

Sonoma Valley Fire District

Board of Directors Meeting

October 13, 2020





Sonoma Valley Fire District

Board of Directors Meeting

October 13, 2020

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

Tuesday, October 13, 2020 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

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

Approval of minutes from the special meeting, held on September 29, 2020. **Action Item**

8. Fire Chief's Monthly Report

Chief's activity report for September 2020

9. Old Business

10. **New Business**

- a) Resolution 2020/2021-10: Adopting the Sonoma Valley Fire District Fire Impact Fee Nexus study. **Action item with roll call vote**
- b) Approve funding for the purchase of a new Sonoma Valley Fire District command vehicle. **Action item**
- c) Resolution 2020/2021-11: Agreement No. 7FG20121 for the Volunteer Fire Assistance Program of the Cooperative Forestry Assistance Act of 1978 between the Department of Forestry and Fire Protection and Sonoma Valley Fire District. **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**

15. **Adjournment**

This meeting will be adjourned to the regular Board meeting on November 10, 2020 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
Board of Directors Meeting
Agenda Item Summary
October 8, 2020

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

Agenda Item Title
Approval of minutes for the special meeting held on September 29, 2020

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

Narrative Explanation of Fiscal Impacts (if required)
Not Required

Attachments
1. Minutes for September 29, 2020 meeting

SONOMA VALLEY FIRE DISTRICT

BOARD OF DIRECTORS SPECIAL MEETING MINUTES Tuesday, September 29, 2020 at 6:00 P.M.

1. Call to Order

President Norton called the meeting to order at 6:04 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, Raymond Brunton, Mark Emery, Terrence Leen.

3. Pledge of Allegiance

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

4. Confirmation of Agenda

No changes were made to the agenda.

5. Comments from the Public

None

6. Presentations

7. Consent Calendar

M/S/P Johnson/Leen approved the meeting minutes from the board meeting held on August 11, 2020 **Passed 7 ayes**

8. Fire Chief's Monthly Report

9. Old Business

None

10. New Business

a) The board approved Resolution 2020/21-08, finalizing the District budget for fiscal year 2020/21 with the addition of a line item for 799-68900-119-40119, District Board Salary, in the amount of \$5,000.00 and \$10,000.00 was added to line item 799-68900-540-70540, Rents / Leases for Station 6 lease. **M/S/P Johnson/Brady Passed 7 ayes**

b) Resolution 2020/21-09 was approved, extending the side letters of agreement with the Sonoma Valley Professional Firefighters' Association, Local 3593. The side

letter was amended to correct the date in the opening paragraph to show October 31, 2020 and remove November 30, 2020. **M/S/P Brady/Leen Passed 7 ayes**

11. Other Business to Come before the Board

The Fire Chief updated the Board in regards to the current Department assignments on the Glass and Shady Fire in Napa and Sonoma County. There are currently nine engines and five company officers assigned to the fires. We are expecting to be assigned through the weekend.

The Chief also took a moment to introduce our new Finance Officer, Jennifer Jason to the Board.

12. Comments from the Floor

None

13. Comments/Reports from the Board

None

14. Closed Session

15. Adjournment

M/S/P Johnson/Bray with 7 ayes

This meeting was adjourned at 6:32 p.m. to a regular Board meeting on October 13, 2020 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>

Respectfully submitted,

Maci Jerry



Sonoma Valley Fire District
Board of Directors Meeting
Agenda Item Summary
October 13, 2020

Agenda Item No.	Staff Contact
10a	Stephen Akre, Fire Chief

Agenda Item Title
Approval of the Fire Impact Fee Study and Fee Program

Recommended Actions
Approve the Fire Impact Fee Nexus Study and Fee Program through Resolution 2020/2021-10

Executive Summary
Consider a resolution concerning the approval of the District’s Fire Impact Fee Nexus Study and approval of new fire impact fees charged on new development pursuant to California Government Code Section 66000 et al. The purpose of the fee is to fund one-time costs when expanding the District’s facilities, apparatus, and equipment needed to accommodate new development. The fee program contains specific requirements for the annual administration of the fee program.

Alternative Actions
Do not approve or approve with changes

Strategic Plan Alignment
This effort is in alignment with Goal 3c, 3d, 4b, and 4c

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 Impact Fee Program will generate the revenue necessary for the SVFD to continue to provide current service levels by funding future apparatus, equipment and facilities improvements.

Attachments
1. Resolution 2020/2021-10 2. Fire Impact Fee Nexus Study

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA VALLEY
FIRE DISTRICT, SONOMA COUNTY, STATE OF CALIFORNIA, APPROVING
THE SONOMA VALLEY FIRE DISTRICT FIRE IMPACT FEE NEXUS STUDY
AND REQUESTING THAT THE SONOMA COUNTY OF BOARD OF
SUPERVISORS ADOPT AND IMPLEMENT THE PROPOSED FIRE IMPACT
FEE PROGRAM ON BEHALF OF THE DISTRICT**

WHEREAS, AB 1600 was adopted and codified in California Government Code Section 66000 allowing the establishing, increasing, or imposing of a development fee as a condition of approval where the purpose and use of the fee were identified, and reasonable relationship to the development project was demonstrated; and

WHEREAS, the Sonoma Valley Fire District ("District") Board of Directors ("District Board") desires to establish a new Fire Impact Fee program to fund fire protection facilities, apparatus, and equipment necessary to mitigate the impacts caused by new development; and

WHEREAS, the District Board as received and considered the District's Fire Impact Fee Nexus Study prepared by SCI Consulting Group dated September 2020 Final Report ("Nexus Study") that provides the required information to establish a new Fire Impact Fee program.

NOW, THEREFORE, IT IS HEREBY RESOLVED that:

- 1) The District Board hereby receives and approves the Nexus Study.
- 2) Prior to the adoption of this Resolution, the District Board conducted a public hearing at which oral and written presentations were made, as part of the District's regularly scheduled October 13, 2020, meeting. Notice of the time and place of the meeting, including a general explanation of the matter to be considered, has been published twice in the local newspaper. Additionally, at least ten days prior to the meeting, the District made available to the public data indicating the amount of the cost, or estimated cost, required to provide the service for which the fee or service charge is to be adjusted pursuant to the Resolution by way of such public meeting, the District received the Nexus Study attached as Exhibit A, which formed the basis for the action taken pursuant to this Resolution.
- 3) After considering the Nexus Study, this Resolution, and after considering the testimony received at this public hearing, the District Board, hereby makes the following findings:
 - a) The Fire Impact Fee program and Fire Impact Fee proposed in the Nexus Study and approved pursuant to this Resolution are for the purposes of funding the cost of fire protection and emergency response facilities, apparatus, and equipment attributable to new residential and nonresidential development in the District; and
 - b) The Fire Impact Fee proposed in the Nexus Study and approved pursuant to this Resolution will be used to expand the District's facilities and equipment, and replace and expand the District's apparatus and vehicles to serve new development; and

- c) The uses of the Fire Impact Fee proposed in the Nexus Study and approved pursuant to this Resolution are reasonably related to the types of development projects on which the fees are imposed in that fee revenue from the development projects will be used to expand the District's facilities and equipment, and replace and expand the District's apparatus and vehicles to meet the additional demand generated by the new residents and employees and new structural area created by the development projects; and
 - d) The Fire Impact Fee proposed in the Nexus Study, and approved pursuant to this Resolution, bear a reasonable relationship to the need for fire protection and emergency response facilities, apparatus, and equipment in that each development project will create additional need for the District's fire protection and emergency response services and a corresponding need for new or expanded facilities, apparatus, and equipment. The fee will be imposed on different types of development projects in proportion to the additional service population generated and structural area created by new development projects; and
 - e) The Nexus Study demonstrates that there is a reasonable relationship between the amount of the Fire Impact Fee and the cost of the fire protection facilities, apparatus, and equipment attributable to the development on which the fee is imposed in that the costs are based upon the level of existing development served by the District's existing fire protection facilities and applied proportionately to seven land use categories in proportion to the need they create for expanded fire facilities, apparatus, and equipment.
- 4) The District Board finds pursuant to the California Environmental Quality Act ("CEQA"), this action is not a "project" because the Resolution provides a mechanism for funding fire protection and emergency response facilities, apparatus, and equipment but does not involve a commitment to any specific project for such purposes that may result in a potentially significant impact on the environment. (CEQA Guidelines § 15378.)

- 5) The District Board does hereby approve the following Fire Impact Fees on new development, which shall be collected upon issuance of a building permit:

<u>Land Use</u>	<u>Fire Impact Fees</u>
<u>Residential Development</u>	
Single-Family Housing	<u>Per Living Area Sq. Ft.</u> \$1.87
Multi-Family Housing	\$3.13
Mobile Home	\$2.22
Accessory Dwelling Unit	See Note
<u>Nonresidential Development</u>	
Retail / Commercial	<u>Per Building Sq. Ft.</u> \$1.99
Office	\$3.28
Industrial	\$1.38

Note: Pursuant to Govt. Code § 65852.2(f)(3)(A), the fire impact fee for an accessory dwelling unit shall be imposed proportionately in relation to the square footage of the primary dwelling unit. Accessory dwelling units less than 750 square feet of living area are exempt.

- 6) The District Board formally requests that the County Board of Supervisors adopt and implement this approved Fire Impact Fee program on behalf of the District with the District agreeing to be responsible for the proper accounting for and expenditure of said moneys and further agreeing to hold the County harmless from and to defend it from any action, claim, or damages related to said fees, including any challenge to the validity of or use thereof.
- 7) The District Board formally requests that the resolutions or ordinances adopted by the County Board of Supervisors to establish the Fire Impact Fee program on behalf of the District authorize an automatic annual inflationary adjustment.
- 8) If any portion of this Resolution is found by a court of competent jurisdiction to be invalid, such finding shall not affect the validity of the remaining portions of this Resolution.

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 13th day of October

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 President declared the foregoing resolution adopted, and

SO ORDERED:

ATTEST:

William Norton, President

Maci Jerry, Clerk

DRAFT



SONOMA VALLEY FIRE DISTRICT

FIRE IMPACT FEE NEXUS STUDY

SEPTEMBER 2020
PUBLIC REVIEW DRAFT

PREPARED FOR:

**BOARD OF DIRECTORS
SONOMA VALLEY FIRE DISTRICT**

PREPARED BY:

**SCI Consulting Group**
4745 MANGELS BOULEVARD
FAIRFIELD, CALIFORNIA 94534
PHONE 707.430.4300
www.sci-cg.com

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SONOMA VALLEY FIRE DISTRICT

BOARD OF DIRECTORS

Bill Norton, President
Matt Atkinson, Vice President
Mark Johnson, Treasurer
Brian Brady, Director
Ray Brunton, Director
Mark Emery, Director
Terry Leen, Director

FIRE CHIEF

Steve Akre

ADMINISTRATIVE BATTALION CHIEF (FORMER)

Jim Comisky

IMPACT FEE CONSULTANT

Blair Aas, Director of Planning Services
SCI Consulting Group

ACKNOWLEDGMENTS

This Fire Impact Fee Nexus Study was prepared by SCI Consulting Group ("SCI") under contract with the Sonoma Valley Fire District ("District"). The work was accomplished under the general direction of Jim Comisky, former Administrative Battalion Chief of the District.

We would like to acknowledge special efforts made by the following individuals and organizations for this project:

Brian Cyr, Sonoma Valley Fire District
John Franceschi, Sonoma Valley Fire District
Trevor Smith, Sonoma Valley Fire District
Sonoma County Auditor's Office
Sonoma County Assessor's Office

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EXECUTIVE SUMMARY

INTRODUCTION

The Sonoma Valley Fire District ("District") provides first-responder fire protection, rescue, and emergency medical services to the City of Sonoma ("City") and the unincorporated communities of Agua Caliente, Boyes Hot Springs, Diamond-A, El Verano, Fetters Hot Springs, Temelec, Six Flags, Glen Ellen, Mayacamas, and Eldridge in the County of Sonoma ("Sonoma"). Specifically, the District's services include fire prevention and suppression, emergency medical response and transport and rescue, and hazardous materials response.

Until 2002, the City was a standalone fire agency that provided all-risk fire protection and also provided advanced life support care and transport for the majority of the Sonoma Valley. Valley of the Moon Fire District provided all-risk fire protection within its boundaries. In 2002 the City and District formed the Sonoma Valley Fire and Rescue Authority (SVFRA); however, each agency maintained its respective employees. In 2011, the City signed a contract with Valley of the Moon Fire District dba Sonoma Valley Fire and Rescue Authority as the sole employer and governing agency. July 1, 2017, Glen Ellen Fire District signed a contract with Valley of the Moon Fire District dba Sonoma Valley Fire and Rescue Authority to provide Staffing and oversight for them. The Glen Ellen personnel, both career, and volunteer became SVFRA employees. In 2019 a contract was signed with the County of Sonoma for the SVFRA to take on Mayacamas VFC. Their volunteers became employees of the SVFRA and are now managed by the SVFRA. At this time, the State of California is contracted with the SVFRA to provide Staffing for 1 of 3 shifts at Eldridge. As of July 1, 2020, what has been the SVFRA and the associated contract for services is now the Sonoma Valley Fire District, one governing and employing agency.

This Fire Impact Fee Nexus Study ("Nexus Study") was prepared pursuant to the "Mitigation Fee Act," as found in Government Code § 66000 et seq. The purpose of this Nexus Study is to establish the legal and policy basis for the collection of new fire impact fees ("fees") on new residential and nonresidential development within the District. The purpose of the fee is to fund the one-time cost of expanding the District's facilities, apparatus, and equipment needed to accommodate new development.

For purposes of this Nexus Study, the term “facilities” or “fire system facilities” will refer to facilities (land, stations, and other buildings), apparatus (engines, ambulances, and other vehicles), and equipment. The term “new development” will generally refer to the persons (residents and employees working in the District) and the structural area (residential area and nonresidential building area) in which the persons live or work.

In order to impose such fees, this Nexus Study will demonstrate that a reasonable relationship or “nexus” exists between new development that occurs within the District and the need for fire protection facilities, apparatus, and equipment as a result of new development. More specifically, this Nexus Study will present findings in order to meet the procedural requirements of the Mitigation Fee Act, also known as AB 1600, which are as follows:

1. Identify the **purpose** of the fee.
2. Identify the **use** to which the fee is to be put.
3. Determine how there is a reasonable relationship between the fee’s use and the type of development project on which the fee is imposed (“**benefit relationship**”).
4. Determine how there is a reasonable relationship between the need for the fire facilities and the type of development project on which the fee is imposed (“**impact relationship**”).
5. Determine how there is a reasonable relationship between the amount of the fee and the cost of the facilities or portion of the facilities attributable to the development on which the fee is imposed (“**proportional relationship**”).

Additionally, the Act specifies that the fee shall not include costs attributable to existing deficiencies in public facilities but may include the costs attributable to the increased demand for public facilities reasonably related to the development project in order to refurbish existing facilities to maintain the existing level of service or achieve an adopted level of service that are consistent with the County General Plan.

To determine the District’s fire impact fee consistent with these **substantive requirements**, this Nexus Study utilizes a system-wide existing facility standard methodology. Under this method, the District’s ratio existing fire protection facilities, apparatus, and equipment to the existing service population establishes the standard for determining new development’s fair share of the cost to expand the District’s fire system as growth occurs. Existing development is determined based on District service call data. The value of the District’s existing fire system is determined using the replacement value of the District’s existing inventory of fire protection facilities, apparatus, and equipment.

These costs are then applied to six land use categories in proportion to the need they create for fire protection and emergency response services.

The Nexus Study also identifies the fair share cost of planned fire and emergency response services facilities needed to serve existing development at the same facilities standard applied to new development. The identification and use of an existing facility standard and the proper expenditure of the fee revenue ensure that new development will not fund any existing deficiencies, but instead only planned facilities costs needed to accommodate growth. Thus, consistent with the Act, this Nexus Study demonstrates that there is a reasonable relationship between new development, the amount of the fee, and facilities, apparatus, and equipment funded by the fee.

The Nexus Study also details the **procedural requirements** for approval of the Nexus Study and proposed fire impact fee program (“fee program”) by the District Board of Directors and adoption by the County Board on behalf of the District. Also, the Act contains specific requirements for the **annual administration** of the fee program. These statutory requirements and other important information regarding the imposition and collection of the fee are provided in the last sections of the Nexus Study.

SUMMARY OF GENERAL FINDINGS

The following general findings from the Nexus Study are presented:

1. Impact fees are necessary to ensure that the District can adequately expand its fire protection facilities, apparatus, and equipment needed for the resident and employee growth and new structural area created by new development.
2. The District may approve, and County may adopt on their behalf, the following fee at or below the maximum level determined by this Nexus Study.

FIGURE 1 – MAXIMUM FIRE IMPACT FEE SCHEDULE

Land Use	Maximum Fire Impact Fee
	Per Living Area Sq. Ft.
Residential Development	
Single Family Housing	\$1.87
Multi-Family Housing	\$3.13
Mobile Home	\$2.22
Assessory Dwelling Unit	See Figure 1
	Average per Unit ²
Residential Development	
Single Family Housing	\$3,366
Multi-Family Housing	\$3,474
Mobile Home	\$2,664
	Per Building Sq. Ft.
Nonresidential Development	
Retail / Commerical	\$1.99
Office	\$3.28
Industrial	\$1.38

Notes:

¹ Pursuant to Govt. Code § 65852.2(f)(3)(A), development impact fees for a new accessory dwelling unit must be imposed proportionately in relation to the square footage of the primary dwelling unit. Accessory dwelling units less than 750 square feet of living area are exempt.

² Based on the average living area square footage for each unit. See Figure 8.

3. Consistent with the nexus requirement of the Act, this Nexus Study demonstrates that there is a reasonable relationship between new development, the amount of the proposed fee, and facilities, apparatus, and equipment funded by the fee.
4. Fee revenue may be used to fund 100% of the cost of new and expanded facilities, 100% of the cost of apparatus, vehicles, and equipment that expand the District's existing inventory, and up to 15 percent of apparatus, ambulance, and vehicle replacement costs.
5. Since only cities and counties have land-use authority to impose development impact fees as a condition of project approval, the District's proposed fee must be adopted by the County on behalf of the District.
6. The maximum fire impact fee determined by this Nexus Study is consistent with the Sonoma County General Plan.
7. The District is under contract with the City of Sonoma to provide fire and emergency medical services. Under this contract, the District's future station, apparatus, and equipment needs, and related costs are to be funded by the City.

SUMMARY OF GENERAL RECOMMENDATIONS

Based on the findings presented in the Nexus Study, the following general recommendations are presented:

1. The District should establish a new fire impact fee to fairly allocate the costs of providing fire protection facilities, apparatus, and equipment to new development.
2. The District's new fire impact fee should be adopted and implemented in accordance with the applicable provisions of the Mitigation Fee Act (Government Code § 66000 et al.).
3. Fee revenue should be used to fund only the cost of new and expanded facilities, apparatus, ambulances, vehicles, and equipment to serve new development.
4. The District and the County should comply with the annual reporting requirements under Government Code § 66006(b).
5. Following the fifth fiscal year after the first deposit of fee revenue and every five years thereafter, the District should comply with the reporting requirements under Government Code § 66001(d).

DETERMINATION OF EXISTING DEVELOPMENT

The District serves both residences and businesses throughout their service area. As such, the demand for the District's fire protection services and associated fire protection facilities, apparatus, ambulances, and equipment is measured by its service population (residents or employees) and the structural area (i.e., living area or nonresidential building area) in which they live or work. This section will first determine the service population and structural area within the District. These figures, along with the District's service call data, will be used to establish an existing facilities demand factor for the various residential and nonresidential land uses within the District, which in turn will be used to determine existing development's total facilities demand.

The Mitigation Fee Act requires that development impact fees be determined in a way that ensures a reasonable relationship between the fee and the type of development on which the fee is imposed.

EXISTING SERVICE POPULATION AND STRUCTURAL AREA

The District provides first-responder fire protection, rescue, and emergency medical services to the City of Sonoma and the unincorporated communities of Agua Caliente, Boyes Hot Springs, Diamond-A, El Verano, Fetters Hot Springs, Temelec, Six Flags, Glen Ellen, Mayacamas, and Eldridge in the Sonoma County. A map of the District's boundaries is provided in Appendix A.

As shown in Figure 2 on the following page, the District currently serves an estimated resident population of 29,088, and protects approximately occupied and vacant dwelling units. These figures are based on figures from the 2010 Census for the District's service area, Sonoma County Assessor's data as of February 2020, and an 8 percent vacancy rate.

The District also serves an estimated 15,139 workers and protects approximately 6,640,000 square feet of new nonresidential building area. The estimated number of workers in the District is based on an estimated jobs-to-housing ratio of 1.15. The estimated nonresidential structural area is calculated by multiplying the number of workers by 439 square feet of nonresidential building area for every worker (or 2.28 workers per 1,000 square feet.)

6. The cost estimates presented in this Nexus Study are in January 2020 dollars. The fire impact fee should be adjusted automatically without further action by the District Board or the County Board of Supervisors on the first day of each fiscal year by the previous calendar percentage change in the Engineering News-Record Construction Cost Index (20-City Average), or its successor publication.

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DETERMINATION OF EXISTING DEVELOPMENT

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The Mitigation Fee Act requires that development impact fees be determined in a way that ensures a reasonable relationship between the fee and the type of development on which the fee is imposed.

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FIGURE 2 – CURRENT RESIDENTIAL DEMOGRAPHICS

Land Use Categories	Total Dwelling Units ¹	Vacant Dwelling Units ²	Average Occupancy per Unit ³	Resident Population
	Calc	a	b	c
Single-Family Housing	9,981	798	2.44	22,405
Multi-Family Housing	1,953	156	2.51	4,510
Mobile Home	1,230	98	1.92	2,173
Total Residential	13,164	1,053	2.21	29,088

Notes:

¹ From the U.S. Census for the City of Sonoma and Census-Designated Places within the District.

² Based on an estimated 8% vacancy rate.

³ See Figure 4.

RESIDENT EQUIVALENT DEMAND FACTOR

For purposes of this Nexus Study, a calls-for-service approach is used to help establish the relative fire facilities demand from residential and nonresidential land uses. Specifically, service call data is converted into a resident equivalent demand factor, which represents the demand for service from a worker compared to a household resident.

As shown in Figure 3 on the following page, service call data indicates the property used for service calls for years 2017 through 2019 were gathered from the District's Emergency Reporting database. Over the three-year period, the District had an average of 3,231 service calls originating from residential property and 1,106 service calls originating from nonresidential properties. Service calls originating from highways, roads, open fields, or otherwise not classified as originating from residential or nonresidential land use are excluded. By dividing service calls for residential and nonresidential land uses by the corresponding estimated number of residents and workers results in the relative number of per capita for residential and nonresidential land uses. As shown, District residents are served at 1.0, and workers in the District are served at 0.72 compared to District residents.

FIGURE 3 – RESIDENT EQUIVALENT DEMAND FACTOR

	Calc	Residential	Nonresidential
Average Annual Service Calls ¹	a	3,231	1,106
Residents or Workers ²	b	28,873	13,774
Per Capita Fire Service Demand	$c = a / b$	0.1119	0.0803
	$d = c / 0.0803$		
Resident Equivalent Demand Factor	(Rounded)	1.00	0.72

Sources: Sonoma Valley Fire Protection District; SCI Consulting Group

Notes:

¹ Average for fiscal years 2016-17 thru 2018-19 from District's Emergency Reporting database for the District's service area. Excludes Mayacamas and Eldridge service areas.

² See Figure 2. Workers is based on estimated jobs-to-housing ratio of 1.15. Excludes Mayacamas and Eldridge service areas.

EXISTING FIRE FACILITIES EDU DEMAND FACTOR

Next, equivalent dwelling unit (“EDU”) demand factors are established to compare the relative fire facilities demand across three residential, and three nonresidential land uses. The EDU is also used to convert nonresidential building area to a residential dwelling unit value. This common approach allows for the cost of fire protection facilities, apparatus, and equipment to be equitably apportioned among residential and nonresidential land uses.

Figure 4 below shows the calculation of the existing fire facilities EDU demand factor for six land use categories. The residential land use categories are expressed per dwelling unit, and the nonresidential land use categories are expressed per 1,000 square feet of building area. The occupancy density for land use category is multiplied by their respective resident equivalent demand factor, then converted to single-family home value. By this measure, for example, one single-family home creates the demand for fire facilities equal to 590 square feet of retail / commercial building area.

FIGURE 4 – EXISTING FACILITIES EDU DEMAND FACTOR

Land Use Category	Unit	Occupancy Density per Unit ¹	Resident Equivalent Demand Factor	Existing Facilities EDU Demand Factor
	Calc	a	b	$c = (a * b) / 2.44$ (rounded)
Single-Family Housing	DU	2.44	1.00	1.00
Multi-Family Housing	DU	2.51	1.00	1.03
Mobile Home	DU	1.92	1.00	0.79
Residential	DU	2.42	1.00	0.99
Retail / Commercial	KBSF	2.00	0.72	0.59
Office	KBSF	3.30	0.72	0.97
Industrial	KBSF	1.40	0.72	0.41
Nonresidential	KBSF	2.28	0.72	0.67

Notes:

DU = Dwelling Unit; KBSQ = 1,000 square feet of building area

¹ Residents per unit is based on census data from the 2010 U.S. Census. All density figures are expressed in terms of the number of employees per 1,000 square feet of building area.

EXISTING FIRE FACILITIES DEMAND EDUS

Figure 5 below calculates the District's existing demand EDUs based on the total number of dwelling units and estimated nonresidential building area within the District. As shown, the total existing demand EDUs for the District is 17,414. Existing demand EDUs represents the level of existing development served by the District's existing facilities.

FIGURE 5 – EXISTING DEMAND EDUS

Land Use	Unit	Existing Units ¹	Fire Facilities EDU Demand Factor ²	Total Existing Demand EDUs
	Calc	a	b	c = a * b
Single Family Housing	DU	9,981	1.00	9,981
Multi-Family Housing	DU	1,953	1.03	2,012
Mobile Home	DU	1,230	0.79	972
Nonresidential	KBSF	6,640	0.67	4,449
Total		19,804		17,414

Source: Sonoma County Assessor's Office; SCI Consulting Group

Notes:

¹ See Figure 2.

² See Figure 4.

DETERMINATION OF EXISTING FIRE PROTECTION FACILITIES

The next step in determining the District's existing fire facilities standard is to calculate the replacement value of the District's fire protection facilities, apparatus, and equipment. Figure 6 below presents a summary of replacement cost (in 2020 dollars) for the District's existing fire facilities (land and fire stations), apparatus (engines, ambulances, and special vehicles), and equipment.

Fire station replacement costs are based on replacement cost estimates provided by the Sonoma County Fire District. The estimated replacement value of the District's apparatus, vehicles, and equipment inventory is based on unit cost assumptions provided by the District. Estimated values of older apparatus have been discounted from the replacement value of the new apparatus to reflect their age. (The detailed inventory and estimated replacement value for each is provided in Appendix B.)

As shown below, the estimated replacement value of the District's existing fire protection facilities, apparatus, and equipment is approximately \$56.6 million.

FIGURE 6 – REPLACEMENT VALUE OF EXISTING FIRE SYSTEM

Fee Components	Total Replacement Value (2020 \$) ¹
Land Value	\$1,605,000
Building Value	\$48,453,925
Apparatus / Vehicles Value	\$4,800,000
Equipment Value	\$1,795,000
Total Fire System Facilities	\$56,653,925

Source: Sonoma Valley Fire Protection District; SCI Consulting Group

Notes:

¹ See Appendix B for more detail.

DETERMINATION OF THE FIRE IMPACT FEE

The Act requires that development impact fees be determined in a way that ensures a reasonable relationship between the need for fire protection facilities, apparatus and equipment, and the type of development project on which the fee is imposed. In this section, the District's existing fire facilities standard is determined and then applied to four residential and three nonresidential land uses categories in proportion to the demand they create as measured by their EDU demand factor.

EXISTING FIRE FACILITIES STANDARD

The District's ratio of existing fire facilities, apparatus, and equipment to the District's service population establishes the standard for determining new development's fair share of the cost to expand the District's fire facilities as growth occurs. As shown in Figure 7 below, this standard is represented by the existing fire system facilities cost of \$3,250.84 per demand EDU.

FIGURE 7 – EXISTING FIRE FACILITIES STANDARD

Existing Fire System Facilities ¹	\$56,653,925
Existing Demand EDUs ²	17,414
Existing Fire Facilities Standard	\$3,253.36

Notes:

¹ See Figure 6.

² See Figure 5.

RESIDENTIAL LAND USE CATEGORIES

Since residential land uses have different dwelling unit occupancies and living areas, the residential fire impact fees are expressed on a per square footage basis for four residential land use categories. The four residential land use categories are defined below.

- **“Single-family housing”** means detached or attached one-family dwelling unit with an assessor's parcel number for each dwelling unit.
- **“Multifamily housing”** means buildings or structures designed for two or more families for living or sleeping purposes and having kitchen and bath facilities for each family.

- **“Mobile home”** means a development area for residential occupancy in vehicles that require a permit to be moved on a highway, other than a motor vehicle designed or used for human habitation and for being drawn by another vehicle.
- **“Accessory dwelling unit” or “ADU”** means a dwelling unit, or granny flat, either a detached or attached dwelling unit, which provides complete, independent living facilities for one or more persons with provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the primary residence.

The residential fire impact fee shall be charged on the square footage within the perimeter of a residential structure. Garages, carports, walkways, overhangs, patios, enclosed patios, detached storage structures, or similar areas are excluded.

RESIDENTIAL FIRE IMPACT FEE DETERMINATION

Figure 8, on the following page, presents the calculation of the maximum residential fire impact fee. As shown, the residential fee is determined by multiplying the fire facility standard by their respective EDU demand factor plus an additional 4 percent for administration of the fire impact fee program. The fee program administrative cost component is designed to offset the cost of District and County collection, documentation, annual reporting requirements, five-year report requirements, periodic Nexus Study updates, and other costs reasonably related to compliance with the Act.

Pursuant to 65852.2.(f)(3)(A), the fire impact fee for an accessory dwelling unit of 750 square feet or more shall be charged proportionately in relation to the square footage of the primary dwelling unit. For example, the calculation of the maximum fire impact fee for the construction of a 750 square foot accessory dwelling unit on a single-family parcel with a 2,250 square foot single-family home would be $(750 / 2,250) * \$4,675 = \$1,558.33$.

The District may approve, and the County may adopt fees lower than the maximum, justified amounts shown below, provided that they are reduced by the same percentage for each land use category.

FIGURE 8 – MAXIMUM RESIDENTIAL FIRE IMPACT FEE

Residential Land Use	Existing Facilities Standard ¹	EDU Demand Factor ²	Cost per Dwelling Unit	Fee Program Admin. 4%	Average Living Area (Sq. Ft.) ³	Maximum Residential Fire Impact Fee ⁴
Calc	a	b	c = a * b	d = c * 0.04	e	f = (c + d) / e
			-- per dwelling unit --			- per sq. ft. -
Single Family Housing	\$3,253.36	1.00	\$3,253.36	\$130.13	1,800	\$1.87
Multi-Family Housing	\$3,253.36	1.03	\$3,350.96	\$134.04	1,110	\$3.13
Mobile Home Unit	\$3,253.36	0.79	\$2,570.15	\$102.81	1,200	\$2.22
						See Figure 5

Notes:

¹ See Figure 7.

² See Figure 4.

³ Average living areas area from data from the Sonoma County Assessor and expressed in terms of square feet.

⁴ The maximum residential fire impact fee is rounded down to the nearest cent.

⁵ Pursuant to Govt. Code § 65852.2(f)(3)(A), development impact fees for a new accessory dwelling unit must be imposed proportionately in relation to the square footage of the primary dwelling unit. Accessory dwelling units less than 750 square feet of living area are exempt.

NONRESIDENTIAL LAND USE CATEGORIES

As stated earlier, the Mitigation Fee Act requires that development impact fees be determined in a way that ensures a reasonable relationship between the fee and the type of development on which the fee is imposed. Since different nonresidential land uses have varying employment densities and structural area, the nonresidential fire impact fee is expressed per square foot of building area for three nonresidential land use categories. The three nonresidential land use categories are defined below.

- **“Retail / Commercial”** means retail, commercial, educational, and hotel/motel construction;
- **“Office”** means general, professional, and medical office construction;
- **“Industrial”** means manufacturing construction;

The nonresidential fee shall be charged for “covered and enclosed space” within the perimeter of a nonresidential structure. Garages, parking structures, unenclosed walkways, utility or disposal areas, and storage areas incidental to the principal use of the development are excluded.

NONRESIDENTIAL FIRE IMPACT FEE DETERMINATION

Figure 9 below presents the calculation of the nonresidential fire impact fee. As shown, the fee for the three nonresidential land uses is determined by multiplying the fire facilities standard by their respective EDU demand factor plus an additional 4 percent for administration of the fire impact fee program. Note that the costs are expressed per 1,000 square feet of nonresidential building area and then converted to a per-square-footage fee.

The District may approve, and the County may adopt fees lower than the maximum, justified amounts shown below, provided that they are reduced by the same percentage for each land use category.

FIGURE 9 – MAXIMUM NONRESIDENTIAL FIRE IMPACT FEE

Nonresidential Land Use	Existing Facilities Standard ¹	EDU Demand Factor ²	Cost per Unit	Fee Program Admin. 4%	Total Cost per Unit	Maximum Fire Impact Fee ³
Calc	a	b	c = a * b	d = c * 0.04	e = c + d	f = e / 1,000
			- per 1,000 sq. ft. -			- per sq. ft. -
Retail / Commercial	\$3,253.36	0.59	\$1,919.48	\$76.78	\$1,996.26	\$1.99
Office	\$3,253.36	0.97	\$3,155.75	\$126.23	\$3,281.98	\$3.28
Industrial	\$3,253.36	0.41	\$1,333.88	\$53.36	\$1,387.23	\$1.38

Notes:

¹ See Figure 7.

² See Figure 4.

³ The maximum nonresidential fire impact fee is rounded down to the nearest cent.

PROJECTED FEE REVENUE

Figure 10 projects fire impact fee revenue through 2040. Total fire impact fee revenue (in 2020 dollars) is then calculated by multiplying the fire facilities demand standard by demand EDU growth.

FIGURE 10 – PROJECTED FIRE IMPACT FEE REVENUE

Land Use Category	Current Demand EDUs (2020) ¹	Demand EDU Growth (2040) ²	Existing Facilities Standard ³	Projected Fire Impact Fee Revenue (2020\$) ⁴
Calc	a	b	c	d = b * c
Residential	12,965	1,532	\$3,253.36	\$4,984,000
Nonresidential	4,449	1,543	\$3,253.36	\$5,020,000
Total District	17,414	3,075	\$3,253.36	\$10,004,000

Source: Association of Bay Area Governments; SCI Consulting Group

Notes:

¹ See Figure 5.

² Based on a projected annual growth rate from the Association of Bay Area Governments of 0.5% , or about 70 housing units per year.

³ See Figure 7.

⁴ Rounded to the nearest thousand.

It is important to note at the fire impact fee program is designed not to be dependent on a specific capital improvement plan and specific level of new development. Only enough fee revenue will be generated for the District to expand its existing level of service to serve the growing service population.

As shown, fire impact fee revenue will contribute approximately \$10.0 million (in 2020 dollars) towards the District's long-term capital improvement plan, which represents new developments fair share of the plan. The District will need to fund existing development share with other funding sources. Other potential sources of funds include, but are not limited to, a general obligation bond measure, state and federal grants, the District's general fund, and existing or new special tax and assessment proceeds, if allowable.

Fee revenue may be used to fund up to 100 percent of the cost of the new or expansion of fire stations or new apparatus and vehicles added to the District's inventory. Additionally, the District will also need to replace apparatus and vehicles more quickly due to the increase in service calls from the growth in the persons and structure area created by new development. The District will be able to use fee proceeds to fund up to 15 percent of apparatus, ambulance, and vehicle replacement costs.

Fee revenue may not be used to fund 1) the renovation of existing facilities and 2) operational, maintenance or repair costs.

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NEXUS FINDINGS

This section frames the Nexus Study findings in terms of the legislated requirements to demonstrate the legal justification of the fire impact fee. The justification of the fire impact fee on new development must provide information as set forth in Government Code § 66000. These requirements are discussed below.

PURPOSE OF FEE

The purpose of the fire impact fee is to fund the cost of fire protection and emergency response facilities, apparatus, and equipment attributable to new residential and nonresidential development in the District. The fire impact fee will ensure that new development will not burden existing development with the cost of expanded facilities, apparatus, and equipment required to accommodate growth as it occurs within the District.

USE OF FEE REVENUE

Fee revenue will be used to fund the cost of expanded facilities, apparatus, ambulances, and equipment to serve new development. Provided below is a summary of the allowable and prohibited uses of fee revenue.

FIGURE 11 – SUMMARY OF ALLOWABLE AND PROHIBITED USES OF FEE REVENUE

<u><i>Allowable Uses</i></u>	<u><i>Prohibited Uses</i></u>
<ul style="list-style-type: none"> • <i>New (added) or expanded land and facilities costs (100%)</i> • <i>Apparatus, vehicles, and equipment purchases that expand the system inventory (100%)</i> • <i>Facility costs already incurred to provide growth-related capacity (100%)</i> • <i>A portion of apparatus, vehicles, and equipment replacement costs attributable to new development (15.0%)</i> • <i>A portion of a renovation project that expands service capacity</i> 	<ul style="list-style-type: none"> • <i>Existing deficiencies, such as improvements to existing facilities that do not expand service capacity</i> • <i>A portion of apparatus, vehicles, and equipment replacement costs attributable to existing development (85.0%)</i> • <i>Operational, maintenance, or repair costs</i>

BENEFIT RELATIONSHIP

The fee will be collected as development occurs. To maintain its existing level of fire protection and emergency response services, fee revenue will be used to replace and expand the District's facilities, apparatus, and equipment to meet the additional demand generated by the new residents and employees and new structural area created by new development projects.

Fee revenue will be deposited into a separate fire impact fee account or fund in a manner to avoid any commingling of the fees with other revenues and funds of the County. The fee revenue will be restricted to the uses described in the "Use of Fee Revenue" finding. These actions ensure that a development project paying the fire impact fee will benefit from its use.

IMPACT RELATIONSHIP

New residential and nonresidential development projects in the District will grow the persons (residents and employees) and the structural area (residential area and nonresidential building area) in persons live or work. The growth in persons and structural area will create additional need for the District's fire protection and prevention, emergency response service, and a corresponding need for new or expanded facilities and replacement of apparatus, vehicles, and equipment. The fee will be imposed on different types of development projects for the additional service population generated and structural area created by new development projects.

ROUGH PROPORTIONALITY

The cost of fire protection facilities, apparatus, and equipment attributable to a development project is based upon the level of existing development served by the District's existing fire protection facilities. The use of an existing facilities standard methodology to determine the fire impact fee achieves proportionality between existing development and new development. Moreover, these equivalent costs are applied to six land use categories in proportion to the need they create for expanded facilities.

The use of a fire facilities demand factor to determine the fire impact fee schedule achieves proportionality across the types of development on which the fee is imposed. Larger development projects will generate a higher number of residents and structural area to protect and, as a result, will pay a higher fee than smaller development projects. Thus, the application fire impact fee schedule to a specific project ensures a reasonable relationship between the fee and the cost of the facilities, equipment, and apparatus attributable to that project.

FEE PROGRAM ADOPTION REQUIREMENTS

The following are the general requirements for approval of the Nexus Study and proposed fire impact fee program (“fee program”) by the District Board of Directors and adoption by the County Board of Supervisors on behalf of the District. The specific statutory requirements for the adoption of the fee program may be found in the Mitigation Fee Act (California Govt. Code § 66000 et seq.). SCI recommends that the notice and hearing requirements be duplicated by the District and the County.

SONOMA COUNTY FIRE DISTRICT

1. The District Board of Directors shall conduct at least “one open and public meeting” as part of a regularly scheduled meeting on the proposed fee program.
2. At least 14 days before the meeting, the District shall mail out a notice of the meeting to any interested party who filed a written request for notice of the adoption of new or increased fees.
3. At least ten days before the meeting, the District shall make available to the public the Nexus Study for review.
4. At least ten days before the public hearing, a notice of the time and place of the meeting shall be published twice in a newspaper of general circulation with at least three days intervening between the dates of first and last publication, not counting such publication dates.
5. After the public hearing, adopt a resolution approving the Nexus Study and proposed fee program with a recommendation that the County Board of Supervisors adopts the proposed fee program on behalf of the District.

COUNTY OF SONOMA

1. The Board of Supervisors shall conduct at least “one open and public meeting” as part of a regularly scheduled meeting on the requested fee program.
2. At least 14 days before the meeting, the County shall mail out a notice of the meeting to any interested party who filed a written request for notice of the adoption of new or increased fees.
3. At least ten days before the meeting, the County shall make available to the public the Nexus Study for review.
4. At least ten days before the public hearing, a notice of the time and place of the meeting shall be published twice in a newspaper of general circulation with at least

three days intervening between the dates of first and last publication, not counting such publication dates.

5. After the public hearing, adopt an ordinance establishing the proposed fee program on behalf of the District.
6. The fee shall become effective 60 days after the adoption of the ordinance or longer as specified by the ordinance.

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FEE PROGRAM ADMINISTRATION REQUIREMENTS

This section contains general requirements for the administration of the fee program. The specific statutory requirements for the administration of the fee program may be found in the Mitigation Fee Act (California Govt. Code § 66000 et seq.).

ACCOUNTING REQUIREMENTS

Proceeds from the new fire impact fee should be deposited into a separate fund or account so that there will be no commingling of fees with other revenue or unexpended balances of the existing fee program funds. Once the old existing fee program funds have been spent, the accounts should be closed.

The fire impact fees should be expended solely for the purpose for which they were collected. Any interest earned by such account should be deposited in that account and expended solely for the purpose for which originally collected.

REPORTING REQUIREMENTS

The following information, entitled "Annual Report," must be made available to the public within 180 days after the last day of each fiscal year:

- a brief description of the type of fee in the account;
- the amount of the fee;
- the beginning and ending balance of the account;
- the fees collected that year and the interest earned;
- an identification of each public improvement for which the fees were expended and the amount of the expenditures for each improvement;
- an identification of an approximate date by which development of the improvement will commence if the local agency determines that sufficient funds have been collected to complete financing of an incomplete public improvement;
- a description of each inter-fund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, the date on which any loan will be repaid, and the rate of interest to be returned to the account; and
- the amount of money refunded under section Govt. Code § 66001.

For the fifth fiscal year following the first receipt of any fire impact fee proceeds, and every three years thereafter, the District must comply with Government Code Section 66001(d)(1) by affirmatively demonstrating that the District still needs unexpended fire impact fees to achieve the purpose for which it was originally imposed and that the District has a plan on how to use the unexpended balance to achieve that purpose. Specifically, the District shall make the following findings, entitled "Five-year Report," with respect to that portion of the account or fund remaining unexpended, whether committed or uncommitted:

- Identify the purpose to which the fee is to be put;
- Demonstrate a reasonable relationship between the fee and the purpose for which it is charged;
- Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements; and
- Designate the approximate dates on which the funding is expected to be deposited into the appropriate account or fund.

The County shall provide for the refund of all or any part of such unexpended or unappropriated fee revenue, together with any actual interest accrued thereon, in the manner described in Section 66001 (e) of the Government Code, to the current record owner of any property for which a fee was paid; provided that if the administrative costs of refunding such fee revenue exceed the amount to be refunded.

FEE CREDITS

A fee credit must be given for demolished existing square footage as part of a new development project in order to comply with the Act and recent court cases.

IMPROVEMENTS IN-LIEU OF FEES

Subject to certain restrictions, if a developer dedicates land, constructs facilities, and/or provide apparatus/equipment for the District, the fire impact fees imposed on that development project may be adjusted to reflect a credit for the cost of the dedicated land, facilities constructed and/or apparatus/equipment provided.

FEE EXEMPTIONS

The following development projects are exempted from payment of the fee:

- A structure owned by a governmental agency.
- A structure which is being reconstructed following damage or destruction by fire or another casualty, or the voluntary demolition thereof, provided that the number of structures or the size in such reconstructed structure is no greater than the number of structures or the size of the structure prior to such damage, destruction or demolition.
- An accessory dwelling unit less than 750 square feet.

ANNUAL INFLATIONARY ADJUSTMENT

The fire impact fee should be adjusted automatically without any further action by the District Board and the County Board on the first day of each fiscal year by the net percentage change during the preceding calendar in the Engineering News-Record Construction Cost Index (20-City Average), or its successor publication.

APPENDICES

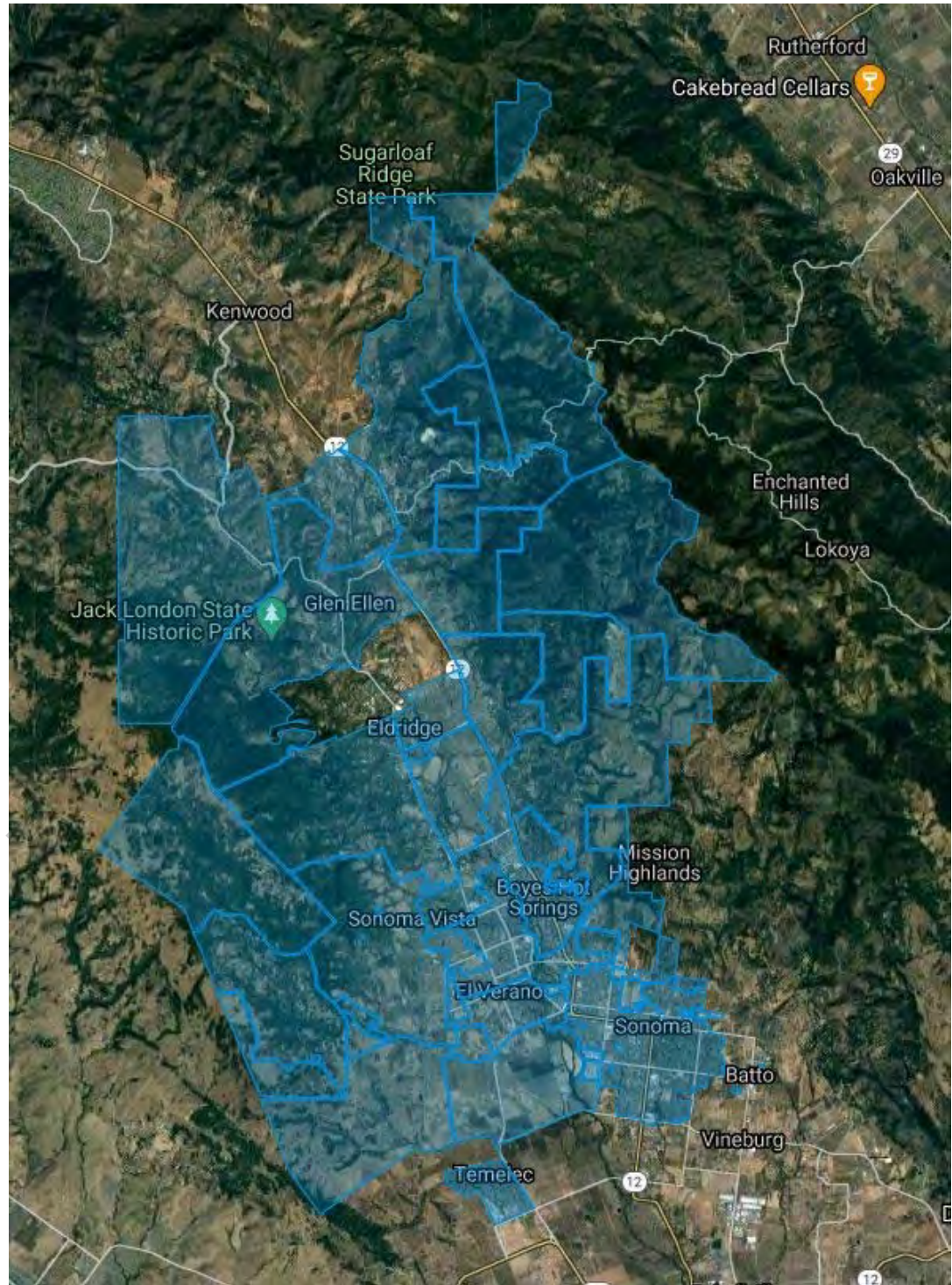
Appendix A – Map of District Boundaries

Appendix B – Fire System Inventory and Replacement Cost Estimates

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APPENDIX A – MAP OF DISTRICT BOUNDARIES

FIGURE 12 – MAP OF DISTRICT BOUNDARIES



APPENDIX B – FIRE SYSTEM INVENTORY AND REPLACEMENT COST ESTIMATES

FIGURE 13 – EXISTING FIRE STATION INVENTORY

Fire Station	Amount	Unit Cost	Replacement Cost (2020\$)
Calc	a	b	c = a * b
Fire Station #1 and Headquarters, 630 Second Street West, Sonoma			
Land	1.50 acres	\$300,000 per acre	\$450,000
Buldings	15,260 sq. ft.	\$1,225.00 per sq. ft.	\$18,693,500
Fire Station #2, 877 Center Street, Sonoma			
Land	0.75 acres	\$300,000 per acre	\$225,000
Buldings	7,600 sq. ft.	\$1,225.00 per sq. ft.	\$9,310,000
Fire Station #3, 1 West Agua Caliente Road, Sonoma			
Land	0.90 acres	\$300,000 per acre	\$270,000
Buldings	8,251 sq. ft.	\$1,225.00 per sq. ft.	\$10,107,475
Fire Station #4, 18798 Prospect Avenue, Sonoma			
Land	0.50 acres	\$300,000 per acre	\$150,000
Buldings	700 sq. ft.	\$372.00 per sq. ft.	\$260,400
Fire Station #5, 13445 Arnold Drive, Glen Elen			
Land	0.70 acres	\$300,000 per acre	\$210,000
Buldings	7,350 sq. ft.	\$1,225.00 per sq. ft.	\$9,003,750
Fire Station #6, 7301 Sonoma Mountain Road, Glen Ellen			
Buldings	700 sq. ft.	\$372.00 per sq. ft.	\$260,400
Fire Station #8, 3252 Trinity Road, Glen Ellen			
Land	0.50 acres	\$300,000 per acre	\$150,000
Buldings	1,300 sq. ft.	\$372.00 per sq. ft.	\$483,600
Fire Station #9, 4501 Cavedale Road, Glen Ellen			
Land	0.50 acres	\$300,000 per acre	\$150,000
Buldings	900 sq. ft.	\$372.00 per sq. ft.	\$334,800
Total Replacement Cost (Land and Buildings)			\$50,058,925

Source: Sonoma Valley Fire Protection District; SCI Consulting Group

FIGURE 14 – APPARATUS, AMBULANCE, AND EQUIPMENT INVENTORY

Unit ID	Type	Make / Model	Year	Apparatus / Vehicles ¹	Ancillary Equipment	Replacement Value (2020\$)
3381	Type 1 Engine	Rosenbauer	2015	\$650,000	\$95,000	\$745,000
3361	Type 3 Engine	KME	2014	\$262,500	\$95,000	\$357,500
3300	Command Vehicle	Hybrid SUV	2008	\$32,500	\$12,000	\$44,500
3321	Command Vehicle	4X4 Pickup	2012	\$48,750	\$12,000	\$60,750
3300	Command Vehicle	Chev Tahoe	2017	\$65,000	\$12,000	\$77,000
3344	Utility Vehicle	SUV	2001	\$16,250	\$12,000	\$28,250
306	Ambulance Type III	Ford	2004	\$52,500	\$65,000	\$117,500
305	Ambulance Type III	Ford	2005	\$105,000	\$65,000	\$170,000
304	Ambulance Type III	Ford	2007	\$105,000	\$65,000	\$170,000
302	Ambulance Type III	Ford	2010	\$157,500	\$65,000	\$222,500
301	Ambulance Type III	Ford	2013	\$157,500	\$65,000	\$222,500
303	Ambulance Type III	Ford	2016	\$210,000	\$65,000	\$275,000
3382	Type 1 Engine	Rosenbauer	2015	\$650,000	\$95,000	\$745,000
3383	Type 1 Engine	Pierce	2001	\$162,500	\$95,000	\$257,500
3384	Type 1 Engine	Paoletti	1987	\$162,500	\$95,000	\$257,500
3362	Type 3 Engine	HME	2017	\$350,000	\$95,000	\$445,000
WT-2	Water Tender	KW	2009	\$125,000	\$50,000	\$175,000
3340	Utility Vehicle	GMC	2001	\$16,250	\$12,000	\$28,250
3342	Utility Vehicle	GMC	2001	\$16,250	\$12,000	\$28,250
3343	Utility Vehicle	GMC	2001	\$16,250	\$12,000	\$28,250
BC33	Command Vehicle	SUV	2008	\$32,500	\$12,000	\$44,500
DC33	Command Vehicle	Chev 4x4	2012	\$48,750	\$12,000	\$60,750
U-13	Command Vehicle	Chev 4x4	2018	\$65,000	\$12,000	\$77,000
U-14	Shop Service Truck	Chev Utility Body	2018	\$65,000	\$12,000	\$77,000
3347	Utility Vehicle	GMC	2007	\$32,500	\$12,000	\$44,500
3335	Command Vehicle	GMC	2003	\$16,250	\$12,000	\$28,250
GE-T-1	Trailer	Interstate	2017	\$10,000	\$0	\$10,000
3345	Utility Vehicle	Chevrolet	2018	\$65,000	\$12,000	\$77,000
3375	Type 3 Engine	International	2003	\$87,500	\$95,000	\$182,500
3376	Type 3 Engine	International	2002	\$87,500	\$95,000	\$182,500
3385	Type 1 Engine	HME	2001	\$162,500	\$95,000	\$257,500
3395	Water Tender	International	2006	\$125,000	\$50,000	\$175,000
E3385	Type 1 Engine	Pierce Dash	1999	\$162,500	\$95,000	\$257,500
E3388	Type 1 Engine	International 4900	1989	\$162,500	\$95,000	\$257,500
WT3398	Water Tender	International 9200	2005	\$125,000	\$50,000	\$175,000
E3359	Ford 550	Type 6 Engine	2013	\$131,250	\$30,000	\$161,250
U3348	Ford F-350	Utility	2003	\$16,250	\$12,000	\$28,250
Total Apparatus and Equipment				\$4,756,250	\$1,795,000	\$6,551,250

Source: Sonoma Valley Fire Protection District

Notes:

¹ Replacement value based on estimated current replacement value. Adjustments have been made to discount apparatus and vehicles based on age (0 - 5 years at 100% , 6-10 years at 75% ; 11 - 15 years at 50% and 16 years or more at 25% .)

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DRAFT



Sonoma Valley Fire District
Board of Directors Meeting
Agenda Item Summary
October 13, 2020

Agenda Item No.		Staff Contact	
10b		Stephen Akre, Fire Chief	
Agenda Item Title			
Approve funding for purchase of new command vehicle			
Recommended Actions			
Approve Funding			
Executive Summary			
As our district continues to grow in size and personnel, we have determined the need for additional utility vehicles. We are often finding ourselves having to utilize vehicles that have high mileage (300,000+) and that are in poor mechanical condition in order to conduct our daily operations effectively. We are recommending that the District purchase a new 2021 Chevrolet Tahoe from Silveira Chevrolet to be utilized for the Shift Battalion as a command vehicle. This vehicle comes equipped with upgraded suspension, brakes and electrical system specifically designed for fire/police service. We are requesting \$65,000 for the purchase of the vehicle and outfitting of equipment. The current command vehicle will then be utilized as an overhead staff vehicle/utility, allowing us to surplus one of our oldest utilities.			
Alternative Actions			
Decline to commit to contract 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.	\$ 65,000.00	Fees/Other	\$
	\$	Use of Fund Balance	\$ 65,000.00
		Contingencies	\$
		Grants	\$
Total Expenditure	\$ 65,000.00	Total Sources	\$ 65,000.00
Narrative Explanation of Fiscal Impacts (if required)			
Both the former VOM and GLE Districts brought healthy reserve fund balances to the new SVFD. We have adequate funds available to make this purchase.			
Attachments			
1. Silveira Chevrolet Quote			



Silveira Chevrolet

Darron Kendall | 707-396-6482 | darron@silveiraautos.com

Vehicle: [Fleet] 2021 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (✔ Complete)

Quote: Sonoma Valley Fire Tahoe 091020

Quote Worksheet

	MSRP
Base Price	\$51,000.00
Dest Charge	\$1,295.00
Total Options	(\$588.00)
Subtotal	\$51,707.00
Subtotal Pre-Tax Adjustments	\$0.00
Less Customer Discount	(\$6,576.08)
Subtotal Discount	(\$6,576.08)
Trade-In	\$0.00
Subtotal Trade-In	\$0.00
Taxable Price	\$45,130.92
Sales Tax	8.75% \$3,948.96
CA Tire & ETF fees	\$38.75
Subtotal Taxes	\$3,987.71
Subtotal Post-Tax Adjustments	\$0.00
Total Sales Price	\$49,118.63

Dealer Signature / Date

Customer Signature / Date

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Data Version: 11835. Data Updated: Sep 9, 2020 10:54:00 PM PDT.



Silveira Chevrolet

Darron Kendall | 707-396-6482 | darron@silveiraautos.com

Vehicle: [Fleet] 2021 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (✔ Complete)

Quote: Sonoma Valley Fire Tahoe 091020

Selected Model and Options

MODEL		
CODE	MODEL	MSRP
CK10706	2021 Chevrolet Tahoe 4WD 4dr Commercial	\$51,000.00

COLORS	
CODE	DESCRIPTION
01U	Special Paint

NOTE		
CODE	DESCRIPTION	MSRP
**	**REQUIRES A FLEET OR GOVERNMENT ORDER TYPE. LATE AVAILABILITY.**	\$0.00

SUSPENSION PKG		
CODE	DESCRIPTION	MSRP
Z56	Suspension Package, heavy-duty, police-rated	Inc.

EMISSIONS		
CODE	DESCRIPTION	MSRP
YF5	Emissions, California state requirements	\$0.00

ENGINE		
CODE	DESCRIPTION	MSRP
L84	Engine, 5.3L EcoTec3 V8	\$0.00

TRANSMISSION		
CODE	DESCRIPTION	MSRP
MQC	Transmission, 10-speed automatic	\$0.00

GVWR		
CODE	DESCRIPTION	MSRP
C6C	GVWR, 7400 lbs. (3357 kg)	Inc.

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Vehicle: [Fleet] 2021 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (✔ Complete)

Quote: Sonoma Valley Fire Tahoe 091020

AXLE

CODE	DESCRIPTION	MSRP
GU5	Rear axle, 3.23 ratio	\$0.00

PREFERRED EQUIPMENT GROUP

CODE	DESCRIPTION	MSRP
1FL	Commercial Preferred Equipment Group	\$0.00

WHEEL TYPE

CODE	DESCRIPTION	MSRP
PXT	Wheels, 20" x 9" (50.8 cm x 22.9 cm) steel	Inc.

TIRES

CODE	DESCRIPTION	MSRP
XCS	Tires, 275/55R20SL all-season, blackwall, Firestone Firehawk Pursuit	Inc.

SEAT TYPE

CODE	DESCRIPTION	MSRP
AZ3	Seats, front 40/20/40 split-bench	\$0.00

SEAT TRIM

CODE	DESCRIPTION	MSRP
H1T	Jet Black, cloth seat trim	\$0.00

RADIO

CODE	DESCRIPTION	MSRP
IOR	Audio system, Chevrolet Infotainment 3 system, 8" diagonal color touchscreen	\$0.00

ADDITIONAL EQUIPMENT - PACKAGE

CODE	DESCRIPTION	MSRP
9C1	Identifier for Police Package Vehicle	(\$4,300.00)
AMF	Remote Keyless Entry Package	\$75.00

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Silveira Chevrolet

Darron Kendall | 707-396-6482 | darron@silveiraautos.com

Vehicle: [Fleet] 2021 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

Quote: Sonoma Valley Fire Tahoe 091020

ADDITIONAL EQUIPMENT - MECHANICAL

CODE	DESCRIPTION	MSRP
___	Capless Fuel Fill	Inc.
J55	Brake system, heavy duty	Inc.
K3W	Battery, 900 cold-cranking amps with 95 amp hour rating	Inc.
K6K	Battery, auxiliary, 760 cold-cranking amps with 70 amp hour rating	Inc.
KX4	Alternator, 220 amps	Inc.
RC1	Skid plate, front	Inc.
V03	Cooling system, extra capacity	Inc.
V76	Recovery hooks, 2 front, frame-mounted, Black	\$50.00

ADDITIONAL EQUIPMENT - EXTERIOR

CODE	DESCRIPTION	MSRP
01U	Special Paint	\$0.00
___	Exterior ornamentation delete	Inc.
RAV	Tire, spare P275/55R20 all-season, blackwall, Firestone Firehawk Pursuit	Inc.
RNQ	Wheel, full-size spare, matching 20" (50.8 cm) steel wheel without center cap	Inc.
TGK	Special Paint, Solid, one color	\$450.00
V53	Luggage rack side rails, delete	Inc.
WUA	Fascia, front high-approach angle	Inc.

ADDITIONAL EQUIPMENT - INTERIOR

CODE	DESCRIPTION	MSRP
___	Instrumentation, analog	Inc.
___	Power supply, 100-amp, auxiliary battery, rear electrical center	Inc.
___	Power supply, 120-amp, (4) 30-amp circuit, Primary battery	Inc.
___	Power supply, 50-amp, power supply, auxiliary battery	Inc.
___	Theft-deterrent system, vehicle, PASS-Key III	Inc.
ATD	Seat delete, third row passenger	Inc.
AX2	Key, unique	Inc.
VZ2	Speedometer calibration	Inc.

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Silveira Chevrolet

Darron Kendall | 707-396-6482 | darron@silveiraautos.com

Vehicle: [Fleet] 2021 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

Quote: Sonoma Valley Fire Tahoe 091020

ADDITIONAL EQUIPMENT - SAFETY-INTERIOR

CODE	DESCRIPTION	MSRP
___	Lane Keep Assist Delete	Inc.
___	Seat belts, 3-point, all seating positions	Inc.

ADDITIONAL EQUIPMENT - OTHER

CODE	DESCRIPTION	MSRP
5J3	Calibration, Surveillance Mode interior lighting	Inc.
5J9	Calibration taillamp flasher, Red/White	Inc.
5LO	Calibration taillamp flasher, Red/Red	Inc.
5T4	Exterior body colored parts	\$250.00
5Y1	Front center seat (20% seat) delete	\$0.00
6C7	Lighting, red and white front auxiliary dome	\$170.00
6J3	Wiring, grille lamps and siren speakers	\$92.00
6J4	Wiring, horn and siren circuit	\$55.00
6J7	Flasher system, headlamp and taillamp, DRL compatible with control wire	\$50.00
6JG	Red/Blue Lamp Package	\$1,800.00
___	Protected idle	Inc.
AAC	Parts shipped loose	Inc.
T53	Lamps, alternate flashing Red & Blue rear compartment lid warning	\$565.00
T66	Wiring provision, for outside mirrors and cargo side mirrors	Inc.
UN9	Radio Suppression Package, with ground straps	\$95.00
UT7	Ground wires, blunt cut cargo area and blunt cut console area	Inc.
VXT	Incomplete vehicle	Inc.
WX7	Wiring, auxiliary speaker.	\$60.00

SHIP THRU CODES

CODE	DESCRIPTION	MSRP
VPV	Ship Thru, Produced in Arlington Assembly and shipped to Kerr Industries and onto Arlington Assembly	\$0.00

Options Total

(\$588.00)

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Sonoma Valley Fire District
Board of Directors Meeting
 Agenda Item Summary
 October 13, 2020

Agenda Item No.	Staff Contact
10c	Stephen Akre, Fire Chief

Agenda Item Title

Resolution 2020/2021-10 – Agreement No. 7FG20121 for the Volunteer Fire Assistance Program of the Cooperative Forestry Assistance Act of 1978 between the Department of Forestry and Fire Protection and Sonoma Valley Fire District.

Recommended Actions

Approve agreement and signatory authorization

Executive Summary

Sonoma Valley Fire District has received a grant not to exceed \$20,000, for fiscal year 2020/21, for cost-share funds from the Dept. of Forestry and Fire Protection, through the Volunteer Fire Assistance Program, to upgrade its capability to organize, train, and equip local forces for fire protection.

The Sonoma Valley Fire District, upon approval of this agreement, authorizes Chief Akre to sign and execute said agreement and any amendments.

Alternative Actions

Deny approval and/or signatory authorization

Strategic Plan Alignment

This effort is in alignment with Goal 4, Objective 4C: Explore future budgetary opportunities.

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)

Attachments

1. Grant Agreement 7FG20121
2. Resolution 2020/2021-11

California Department of Forestry and Fire Protection
2020-2021 Application for Funding
Cooperative Forestry Assistance Act of 1978
Volunteer Fire Assistance (VFA) Program
Agreement # 7FG



A. Department/Organization

Organization Name:

Contact's First Name:

Contact's Last Name:

Street Address:

Mailing Address:

City:

County:

Zip Code:

State:

CAL FIRE Unit:

Phone Number:

Email Address:

DUNS Number:

To check to see what your DUNS Number is, or to apply for one, please visit the [DUNS Number web page](#).

B. Area to be served by award (include areas covered by contract or written mutual aid agreements).

Number of Communities:

Area:

square miles

Congressional District #:

Population:

Annual Budget:

Latitude N

° ' "

Latitude W

° ' "

(Latitude must be between 32 and 42 degrees. Longitude must be between 114 and 125 degrees. Latitude and Longitude minutes and seconds must be between 0 and 60. Use a central point in the Applicant's service area for the general area covered by the project).

All projects **MUST** have a project area.

Organization Name:

C. Activity: Annual number of emergency incidents.

Fire: + EMS: + Other: = Total:

D. Indian Tribal Community (If project includes an Indian Tribal Community, please provide):

Population: Size (acres): # of structures:

Distance to nearest fire station (miles):

CAL FIRE USE ONLY (Formula-driven)

Total Application Request (up to 50%; \$500 minimum, \$20,000 maximum)

Project Total Cost:

Amount Funded for this Agreement:

E. Proposed Project (List individual items for funding. Include tax and shipping in unit cost):

	Type	Item	Quantity	Unit Cost	Item Total
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					
20.					
21.					
22.					

F. CAL FIRE USE ONLY (Formula-Driven)

Project Total Cost:

Organization Name:

G. Additional Information. 1. Briefly describe the area to be served: fire protection system, water system, equipment, facilities, staffing, hazards, etc. and purpose of proposed project. 2. How will the request(s) maintain or bring your organization into compliance with NFPA 1977? (Limited to space below)

In addition to the original request(s), Applicants may list alternative projects for excess or unused funds, which the State will review during the initial application process. The State will determine which of the Applicant's projects are eligible for funding if excess or unused funds become available. Upon advance written approval by the State, the applicant may use additional/excess funding up to the contract maximum amount to purchase State approved items in listed order of priority on their application.

Deviations from the original application are considered an amendment and require prior approval before the amended expenditures can be made.

The funds will be only for those projects accomplished and/or items purchased between Agreement Approval Date and June 30, 2021. The Recipient agrees to provide CAL FIRE with itemized documentation of the Agreement project expenditures and bill CAL FIRE as soon as the project is complete, but no later than September 1, 2021.

The Recipient gives CAL FIRE or any authorized representative access to examine all records, books, papers, or documents relating to the Agreement. The Recipient shall hold harmless CAL FIRE and its employees for any liability or injury suffered through the use of property or equipment acquired under this Agreement. The applicant certifies that to the best of the applicant's knowledge and belief, the data in this application is true.

I certify that the above and attached information is true and correct:

Original Signature Required: Grantee's Authorized Representative

Date Signed

Printed Name:

Title:

Executed on:

at

Date

City

Organization Name:

Grant Assurances for Cooperative Forestry Assistance Act of 1978
Volunteer Fire Assistance (VFA)

Organization Name:

Contact's First Name:

Contact's Last Name:

Street Address:

Mailing Address:

City:

County:

Zip Code:

State:

CAL FIRE Unit:

Phone Number:

Email Address:

DUNS Number:

As the duly authorized representative of the applicant, I certify that the applicant named above:

1. Has the legal authority to apply for the Volunteer Fires Assistance grant, of the Cooperative Forestry Assistance Act of 1978 and has the institutional, managerial and financial capability to ensure proper planning management, and completion of the grant.
2. Will assure that grant funds are used only for items requested and approved in the application.
3. Assures that all wildland fire response employees (full-time, part-time, or volunteer) are fully equipped with appropriated wildland fire response personal protective equipment that meets NFPA 1977, *Standard on Protective Clothing and Equipment for Wildland Fire Fighting*, and are trained to a proficient level in the use of the personal protective equipment. Wildland fire suppression safety clothing, and equipment includes:
 - Safety helmet
 - Goggles
 - Ear Protection
 - Fire-resistant (i.e. Nomex) hood, shroud, or equivalent face and neck protection
 - Fire-resistant (i.e. Nomex) shirt and pants
 - Gloves
 - Safety work boots
 - Wildland fire shelter
 - Communications Equipment
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

Organization Name:

5. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain for themselves or others, particularly those with whom they have a family, business or other ties.
6. Will comply with all applicable requirements of all other Federal laws, Executive orders, regulations, Program and Administrative requirements, policies, and other requirements governing this program.
7. Will comply with USDA Forest Service Civil Rights requirements.

See the [Forest Service Civil Rights literature](#) on their web page.

8. Understands that failure to comply with any of the above assurances may result in suspension, termination, or reduction of grant funds.

In compliance with NFPA 1977 and trained in the use of Wildland PPE.

Not in compliance with NFPA 1977, but applying for grant funding to purchase Wildland PPE and/or provide required training.

The undersigned represents that he/she is authorized by the above named applicant to enter into this agreement for and on behalf of the said applicant.

Printed Name of Authorized Agent:

Signature of Authorized Agent: _____

Title of Authorized Agent:

Date:

Please submit the completed unsigned application electronically to:
CALFIRE.GRANTS@FIRE.CA.GOV.

In addition, please print the application, sign and date, then scan the signed version and send to the email address listed above.

Electronic copy must be submitted by May 21, 2020 at 11:59pm.

Organization Name:

U.S. DEPARTMENT OF AGRICULTURE

**Certification Regarding Debarment, Suspension, Ineligibility
and Voluntary Exclusion - Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Sonoma Valley Fire District

7FG20121

Organization Name

PR/Award Number or Project Name

Steve Akre, Fire Chief

Name(s) and Title(s) of Authorized Representative(s)

Signature(s)

Date

Instructions for Certification

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," without modification, in all lower tier covered transaction and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA VALLEY FIRE DISTRICT, SONOMA COUNTY, STATE OF CALIFORNIA, APPROVING DEPARTMENT OF FORESTRY AND FIRE PROTECTION AGREEMENT NO. 7FG20121 FOR SERVICES FROM THE DATE OF LAST SIGNATORY ON PAGE 1 OF THE AGREEMENT TO JUNE 30, 2021 UNDER THE VOLUNTEER FIRE ASSISTANCE PROGRAM OF THE COOPERATIVE FORESTRY ASSISTANCE ACT OF 1978

BE IT RESOLVED, by the Board of Directors of the Sonoma Valley Fire District that said Board does hereby approve the Agreement with the California Department of Forestry and Fire Protection dated as of the last signatory date on page 1 of the Agreement, and any amendments thereto. This Agreement provides for an award, during the term of this Agreement, under the Volunteer Fire Assistance Program of the Cooperative Fire Assistance Act of 1978 during the State Fiscal Year 2020/21 up to and no more than the amount of \$20,000.

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

IN REGULAR SESSION, the foregoing resolution was introduced by Director _____, who moved its adoption, seconded by Director _____, and passed by the Board of Directors of the Sonoma Valley Fire District this 13th day of October

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 President declared the foregoing resolution adopted, and

SO ORDERED:

ATTEST:

William Norton, President

Maci Jerry, Clerk