



Valley of the Moon Fire Protection District

Special Board of Directors Meeting



April 13, 2017



**Valley of the Moon Fire Protection District
Special Board of Directors Meeting**

April 13, 2017

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

Thursday, April 13, 2017 at 5:00 P.M.
Location: Sonoma Valley Fire & Rescue Authority Station #1
630 2nd Street West, Sonoma, California 95476

(This agenda is posted in accordance with the Ralph M. Brown Act,
California Government Code Section 54950, et seq.)

1. CALL TO ORDER

2. ROLL CALL & DETERMINATION OF A QUORUM

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

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

8. FIRE CHIEF'S MONTHLY REPORT

9. OLD BUSINESS

Approve revised contract for services with the Glen Ellen Fire Protection District. **Action Item**

10. NEW BUSINESS

11. OTHER BUSINESS TO COME BEFORE THE BOARD

12. COMMENTS FROM THE FLOOR

13. COMMENTS FROM THE BOARD

14. CLOSED SESSION

15. ADJOURNMENT

This meeting will be adjourned to a regular meeting on May 9, 2017 at 6:00 p.m. in the Training Room of Sonoma Valley Fire & Rescue Authority Station 1, located at 630 2nd Street West, Sonoma.

Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available for public inspection the Monday before each regularly scheduled meeting during regular business hours, 8:00 a.m. to 5:00 p.m. Monday through Friday, at Sonoma Valley Fire & Rescue Authority's Station 1, located at 630 2nd Street West, Sonoma, California.

Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Board of Directors regarding any item on this agenda after the agenda has been distributed will be made available for inspection at the location listed above during regular business hours. If you challenge the action of the Board in court, you may be limited to raising only those issues you or someone else raised at the public hearing described on the agenda, or in written correspondence delivered to the Valley of the Moon Fire Protection District Board of Directors, at or prior to the public hearing.

In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the secretary for the Board at (707) 996-2102. Notification 48 hours before the meeting will enable the Valley of the Moon Fire Protection District to make reasonable arrangements to ensure accessibility to this meeting.



Valley of the Moon Fire Protection District

Special Board of Directors Meeting

Agenda Item Summary

April 13, 2017



Agenda Item No.	Staff Contact
9	Steve Akre, Fire Chief

Agenda Item Title
 Approve revised contract for services with the Glen Ellen Fire Protection District

Recommended Actions
 Approve contract and submit revised document to the Glen Ellen Fire Protection District Board of Directors.

Executive Summary
 The GLE Board requested revisions to the contract that was approved at the District Board meeting of 4/11/17, including repagination and insertion of effective start date. A third Exhibit was also attached, Sonoma Valley Fire Deployment Matrix by Incident Type, which is labeled, Exhibit “B.” The former Exhibit “B,” Glen Ellen Fire Protection District Inventory of Capitalized Rolling Stock, is now Exhibit “C.”
 Revisions are highlighted and appear on pages 1, 4, 7, 8, 9, 23, and 24.

Alternative Actions
 Decline to approve contract or propose additional revisions to contract before approval

Strategic Plan Alignment
 This agreement is in alignment with Goal 5, Objective 5A: Identify the benefits of shared services, and Objective 5C: Incrementally implement changes that enhance delivery of service throughout the region.

Fiscal Summary – FY 16/17

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

Narrative Explanation of Fiscal Impacts (if required)

Attachments
 Joint Mutual Fire Protection and Emergency Medical Services Agreement between Valley of the Moon Fire Protection District and Glen Ellen Fire Protection District (revised)

**JOINT AND MUTUAL FIRE PROTECTION AND EMERGENCY MEDICAL
SERVICES AGREEMENT BETWEEN
VALLEY OF THE MOON FIRE PROTECTION DISTRICT
AND
GLEN ELLEN FIRE PROTECTION DISTRICT**

THIS AGREEMENT, effective **July 1, 2017**, by and between the Valley of the Moon Fire Protection District, a California special district, hereinafter referred to as "VOM," and the Glen Ellen Fire Protection District, a California special district, hereinafter referred to as "GLE," and jointly referred to as "Parties", the promises and agreements of each being in consideration of the promises and agreements of the other for provision of all-risk emergency services inclusive of fire and emergency medical.

WITNESSETH

WHEREAS, both VOM and GLE have authority to provide fire protection, emergency medical, and related services within their respective jurisdictions with all powers attendant thereto; are contiguous to each other; and are susceptible to being provided with fire protection services and facilities under common management, administration and operations and with the same equipment, resources and personnel; and

WHEREAS, VOM and GLE are authorized to contract with each other for the joint exercise of any common power pursuant to Government Code Sections 6500, et seq. (the "Joint Exercise of Powers Act"); and

WHEREAS, GLE desires to contract with VOM for performance of all-risk fire and emergency medical services within the territorial boundaries of GLE through the vehicle of an agreement to exercise common powers as said services are set forth and governed through the terms and conditions of this Agreement; and

WHEREAS, VOM is willing and able to perform such all-risk services in a joint and mutual manner under the terms and conditions set forth in this Agreement; and

WHEREAS, after study, analysis and direction by each agency's governing body, it is the desire of both VOM and GLE to provide the provision of Joint and Mutual Fire Protection and Emergency Medical Services; and

WHEREAS, VOM and GLE agree that the intent of this Agreement is to enhance the current service levels to the citizens and businesses within both VOM and GLE's jurisdictional boundaries in a manner that provides a joint and mutual relationship enjoyed by VOM and GLE; and

WHEREAS, this Agreement shall serve as the "Master Agreement" for all-risk fire and emergency medical services. Upon execution, the parties agree that this Agreement, as may be amended in the future by mutual agreement of VOM and GLE, shall supersede and terminate all other agreements between the Parties with respect to said services.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. IDENTIFICATION OF ORGANIZATION

For continuity in identification for the community and the joint organization, VOM and GLE agree that the designation "Sonoma Valley Fire and Rescue Authority" and its abbreviation "SVFRA" shall be used as identification for the agencies' combined efforts under this Agreement to provide joint and mutual services.

2. SCOPE AND LEVEL OF SERVICES

The scope and level of services, hereinafter referred to as "Services," are hereby defined in this Section 2. For the consideration outlined in this Agreement, VOM shall provide an all risk based emergency response system and service that includes: Emergency Medical Response (EMS), Structural Firefighting, Wildland Firefighting, Public Education, Hazardous Material Response, Trench Rescue, Confined Space Rescue, Fire Prevention Inspections well as related public safety, managerial and administrative services within the jurisdictional boundaries of GLE, to the extent and in the manner set forth herein. These services shall encompass duties and functions of the type falling under the jurisdiction of and customarily rendered by VOM. VOM shall provide services in accordance with State and Federal laws consistent with the service level criteria described in this Agreement. To ensure a consistent standard of performance and equal service level, VOM shall treat demands for service in GLE jurisdiction with the same priority and equality. VOM shall:

- 2.1. Provide fire protection and emergency medical services within the staffing guidelines established by and otherwise in accordance with EXHIBIT "A" which is incorporated and made a part of this Agreement. Such service shall be provided using both GLE and VOM owned vehicles, equipment, and apparatus, as well as sufficient personnel to operate the vehicles, equipment, and apparatus. These services shall be provided with the understanding that reasonably sufficient vehicles, equipment, apparatus, and personnel shall remain within GLE to insure coverage for fire protection and emergency medical services within GLE jurisdiction. If the demands of GLE exceed the services which the VOM can provide, the VOM agrees to use mutual aid agreements as may be necessary to supplement the SVFRA vehicles, equipment, apparatus, and personnel.
- 2.2. Maintain continuous (twenty-four (24) hours per day, seven (7) days per week) and uninterrupted fire and emergency medical services consistent with the service level criteria described in this EXHIBIT "A".
- 2.3. Provide the services described in the first paragraph of this Section 2, with the following provisos:
 - 2.3.1. Investigate fire cause and origin within the GLE.
 - 2.3.2. Upon request of GLE, review and propose fire codes, cost recovery, and ordinances for adoption by GLE.
 - 2.3.3. Develop and maintain fire prevention and education programs within the GLE, including materials for use and dissemination of this information.

- 2.3.4. Maintain for GLE adequate records of activities performed by SVFRA under this Agreement. GLE will maintain all records related to activities not covered by this Agreement, such as documents related to typical Board of Directors activities.
- 2.3.5. Participate in mutual aid agreements with fire protection providers that are contiguous with the GLE and establish and maintain automatic aid agreements in areas in which service might be improved by such agreements so long as it is in the best interests of GLE and VOM to do so.
- 2.3.6. Take all reasonable steps to maintain all VOM and GLE facilities, apparatus, equipment, and its entire system in a good state of repair and at all times conduct its operations under this Agreement in a safe and professional manner.
- 2.4 Provide administrative, bookkeeping and accounting support as described in EXHIBIT "A". Said support shall be performed in accordance with established GLE guidelines and policies as well as generally accepted accounting principles and Governmental Accounting Standards Board (GASB) guidelines.

2.5 Changes in Service Level

- 2.5.1 If during the term of this Agreement the taxing ability or fees-setting authority of the VOM and/or GLE is limited or restricted by a State-wide or municipal ballot measure, proposition, initiative, referendum, constitutional amendment, Legislative action, a Court decision, or any other legal restriction, and if, as a result of the tax limitation, VOM is unable to provide the level of service described in Section 2, or if GLE is unable to pay VOM for the established levels of service. The party subject to such limitation or restriction shall notify the other party, thus mandating the Oversight Committee (defined in Section 4) to negotiate the necessary changes to this Agreement in good faith within ninety (90) days.
- 2.5.2 GLE shall have the right at any time during the term of this Agreement to request a change in the level of fire protection and emergency medical services provided for herein ("Service Request Changes"). VOM shall have up to ninety (90) days to respond to service request changes made by GLE and such response shall include any costs (or cost savings) resulting from those Service Request Changes and any service level amendments necessary to satisfy GLE's Service Request Change. Final Service Level Changes shall go into effect at a mutually agreed upon date following Party's agreement to service level amendments in accordance with the provisions of this paragraph.

3. FINANCE

3.1. Budget & Compensation for Services:

3.1.0 VOM and GLE agree to a first year annual fee for service of \$721,768.00. VOM and GLE agree to the following fee schedule for Agreement years two (2), three (3), four (4) and five (5):

YEAR 2	\$767,762.00
YEAR 3	\$825,734.00
YEAR 4	\$904,837.00
YEAR 5	\$988,204.00

Annual service fees for Years 3, 4 and 5, depicted above, incorporate scheduled minimum wage increases for SVFRA's Apprentice employees

3.1.2. GLE shall pay to the VOM, an initial lump-sum amount equal to ten percent (10%) of total Agreement cost by July 1 of each year. Thereafter, monthly installments equal to one eleventh of the remaining annual fee shall be remitted monthly by the GLE to the VOM.

3.1.4. VOM and GLE shall participate in any periodic reporting (such as, but not limited to mid-year budget) reasonably required for either agency.

3.1.5. As a part of the budget process, Parties may meet to discuss changes to the Agreement such as staffing levels or SVFRA's Deployment Plan (EXHIBIT "B") and the cost (or savings) impacts of those proposed changes.

3.1.6. In the event that the Parties cannot come to a mutual agreement on the cost (or savings) arising from changes to the Agreement contemplated in Section 3.1.5, the budget(s) shall be forwarded to the VOM/GLE Oversight Committee defined in Section 4. In the event that disagreements cannot be resolved by the Oversight Committee and either VOM or GLE opt to terminate the Agreement under Section 8, the charge to GLE for the subsequent provision of services by VOM shall be prorated on the prior year cost plus six and one half percent (6.5%).

3.2. Purchasing: Where possible, GLE and VOM shall collaborate on purchasing to achieve economies of scale. Both Parties shall collaborate to assure that the specifications for specialized equipment are met to the benefit of both parties. Both Parties shall comply with any purchasing approvals for the Party that will be charged for the purchase.

3.3. Accounting/Audit

3.3.1. Funds paid to VOM by GLE under the terms of this Agreement shall be dedicated to the operation, maintenance, equipping, and administration in support of the services provided pursuant to this Agreement and shall be held in the SVFRA Fund Account. Fees paid by any third party for services provided by the SVFRA shall be collected by VOM and shall be distributed to VOM, GLE, or SVFRA as defined during the annual budget process for each type of revenue.

3.4. Fees:

3.4.1. VOM shall maintain a Fee Schedule for all service that may be charged to others including, but not limited to: EMS, Fire Marshal Services, Fire Inspection Services, Fire Plan Check Services. Such fees shall be calculated based on the cost of providing services as required by Government Code. Such fee schedule shall incorporate the GLE Fee Schedule by reference and the GLE fee schedule shall incorporate the VOM Fee Schedule by reference. A copy of the VOM Fee Schedule shall be made available at Station 5.

3.4.2. At the request of GLE, or at the request of community organizations or private individuals, the Fire Chief or designee may agree to provide extra fire services for special events and functions occurring within the geographic boundaries of GLE.

3.4.2.1. For Special Services requested by GLE that are not included in the annual budget, such costs may be charged to GLE as agreed to between GLE and VOM.

3.4.2.2. For Special services requested by parties other than GLE, VOM shall bill the requesting party directly for services performed.

3.5. VOM and GLE agree that GLE may have business costs unique to the entity which will not become a part of the Agreement. As such, GLE shall account for those costs separately and will establish funding sources from other normal revenues [such as Ad Valorem Taxes, Capital Funds and Reserves].

4. VOM/GLE OVERSIGHT COMMITTEE

4.1. A VOM/GLE Oversight Committee shall be created. The mission of this committee is to discuss and make recommendations regarding any issues arising from this Agreement. While it is anticipated that most policy and budget decisions can be addressed at the staff level and through each Party's annual budget process, the VOM/GLE Oversight Committee may convene in the event that the Parties are unable to come to agreement on budget, service level, or other issues that cannot be resolved at the staff level.

4.2. The VOM/GLE Oversight Committee shall include the following members:

4.2.1. Two (2) members of the Valley of the Moon Fire District Board of Directors appointed by the Valley of the Moon Fire District Board of Directors.

4.2.2. Two (2) members of the Glen Ellen Fire District Board of Directors appointed by the Glen Ellen Fire District Board of Directors.

4.2.3. SVFRA Fire Chief

4.2.4. SVFRA Division Chief (position created to serve GLE division, previously the GLE Chief of Department)

5. REPORTING

5.1. VOM shall keep GLE informed of all new developments, issues, or concerns related to the efficient delivery of fire, EMS, or any related services of VOM. GLE shall keep the VOM

informed of all new developments, issues, or concerns related to the efficient delivery of fire, EMS, or any related services in GLE.

- 5.2. VOM and GLE shall mutually cooperate to provide regular operational, financial, and informational reports. VOM shall provide written supplemental reports at any time that the GLE Board requests additional information within thirty (30) days of request, including but not limited to major incidents or other significant emergency services issues affecting GLE.
- 5.3. Audit: GLE or any authorized representative shall have access to any books, documents, and records of VOM which are pertinent to this Agreement for the purposes of making an audit or examination. All books, records and supporting detail shall be retained for a period of five (5) years after the term of this Agreement. VOM agrees that in the event audit exceptions are determined by appropriate audit agencies, compliance shall be the responsibility of VOM. VOM shall provide GLE with a copy of its annual financial audit (including the management letter and findings if any) within sixty (60) days of the completion of the audit and no later than March 31 of the year following the most recent year end close unless agreed to by GLE.

6. PERSONNEL

- 6.1. The responsibility for supervision of Fire and Emergency services, hiring of personnel, establishing standards of performance, assignment of personnel, determining and effecting discipline, determining training required, maintaining personnel files, and other matters relating to the performance of services and control of personnel, shall rest with VOM. VOM is bound to abide by bargaining agreements and Memoranda of Understanding covering VOM employees in accordance with the Meyers-Milias-Brown Act and all other State and Federal laws and regulations.
 - 6.1.1 With respect to the selection and retention of the SVFRA Division Chief, he or she will require approval of the GLE Board of Directors.
- 6.2. All persons employed by VOM to perform services pursuant to this Agreement shall be and remain VOM employees and shall, at all times, be under the sole direction and control of VOM. No GLE employee shall perform services that VOM is obligated to provide under this Agreement, except as may be otherwise expressly provided herein or as may be agreed upon in a Letter of Understanding pursuant to Section 13 of this Agreement. All persons employed by VOM to perform the services pursuant to this Agreement shall be entitled solely to the rights and privileges given to VOM employees and shall not be entitled, as a result of providing services required hereunder, to any additional rights and privileges given to GLE employees.
- 6.3. Personnel assigned to provide services are required to abide by all rules, regulations, policies, and procedures (hereinafter referred to as procedures) applicable to VOM employees, except where such procedures may conflict with a requirement of this Agreement.
- 6.4. The GLE Board may request that VOM personnel abide by GLE procedures. Personnel will comply with such GLE procedures, except where such procedures may conflict with

procedures applicable to VOM employees and/or the requirements of this Agreement.

6.5. For the purpose of performing the services under this Agreement, and for the purpose of giving official status to the performance thereof where necessary, every VOM supervisor and employee engaged in the performance of any service hereunder shall be deemed to be an agent of GLE while performing services for GLE, which services are within the scope of this Agreement and are purely GLE functions. Notwithstanding the agency relationship created by this provision, GLE shall not be liable for any act or omission of any VOM supervisor or employee and shall not be responsible to indemnify, defend, or hold harmless any VOM supervisor, employee, volunteer or agent unless otherwise specifically provided elsewhere in this Agreement.

6.6. GLE shall not be liable for the direct payment of any salaries, wages, employment benefits, or other compensation of any form whatsoever to any VOM personnel performing services hereunder for VOM or any liability other than that provided for in this Agreement.

7. TERM OF AGREEMENT

7.1. This Agreement shall go into effect at 7:30 a.m. on **July 1, 2017**.

7.2. This Agreement shall be effective for a period of five (5) years. This Agreement is thereafter renewable in five (5) year increment periods unless otherwise terminated earlier in accordance with Section 8 Termination.

7.3. With formal action by the VOM Board of Directors and GLE Board of Directors, this Agreement may be extended for successive periods not to exceed five (5) years each. In the event GLE desires to renew this Agreement for any succeeding periods, the GLE Board of Directors, not later than six (6) months preceding the expiration date of this Agreement, shall notify the VOM Board of Directors in writing that it wishes to renew the Agreement. The VOM Board of Directors, within thirty 30 days after receipt of such notification, shall provide the GLE Board of Directors with written notification of acceptance of such renewal for an additional five (5) year period, or such other term as is mutually agreeable.

8. TERMINATION

8.1 VOM or GLE may terminate this Agreement by giving written notice to the other of not less than one (1) year. Whichever agency initiates early termination of this Agreement prior to the end of the term of the Agreement, shall bear the responsibility of payment of any unemployment costs for up to six (6) Apprentice Firefighter positions. If the early termination of this Agreement is mutual, then VOM and GLE shall each bear 50% of the payment of any unemployment costs for up to six (6) Apprentice Firefighter positions.

8.2 Following any notice of Agreement termination, VOM and GLE agree to cooperate in the restoration of equipment and facilities belonging to GLE and to the transition of provision of services from VOM to GLE. The charge to GLE for the provision of services following any notice of termination shall be prorated on the Agreement charges established in Section 3.1.6.

8.3 Within thirty (30) days of any notice of Agreement termination, GLE and VOM agree

to develop a Letter of Understanding as defined in Section 13 regarding a transition of service.

- 8.4 If GLE adopts a final budget that fails to appropriate the funds necessary for this Agreement, notice of Agreement termination shall be given by GLE to VOM within thirty (30) calendar days of such adoption and both parties shall immediately negotiate a service transition with notice as provided in Section 8.1.

9. LEASE OF GLE FACILITIES, VEHICLES AND EQUIPMENT

- 9.1. Lease of GLE Premises: GLE hereby leases to VOM and VOM leases from GLE, on the terms and conditions hereinafter set forth in this Agreement, those certain premises as described as follows:

Land and Improvements situated in GLEN ELLEN, State of California, commonly known as Glen Ellen Station No. 1, located at 13445 Arnold Dr., Glen Ellen, which is more particularly described by the Deed of Trust dated August 8, 1963.

9.1.1. Term of Lease

The term of the lease of the Premises shall be the same term as that set forth by Section 7 of this Agreement; provided that the term shall not extend for more than fifty-five (55) years in total, except in accordance with Government Code Section 37380 and/or Civil Code Section 718, as they may be amended from time to time. Termination of this Agreement in accordance with the provisions of Section 8 shall serve to terminate this Lease, which termination shall take effect on the same date as the termination of this Agreement. Upon termination, VOM shall return Premises to GLE in the same condition as the Premises were delivered, with the exception of ordinary wear and tear.

- 9.1.2. Landlord Tenant Relationship: VOM shall be the Tenant and GLE shall be the Landlord. VOM shall be given non-exclusive possession of the Premises at all times that this Agreement is in effect.

- 9.1.3. Rent: VOM shall pay rent to the GLE in the sum of \$1.00 each year, payable initially upon mutual execution of the Agreement and then by July 1 of each succeeding year, as consideration for the use of the Premises

- 9.1.4. Use of the Premises: Premises are hereby leased to VOM for the purpose of all-risk fire and emergency medical services to be provided in accordance with the terms of this Agreement. Other uses customarily associated with emergency services are also permitted. VOM shall not use or permit the Premises, or any part thereof, to be used, for any purpose or purposes other than the purpose or purposes for which the Premises are hereby leased. Maintenance, repairs, improvements, alterations, and additions to the Premises shall be performed as set forth by Sections 11 and 12 of this Agreement. During the term of the Agreement, VOM shall maintain insurance coverage as stated in Section 16.

- 9.1.5. Memorandum of Lease. No later than the Effective Date of this Agreement, **both Parties** shall prepare, execute and record a Memorandum of Lease in the office of the Sonoma County Recorder.

9.1.6. Other Terms. This Lease shall be subject to all other terms and conditions of this Agreement except as they may conflict with the terms of this Section 9.

9.2. Lease of Vehicles and Equipment: GLE hereby leases to VOM and VOM leases from GLE, on the terms and conditions hereinafter set forth in this Agreement, all Fire and Emergency Medical Response vehicles including command vehicles registered to the GLE, as shown on the GLE's Capital Asset Schedule as updated and maintained by GLE. The list of vehicles as of the effective date of this Agreement is attached hereto as EXHIBIT "C" and incorporated by this reference herein. VOM shall provide updates to GLE annually to update GLE's Capital Asset Schedule.

9.2.1. The vehicles and equipment are hereby leased to VOM for the purpose of all-risk fire and emergency medical services to be provided to GLE in accordance with the terms and conditions of this Agreement. Other uses customarily associated with emergency services are also permitted. VOM shall not use, or permit the vehicles and equipment or any part thereof to be used, for any purpose or purposes other than the purpose or purposes for which the vehicles and equipment are hereby leased.

9.2.2. VOM shall pay rent to GLE in the sum of \$1.00 each year, payable initially upon mutual execution of the Agreement and by July 1 of each succeeding year, as consideration for the use of the vehicles and equipment herein described. This lease shall have the same term as Section 7 of this Agreement and be subject to the same termination provisions as Section 8 of this Agreement.

9.2.3. Maintenance, repairs, alterations and substitutions of the vehicles and equipment leased by GLE to VOM shall be subject to the provisions of Section 10 of this Agreement. This Lease shall be subject to all other terms and conditions of this Agreement except as they may conflict with the terms of this Section 9. During the term of the Agreement, VOM shall maintain insurance coverage as defined in Section 16.

10. VEHICLES & EQUIPMENT

10.1. For purposes of ownership, GLE shall remain the registered owner of its respective vehicles

10.2. During the term of this Agreement, VOM shall be responsible for the performance of ordinary and day-to-day maintenance, service and repairs. GLE will be responsible for the cost of the materials utilized in such service and repairs, including preventative and day-to-day maintenance and annual service. The vehicles and equipment shall be maintained in good repair.

10.3. GLE shall be fully responsible for all major repair costs, including, but not limited to, parts, materials and labor, with the exception that VOM shall pay for up to the first hour of maintenance and repair by a VOM mechanic in VOM shop. As part of the annual budget process, VOM shall notify GLE of anticipated capital repair costs. In the event of an unanticipated capital repair, VOM shall notify the GLE Board President or designee and seek approval prior to initiating repairs, or upgrade of vehicles owned by GLE.

- 10.4. GLE shall provide for equipment replacements in their annual budget either via an internal service fund, fund balance policy, or via funding of full capital replacement as scheduled. In the event of a failure of GLE to replace equipment on schedule, GLE may be direct charged for excess maintenance or repairs related to the age of the vehicle.
- 10.5. Notwithstanding any of the above, VOM shall be responsible for any damage or destruction to any vehicle used by the VOM in the performance of services under this Agreement (whether owned by GLE or VOM) arising out of, connected with, or caused by the negligence or intentional acts or omissions of VOM employees, officers or agents.
- 10.6. Should GLE elect to divest itself of fire equipment or apparatus, and subject to any statutory obligations, VOM shall have the right of first offer to acquire same. If GLE transitions ownership of equipment and apparatus to VOM, VOM and GLE shall establish an equitable and legal formula for establishing true value.
- 10.7 Upon termination, VOM shall return the vehicles and equipment leased by GLE to VOM in the same condition as they were delivered, less ordinary wear and tear.

11. USE OF GLE FACILITIES

- 11.1.1 During the term of this Agreement, GLE shall make available use of Fire Station No 1, hereinafter (Station 5)] located at 13445 Arnold Drive, Glen Ellen, CA 95442 to VOM.
- 11.1.2 During the term of this Agreement, GLE shall make available use of Fire Station No.2, hereinafter (Station 6) located at 730 Sonoma Mountain Rd., Glen Ellen, CA 95442 to VOM as GLE's agent.
- 11.2. VOM agrees to provide on-site management of Station 5 and Station 6 including scheduling and ensuring that agreed upon staffing is maintained.
- 11.3. GLE retains the ability to schedule use of the station(s) for GLE business activities, meetings and public functions at no cost to GLE provided that scheduling of said activities does not conflict with regular VOM business.
- 11.4. Station 5, including basic workstations (containing furniture, office equipment, and supplies), shall be sufficiently equipped to allow VOM employees to perform the services required under this Agreement in a safe, effective, and efficient manner. VOM shall be responsible for daily maintenance and upkeep of non-capital equipment and may recommend to budget ongoing upgrades and maintenance through the annual budget process as defined in Section 3 herein.
- 11.5. VOM shall maintain the security of the work areas.
- 11.6. Utilities and Maintenance of Facility
 - 11.6.1. Facility and Grounds: VOM shall maintain Station 5 and Station 6 in the performance of this Agreement in a state of good repair.
 - 11.6.2. Utilities and Maintenance: GLE shall be responsible for all utility and maintenance costs (including, but not necessarily limited to, charges for electricity,

gas, telephone, water, internet, refuse disposal.). Janitorial services shall be the responsibility of VOM. A program for repair or replacement of office equipment and other furnishings shall be the responsibility of GLE and shall be included in the annual GLE budget as defined in Section 3 herein.

11.6.3. GLE shall retain financial responsibility for capital repairs. This includes maintenance and repairs that are on a non-regular, non-recurring, or as-needed basis, such as interior and exterior painting and flooring, landscaping, and the replacement of major building equipment, in accordance with the provisions of GLE's Long-term Building Maintenance Fund. As part of the annual budget process, VOM shall notify GLE of anticipated capital repair costs. In the event of an unanticipated capital repair, VOM shall notify the GLE Board President or designee and seek approval prior to initiating repairs.

11.6.4. Notwithstanding Section 11.6.3 above, VOM shall be responsible for any damage to the facility or furnishings arising out of, connected with, or caused by the negligence, intentional acts or omissions of VOM's employees, officers or agents.

11.7. Approvals: GLE shall approve all operating costs related to the use of Station 5 in advance. Such approval may take place through the Annual Budget process or through approval by the Board. Capital costs related to the operation of Station 5, even if budgeted, require specific approval of the GLE Board or a GLE approved project based completed Authorization for Expenditure document should GLE wish to develop such an approval process.

12. GLE POWERS AND ENFORCEMENT OF GLE ORDINANCES_

12.1. VOM shall provide services for the enforcement of the rules, regulations, resolutions, and ordinances of GLE. GLE shall not be required by this Agreement to commence any legal proceedings or administrative actions to enforce any of its rules, regulations, resolutions, and ordinances under this Agreement. It is agreed that in performing the Services pursuant to this Agreement, VOM shall have all the powers of GLE and shall receive all cooperation reasonably practicable from GLE to enable efficient enforcement of such rules, regulations, resolutions, and/or ordinances of GLE that are enforced by VOM pursuant to this Agreement. In the event that VOM believes that a GLE ordinance is invalid, VOM shall not be obligated to enforce such ordinance until such ordinance is reviewed and determined to be acceptable by VOM Counsel. Nothing in this Agreement shall bar or prohibit GLE from taking any action to enforce any of its rules, regulations, resolutions, and/or ordinances in the event that VOM is unable or unwilling to take enforcement action. It shall be within the sole discretion of GLE to choose whether to take enforcement action if VOM fails to do so for any reason whatsoever.

12.2. GLE shall be responsible for the validity of its rules, regulations, resolutions, and ordinances, including any ordinances or codes incorporated by reference in GLE's ordinances, and GLE shall defend, hold harmless, and indemnify VOM, its officers, agents, and employees, with respect to any lawsuit or action challenging the validity of a GLE ordinance.

12.3. With respect to the laws of the United States and the State of California and the ordinances and resolutions of the GLE which confer certain authorities, obligations and enforcement powers upon the GLE's Fire Chief and Fire Marshal, the VOM's Fire Chief and Fire Marshal shall act in the capacity of the GLE's Fire Chief and Fire Marshal.

13. LETTERS OF UNDERSTANDING

If requested by the Fire Chief or GLE Board President, Letters of Understanding may be signed by Fire Chief and GLE Board President with respect to questions relating to the provision of service under this Agreement. Letters of Understanding will set forth the question raised and the agreements reached. The intent and purpose of each such Letter of Understanding shall be to administratively implement, interpret, or clarify one or more provisions of this Agreement. No such Letter of Understanding shall have the effect of amending this Agreement unless an amendment to this Agreement is approved in writing by the Glen Ellen Fire District Board of Directors and the Valley of the Moon Fire District Board of Directors. In the event of any inconsistency or ambiguity between the terms of such Letter of Understanding and the terms of this Agreement, the terms of this Agreement shall prevail.

14. PLANNING, COORDINATION, SERVICE AGREEMENT, AND BOUNDARY CHANGE

VOM and GLE agree to cooperate in good faith and participate in all planning as it relates to the provision of fire and emergency medical services affecting GLE. GLE shall notify VOM of all General and Specific plan amendments, periodic review, and amendments to land-use regulations affecting GLE. VOM shall receive the same notice and review and comment rights as granted GLE's other interested parties. Upon VOM's request, VOM staff shall be included in public facility planning in the same manner as GLE. VOM shall notify GLE of any General and Specific Plan amendments, periodic review, and amendments to land-use regulations affecting the VOM. GLE shall receive the same notice and review and comment rights as granted VOM's other interested parties. Upon GLE's request, GLE shall be included in public facility planning in the same manner as VOM staff.

15. LEGAL

The Fire Chief shall consult with the GLE Board President or his/her designee who may authorize contact with the GLE Legal Counsel when VOM actions are within the GLE's boundaries and involve GLE ordinances, policies, or related issues. For actions involving both VOM and GLE jurisdictions, both attorneys may collaborate as appropriate. Cost of attorney services shall be borne by the respective agency.

16. MUTUAL INDEMNIFICATION

VOM shall defend, indemnify, protect, and hold GLE and its agents, officers, and employees harmless from and against any and all claims asserted or liability established for damages or injuries to any person or property, including injury to VOM's employees, agents, or officers which arise from or are connected with or are caused or claimed to be caused by the acts or omissions of VOM, and its agents, officers, or employees, in performing this Agreement and the services herein; provided, however, that VOM's duty to indemnify and hold harmless shall not include any claims or liability arising from the negligence or intentional acts or omissions of GLE, its agents, officers, or employees.

GLE shall defend, indemnify, protect, and hold VOM and its agents, officers, and employees harmless from and against any and all claims asserted or liability established for damages or injuries to any person or property, including injury to GLE's agents, officers, or employees which arise from or are connected with or are caused or claimed to be caused by the acts or omissions of GLE, and its agents, officers, or employees, in performing this Agreement; provided, however, that GLE's duty to indemnify and hold harmless shall not include any claims or liability arising from the gross negligence or intentional acts or omissions of VOM, its agents, officers, or employees.

These mutual indemnification obligations shall continue after termination of the Agreement for all claims or liability in which the alleged action or inaction occurred during the time the Agreement was in effect.

17. INSURANCE

VOM shall be responsible for maintaining a program of insurance or self-insurance, or any combination thereof that shall cover each party's indemnification obligations. Without in any way affecting the indemnity herein provided and in addition thereto, VOM shall secure and maintain throughout the term of the Agreement the following types of insurance or self-insurance with limits as shown. VOM shall, prior to the date the Agreement goes into effect, deliver to GLE copies of policies of such insurance or certificates evidencing the existence and amounts of the required insurance. No such policy shall be cancelable or subject to modification except after thirty (30) days prior written notice to GLE. VOM shall, at least ten (10) days prior to the expiration of such policies, furnish GLE with evidence of renewals or "insurance binders" evidencing renewal thereof.

17.1. Workers' Compensation: A program of Workers' Compensation Insurance or a state-approved self-insurance program in an amount and form to meet all applicable requirements of the Labor Code of the State of California, including Employer's Liability with \$1,000,000.00 limits covering all persons providing services on behalf of VOM and all risks to such persons under this Agreement.

17.1.1 Without affecting any other rights or remedies, VOM shall have its insurance policies issued in such form as to waive any right of subrogation that might exist otherwise, and shall provide written evidence thereof to GLE upon written request.

17.1.2 In the event that any full time employee from GLE as of the effective date of this Agreement is awarded long-term disability or disability retirement within the first five (5) years of this Agreement, VOM and GLE shall allocate between them any increased costs, including personnel backfill costs (rank for rank) in the following percentages:

	<u>GLE / VOM</u>
Year 1	80% / 20%
Year 2	75% / 25%
Year 3	50% / 50%

Year 4	25% / 75%
Year 5	20% / 80%

17.2. Comprehensive General Liability Insurance or Self-Insurance: VOM shall be responsible for maintaining General Liability insurance. The policy or self-insurance shall have combined single limits for bodily injury and property damage of not less than ten million dollars (\$10,000,000.00).

17.3 Automobile, Equipment and Vehicle Liability Insurance or Self-Insurance: VOM shall be responsible for maintaining Automobile, Equipment and Vehicle Liability insurance. This coverage is to include contractual coverage and automobile, equipment and vehicle liability coverage for owned, hired, and non-owned vehicles including those vehicles leased from GLE. The policy or self-insurance shall have combined single limits for bodily injury and property damage of not less than ten million dollars (\$10,000,000.00). This policy shall provide for full replacement cost

17.4. Comprehensive Property Insurance or Self-Insurance: VOM shall be responsible for maintaining Comprehensive Liability insurance. This coverage is to include contractual coverage and property liability coverage for all property and premises leased from GLE. The policy or self-insurance shall have combined single limits for bodily injury and property damage of not less than two million dollars (\$2,000,000.00). The policy shall provide for full replacement cost.

17.5. Additional Named Insured: All policies or self-insurance, except Workers' Compensation, shall contain additional endorsements naming the GLE and its officers, employees, agents and volunteers as additional named insured with respect to liabilities arising out of VOM's performance of service hereunder. GLE shall be listed as a Loss Payee on the Comprehensive Property Liability insurance.

17.6. Policies Primary and non-Contributory: All policies required above are to be primary and non-contributory with any insurance or self-insurance carried or administered by GLE.

17.7 The insurance coverages provided for under Section 17 shall be subject to increase not more than once every five (5) years during the term of the Agreement. GLE shall give no less than ninety (90) days prior written notice to VOM of a request for any increased coverage.

18. ADDITIONAL DOCUMENTS AND AGREEMENTS

VOM and GLE agree to cooperate to execute additional documents or agreements that may be required to carry out the terms of this Agreement.

19. SUCCESSORS AND ASSIGNS

This Agreement shall bind and inure to the benefit of all successors and assigns of the parties and any associates in interest, and their respective directors, officers, agents, servants, and employees, and the successors and assigns of each of them, separately and collectively.

20. CONSTRUCTION OF AGREEMENT

This Agreement shall be construed and enforced pursuant to the laws of the State of California.

21. AGREEMENT CONTROLLING

In the event of a conflict between the provisions of the text of this Agreement and the Exhibits, the provisions of the text shall prevail.

22. NOTICES

Whenever notice is required hereunder, it shall be given to the parties as follows:

Glen Ellen Fire Protection District:	Board President Glen Ellen Fire Protection District 13445 Arnold Drive Glen Ellen CA 95442
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Valley of the Moon Fire Protection District	Fire Chief Valley of the Moon Fire Protection District 630 Second Street West Sonoma, CA 95476
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When so addressed, notices shall be deemed given upon being placed in the United States Mail, postage prepaid. In all other instances, notices shall be deemed given at the time of actual personal delivery. Changes may be made in addresses to where notices are to be delivered by giving notice pursuant to this provision.

23. GENERAL PROVISIONS

Unless otherwise specifically prescribed in this Agreement, the following provisions shall govern its interpretation and construction. Time is of the essence of this Agreement. Neither VOM nor GLE shall be relieved of its obligation to comply promptly with any provisions of this Agreement by any failure of the other party to enforce prompt compliance with any of its provisions.

Unless otherwise specified in this Agreement, any action authorized or required to be taken by GLE shall be taken by the GLE Board in conformance with GLE policies.

This Agreement is subject to any applicable constitutional and GLE taxing or debt limitations and is contingent upon GLE appropriating the necessary funds under the applicable annual budget.

24. ASSIGNMENT/DELEGATION

Neither party shall assign, sublet, or transfer any interest in this Agreement or any duty hereunder without written consent of the other, and no assignment shall be of any force or effect whatsoever unless and until the other party shall have so consented.

25. NONDISCRIMINATION

VOM and GLE shall comply with all applicable federal, state, and local laws, rules, and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition (including an AIDS or HIV condition), handicap, or other prohibited basis. All nondiscrimination rules or regulations required by law to be

included in this Agreement are deemed incorporated by this reference.

26. AMENDMENT

This Agreement may only be amended in writing by an amendment authorized by the Glen Ellen Fire District Board of Directors and the Valley of the Moon Fire District Board of Directors.

27. WARRANTY OF LEGAL AUTHORITY

Each party warrants and covenants that it has the present legal authority to enter into this Agreement and to perform the acts required of it hereunder. If any party is found to lack the authority to perform the acts required of it hereunder or is prevented from performing the acts by a court of competent jurisdiction, this Agreement shall be void.

28. ENTIRE AGREEMENT

This document is intended both as the final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement. This Agreement may be executed in counterparts, each of which shall constitute an original.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates indicated.

VALLEY OF THE MOON FIRE PROTECTION DISTRICT

Dated: _____

By: _____
Board President

ATTEST:

Clerk of the Board

Reviewed as to form by District:

Dated: _____

By: _ District Counsel

GLEN ELLEN FIRE PROTECTION DISTRICT

Dated: _____

By: _ Board President

ATTEST:

Clerk of the Board

Reviewed as to form by District:

Dated: _____

By: _ District Counsel

EXHIBIT "A"

Staffing

Fire stations will be staffed with a minimum of 2 full-time personnel per shift in the following ranks and certifications:

Fire Station	Location	Staffed Apparatus	Captain	Engineer Medic
No. 5	13445 Arnold Dr.	Engine	1	1

Daily Executive Staff Access

The Fire Chief and Chief Officers will be assigned for daily executive staff access to the GLE. This will provide contact, on a daily basis, of a senior chief officer to the GLE Board of Directors. The secretary/clerical personnel will also provide receptionist services and assist with coordination of GLE Business.

IN ADDITION TO THE FOREGOING, ADMINISTRATIVE SERVICES SHALL INCLUDE THE FOLLOWING:

General Office Tasks:

- Complete and file annual compensation report with State Controller.
- Schedule and support Financial Audit.
- Monitor and/or file State reports prepared by Auditor.
- Prepare ad hoc QuickBooks and/or Excel based reports including, but not limited to, monthly Actual v Budget Revenue & Expense Statement for GLE's Board of Directors.

Account Reconciliation and Analysis:

- Reconcile all bank accounts and investment accounts on a monthly basis for submission to GLE's Board.
- Reconcile all credit card accounts on a monthly basis for submission to GLE's Board.

Accounts Payable:

- Enter approved bills and invoices.
- Process bills and create payment checks in a timely manner.
- Enter and maintain accounting systems Vendor records, including Form W-9 when needed.
- Create and issue Forms 1099 and any associated reports at year end.

Bank Deposits:

- Analyze, replenish and deposit funds to the Department's payroll account.
- Prepare deposit documents for all funds received by the Department on a timely basis.
- Cause funds to be deposited either personally, by mail or by a Department representative.

Accounts Receivable:

- Prepare A/R invoices.
- Prepare A/R Statements.
- Age A/R at least monthly.
- Apply A/R-related payments based on open invoices.
- Prepare monthly Revenue and Expense Statement (P&L) for Board meeting.
- Prepare monthly Statement of Net Position (Balance Sheet) for Board meeting.
- Prepare monthly listing of payroll transactions and transfers for Board meeting.
- Prepare monthly listing of non-payroll checks and transfers for Board meeting.

Budgeting:

- Maintain Excel budgeting model from year to year.
- Work with GLE representative to produce Preliminary Budget.
- Record budgeting line item rationales.
- Work with GLE representative to produce Final Budget.
- Prepare all Budget documents for Board approval.

Reserves:

- Maintain Excel reserve model based on Preliminary Budget, Final Budget, QB Year End results and audited Year End results.
- In conjunction with the Chief GLE representative, maintain Reserve Target criteria for Designated Reserves, including but not limited to:
Rolling Stock,
Buildings and Grounds,
PPE/Turn Outs,
Unfunded Pension Liabilities.
- Prepare Reserve documents for Board approval.

Inventory Related Tasks:

- Physical inventory of capital items:
Maintain capital items Asset & Depreciation records.
Monitor capital items inventory tagging records.

- Physical inventory of non-capital items:
Monitor non-capital items inventory tagging records

EMS Level

Staff and equip staffed fire engine at Station 5 as a priority to the advanced life-support level (ALS).

Fire Inspections and Investigations

The VOM will establish fire inspection zones for each fire station and establish fire code prescribed frequencies for required inspections. Inspections in general business occupancies such as office complexes and retail outlets will be inspected every two years. Fire investigators will be available to fire scenes for fire cause determination 24 hours per day.

Fire Marshal Services

GLE desires to provide Fire Marshal Services. VOM will provide staff for these services and agrees to provide work space for staff performing these duties. The VOM has adopted ordinance number 2015/2016-01 dated December 8, 2015 establishing a schedule of fees to cover the costs of providing services, issuing permits and enforcing regulations within the VOM. VOM will recommend to the GLE, and GLE will approve, no more than the fees established by VOM to cover the costs of providing services, issuing permits, and enforcing regulations within GLE. VOM shall indemnify, defend, and hold GLE harmless from any claims, damages, fees, costs, and losses of any nature whatsoever in any action challenging fee(s) for services, permits, or enforcement activities established or imposed pursuant to this paragraph. The VOM will amend this ordinance to include all functions associated with fire and life safety plan review and inspections services for the GLE and incorporate the GLE fee schedule by reference into the VOM fee schedule for services to properties within the GLE jurisdictional boundaries. VOM will provide planning services for GLE projects and special events. The function of VOM fire prevention shall be the implementation, administration and enforcement of the provisions of applicable codes.

Grants

VOM will work proactively with GLE in seeking grant opportunities that are mutually beneficial. VOM will apply on behalf of the GLE for grants, reimbursements, and other forms of funding.

Other Services

Along with Services outlined previously herein, other emergency services to be provided include: hazardous materials, water rescue, technical rescue, wildland fire suppression, confined space rescue, urban search and rescue, and those other activities associated with the emergency services. The VOM shall continue to maintain cooperative efforts with a regional approach with other providers of specialized services.

Community Liaison/Community Involvement

The GLE will have access to the VOM public information officer (PIO) for incident coverage. VOM PIO will act on behalf of the GLE during emergency incidents. In addition, the GLE Board will be provided copies of announcements and other information relevant to the GLE. Fire prevention

educational materials will be provided for use and dissemination within the GLE. The SVFRA Division Chief, or designee, will provide community liaison/community involvement duties for the GLE, consistent with the current level of service. Community involvement will include participation and involvement in key organizations as defined by the GLE. They may include but are not limited to: Schools and civic organizations.

EXHIBIT "B"

Sonoma Valley Fire Deployment Matrix by Incident Type		
Incident Type		Deployment
Structure Fire:	1st Alarm:	4-Fire Engines, 1-Ambulance, 1 Chief Officer
Structure Fire (Non-Hydranted)	1st Alarm:	4-Fire Engines, 1-Ambulance, 2- Water Tenders 1 Chief Officer
Fire Alarm:	Residential	2-Fire Engines, 1-Chief Officer
	Commercial	2-Fire Engines, 1-Chief Officer
	Water Flow	2-Fire Engines, 1-Chief Officer
	Carbon Monoxide	1-Fire Engine
	Reset	1-Fire Engine
Vegetation Fire	1st Alarm	3-Fire Engines, 1-Water Tender, 1-Chief Officer
Vehicle Fire		1-Fire Engine
Commercial Vehicle Fire		2-Fire Engines, 1-Chief Officer
Debris Fire (Landscape, Dumpster etc)		1-Fire Engine
Vehicle Accident		2-Fire Engines, 1-Ambulance 1-Chief Officer
Vehicle Accident with Entrapment		2-Fire Engines, 1-Ambulance 1-Chief Officer
Aircraft Emergency	Level Alpha	2-Fire Engines, 1-Ambulance 1-Chief Officer
Haz-Mat		3-Fire Engines, 1-Chief Officer, 1-County Haz-Mat Officer
Hazardous Condition		1-Fire Engine
Medical Aid		1-Fire Engine, 1-Ambulance
Multi-Casualty Incident		2-Fire Engines, 2-Ambulances 1-Chief Officer
Rescue:	Swift Water	2-Fire Engines, 1-Medium Rescue, 1-Ambulance, 1-Chief Officer
	Low/High Angle	2-Fire Engines, 1-Medium Rescue, 1-Ambulance, 1-Chief Officer
	Confined Space	2-Fire Engines, 1-Medium Rescue, 1-Ambulance, 1-Chief Officer
	Industrial Accident	1-Fire Engine, 1-Ambulance
Service Call:	Agency Assist	1-Fire Engine
	Public Assist	1-Fire Engine
	Standby	1-Fire Engine
Unknown Type Fire		3-Fire Engines, 1-Ambulance, 1-Chief Officer
Investigation:	Fire	1-Fire Engine
	Electrical	1-Fire Engine
	Odor	1-Fire Engine
	Smoke	1-Fire Engine
Gas Inside a Structure		3-Fire Engine, 1-Ambulance, 1-Chief Officer
Gas Outside a Structure		1-Fire Engine

EXHIBIT "C"

10/3/2016 12:00 PM

Glen Ellen Fire Protection District
Inventory of Capitalized Rolling Stock

Inv. #	Make	Model	Serial No.	Description	Acq. Date	Cost	Location	License
3200	GMC	2007 Chevy	1GCEK19047Z599337	1/2-Ton Pickup Truck - 4WD	2/28/2007	34,805	Sta. 1	1198313
3231	GMC	2003 Sierra	1GDJK33193F237944	WestMark/ Rescue	2/23/2004	100,256	Sta. 1	1133834
3232	Interstate	2017 Trailer	4RALS1420HK058793	Large Animal Rescue Trailer	7/8/2016	7,500	Atwood Ranch	
3241	GMC	2002 Sierra	1GTEK19T62Z258329	1/2-Ton Pickup Truck	3/11/2002	27,503	Sta. 1	1198313
3271	International	2003 / 7400	1HTWCADN43J072401	WestMark/Type 3 Engine	5/1/2003	227,968	Sta. 1	1126274
3272	International	2002 / 4900	1HTSDADBX2H413723	WestMark/Type 2-3 Engine	11/9/2001	209,445	SVFRA	1104654
3281	HME	2001 / SFO	44KFT42851VV.Z19528	Gi-Tech/Type 1 Engine	9/28/2001	286,829	Sta. 1	1098128
3295	International	2006 / 7400 DT	1HTWCAZR065289282	Water Tender	6/30/2006	237,570	Sta. 1	1139054

The VOM will insure the GEFA Dodge.