and Yield are not jeopardized and that prudent management prevails. These policies are formulated by Investment Division staff and reviewed by both the PMIB and the LIAB on an annual basis.

**Alternative Actions**  
 Leave all excess (reserve) monies in HillTop or provide staff with direction.

**Strategic Plan Alignment**

<b>Fiscal Summary – FY 21/22</b>			
<b>Expenditures</b>		<b>Funding Source(s)</b>	
Budgeted Amount	\$	District General Fund	\$
Add. Appropriations Req'd.	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
		Contingencies	\$
		Grants	\$
<b>Total Expenditure</b>	<b>\$</b>	<b>Total Sources</b>	<b>\$</b>

**Narrative Explanation of Fiscal Impacts (if required)**  
 Establishing a LAIF account enables the district to potentially see a higher rate of return on investment while we have the opportunity to do.

**Attachments**  
 1. Resolution 2021/2022-09

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SONOMA VALLEY FIRE DISTRICT AUTHORIZING INVESTMENT OF MONIES IN  
THE LOCAL AGENCY INVESTMENT FUND**

---

**RESOLVED**, by the Board of Directors (“the Board”) of the Sonoma Valley Fire District (“the District”), that:

**WHEREAS**, The Local Agency Investment Fund is established in the State Treasury under Government Code section 16429.1 et. seq. for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

**WHEREAS**, the Board of Directors herby finds that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein is in the best interests of the Sonoma Valley Fire District;

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Directors hereby authorizes the deposit and withdrawal of Sonoma Valley Fire District monies in the Local Agency Investment Fund in the State Treasury in accordance with Government Code section 16429.1et. seq. for the purpose of investment as provided therein.

**BE IT FURTHER RESOLVED**, as follows:

Section 1. The following Sonoma Valley Fire District officers holding the titles(s) specified hereinbelow **or their successors in office** are each hereby authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund and may execute and deliver any and all documents necessary or advisable in order to effectuate the purposes of this resolution and the transactions contemplated hereby:

Stephen Akre

Fire Chief

\_\_\_\_\_  
(Signature)

Sean Lacy

Administrative Battalion Chief

\_\_\_\_\_  
(Signature)

Jennifer Jason

Finance Officer

\_\_\_\_\_  
(Signature)

Spencer Andreis

Battalion Chief

\_\_\_\_\_  
(Signature)

Brian Cyr

Battalion Chief

\_\_\_\_\_  
(Signature)

Bob Norrbom

Battalion Chief

\_\_\_\_\_  
(Signature)

Trevor Smith

Fire Marshal

\_\_\_\_\_  
(Signature)

Section 2. This resolution shall remain in full force and effect until rescinded by Sonoma Valley Fire Districts Board of Directors by resolution and a copy of the resolution rescinding this resolution is filed with the State Treasurer's Office.

**IN REGULAR SESSION**, the foregoing resolution was introduced by Director \_\_\_\_\_, who moved its adoption, seconded by Director \_\_\_\_\_, and passed and adopted by the Board of Directors of the Sonoma Valley Fire Protection District this 12<sup>th</sup> day of April 2022, 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 Brunton	Aye_____	No_____	Absent_____
Director Emery	Aye_____	No_____	Absent_____
Director Leen	Aye_____	No_____	Absent_____
Vote:	Aye_____	No_____	Absent_____

**WHEREUPON**, the Chair declared the foregoing Resolution adopted, and

**SO ORDERED:**

**ATTEST:**

\_\_\_\_\_  
William Norton, President

\_\_\_\_\_  
Maci Jerry, Clerk



**Sonoma Valley Fire District**  
**Board of Directors Meeting**  
 Agenda Item Summary  
 April 12, 2022

<b>Agenda Item No.</b>	<b>Staff Contact</b>
10b	Bob Norrbom, Battalion Chief

**Agenda Item Title**  
 Resolution 2021/2022-10 declaring surplus status for Engines 3383 and 3384.

**Recommended Actions**  
 Declare surplus status for Engines 3383 and 3384.

**Executive Summary**

With the addition of the 2 new engines to our fleet, we are requesting to surplus the two old engines. The 2001 Pierce Type 1 (3383) pumper has well over 100,000 miles on it (unknown exact amount as speedometer was replaced) and is not mechanically sound. It is valued at less than \$5k in its current state. The SRJC has reached out to us looking for another engine to utilize at their fire training center. It is recommended that we donate 3383 to the SRJC.

The 2001 HME Type 1 (old 3384) pumper has just over 70,000 miles on it. It is valued somewhere between \$5,000 and \$10,000 and we would like to advertise it for sale.

**Alternative Actions**  
 Deny Surplus Status

**Strategic Plan Alignment:** Not Applicable

<b>Fiscal Summary – FY 21/22</b>			
<b>Expenditures</b>		<b>Funding Source(s)</b>	
Budgeted Amount	\$	District General Fund	\$
Add. Appropriations Req'd.	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
		Grants	\$
<b>Total Expenditure</b>	<b>\$</b>	<b>Total Sources</b>	<b>\$</b>

**Narrative Explanation of Fiscal Impacts (if required)**

**Attachments**

1. Resolution 2021/2022-10

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA VALLEY FIRE DISTRICT OF SONOMA COUNTY, STATE OF CALIFORNIA, DECLARING SURPLUS PROPERTY STATUS FOR ENGINES 3383 and 3385.**

---

**WHEREAS**, the Sonoma Valley Fire District has purchased two new Rosenbauer Type 1 engines to replace E3383 and E3384

**BE IT RESOLVED THAT**, the Board of Directors of the Sonoma Valley Fire District hereby change the status of Engines 3383 and 3384 to surplus property.

**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 12<sup>th</sup> day of April 2022, on regular roll call vote of the members of said Board by the following vote:

President Norton	Aye _____	No _____	Absent _____
Director Brunton	Aye _____	No _____	Absent _____
Director Johnson	Aye _____	No _____	Absent _____
Director Brady	Aye _____	No _____	Absent _____
Director Leen	Aye _____	No _____	Absent _____
Director Atkinson	Aye _____	No _____	Absent _____
Director Emery	Aye _____	No _____	Absent _____
Vote:	Aye _____	No _____	Absent _____

**WHEREUPON**, the President declared the foregoing resolution adopted; and

**SO ORDERED:**

**ATTEST:**

\_\_\_\_\_  
William Norton, President

\_\_\_\_\_  
Maci Jerry, Clerk of the Board



**Sonoma Valley Fire District**  
**Board of Directors Meeting**  
 Agenda Item Summary  
 April 12, 2022

<b>Agenda Item No.</b>		<b>Staff Contact</b>	
10c		Bob Norrbom, Battalion Chief	
<b>Agenda Item Title</b>			
Station 1 LED Lighting Retrofit			
<b>Recommended Actions</b>			
Approve retrofit request			
<b>Executive Summary</b>			
<p>The City of Sonoma has contracted with Willdan Energy Solutions to analyze the fiscal impacts of retrofitting all City owns buildings with LED lights under a 2022 PG&amp;E program to assist business in lowering their energy costs. The results of the study indicate that the Sonoma Valley Fire District could save approximately \$6,960 annually after repayment of the loan (approximately 5 years). This is a cost neutral project where PG&amp;E will loan us the money at 0% interest and we pay it off monthly with the savings that we incur by retrofitting to LED fixtures. It is recommended that the District enter into contract with Willdan Energy Solutions for the amount of \$32,607.82</p>			
<b>Alternative Actions</b>			
Not approve the LED Lighting Retrofit			
<b>Strategic Plan Alignment</b>			
<b>Fiscal Summary – FY 21/22</b>			
<b>Expenditures</b>		<b>Funding Source(s)</b>	
Budgeted Amount	\$32,607.82	District General Fund	\$32,607.82
Add. Appropriations Req'd.	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
		Grants	\$
<b>Total Expenditure</b>	<b>\$32,607.82</b>	<b>Total Sources</b>	<b>\$32,607.82</b>
<b>Narrative Explanation of Fiscal Impacts (if required)</b>			
See Executive Summary			
<b>Attachments</b>			
1. Gk12 Preliminary Energy Assessment Report - Sonoma Valley FD			

## Sonoma Valley Fire District- LED Upgrades

630 2<sup>nd</sup> Street West, Sonoma, CA 95476  
Preliminary Energy Assessment Report

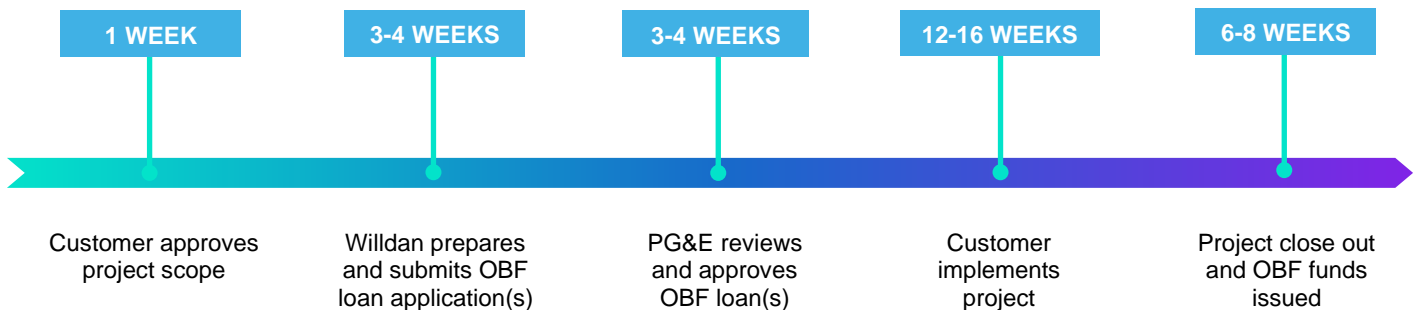
### Preliminary Financial Summary<sup>1</sup>

Total Project Cost	\$33,107.82
Out-of-Pocket Cost	\$0.00
Annual Cost Savings <sup>2</sup>	\$6,960
Simple Payback	4.8 Years
On-Bill Financing (OBF) Monthly Payment	\$580
OBF Loan Term	57 Months

**10-year**  
Positive Cash Flow Value

**\$36,493**

### Estimated Project Milestones<sup>3</sup>



#### PRESENTED TO:

**Bob Norrbom**  
Sonoma Valley Fire District  
bobn@sonomavalleyfire.org  
707- 975-0857

#### WILLDAN PRIMARY CONTACT:

**Michelle Villa**  
Willdan Energy Solutions  
mvilla@willdan.com  
714-287-4302

#### DATE:

03/09/2022

<sup>1</sup> All project financials, including OBF loan terms, are estimated based on the attached scope of work provided by **Staples Energy on March 4, 2022.**

<sup>2</sup> Cost savings are calculated using **\$0.24 per kWh.**

<sup>3</sup> Project timelines are estimates and based on typical utility review time for an average OBF project. Customer cannot purchase equipment or implement project until application(s) are approved by the utility and OBF loan documents have been countersigned by PG&E.



## Energy Efficiency Measures (EEMs) Summary

The following measures are potential candidates for the Program. All figures are preliminary estimates.

No.	Site	Measure Description	Comments	Annual Estimates			Estimated Project Cost [B]	Simple Payback Period = [B]/[A]
				Energy Savings (kWh)	Natural Gas Savings (therms)	Annual Cost Savings <sup>4</sup> [A]		
4	Fire Department	Retrofit existing non-LED interior and exterior lighting with LEDs. Existing lights will be retrofitted with a TLED + driver (Type C) when applicable.		29,000.00	0	\$4,640.00	\$32,607.82	4.8
<b>TOTAL</b>				<b>29,000.00</b>	<b>0</b>	<b>\$4,640.00</b>	<b>\$32,607.82</b>	<b>4.8</b>

<sup>4</sup> Estimated cost savings are calculated using \$0.24 per kWh.



2022 PG&E's Energy Watch Program  
Project Installation Authorization Form

**Customer Information**

Business Name (WIL)Fire Department  
 Contact Name / Title /  
 Account Number  
 Phone Number  
 Service Account Name as Billed (WIL)Fire Department  
 Service Account Street Address 630 2nd st west  
 Service Account City and Zip Code Sonoma 95476

Shown below is the agreed-upon scope of work based on the results of the Energy Assessment performed by Staples & Associates (Contractor, CA Lic.#905806)

ID	Product	Unit	Cost (\$)	Discount (\$)	Co-Pay (\$)	Quantity	Total Cost (\$)	Total Discount (\$)	Total Co-Pay (\$)
Untitled.pdf <b>Lighting</b>									
CLA22	High Bay Linear 100 watt rpl 175w MH WIL-10189		\$264.24	\$0.00	\$264.24	12	\$3,170.92	\$0.00	\$3,170.88
CLB52	LED 60W Wall Pack rpl 250w MH WIL-10189		\$252.81	\$0.00	\$252.81	7	\$1,769.69	\$0.00	\$1,769.67
CLB52	LED 26W Wall Pack rpl 50w MH WIL-10189		\$164.54	\$0.00	\$164.54	9	\$1,480.89	\$0.00	\$1,480.86
CLB52	LED 26W Wall Pack rpl 70w MH WIL-10189		\$164.54	\$0.00	\$164.54	13	\$2,139.06	\$0.00	\$2,139.02
CLA42	High Bay Linear 100 watt rpl 150w MH WIL-10189		\$264.24	\$0.00	\$264.24	2	\$528.49	\$0.00	\$528.48
CLB81	Recessed Downlight 6inch RPL CFL WIL_-10189		\$124.50	\$0.00	\$124.50	49	\$6,100.66	\$0.00	\$6,100.50
CLA42	LED 2 Piece rpl T8 32w 2L WIL-10189 ONLY		\$84.01	\$0.00	\$84.01	27	\$2,268.36	\$0.00	\$2,268.27
CLA22	High Bay Linear 100 watt rpl T12 8ft 96w 2L WIL-10189		\$264.24	\$0.00	\$264.24	24	\$6,341.84	\$0.00	\$6,341.76
CLA42	LED 2FT Mag Strip rpl T8 25w 3ft 2L WIL-10189		\$99.05	\$0.00	\$99.05	4	\$396.21	\$0.00	\$396.20
CLA42	LED 2FT Mag Strip rpl U6 40w 2L WIL-10189		\$99.05	\$0.00	\$99.05	13	\$1,287.69	\$0.00	\$1,287.65
CLA42	LED 2 Piece rpl T8 32w 3L WIL-10189		\$84.01	\$0.00	\$84.01	54	\$4,536.72	\$0.00	\$4,536.54
CLA42	LED 2FT Mag Strip rpl U3 40w 2L WIL-10189		\$99.05	\$0.00	\$99.05	25	\$2,476.33	\$0.00	\$2,476.25
CLA42	LED 4 Piece rpl T8 32W 4L WIL-10189		\$110.94	\$0.00	\$110.94	1	\$110.94	\$0.00	\$110.94

Product Costs include tax, delivery, installation, removal and disposal of old equipment (as applicable) and clean-up.

Total Project Cost  
\$32,607.82

Total Incentive  
\$0.00

Total Customer Co-Pay  
\$32,607.02

Make Checks Payable To:

Staples & Associates

**OPTIONAL: On-Bill Financing Program**

This Work qualifies for PG&E's On-Bill Financing Program. The Customer co-pay portion of the Work can be paid in monthly installments on the PG&E bill at zero-percent interest.

Total Loan Amount	Simple Payback in Years	Payback in Months	Loan Term Months	Customer Fixed Monthly Loan Payments	Expected Monthly Energy Savings
	Year(s)	Month(s)	Month(s)		

**Customer elects to participate in the On-Bill Financing Program**

Customer Signature

Print Name

Date

Customer shall complete the attached On-Bill Financing Loan Agreement Packet if participation on the On-Bill Financing Program is elected.



**Project Installation Authorization Form**

I,         , a representative of Customer, am duly authorized to sign this Authorization on behalf of Customer. Customer hereby authorizes **Staples & Associates** (“Contractor”) to replace and/or install energy efficiency equipment recommended by Contractor as a result of the Energy Assessment (collectively, the “Work”). Customer understands that Contractor has been selected by PG&E to perform the Work.

Customer agrees that all of the Work shall be subject to the terms and conditions of this Authorization and of the PGE Willdan K-12 LGP program (“Program”).

Unless the Work is eligible for On-Bill Financing option and Customer selects that option, Customer agrees to make the co-pay payment to Contractor.

Customer agrees to provide Contractor reasonable access to Customer’s facility for the Work. Customer agrees to provide PG&E and Contractor (or other PG&E Contractors) reasonable access to Customer’s Facility for all inspections or verifications of such Work as may be required by PG&E in its sole discretion. Customer agrees that it is their responsibility to make sure that the improvement or installation complies with all applicable permitting requirements and, if a contractor performs the installation or improvement, the contractor holds the appropriate license for the work performed.

Customer acknowledges that Program funding is limited and is available on a first-come, first-served basis until funding is no longer available or the Program is terminated.

Customer acknowledges that connected load at Customer’s facility could increase if the Work involves replacing burned out or missing lamps.

Customer hereby agrees that PG&E makes no warranty, expressed or implied, with respect to the Work, including without limitation the implied warranties of merchantability and fitness for a particular purpose.

Customer agrees to hold harmless PG&E, its officers, directors, affiliates and employees, from and against any and all liability, damages, losses, claims, demands, actions, costs, including attorneys’ fees and expenses and all court or arbitration or other dispute resolution costs, or any of them, resulting from, arising out of, or in any way directly connected with Work performed by Contractor. Customer hereby agrees to hold the Contractor solely responsible for any and all claims, losses, liabilities, damages and expenses, including attorneys’ fees and costs, which Customer may incur as a result of the Work. After installation, Customer is solely responsible for ownership of the equipment. Items installed are warranted by Contractor for two years, as detailed in the warranty document provided by Contractor. Customer should contact Contractor directly for any warranty issues.

Customer agrees that PG&E may provide Customer’s contact information and energy usage data to Contractor (and other PG&E Contractors necessary to implement, evaluate and measure the Program) for the exclusive purpose of carrying out the Work and the Program. Customer acknowledges that Contractor has been authorized to contact Customer only with regard to performing the Work, and that any other services, installations, improvements or equipment provided to Customer by Contractor have not been authorized by PG&E. PG&E assumes no responsibility nor liability for such other services, installations, improvements or equipment.

If the California Public Utilities Commission (“CPUC”) requests review of Customer’s project, PG&E will provide the CPUC with all of the information requested without further notification to Customer. If Customer refuses to allow the CPUC, its staff or its contractors and/or consultants to have access to Customer’s data, Customer will not be allowed to participate, and Customer will be ineligible to receive any program incentives and/or required to reimburse PG&E for any incentives paid. In the event Customer’s project is selected for review, PG&E will mark Customer’s data as confidential before submitting Customer’s files to the CPUC in accordance with California Public Utilities Code Section 583 and CPUC General Order 66-C.

**AGREED AND ACCEPTED**

Customer Signature

Print Name

Date

Staples & Associates pledges to its customers that all material, workmanship, and/or building improvements provided for will be free of defects, will be of a specified quality, and will perform properly for a period of two years from the day of commencement of use, substantial completion of the project, or a date of notice of completion of the project, whichever is the first to occur.

□

Staples & Associates will assign and deliver to owner all guarantees, warranties, and quality instructions of all subcontractors, equipment manufacturers, and material suppliers that are applicable to the project.□

Within 10 days of the first knowledge of any defect, or failure to operate properly, Staples & Associates is to be notified, in writing, of same by owner or his/her agents, Staples & Associates shall be given first opportunity to promptly repair, replace, and/or correct item found to be defective, or that fails to function properly, at no cost to the owner, within a reasonable period of time. This warranty does not apply to any construction work that has been subjected to an accident, misuse and abuse, nor to any construction work that has been modified, altered, defaced, and/or had repairs made/attempt by others.

Staples & Associates is a licensed contractor and will follow applicable permitting requirements for any HVAC installation or replacement.□

What is not covered in this warranty. Under no circumstances shall Staples & Associates be liable by virtue of this warranty or otherwise for damage to any person or property whatsoever for any special, indirect, secondary or consequential damage of any nature however arising out of the use or inability to use because of the construction defect. Staples & Associates is not liable for repair conditions caused by chemical or sedimentary build up, misuse or abuse, failure to clean or maintain as specified by the equipment manufacturer, missing parts, structural changes, fire, freezing, electrical failure or surge, water damage, lightning, mud, earthquake, soil movement, soil sediment, storms, accidents, pest damage, or acts of God. Staples & Associates will not perform normal or routine maintenance, and they will not pay for failures that result from the Contract holder's failure to perform normal or routine maintenance. Staples & Associates will not repair or replace any covered systems or appliances if they are inoperable as a result of pre-existing conditions.□

Staples & Associates is not responsible for upgrade or additional costs or expenses that may be required to meet current building or zoning code requirements to correct.

## Approximate Start and Completion Date

The work in this contract shall commence on approximately as long as any required building permits are received and any agreed upon funds are paid to Staples & Associates. The Project shall be completed by approximately , subject to permissible delays as defined in this contract.

## Note about Extra Work and Change Orders

Extra Work and Change Orders become part of the contract once the order is prepared in writing and signed by the parties prior to the commencement of any work covered by the new change order. The order must describe the scope of the extra work or change, the cost to be added or subtracted from the contract, and the effect the order will have on the schedule of progress payments.

## Commercial General Liability Insurance (CGL)

Staples & Associates carries commercial general liability insurance written by Peerless Insurance Company. You may call at 661-283-8132 to check our insurance coverage.

## Workers Compensation Insurance

Staples & Associates carries workers' compensation insurance for all employees.

## Mechanic's Lien Warning

Anyone who helps improve property, but who is not paid for performed work or supplied materials, may record what is called a mechanic's lien against that property. A mechanic's lien is a claim, like a mortgage or home equity loan, made against the property and recorded with the county recorder.

Even if the contractor is paid in full, unpaid subcontractors, suppliers, and laborers who helped to improve the property may record mechanic's liens and sue the property owner in court to foreclose a lien. If a court finds the lien is valid, the property owner could be forced to pay additional monies or have a court officer sell the home to pay the lien. Liens can also affect personal credit records.

To preserve their right to record a lien, each subcontractor and material supplier must provide the property owner with a document called a "20-Day Preliminary Notice." This notice is not a lien. The purpose of the notice is to let the property owner know that the person who is sending the notice has the right to record a lien on the property if he or she is not paid.

BE CAREFUL. The Preliminary Notice can be sent up to 20 days after the subcontractor starts work or the supplier provides material. This can be a big problem if you pay your contractor before you have received the Preliminary Notices. You will not get Preliminary Notices from your prime contractor or from laborers who work on your project. The law assumes that you already know they are improving your property.

PROTECT YOURSELF FROM LIENS. You can protect yourself from liens by getting a list from your contractor of all the subcontractors and material suppliers that work on your project. Find out from your contractor when these subcontractors started work and when these suppliers delivered goods or materials. Then wait 20 days, paying attention to the Preliminary Notices you receive.

PAY WITH JOINT CHECKS. One way to protect yourself is to pay with a joint check. When your contractor tells you it is time to pay for the work of a subcontractor or supplier who has provided you with a Preliminary Notice, write a joint check payable to both the contractor and the subcontractor or material supplier.

## The Contract Price

Staples & Associates proposes to hereby furnish material and labor complete in accordance with above specification for the sum of \$32607.02. All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from agreed specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements are contingent upon delays beyond our control.

## Acceptance of Proposal

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made upon completion of this project.

## Recycling

Staples & Associates has an established procedure for recycling fluorescent lamps and ballasts containing mercury. For this project we will dispose of all hazardous materials using our service partner.



**Notice of Right to Cancel  
Notice of Cancellation**

You may cancel this transaction, without any penalty or obligation, within three business days from the above date.

If you cancel, any property traded in, any payments made by you under the contract or sale, and any negotiable instrument executed by you will be returned within 10 days following receipt by the seller of your cancellation notice, and any security interest arising out of the transaction will be canceled.

If you cancel, you must make available to the seller at your residence and/or place of business, in substantially as good condition as when received, any goods delivered to you under this contract or sale, or you may, if you wish, comply with the instructions of the seller regarding the return shipment of the goods at the seller's expense and risk.

If you do make the goods available to the seller and the seller does not pick them up within 20 days of the date of your notice of cancellation, you may retain or dispose of the goods without any further obligation.

If you fail to make the goods available to the seller, or if you agree to return the goods to the seller and fail to do so, then you remain liable for performance of all obligations under the contract.

To cancel this transaction, mail or deliver a signed and dated copy of the cancellation notice, or any other written notice, or send a telegram to:

\_\_\_\_\_ **Staples & Associates, Inc.** \_\_\_\_\_  
*(Name of Seller)*

at: \_\_\_\_\_ **19420 Aerodyne Way Suite A Bakersfield, CA 93308** \_\_\_\_\_  
*(Address of seller's place of business)*

not later than midnight of \_\_\_\_\_  
*(Date)*

I hereby cancel this transaction \_\_\_\_\_  
*(Date)*

\_\_\_\_\_  
*(Buyer's signature)*







# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/7/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Bolton Insurance Services LLC 3475 E. Foothill Blvd., Suite 100 Pasadena, CA 91107  www.boltonco.com                      6004772	<b>CONTACT NAME:</b> <b>PHONE (A/C. No. Ext):</b> (626) 799-7000 <b>FAX (A/C. No.):</b> (626) 583-2117 <b>E-MAIL ADDRESS:</b>														
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: West American Insurance Company</td> <td>44393</td> </tr> <tr> <td>INSURER B: American Zurich Insurance Company</td> <td>40142</td> </tr> <tr> <td>INSURER C: Navigators Insurance Company</td> <td>42307</td> </tr> <tr> <td>INSURER D: Zurich American Insurance Company</td> <td>16535</td> </tr> <tr> <td>INSURER E: Markel American Insurance Company</td> <td>28932</td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: West American Insurance Company	44393	INSURER B: American Zurich Insurance Company	40142	INSURER C: Navigators Insurance Company	42307	INSURER D: Zurich American Insurance Company	16535	INSURER E: Markel American Insurance Company	28932	INSURER F:
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INSURER F:															
<b>INSURED</b> Staples & Associates, Inc. N28W23050 Roundy Drive, Suite 100 Pewaukee WI 53072-4095															

**COVERAGES**

CERTIFICATE NUMBER: 67094451

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			BKW56975904	10/1/2021	10/1/2022	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$15,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
B	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY			BAP450352210	10/1/2021	10/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$0			SF21EXCZ066N5IV	10/1/2021	10/1/2022	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
D	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC450351713	10/1/2021	10/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
E	Excess Liability			MKLM4EUE100840	10/1/2021	10/1/2022	\$10Mil xs of \$5Mil Ea Occ/Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Operations of the Named Insured

**CERTIFICATE HOLDER**
 City of Sonoma – Fire Department  
 630 2nd St West  
 Sonoma CA 95476
**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Cassandra Rosales

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ACORD 25 (2016/03)

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**Sonoma Valley Fire District**  
**Board of Directors Meeting**  
Agenda Item Summary  
April 12, 2021

<b>Agenda Item No.</b>	<b>Staff Contact</b>
10d	Maci Jerry, Clerk

**Agenda Item Title**  
Election of Alternate Special District Representative

**Recommended Actions**  
Review election materials and come to a majority vote as a Board.

**Executive Summary**  
Sonoma LAFCO is filling a position for an Alternate Special District Representative, term ending May 2024. Applications for the position were to be submitted by a March 15, 2021, deadline. Nominations for the position were open to all special districts in Sonoma County.  
  
Included with the official ballot sent by the Sonoma LAFCO for the boards reviewing are the three nominee's applications submitted to LAFCO prior to the application deadline.  
  
The board is asked to submit a ballot representing a majority of the district and return the ballot via mail, no later than the April 15, 2022, deadline. Ballots received by the deadline will be counted and the results announced within seven days by the Commission.

**Alternative Actions**  
None

**Strategic Plan Alignment**

<b>Fiscal Summary – FY 21/22</b>			
<b>Expenditures</b>		<b>Funding Source(s)</b>	
Budgeted Amount	\$	District General Fund	\$
Add. Appropriations Req'd.	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
		Contingencies	\$
		Grants	\$
<b>Total Expenditure</b>	<b>\$</b>	<b>Total Sources</b>	<b>\$</b>

**Narrative Explanation of Fiscal Impacts (if required)**

- Attachments**
1. LAFCO Election Notice
  2. Nominee Applications
  3. Alternate Special District Representative Ballot

# SONOMA LOCAL AGENCY FORMATION COMMISSION

111 Santa Rosa Ave Suite 240, SANTA ROSA, CA 95404  
(707) 565-2577 FAX (707) 565-3778  
www.sonomalafco.org

Date: February 28, 2022  
To: All Independent Special Districts  
From: Cynthia Olson, Senior Analyst and Acting Commission Clerk  
Subject: Election of Alternate Special District Representative

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Attached please find the materials associated with an election to fill the position of Alternate Special District Representative to Sonoma LAFCO. As a result of an earlier notification by Sonoma LAFCO to special districts, three nominations were submitted by the application deadline. Nominations for this position were open to all special districts in Sonoma County and all independent special districts have the right to vote in the election.

The election process requires that Sonoma LAFCO send to each district copies of all applications received by the established deadline, a ballot and certification form, and voting instructions. In addition to these documents, we have included a stamped envelope for you to use to return the certified ballot.

Please return ballots to the LAFCO office by April 15, 2022. Ballots received by the deadline will be tabulated and the results announced within seven days.

Please note that ballots representing a majority of the districts must be received by the deadline date for the election to be considered valid. In the event a majority of districts have not cast ballots by the deadline, Sonoma LAFCO will extend the deadline date by 60 days to allow those districts that have not returned a ballot to do so.

In 2021, the Commission conducted an election for a Regular Special District Member that proved to be challenging with regard to obtaining a quorum of responding Districts, with the overall timeframe for the election exceeding six months.

On behalf of the Commission, I urge your district to participate in this election for special district representation to Sonoma LAFCO and to return the ballot by the April 15, 2022, deadline.

If you have any questions or need additional information, please contact me at 707-565-2587.

# SONOMA LOCAL AGENCY FORMATION COMMISSION

575 ADMINISTRATION DRIVE, ROOM 104A, SANTA ROSA, CA 95403  
(707) 565-2577 FAX (707) 565-3778  
www.sonomalafco.org

## SPECIAL DISTRICT REPRESENTATIVE CLASS I & ALTERNATE APPLICATION FORM SPECIAL DISTRICTS

This application has been designed to provide pertinent information about each candidate applying for the position of Class I Special District Representative to LAFCO. Please read the application carefully and type or print your responses. Feel welcome to attach additional sheets if necessary.

**Note: Class I districts include fire protection, community services, and life support districts.**

Date Application Submitted: 2/16/2021

Name: WILLIAM NORTON

Address: 890 VERANO AVE, SONOMA, CA

Home Phone: (707) 996-8379 Cell: (707) 304-2170 Work: —

Name of District You Represent: SONOMA VALLEY FIRE

Date of Most Current Appointment or Election: 7-1-20

Date Term Expires: 2024 Total Years with District: 18

Indicate Involvement in Other Agencies/Special Districts:

S.C.F.D.A.

Total Years Associated with Government/ Community Service: 40 ~~35~~ YEARS  
30 YEARS SFFD, RETIRED AS A LT.

List Community Service Activities including Names of Organizations and Dates of Service:

JACK HUNTER STATE HISTORIC PARK VOLUNTEERS - PRESIDENT

U.S. NAVY 1961-65 U.S.C.G. RESERVE 6 YEARS

PRESIDENT SVFD - MEMBER OF BOARD 18 YEARS

S.C.F.D.A. PAST PRESIDENT & VICE PRESIDENT

CHALLENGE SONOMA ADVENTURE ROPES COURSE INSTRUCTOR

Have you attended LAFCO meetings? If so, when?

YES - ONE MEETING IN 2020



**Valley of the Moon Board of Directors**  
**Bill Norton**  
**Vice President**

I have been a member of the Board of Directors of the Valley of the Moon Fire Protection District since 2003 and a resident of the District for 25 years. I am a retired Lieutenant of the San Francisco Fire Department after 30 years' experience. I have a BA magna cum laude in Geography from Sonoma State University and was a substitute teacher in the Sonoma Valley Unified School District and a past Sonoma Ropes Course leader.

I assisted the City of Sonoma and the Valley of Moon Fire District Chiefs and Captains in the development of Sonoma Valley Fire & Rescue Authority's "Standards of Response Coverage" a business plan for our combined fire departments. I developed a SVFRA, GIS computer-based Standards of Coverage senior project at Sonoma State University, including a model providing the optimum locations for Station 2. I have been a California certified Fire Training Officer, Fire Safety Director, EMT and Urban Search and Rescue member. Further qualifications include CPR instructor, lifeguard, advanced open water diver and USCG Search and Rescue Crewman and Boat Engineer.

I have organized and participated in various multiple-agency disaster drills in the San Francisco Bay Area. I keep current with fire district business by attending our monthly VOM Fire District meetings, Sonoma County Fire District Association bi-monthly meetings and annual conferences. I have the highest respect for the dedication and professionalism of our department members: officers, engineers, firefighters and paramedics.

# SONOMA LOCAL AGENCY FORMATION COMMISSION

575 ADMINISTRATION DRIVE, ROOM 104A, SANTA ROSA, CA 95403  
(707) 565-2577 FAX (707) 565-3778  
www.sonomalafco.org

## APPLICATION FOR SPECIAL DISTRICT REPRESENTATIVE (ALTERNATE)

This application has been designed to provide pertinent information about each candidate applying for the position of the Alternate Special District Representative to LAFCO. Please read the application carefully and type your responses or print in ink. Additional pages may be included as necessary. An electronic version is available online at [www.sonomalafco.org](http://www.sonomalafco.org)

Note: Candidates for this position may be board members from any independent special district.

Date Submitted: 3-9-2021  
Name: Tamara Davis  
Address: 903 Hacienda Circle, Rohnert Park, CA 94928  
Phone(s): 707-585-6153  
Email: Phineas.Chapman@Peqmail.com  
Name of District You Represent: Marin/Sonoma Mosquito & Vector Control District  
Date of Most Current Election/Appointment: January 1, 2018  
Date Term Expires: December 31, 2022  
Total years with District: 18 years  
Total Years Associated with Government/ Community Service: 40 years +  
List any other agencies/special Districts you have been or are currently involved with:  
Vector Control Joint Powers Agency (VCJPA)  
California Affiliated Risk Mgt Authority (CARMA)  
Sonoma County Consolidated Oversight Board  
(see resume for others)  
List Community Service Activities including Names of Organizations and Dates of Service:  
Please see attached resume

# TAMARA DAVIS

903 Hacienda Circle - Rohnert Park, CA 94928  
(707) 585-6153 - phineaschapmanrp@gmail.com

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## OBJECTIVE

LAFCO Special District Representative Position

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## PUBLIC SERVICE HIGHLIGHTS

- Trustee - Marin/Sonoma Mosquito and Vector Control District (Member of Executive Committee) representing County of Sonoma at-large since 2002.
  - Past President of Mosquito and Vector Control Association of California (MVCAC) Trustee Council. Eight years on Trustee Council. Currently serving on Legislative Committee & Board.
  - Second Vice-President & Trustee Representative for Coastal & Sacramento Valley Regions of the Vector Control Joint Powers Agency (VCJPA) - Board of Directors.
  - California Affiliated Risk Management Authorities (CARMA) - Board of Directors Alternate
  - Sonoma County Consolidated Oversight Board (Member) *(Alternate)*
- 

## PROFESSIONAL EXPERIENCE

STATE FARM INSURANCE - 34 Years of Service - Retired in 2004

Held various progressively responsible positions:

- Public Affairs Manager (focus on legislative, public policy issues, education, community outreach and media relations)
  - Fire Claims Superintendent (focus on home and business claims and claims involving litigation and also managed a litigation unit)
  - Re-inspector/Trainer (focus on reinspecting handled claims and assisting in training new claim representatives)
  - Claim Representative (handled home and business claims and a variety of disasters - hailstorms in New Mexico, Colorado and Wyoming)
  - Life Company - cash control clerk, administrative assistant
  - Auto Underwriting - assistant auto underwriter
- 

## PRIOR COMMUNITY INVOLVEMENT

- Goodwill Industries of the Redwood Empire - Board of Directors
- Mosquito Research Foundation - Board of Directors
- Mayor and Council Member - City of Cotati
- Corporate Council - State Conference of NAACP



# SONOMA LOCAL AGENCY FORMATION COMMISSION

575 ADMINISTRATION DRIVE, ROOM 104A, SANTA ROSA, CA 95403

(707) 565-2577 FAX (707) 565-3778

www.sonomalafco.org

## APPLICATION FOR SPECIAL DISTRICT REPRESENTATIVE (ALTERNATE)

This application has been designed to provide pertinent information about each candidate applying for the position of the Alternate Special District Representative to LAFCO. Please read the application carefully and type your responses or print in ink. Additional pages may be included as necessary. An electronic version is available online at [www.sonomalafco.org](http://www.sonomalafco.org)

Note: *Candidates* for this position may be board members from any independent special district.

Date Submitted: DEC. 17, 2020

Name: JERRY TERMAN, M.D.

Address: P.O. Box 1063, BODEGA BAY, CA 94923

Phone(s): 707-825-3347

Email: gterman@bodegabaypub.com

Name of District You Represent: BODEGA BAY PUBLIC UTILITY DISTRICT

Date of Most Current Election/Appointment: SEPT 16, 2020

Date Term Expires: \_\_\_\_\_

Total years with District: < 1

Total Years Associated with Government/ Community Service: \_\_\_\_\_

List any other agencies/special Districts you have been or are currently involved with:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List Community Service Activities including Names of Organizations and Dates of Service:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RECEIVED

AUG 27 2020

BODEGA BAY PUD

Jerry Terman, M.D.  
P.O. Box 1063  
2490 Pacific Coast HWY  
Bodega Bay, CA 94923  
(707)875-3347

Janet Ames, General Manager  
Bodega Bay Public Utility District  
P.O. Box 70  
Bodega Bay, CA 94923

Dear Ms. Ames,

I am writing, as requested, to provide some personal and professional information including a statement of interest in serving on the Board of Directors of the Bodega Bay Public Utility District.

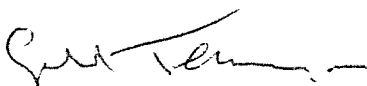
I first came to Northern California in 1966 to serve a one year internship in general medicine in San Francisco. After completion of that internship, and with my California Physician's and Surgeon's License, we moved our young family to Denver to complete Specialty Medical Training lasting three years. Then it was back to the Bay Area to serve two years active duty in the U.S. Public Health Service and where our second child was born in 1970. Around this time, I also began working in Community Mental Health and was able to start a private practice.

I have lived in Bodega Bay, first in a small cottage on weekends with young children and later in a house I completed 1989 on the same property after the cottage was destroyed by flooding in the 1980's.

Although now retired from active practice, my volunteer activities continued with the American Red Cross and the U.S. Coast Guard Auxiliary in Sonoma County.

I feel lucky to be a full time, permanent resident of our coastal community, where I am a registered voter. I would look forward to continuing to serve our community through membership on the PUD Board, to preserving our beautiful natural environment, and to maintaining our resources.

Sincerely,



AUGUST 26, 2020

Jerry Terman, M.D.

# SONOMA LOCAL AGENCY FORMATION COMMISSION

## BALLOT

Alternate Special District Representative Term of Office Ending May 2024

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1. Vote for only one candidate for Alternate Special District Representative.
2. The presiding officer or his/her designated alternate, acting on behalf of the district, must cast the district's vote by marking the space to the right of a candidate's name and then complete, sign, and date the certification.
3. Place the marked ballot sheet and certification into the envelope provided and mail to Sonoma LAFCO, 111 Santa Rosa Ave Suite 240, SANTA ROSA, CA 95404. Ballot sheet and certification may be emailed to [Cynthia.Olson@sonoma-county.org](mailto:Cynthia.Olson@sonoma-county.org), to meet deadline requirements. However, originals must be mailed to the LAFCO office as soon as possible thereafter.
4. **Submit ballot and certification on or before April 15, 2022**

### VOTE

William Norton Sonoma Valley Fire District

\_\_\_\_\_

Tamara Davis, Marin Sonoma Mosquito Vector Control District

\_\_\_\_\_

Jerry Terman, Bodega Bay Utility District

\_\_\_\_\_

### CERTIFICATION

I certify, under penalty of perjury, that I, \_\_\_\_\_  
(Print Name of Presiding Officer or Alternate)

I am the Presiding Officer of \_\_\_\_\_,  
(Print Name of Special District)

or his/her designated alternate, and I am authorized by my district to cast the district's vote for Special District Representative to the Local Agency Formation Commission in this election.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature)



**Sonoma Valley Fire District**  
**Board of Directors Meeting**  
 Agenda Item Summary  
 April 12, 2022

<b>Agenda Item No.</b>	<b>Staff Contact</b>		
10e	Maci Jerry, Clerk of the Board		
<b>Agenda Item Title</b>			
Election of FASIS Board of Directors			
<b>Recommended Actions</b>			
Review election materials and come to a majority vote as a Board.			
<b>Executive Summary</b>			
FASIS is filling three (3) expiring positions on their Board or Directors, terms being July 1, 2022 and ending June 30, 2025. The board is asked to submit a ballot representing a majority of the district and return the ballot via mail, no later than the May 6, 2022, deadline.			
<b>Alternative Actions</b>			
None			
<b>Strategic Plan Alignment</b>			
<b>Fiscal Summary – FY 21/22</b>			
<b>Expenditures</b>			
Budgeted Amount	\$	<b>Funding Source(s)</b>	\$
Add. Appropriations Req'd.	\$	District General Fund	\$
	\$	Fees/Other	\$
		Use of Fund Balance	\$
		Contingencies	\$
		Grants	\$
<b>Total Expenditure</b>	<b>\$</b>	<b>Total Sources</b>	<b>\$</b>
<b>Narrative Explanation of Fiscal Impacts (if required)</b>			
<b>Attachments</b>			
<ol style="list-style-type: none"> <li>1. FASIS Ballot Letter</li> <li>2. FASIS Official Election Ballot</li> <li>3. Candidate Summaries</li> </ol>			



## FIRE AGENCIES SELF INSURANCE SYSTEM

1750 Creekside Oaks Drive, Suite 200  
Sacramento, CA 95833  
800 541-4591 Fax 916-244-1199

April 4, 2022

### OFFICIAL ELECTION BALLOT FOR THE ELECTION OF THREE EXPIRING POSITIONS ON THE FASIS BOARD OF DIRECTORS

Dear FASIS Members:

An election is to be held to fill three positions on the FASIS Board of Directors that will expire on June 30, 2022. Each position's new term will span from July 1, 2022, through June 30, 2025.

Included with this transmittal message is an official election ballot for the three expiring positions. As there are several candidates running for the expiring positions, the three candidates that receive the most votes will fill these positions.

Please take this opportunity to complete and sign a physical copy of the enclosed ballot and return it to **FASIS no later than May 6, 2022:**

FASIS, c/o Sedgwick  
1750 Creekside Oaks Drive, Suite 200  
Sacramento, California 95833

Please contact Deni Banyard, at (916) 244-1178, or [deni.banyard@sedgwick.com](mailto:deni.banyard@sedgwick.com), if you have any questions or would like to send your completed ballots electronically. You may also send via fax to (916) 244-1199.

***\*\* Ballots received after the May 6, 2022, deadline will not be counted. \*\****



## FIRE AGENCIES SELF INSURANCE SYSTEM

1750 Creekside Oaks Drive, Suite 200  
 Sacramento, CA 95833  
 800-541-4591 Fax 916-244-1199

### FASIS Board of Directors - Official Election Ballot

In response to a Call for Letters of Interest and Nomination Form, the FASIS Nominating Committee has received the following submissions for THREE (3) Board of Directors positions that will expire on June 30, 2022. The Nominating Committee is recommending the following candidates for consideration by the full membership. A brief summary of each candidate's related experience is included with this ballot.

### OFFICIAL BALLOT - FASIS 2022 BOARD OF DIRECTORS ELECTION

Please clearly mark an X in only THREE (3) of the following boxes, or mark the "none of the above" box.

Candidates for three (3) expiring positions on the FASIS Board of Directors Term of July 1, 2022, through June 30, 2025	VOTE (X)
*Vacaville Fire Protection District - Mr. Howard Wood, Fire Chief	<input type="checkbox"/>
*Sonoma Valley Fire District - Mr. Stephen Akre, Fire Chief	<input type="checkbox"/>
American Canyon Fire Protection District - Mr. Michael Cahill, Fire Chief	<input type="checkbox"/>
Penryn Fire Protection District - Ms. Susan Mahoney, Board Secretary	<input type="checkbox"/>

*\*Incumbent Board Member*

**OR**

<i>None of the potential candidates listed above.</i>	<input type="checkbox"/>
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Signature of person completing on behalf of your District: _____ Print Name: _____ Position Title: _____ District Address: _____ Date completed: _____ E-mail: _____
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Please return the completed, signed ballot via one of the following *before May 6, 2022*:

**Mail:** FASIS, c/o Sedgwick, 1750 Creekside Oaks Drive, Suite #200, Sacramento, CA 95833

**Fax:** (916) 244-1199

**Email:** [deni.banyard@sedgwick.com](mailto:deni.banyard@sedgwick.com)

**Your vote is very important. Please vote and return your official ballot by May 6, 2022.**

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**CANDIDATES FOR THE FASIS BOARD OF DIRECTORS  
TO FILL THREE (3) EXPIRING POSITIONS  
FOR A TERM OF JULY 1, 2022, THROUGH JUNE 30, 2025**

**CANDIDATES' SUMMARY OF EXPERIENCE**

<b>District</b>	<b>Candidates' Name</b>	<b>Summary of Experience</b>
<b>*Vacaville Fire Protection District</b>	<b>Mr. Howard Wood, Fire Chief</b>	Chief Wood has participated on the Board since it was formed. He has been involved and makes almost all meetings. Currently, he holds the position of President on the Board.
<b>*Sonoma Valley Fire District</b>	<b>Mr. Stephen Akre, Fire Chief</b>	I am very interested in being re-elected as a member of the FASIS Board and continuing to serve our Fire Districts as your Vice-President. I hope to continue to be a part of the collaborative work of FASIS to ensure the best worker's compensation program for both Fire Districts and our employees in the most cost-effective manner possible. In my time on the Board, we have made significant progress by re-investing reserves into a more cost effective second tier of coverage and have expanded our opportunities for annual physicals. We are also taking important steps to address the current issue of behavioral health in the fire service. We are exploring consolidation with the FDAC EBA in order to provide better services to our member Districts. In my position as Fire Chief of Sonoma Valley Fire District, I continue to be actively involved in all aspects of improving Fire and Emergency services on both a local and regional level. I am currently serving as the President of the Sonoma County Fire Districts Association and the REDCOM Board (Fire and EMS Dispatch JPA) as well as a Board member of the FDAC EBA JPA. I feel that these experiences and connections allow me the opportunity to serve and represent the interests and concerns of not only the SVFD, but of other Districts in Sonoma County and throughout the State. The SVFD, (formerly Valley of the Moon Fire District) has been a long-standing member and representative on the FASIS Board and I humbly ask for your consideration in allowing me to continue to serve on the FASIS Board.
<b>American Canyon Fire Protection District</b>	<b>Mr. Michael Cahill, Fire Chief</b>	Fire Chief/CEO of the American Canyon Fire Protection District. I have held numerous Board and related type positions over the course of my 40+ years in the Fire Service. I am a strong advocate for local government agencies joining forces to better serve themselves in markets like pooled insurance and joint purchasing. FASIS has had a long history of supporting California Fire Districts in providing better access to Worker's Comp coverage and controlling costs. I believe that this type of organization requires active and engaged industry leadership to continue the valued work that has been done in the past. I would be willing to serve on the Board and would appreciate the opportunity to be considered as a candidate for one of the three upcoming openings on the FASIS Board of Directors.
<b>Penryn Fire</b>	<b>Ms. Susan Mahoney,</b>	Director Mahoney has a wealth of experience in the public sector having been

<b>Protection District</b>	<b>Board Secretary</b>	the Management Services Director of the City of Indio and she recently retired from her position as the Finance Director for the City of Wheatland. She is on the contract and finance oversight committee for the Penryn Fire Protection District. She is also part of the Committee for future inter-district cooperation.
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**\* Incumbent Member to the FASIS Board of Directors**





**Sonoma Valley Fire District**  
**Board of Directors Meeting**  
 Agenda Item Summary  
 April 12, 2022

<b>Agenda Item No.</b>	<b>Staff Contact</b>
10f	Maci Jerry, Clerk of the Board

**Agenda Item Title**  
 Resolution 2021/2022-11 ordering an election to be held and requesting consolidation with the November 8, 2022 election.

**Recommended Actions**  
 Order election and request consolidation with County election on, November 8, 2022.

**Executive Summary**  
 The regular biennial election for our District Board Directors will be held on November 8, 2022. The positions of three Board members (Director Brunton, Director Johnson, and Director Leen) will expire at the end of 2022. In order to participate in the County election, the Board must pass a resolution ordering an election and requesting consolidation.

**Alternative Actions**  
 Decline to consolidate with the County election

**Strategic Plan Alignment**

**Fiscal Summary – FY 21/22**

Expenditures		Funding Source(s)	
Budgeted Amount	\$	District General Fund	\$
Add. Appropriations Req'd.	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
		Grants	\$
<b>Total Expenditure</b>	<b>\$</b>	<b>Total Sources</b>	<b>\$</b>

**Narrative Explanation of Fiscal Impacts (if required)**

- Attachments**
1. County information on consolidated elections
  2. Consolidated general election timeline
  3. Resolution 2021/2022-11



# SONOMA COUNTY

Clerk-Recorder-Assessor

[www.sonoma-county.org/cra](http://www.sonoma-county.org/cra)

REGISTRAR OF  
VOTERS DIVISION

P.O. Box 11485  
435 Fiscal Dr.  
Santa Rosa, CA 95406  
Tel: (707) 565-6800  
Toll Free (CA only):  
(800) 750-VOTE  
Fax: (707) 565-6843

## MEMORANDUM

TO: ADMINISTRATION DIRECTORS

FROM: SONOMA COUNTY REGISTRAR OF VOTERS

DATE: APRIL 7, 2022

SUBJ: INFORMATION ON UPCOMING CONSOLIDATED ELECTIONS

The regular biennial election of your District Board Directors will take place on November 8, 2022. Nominations for offices in your district open on July 18, and close on August 12, 2022. If any incumbent fails to file during the nomination period, there will be a five-day extension through 5 p.m. on August 17, 2022, for anyone other than the incumbent officer.

The Registrar of Voters Office would like to assist you in any way possible in meeting all of your filing deadlines. Enclosed is a sample Resolution form to request consolidation, a Notice of Offices to Be Filled and Statement of Responsibility for the Statement of Qualifications and a Notice of District Boundaries. Filing dates for each of these documents are included on the election calendar enclosed.

We are including forms for submitting Candidates' Statements of Qualifications as well as guidelines for preparing the statement. These forms may be provided to any candidate wishing to include a printed Statement of Qualifications in the Sonoma County Voter Information Guide.

If your district requires payment in advance for printing statements, candidates must secure a receipt from your office as proof of payment before a statement will be accepted for filing by our office. We will send out cost estimates via email as soon as they are available.

Statements of Qualifications must be filed at the same time all other nomination documents are filed in the office of the Registrar of Voters. Statements may be withdrawn but not changed during the nomination period or extended nomination period if applicable.

If you have any questions regarding this or any other election related matters, you may call our office at (707) 565-6800 or write us at P.O. Box 11485, Santa Rosa, CA 95406. Your continued cooperation and assistance in the conduct of elections is greatly appreciated.

Thank you,

Kamari Marchbanks

## NOVEMBER 8, 2022, CONSOLIDATED GENERAL ELECTION TIMELINE

DISCLAIMER: Dates are based on information available as of mid-January 2022 and could still change if new legislation is enacted.

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Notification deadline (district director elections)	July 6, 2022
Specifications deadline (school district elections)	July 8, 2022
Candidate nominations filing period	July 18, 2022 - Aug. 12, 2022
Consolidation deadline	Aug. 12, 2022
Deadline for governing bodies to submit measures	Aug. 12, 2022
Tax rate statement deadline (bond measures only)	Aug. 12, 2022
Measure letter assignments	Aug. 15, 2022
Candidate nominations extended filing period (only applies to non-incumbent candidates <u>if</u> an incumbent candidate has not filed)	Aug. 15, 2022 - Aug. 17, 2022
Deadline to amend/withdraw measure	Aug. 17, 2022
Random alphabet drawing	Aug. 18, 2022
Argument deadline	Aug. 19, 2022
Impartial analysis due	Aug. 19, 2022
Rebuttal deadline (only if opposing arguments are filed)	Aug. 26, 2022
Deadline to send ballots to currently registered military/overseas voters	Sep. 24, 2022
First day County Voter Information Guides may be mailed	Sep. 29, 2022
Voting by mail opens; first day voters can pick up Vote-by-Mail ballots at the Registrar of Voters Office	Oct. 10, 2022
First day Registrar of Voters may begin to process Vote-by-Mail ballots	Oct. 10, 2022
Official Ballot Drop Boxes open	Oct. 11, 2022
Standard voter registration deadline	Oct. 24, 2022
Conditional (a.k.a. late) voter registration period	Oct. 25, 2022 - Nov. 8, 2022
11-Day Vote Centers are open daily from 9 a.m. to 5 p.m.	Oct. 29, 2022 - Nov. 7, 2022
Last day to request a ballot be mailed	Nov. 1, 2022
4-Day Vote Centers are open daily from 9 a.m. to 5 p.m.	Nov. 5, 2022 - Nov. 7, 2022
Election Day: 11-Day and 4-Day Vote Centers are open from 7 a.m. to 8 p.m.	Nov. 8, 2022
Official Ballot Drop Boxes close at 8 p.m.	Nov. 8, 2022
Deadline to certify election results	Dec. 8, 2022

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County holidays during this period: Independence Day (Jul. 4), Labor Day (Sep. 5), Veterans Day (Nov. 11), Thanksgiving (Nov. 24), Day After Thanksgiving (Nov. 25).

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA VALLEY FIRE DISTRICT OF SONOMA COUNTY, STATE OF CALIFORNIA, ORDERING AN ELECTION TO BE HELD AND REQUESTING CONSOLIDATION WITH THE NOVEMBER 8, 2022 GENERAL DISTRICT ELECTION**

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**WHEREAS**, an election will be held November 8, 2022 in the Sonoma Valley Fire District for the purpose of electing Board Directors to fill positions which will expire in 2022;

**BE IT RESOLVED THAT**, the Board Directors of said district hereby request consolidation with any election that may be held on the same day, in the same territory, or in territory that is in part the same.

**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 12th day of April, 2022 on regular roll call vote of the members of said Board by the following vote:

President Norton	Aye _____	No _____	Absent _____
Director Brunton	Aye _____	No _____	Absent _____
Director Johnson	Aye _____	No _____	Absent _____
Director Brady	Aye _____	No _____	Absent _____
Director Leen	Aye _____	No _____	Absent _____
Director Atkinson	Aye _____	No _____	Absent _____
Director Emery	Aye _____	No _____	Absent _____
Vote:	Aye _____	No _____	Absent _____

**WHEREUPON**, the President declared the foregoing resolution adopted; and

**SO ORDERED:**

**ATTEST:**

\_\_\_\_\_  
William Norton, President

\_\_\_\_\_  
Maci Jerry, Clerk of the Board