



CAMBRIA COMMUNITY SERVICES DISTRICT

I, Gail Robinette, President of the Cambria Community Services District Board of Directors, hereby call a Special Meeting of the Board of Directors pursuant to California Government Code Section 54956. The Special Meeting will be held: **Thursday, September 10, 2015, 2:30 PM, 1000 Main Street Cambria, CA.** The purpose of the special meeting is to discuss or transact the following business:

AGENDA

SPECIAL MEETING OF THE CAMBRIA COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

**Thursday, September 10, 2015, 2:30 PM
1000 Main Street
Cambria, CA**

1. OPENING

- A. Call to Order**
- B. Pledge of Allegiance**
- C. Establishment of Quorum**
- D. Report from Closed Session**

Timothy Carmel

2. PUBLIC COMMENT

Members of the public wishing to address the Board only on any item described in this Notice may do so when recognized by the Board President. Public Comment on this agenda will be limited to three (3) minutes per person.

3. REGULAR BUSINESS (Estimated time: 15 Minutes per item)

- A. Discussion and Consideration of Additional Cost Saving Measures for the CCSD and Receive a Financial Update Relating to Revised Cash Flow Projections and Anticipated Expenditures**
- B. Discussion and Consideration of Resolution 32-2015 Regarding SAFER Grant Acceptance**
- C. Discussion and Consideration to Authorize Acceptance of an Emergency Permit - Streamlined Permitting for Removal of Hazardous Trees in Cambria on Parcels Owned by Cambria Community Services District**

4. ADJOURN

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors
FROM: Jerry Gruber General Manager

AGENDA NO. **3.A.**

Meeting Date: September 10, 2015 Subject: Discussion and Consideration of Additional Cost Saving Measures for the CCSD and Receive a Financial Update Relating to Revised Cash Flow Projections and Anticipated Expenditures

RECOMMENDATIONS:

It is recommended that the Board of Directors instruct staff regarding the proposed long term cost cutting measures they would like further evaluated and/or actively pursued, as well as any additional short or long term cost cutting measures that the Board would like to see implemented.

FISCAL IMPACT:

Immediate cost cutting measures will result in savings to the Cambria Community Services District, while longer term cost cutting measure will result in further savings.

DISCUSSION:

As part of the CCSD's August Board Meeting, the Board directed staff to bring back suggestions for additional cost savings measures as part of a Special Board Meeting. Staff has developed additional cost saving measures and projections based on the receipt of the Proposition 84 Grant Funding. For the third time since the August Board Meeting, staff has revised projected shortfalls through February of 2016. As part of this staff report, the Board of Directors is provided with those revised projections and staff seeks direction regarding any further cost cutting measures the Board would like to see implemented. Listed below are: immediate cost cutting measures that have already been implemented, long term cost cutting measures that could be further evaluated and implemented, and a potential additional revenue stream that would allow for the overall financial conditions of the District to improve significantly.

1. Secure \$4.3 Million as part of the Proposition 84 Grant Funding. This is the single most important issue currently facing the CCSD.
2. Discuss and consider implementation of revised water and wastewater rate adjustments that would allow for cost recovery of the actual cost of the services provided for both departments.
3. Resolve the Land Watch litigation.
4. Consider moving the Administrative Offices to the Fire Department. Although adjustments and improvements would have to be made, ultimately the District would save significantly on monthly rent. Currently the District pays \$3,600.00 per month and has rented the facility since at least 2001. Combining both Administration and Fire could result in improved customer service, as well as a Government Center for the Community.

5. Evaluate the land adjacent to the Fire Department and determine the best use from a long term perspective. Renting the property to the Cambria Health Care District for portable units could be one of many options, and would increase revenue to the District.
6. Evaluate and inventory the District's current property holdings and determine if any of those properties could be liquidated.
7. Eliminate future enrollment of Reserve Firefighters into the PERS retirement system. Return to the previous practice of tracking the annual hours worked and restrict hours to less than 960 per year.
8. Continue to evaluate on a short term and long term basis the most economically feasible and cost efficient methodologies of provided Fire Suppression and Paramedic Services for the Community of Cambria. This would include staffing levels, levels of overall services provided, current and future unfunded liability relating to PERS, vehicle and equipment replacement. It is important to note as we evaluate future Fire Suppression and Paramedic services for the community that the Districts 8.9 Million Dollar loan with Western Alliance stipulates that if funds are not available thru EWS charges and water sales revenue to pay the loan, that ad valorem revenues or property taxes will be used to pay the loan. The majority of the Fire Departments budget comes from this funding mechanism.
9. Evaluate and implement the PG&E Large Integrated Audit. Although the report is in a draft form, a great deal of effort has gone into it and significant cost savings relating to energy could be achieved by the District if partially or fully implemented.
10. Meet with the RWQCB staff regarding sampling of the EWS. After further evaluation of our permit and sample results, it was determined that a great deal of redundancy in sampling is occurring. The RWQCB is drafting a letter to the District outlining specific areas where sampling can be reduced, thereby saving the District money.
11. After the EWS has been operational for a one year period, the District can request through the SWRCB a further reduction in sampling based on empirical data.
12. Reduce or eliminate AGP Video. Currently we pay for three hours with AGP Video. Historically Board Meetings last 4-5 hours. The Board could also request a survey of all other Special Districts to determine which ones record their meetings.
13. Reduce part time Administrative Technician from sixteen hours per week to eight hours per week.
14. The Board could consider reducing office hours that currently exist from Monday –Thursday from 9:00 A.M - 4:00 P.M to Monday thru Thursday from 10:00 A.M - 3:00 P.M. This modification would allow staff to get more work done, but would also impact the District's level of customer service.
15. Reduce Public Information Office budget from \$3,000.00 per month to \$1,000.00 per month.
16. Negotiated and reduced Bartle Wells Associates Professional Services for the Rate Study based on previous work completed from \$40,000.00 to \$26,500.00, a savings of \$13,500.00.
17. Staff continues to monitor expenditures and revenues daily. The General Manager and Finance Manager continue to communicate with all Department Managers the need to be fiscally prudent and that only items deemed emergencies by the General Manager will be authorized. I would like to thank everyone for their efforts.

A seven month cash flow projection dated 9/2/15 is attached. It includes March 2016 because data through February would not reflect the low cash projection for March. The attached projection shows a cash deficit of \$43 at the end of November 2015 and a surplus of \$9,561 at the end of March 2016. While these projections are much better than previous projections, they still indicate that the District could run out of cash during those two months. For November, the critical factor is the timing of tax receipts. It should also be noted that the District will have to liquidate its money market account (\$503,000) at Heritage Oaks Bank.

The cash flow projection developed on August 11 showed a deficit of \$516,844 at the end of November 2015. That projection showed a beginning cash balance for the month of September of \$944,915 whereas the actual cash balance for the beginning of September was \$1,342,359 – a difference of \$397,444. The August 11th projection for September 1st was not accurate for the following reasons:

- Outstanding checks were overestimated by approximately \$197,000;
- Utility billing receipts were underestimated by approximately \$98,000;
- Miscellaneous expenses were overestimated by approximately \$26,000; and
- Payroll expense was overestimated by approximately \$75,000.

The cash flow projection developed on August 11 also showed a deficit at the end of February of \$350,556, whereas the current cash flow projects a surplus of \$543,245 – a difference of \$893,801. That difference is accounted for by the following factors:

- Recurring monthly expenditures were overestimated by approximately \$170,000;
 - Payroll costs were overestimated by approximately \$487,000;
 - The cost of the rate study was overestimated by \$10,000;
 - The amount of the EWS loan payment was overestimated by \$63,000; and
 - The \$397,000 difference discussed above is also reflected in this balance.
- Also, the following costs were not included in that projection:
- \$18,950 for Filtronics media replacement;
 - \$120,000 for CAL FIRE contract costs;
 - \$90,000 for the Rag Picker at the wastewater treatment plant; and
 - \$20,000 for sludge removal at the wastewater treatment plant.

The current cash flow projection assumes the following:

- the District pays \$118,000 in invoices that are pending on September 9, 2015;
- the District continues to delay payment of \$1,128,000 in existing commitments to EWS contractors; and
- This cash flow projection does not include the receipt of the \$248,000 State drought grant that the District anticipates receiving before the end of September.

If the State drought grant is not received before the middle of November, the District could still be very close to running out of cash unless tax revenues come earlier than expected or routine expenses between now and then are less than budgeted.

Attachments: CCSD Projected Cash Flow September 8, 2015

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: __ROBINETTE__ CLIFT__THOMPSON__ BAHRINGER __RICE

| CAMBRIA COMMUNITY SERVICES DISTRICT | | | | | | | |
|---|------------------|------------------|---------------|------------------|------------------|------------------|----------------|
| CASH FLOW: SEVEN MONTH PROJECTION | | | | | | | |
| Prepared by Patrick O'Reilly, Finance Manager, 9/8/15 | | | | | | | |
| | <u>Sep-15</u> | <u>Oct-15</u> | <u>Nov-15</u> | <u>Dec-15</u> | <u>Jan-16</u> | <u>Feb-16</u> | <u>Mar-16</u> |
| PROJECTED BEGINNING BALANCE | 1,342,359 | \$614,552 | \$703,552 | (\$43) | \$1,267,957 | \$758,957 | \$543,245 |
| REVENUES | | | | | | | |
| TAXES | | 100,000 | | 1,275,000 | | 50,000 | |
| UTILITY BILLING RECEIPTS | | 625,000 | | 625,000 | | 625,000 | |
| FRANCHISE FEES (GARBAGE) | | 10,000 | 2,000 | 10,000 | 2,000 | 10,000 | 2,000 |
| EXPENDITURES | | | | | | | |
| RECURRING MONTHLY EXPENDITURES | (59,693) | (86,000) | (86,000) | (86,000) | (86,000) | (86,000) | (86,000) |
| DISPATCH | (34,000) | | | | | | |
| FILTRONICS MEDIA | (18,950) | | | | | | |
| CALFIRE CONTRACT | | | (60,000) | | | (60,000) | |
| WW RAG PICKER | | | (90,000) | | | | |
| SLUDGE REMOVAL | | | (20,000) | | | | |
| BOND | (54,000) | | | | | | |
| FISCALINI TANK | | (125,000) | | | | | |
| RATE STUDY | | (10,000) | (10,000) | 6,500 | | | |
| PAYROLL | (275,000) | (275,000) | (275,000) | (412,500) | (275,000) | (275,000) | (275,000) |
| LOAN (VEHICLES) | | | (14,595) | | | | |
| WASTEWATER BOND | (136,164) | | | | | | (24,684) |
| EWS LOAN | | | | | | (329,712) | |
| MAINTENANCE | (75,000) | (75,000) | (75,000) | (75,000) | (75,000) | (75,000) | (75,000) |
| OPERATIONS | (75,000) | (75,000) | (75,000) | (75,000) | (75,000) | (75,000) | (75,000) |
| PROJECTED ENDING BALANCE | \$614,552 | \$703,552 | (\$43) | 1,267,957 | \$758,957 | \$543,245 | \$9,561 |

NOTES:

1. CCSD has an approved Drinking Water Draught Grant for approximately \$250,000 which may be received at any time.
2. CCSD currently owes approximately \$1,128,000 to vendors for work completed or committed for the EWS but not yet paid and which is not included in above expenditures.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **3.B.**

FROM: Jerry Gruber, General Manager

Meeting Date: September 10, 2015

Subject:

Discussion and
Consideration of
Resolution 32-2015
Regarding SAFER Grant
Acceptance

RECOMMENDATIONS:

It is recommended that the Board of Directors:

1. Receive the staff report.
2. Open the public hearing.
3. Take public testimony.
4. Close the public hearing.
5. Direct Staff to either accept or reject the SAFER Grant (“Grant”) that has been awarded to the Cambria Community Services District by the Department of Homeland Security.
 - Because the cost of three additional firefighters significantly exceeds the amount of the Grant award, if the Grant is accepted, the Board of Directors should adopt Resolution 32-2015 and direct staff to immediately work with the SAFER Grant administrators on modifying the Grant terms to reduce the number of firefighters hired so as to not exceed the Grant award.
 - If the Grant is rejected, then direct staff to send a letter to the SAFER Grant administrator explaining that the rejection is due to inadequate requested funding and that the CCSD would like to be considered for future grants.

FISCAL IMPACT:

The Grant award is for \$396,525 for three firefighters for a two year period to begin within 6 months after acceptance. The actual fully burdened cost for three firefighters is between \$441,070 and \$561,613 for two years (see attached Finance Manager’s analysis). There are no additional SAFER Grant funds in this cycle, therefore any additional costs above the amount would be borne by the CCSD. The applicant is permitted to request an amendment to the number of firefighters hired to reduce the cost to a range within the Grant award. Staff is recommending that no General Fund money be used to augment the Grant, therefore there is no net fiscal impact to the CCSD.

DISCUSSION:

Under the United States Department of Homeland Security, the Federal Emergency Management Agency (FEMA) set aside \$340,000,000 in funding for SAFER for FY 2014. The SAFER (Staffing for Adequate Fire Emergency Response) Grant Program provides funding

directly to fire departments to assist them in increasing the number of firefighters to help them meet industry minimum standards and attain 24-hour staffing to protect communities from fire and fire related hazards, and to fulfill traditional missions of fire departments.

With direction from the former Fire Chief, Fire Department staff applied for the Grant on March 16, 2015 and it was awarded July 17, 2015. On August 24, 2015, FEMA approved a 30-day extension to accept or reject the Grant. A determination must be made before September 24, 2015 in order to receive the award.

The Grant was intended to provide funding for three firefighters for a two-year period, which would allow for the addition of one firefighter on daily staffing. Total staffing levels was to provide a four-person engine company daily. This staffing model was to include a full time Captain, full time Engineer, SAFER-funded Firefighter, and a reserve Firefighter. Unless additional funding is available, at the end of the two year period the SAFER-funded firefighter positions will end and the engine would go back to a three person staffed engine.

Because the Grant award is insufficient to fund three firefighter positions, the terms of the Grant would need to be modified to allow for the hiring of only two firefighters or the CCSD would need to supplement the Grant award from the General Fund.

The benefits of the additional position include: providing important staffing during this unprecedented drought, meeting the NFPA 1710 staffing standards, providing more depth of personnel to reduce overall overtime costs, and increasing overall effectiveness both in fire prevention and operationally.

If the CCSD rejects the Grant it will **not** impact the future funding of FEMA grant awards, according to the Regional FEMA Grant Representative. Also attached is an FAQ document staff has prepared about the Grant and a copy of the Grant Application that was submitted by Fire Department staff to FEMA.

- Attachments: Resolution 32-2015
- SAFER FAQ
- SAFER Application
- SAFER Grant Cost Analysis

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ ROBINETTE ___ CLIFT ___ BHRINGER ___ THOMPSON ___ RICE

RESOLUTION 32-2015
September 10, 2015

A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE CAMBRIA COMMUNITY SERVICES DISTRICT
ACCEPTING THE 2015 SAFER GRANT AWARD

WHEREAS, the Cambria Community Services District (CCSD) is a public agency located in the County of San Luis Obispo, State of California, that provides fire protection services to the Cambria community; and

WHEREAS, the Federal Emergency Management Agency (FEMA) has established a Staffing for Adequate Fire Emergency Response (SAFER) Grant Program to assist fire departments in meeting industry minimum standards, to attain 24-hour staffing to protect communities, and to fulfill traditional missions of fire departments; and

WHEREAS, the CCSD Fire Department submitted an application for a SAFER Grant ("Grant") on March 16, 2015; and

WHEREAS, on July 17, 2015, the CCSD Fire Department was awarded the Grant in the amount of \$396,525; and

WHEREAS, the Grant is intended to fund three full time firefighters for a two year period and at the end of the two year period, the CCSD is under no obligation to retain the Grant funded firefighters; and

WHEREAS, the CCSD projects the fully burdened cost of three full time firefighters for two years will significantly exceed the amount of the Grant award; and

WHEREAS, the CCSD Fire Department will work with Grant administrators to modify the Grant terms to meet the fully burdened cost of two full time firefighters; and

WHEREAS, under no circumstances shall CCSD General Fund money be used to supplement the SAFER Grant-funded firefighter positions; and

WHEREAS, the CCSD has until September 24, 2015 to make a determination to accept or reject the Grant.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cambria Community Services District as follows:

1. The above recitals are true, correct, and incorporated herein.
2. The SAFER Grant award is hereby accepted.
3. Fire Department staff is hereby directed to work with SAFER Grant administrators to modify the Grant terms and reduce the requisite number of positions to be filled from three to two.
4. No General Fund money shall be used to supplement the SAFER Grant award.

This Resolution is effective on its date of adoption.

[SIGNATURES ON FOLLOWING PAGE.]

PASSED AND ADOPTED THIS 10th day of September, 2015.

AYES:

NOES:

ABSENT:

Gail Robinette, President
Board of Directors

APPROVED AS TO FORM:

Timothy J. Carmel, District Counsel

ATTEST:

Monique Madrid, District Clerk

SAFER FAQ

Program Overview: Under the United States Department of Homeland Security, the Federal Emergency Management Agency (FEMA) set aside \$340,000,000 in funding for SAFER. The SAFER (Staffing for Adequate Fire Emergency Response) Grant Program provides funding directly to fire departments to assist them in increasing the number of firefighters to help them meet industry minimum standards and attain 24-hour staffing to protect communities from fire and fire related hazards, and to fulfill traditional missions of fire departments.

Program Objectives: The goal of the SAFER Grant Program is to assist local fire departments with staffing and deployment capabilities in order to respond to emergencies, and assure that communities have adequate protection from fire and fire-related hazards.

SAFER intends to improve or restore local fire departments' staffing and deployment capabilities so they may more effectively and safely respond to emergencies. With enhanced or restored staffing levels, grantees should see a reduction in response times and an increase in the number of trained personnel at the incident scene. While not required for a SAFER Grant, it is preferable that the enhanced staffing levels of all SAFER Grantees should ensure all first-arriving apparatus are staffed with a minimum of four qualified personnel (to meet NFPA 1710 standards) who are capable of initiating the suppression response. Ultimately, SAFER Grantees should achieve more efficient responses and safer incident scenes thereby ensuring communities have improved protection from fire and fire related hazards.

The FY 2014 SAFER Grant plays an important role in the implementation of the National Preparedness System by supporting the building, sustainment, and delivery of core capabilities essential to achieving the National Preparedness Goal (NPG) of a secure and resilient nation. Delivering Core capabilities requires the combined effort of the whole community, rather than the exclusive effort of any single organization or level of government. The FY 2014 SAFER Grant's allowable costs support efforts to build and sustain core capabilities across the Prevention, Protection, Mitigation, Response, and Recovery mission areas. Examples of tangible outcomes include building and sustaining core capabilities.

How much is the Cambria Fire Department Award? The FY 2014 SAFER grant was submitted on 3/16/2015 and awarded in the amount of \$396,525 on 7/17/2015.

Is there a cost share for the SAFER Grant? No. SAFER Grantees are not required to contribute a cost share toward the cost of hiring firefighters under this program.

Can Cambria Fire Department request an extension? Yes. A one- time 30-day extension has already been requested and approved by FEMA. The new deadline to accept the award is September 21, 2015.

Can Cambria Fire Department ask for an amendment to the grant for additional funds? No. There are no additional funds available for this grant cycle. A request to modify the grant to reduce the costs is possible and likely.

What is the period of performance for the SAFER Grant? The period of performance will be 24 months. A default 180-day recruitment period begins when an application is approved for award. The two- year period automatically starts at the end of the 180-day recruitment period, regardless of whether the grantee has successfully hired the requested firefighters. If a grantee is able to hire the SAFER-funded firefighters during the 180-day recruitment period, the period of performance can begin immediately, however the grantee must submit an amendment requesting that the period of performance start before the end of the 180-day recruitment period.

Can Cambria Fire Department request an extension for the period of performance? Yes. An extension to the period of performance for this program is allowed. Extensions to the period of performance may be granted if circumstances beyond the control of the grantee prohibit the activities to be completed within the stated performance period.

What happens after the grant concludes? Does CCSD have to retain the SAFER-funded positions? No. Award recipients have no obligation to retain SAFER-funded positions after the two- year period of performance.

Can Cambria Fire Department apply for another SAFER-grant in an effort to maintain the positions? Yes. When the two -year period of performance is nearing its end, another grant application can be submitted. No preference is given to previous SAFER-grant recipients.

The 2014 SAFER Funding Opportunity Announcement (FOA) states that grantees can't lay off any firefighters during the period of performance. What if the department loses positions through attrition or retirement? Must it fill those vacancies? Yes. For the

two-year period of performance all FY 2014 Grantees are required to maintain their staffing at the level that existed at the time of the award, in addition to the SAFER-funded positions. At the time of the award, grantees must submit a current (pre-SAFER) roster listing paid operational/firefighting personnel.

What happens to the SAFER-funded firefighters after the period of performance if the positions are discontinued? If after the two years the CCSD does not continue the SAFER positions the three firefighters will go on the Displaced Firefighter's list. Firefighters on this list are given preference for all future hires, similar to veterans.

What about the grant shortfall? Once the fully burdened cost of the positions is re-evaluated, Cambria Fire Department can request an amendment to the grant to reduce the number of firefighters hired. There are no additional funds in this grant cycle so FEMA will not cover the shortfall.

What happens if CCSD decides not to accept the SAFER-grant? There is no penalty and the CCSD can apply for the grant as soon as the next cycle, most likely in January or February of 2016.

What are the benefits of accepting the SAFER-Grant? Increase staffing to four people on the fire engine to meet NFPA 1710 (Standard for the Organization and Deployment of Fire Suppression Operations). The community of Cambria has declared a Stage-3 water emergency and an extreme risk fire emergency. This grant will provide additional staffing during these declared emergencies to provide increase fire prevention and fire protection services. Hiring three firefighters will reduce overtime costs by increasing available staffing by increasing depth of coverage, which will in turn reduce overtime.

Entire Application

Applicant's Acknowledgements

- * I certify the DUNS number in this application is our only DUNS number and we have confirmed it is active in SAM.gov as the correct number.
- * As required per 2 CFR § 25.205, I certify that prior to submission of this application I have checked the DUNS number listed in this application against the SAM.gov website and it is correct and active at time of submission.
- * I certify that the applicant organization has consulted the appropriate Funding Opportunity Announcement and that all requested activities are programmatically allowable, technically feasible and can be completed within the award's Period of Performance (POP).
- * I certify that the applicant organization is aware that this application period is open from 02/09/2015 to 03/06/2015 and will close at 5 PM EST; further that the applicant organization is aware that once an application is submitted, even if the application period is still open, a submitted application cannot be changed or released back to the applicant for modification.
- * I certify that the applicant organization is aware that it is solely the applicant organization's responsibility to ensure that all activities funded by this award(s) comply with all applicable Federal regulations, laws, and Executive Order to include Federal Environmental Planning and Historic Preservation (EHP) regulations and Procurement regulations as per 2 C.F.R. § 200.317 through 2 C.F.R. § 200.326 and other applicable federal laws and standards. The EHP Screening Form designed to initiate and facilitate the EHP Review is available at: <http://www.fema.gov/media-library/assets/documents/90195>.
- * I certify that the applicant organization is aware that the applicant organization is ultimately responsible for the accuracy of all application information submitted. Regardless of the applicant's intent, the submission of information that is false or misleading may result in actions by FEMA that include, but are not limited to: the submitted application not being considered for award, an existing award being locked pending investigation, or referral to the Office of the Inspector General.
- * I certify that the applicant organization is aware that the grants awarded under this funding opportunity are provided a recruitment period, which begins when the application is approved for award. The recruitment period for grants awarded under the Hiring of Firefighters Category is 180-days and the period of performance automatically starts after the recruitment period, regardless of whether the grantee has successfully hired the requested firefighters. The recruitment period for Recruitment & Retention of Volunteer Firefighters Category is 90-days and the period of performance automatically starts after the recruitment period.

Signed by **Emily A Torlano** on 2015-03-06

Overview

| | |
|---|--|
| <p>* Are you a member, or are you currently involved in the management of the fire department or organization applying for this grant with this application?</p> <p>Yes, I am a member/officer of this applicant</p> | |
|---|--|

If you answered **No**, you must please complete the preparer information below. If you answered **Yes**, please skip the Preparer Information section.

Note: Fields marked with an * are required.

| |
|----------------------|
| Preparer Information |
|----------------------|

| | |
|------------------|----------------------|
| *Preparer's Name | |
| *Address 1 | |
| Address 2 | |
| *City | |
| *State | |
| *Zip | Need help for ZIP+4? |
| *Primary Phone | Ext. Select |
| *Email | |

In the space below please list the person your fire department or organization has selected to be the **Primary Point of Contact** for this grant. This should be an officer, member, or employee of the fire department or organization applying for the grant that will see the grant through completion, has the authority to make decisions on and to act upon this grant application.

The Primary Contact, as listed below, is the person for which all exchanges of information will be made relative to the application; all information provided must be specific to the contact listed. The Primary Contact must be an employee of the fire department or organization applying for the grant and shall not be a grant writer or a non-employee of the fire department or organization.

In addition to the Primary Contact information, you will be asked to provide two (2) Alternate Points of Contact on the next page. The Alternate Contacts must be familiar with the application and must be able to answer any questions relative to this application in the event that Primary Point of Contact is unavailable. When you are finished, click the Save and Continue button below.

Reminder: Please list only phone numbers and an email address where we can get in *direct contact* with the respective point of contact(s). If this contact changes at any time during the period of performance please update this information.

Note: Fields marked with an * are required.

| Primary Point of Contact | |
|--------------------------|--------------------------------|
| *Title | Engineer |
| Prefix | Select |
| *First Name | Emily |
| Middle Initial | A |
| *Last Name | Torlano |
| *Primary Phone | 805-540-0716 Ext. Type cell |
| *Secondary Phone | 805-927-6240 Ext. Type work |
| Optional Phone | Ext. Type Select |
| Fax | 805-927-6242 |
| *Email | wishiwereclimbing@yahoo.com |

Contact Information

| Alternate Contact 1 Information | |
|---------------------------------|-------|
| * Title | Chief |
| Prefix | N/A |
| * First Name | Mark |

| | |
|-------------------|--------------------------------|
| Middle Initial | P |
| * Last Name | Miller |
| * Primary Phone | 303-204-4869 Ext. Type cell |
| * Secondary Phone | 805-927-6240 Ext. 11 Type work |
| Optional Phone | Ext. Type Select |
| Fax | 805-927-6242 |
| * Email | mmiller@cambriacsd.org |

| Alternate Contact 2 Information | |
|---------------------------------|--------------------------------|
| * Title | Captain |
| Prefix | N/A |
| * First Name | William |
| Middle Initial | |
| * Last Name | Hollingsworth |
| * Primary Phone | 805-909-0924 Ext. Type cell |
| * Secondary Phone | 805-927-6240 Ext. 14 Type work |
| Optional Phone | Ext. Type Select |
| Fax | 805-927-6242 |
| * Email | bhollingsworth@cambriacsd.org |

Applicant Information

EMW-2014-FH-00935

Originally submitted on 03/06/2015 by Emily Torlano (Userid: nicoyaspa)

Contact Information:

Address: 2850 Burton Dr
 City: Cambria
 State: California
 Zip: 93428
 Day Phone: 8059276240
 Evening Phone: 8052035377
 Cell Phone: 8055400716
 Email: wishiwereclimbing@yahoo.com

Application number is EMW-2014-FH-00935

| Applicant Information | |
|---|----------------------------------|
| * Organization Name | Cambria Fire Department |
| * What kind of organization do you represent? | Combination (Majority Volunteer) |
| If you answered "Combination" above, what is the percentage of career members in your organization? | 35.00% |
| * Type of Jurisdiction Served | Unincorporated community |
| If "Other", please enter the type of jurisdiction served | |
| * In what county/parish is your organization physically located? If you have more than one station, in what county/parish is your main station located? | San Luis Obispo |
| SAM.gov (System For Award Management) | |
| * What is the legal name of your Entity as it appears in SAM.gov? | |

| | |
|--|---|
| Note: This information must match your <u>SAM.gov</u> profile if your organization is using the DUNS number of your Jurisdiction. | Cambria Fire Department |
| * What is the legal business address of your Entity as it appears in <u>SAM.gov</u> ? Note: This information must match your <u>SAM.gov</u> profile if your organization is using the DUNS number of your Jurisdiction. | |
| * Mailing Address 1 | 2850 Burton Dr. |
| Mailing Address 2 | |
| * City | Cambria |
| * State | California |
| * Zip | 93428 - 3908 Need help for ZIP+4? |
| * <u>Employer Identification Number</u> (e.g. 12-3456789) Note: This information must match your <u>SAM.gov</u> profile. | 95-3085608 |
| * Is your organization using the DUNS number of your Jurisdiction? | No, we have our own DUNS number separate from our Jurisdiction. |
| * I certify that my organization is authorized to use the DUNS number of my Jurisdiction provided in this application. (Required if you select Yes above) | <input type="checkbox"/> |
| * What is your 9 digit <u>DUNS number</u> ? | 187421669 (call 1-866-705-5711 to get a DUNS number) |
| If you were issued a 4 digit number (DUNS plus 4) by your Jurisdiction in addition to your 9 digit number please enter it here. Note: This is only required if you are using your Jurisdiction's DUNS number and have a separate bank account from your Jurisdiction. Leave the field blank if you are using your Jurisdiction's bank account or have your own <u>DUNS number</u> and bank account separate from your Jurisdiction. | |
| * Is your <u>DUNS Number</u> registered in <u>SAM.gov</u> (System for Award Management previously CCR.gov)? | Yes |
| * I certify that my organization/entity is registered and active at <u>SAM.gov</u> and registration will be renewed annually in compliance with Federal regulations. I acknowledge that the information submitted in this application is accurate, current and consistent with my organization's/entity's <u>SAM.gov</u> record. | <input checked="" type="checkbox"/> |
| Headquarters or Main Station Physical Address | |
| * Physical Address 1 | 2850 Burton Dr |
| Physical Address 2 | |
| * City | Cambria |
| * State | California |
| * Zip | 93428 - 3908 Need help for ZIP+4? |
| Mailing Address | |
| * Mailing Address 1 | 2850 Burton Dr |
| Mailing Address 2 | |
| * City | Cambria |
| * State | California |
| * Zip | 93428 - 3908 Need help for ZIP+4? |
| Bank Account Information | |
| | Note: If this is selected, a 4 digit DUNS plus 4 is required |

| | |
|--|---|
| * The bank account being used is: (Please select one from right) | if you answered "YES" to using the DUNS number of your Jurisdiction. Maintained by my Jurisdiction |
| Note: The following banking information must match your SAM.gov profile. | |
| * Type of bank account | Checking |
| * Bank routing number - 9 digit number on the bottom left hand corner of your check | 122239982 |
| * Your account number | 5381932 |
| Additional Information | |
| * For this fiscal year (Federal) is your jurisdiction receiving Federal funding from any other grant program that may duplicate the purpose and/or scope of this grant request? | No |
| * If awarded, will your organization expend more than \$750,000 in Federal funds during your organization's fiscal year? If yes, your organization may be required to undergo an A-133 audit. <i>Under the Recruitment and Retention of Volunteer Firefighters Category</i> , reasonable costs incurred for an A-133 audit is an eligible expenditure and should be included in the applicant's proposed budget. Please enter audit costs only once in the "Request Details" section of the application. | No |
| * Is the applicant delinquent on any federal debt? | No |
| If you answered "Yes" to any of the additional questions above, please provide an explanation in the space provided below: | |

Applicant Characteristics (Part I)

| | |
|---|-------|
| * Are you a member of a <u>Fire Department</u> or authorized representative of a fire department? | Yes |
| * Is this application being submitted on behalf of a Federal Fire Department or organization contracted by the Federal government which is solely responsible for the suppression of fires on Federal property? | No |
| * Please indicate the type of community your organization serves. | Rural |
| * What is the square mileage of your first-due response area? Primary/First Due Response Area is a geographical area proximate to a fire or rescue facility and normally served by the personnel and apparatus from that facility in the event of a fire or other emergency and does not include daily or seasonal population surges. | 8 |
| * What percentage of your primary response area is protected by hydrants? | 90 % |
| * Does your organization protect critical infrastructure? | Yes |
| If Yes, please describe the critical infrastructure protected. | |
| Critical Infrastructure and concerns for first-due area: | |
| <ul style="list-style-type: none"> •8- mi. Pacific Coast Hwy 1 w/ avg.vehs per day 10,400 •3- mi. Hwy 46, w/ADTC of 4,600 •Monterey Bay National Marine Sanctuary (The Cambria coast and it's watershed) | |

- San Simeon Creek, 5 mi., drinking water to 7,000
- Santa Rosa Creek, 5 mi., drinking water to 7,000
- Desalination Plant, drinking water to 7,000
- 1- commercial radio antennae, part of the EBS
- Native Monterey Pine Forest, 1 of 5 native stands in the world
- LPG Distribution pipelines capacity up to 200 psi
- Communications switchboard for 10,000)
- Methyl tertiary-butyl ether (MTBE) clean up facility

Regular mutual-aid area, we protect the following additional critical infrastructure:

- 46 mi. Pacific Coast Hwy 1 w/ ADTC of 14,000
- 55 mi. Hwy 46 w/ ADTC of 13,200
- Hearst Castle- Hearst San Simeon State Historical Monument (The 2nd most visited tourist attraction in California behind Disneyland)
- Los Padres National Forest
- Diablo Nuclear Power Plant -18K GW-h of electricity annually
- 2- Emergency services comm. towers
- 69 mi. Hwy 101, miles and ADTC of 58K
- Cal Poly University – 50K students
- Cuesta College with 23K students
- Phillips 66 oil refinery -2,055,899 gals. per day
- Morro Bay Harbor
- Camp San Luis & Camp Roberts Army Bases
- San Luis Obispo Airport, 20K pass. per/month
- Pacific Coast Railway, 70 mi. of track

(Percentages in three answers below must sum up to 100%)

| | |
|---|------|
| * How much of your primary response area is for agriculture, wildland, open space, or undeveloped properties? | 30 % |
| * What percentage of your primary response area is for commercial and industrial purposes? | 8 % |
| * What percentage of your primary response area is used for residential purposes? | 62 % |

| | |
|---|-------------------------------|
| * How many occupied structures (commercial, industrial, residential, or institutional) in your primary response area are more than three (3) stories tall? Do not include structures which are not regularly occupied such as silos, towers, steeples, etc. | 0 |
| * What is the permanent resident population of your Primary/First-Due Response Area or jurisdiction served? | 6032 |
| *Do you have a seasonal increase in population? | Yes |
| If Yes what is your seasonal increase in population? | 6000 |
| * How many stations are operated by your organization? | 1 |
| * Please indicate if your department has a formal automatic/mutual aid agreement with another community or fire department and the type of agreement that exists. | Both automatic and mutual aid |

| | | |
|---|---|-----------------------------|
| * What services does your organization provide? | | |
| Advanced Life Support | Formal/Year-Round Fire Prevention Program | Rescue Operational Level |
| | Haz-Mat Operational Level | Rescue Technical Level |
| Basic Life Support | Haz-Mat Technical Level | Structural Fire Suppression |
| | | Wildland Fire Suppression |

Active Firefighting Staff, use these definitions to answer the questions about "firefighter" positions.

| | |
|--|---|
| Active Firefighter Position | An individual having the legal authority and responsibility to engage in fire suppression; being employed by a fire department of a municipality, county, or fire district; being engaged in the prevention, control, and extinguishing of fires; and/or responding to emergency situations in which life, property, or the environment is at risk. This individual must be trained in fire suppression, but may also be trained in emergency medical care, hazardous materials awareness, rescue techniques, and any other related duties provided by the fire department. |
| Full-time Paid Firefighter Position | Full-time positions are those that are funded for at least 2,080 hours per year (i.e., 40 hours per week, 52 weeks per year.) The program office will also consider funding the sharing of a full-time position with sufficient justification. A job-share position is a full-time position that is occupied by more than one person. |
| Part-time Paid Firefighter Position | Part-time paid firefighters receive pay for being on duty at the fire station, whether or not they respond to any alarms. They may or may not receive benefits. |
| Volunteer Firefighter Position | Volunteer firefighters receive no financial compensation for their services other than life/health insurance, workers compensation insurance, and/or stipend per call. |

SAFER intends to improve or restore local fire departments' staffing and deployment capabilities so they may more effectively respond to emergencies. With the enhanced or restored staffing, a SAFER grantee's response time will be reduced sufficiently and an appropriate number of trained personnel will be assembled at the incident scene. The following questions are designed to help us understand the staffing changes that have occurred in your department over the past several years and how the grant will assist in restoring your staffing levels.

Use the following definitions when completing the table below.

Total # of Operational Career Personnel — this number represents the total number of **authorized and funded active, full-time uniformed/operational career positions** employed by your department on the dates indicated. (Note: only operational positions — including operational officers - should be included)

Operational Officers — of the operational career positions indicated in the "Total # of Operational Career Personnel" question, how many of those serve in **operational officer-level (both command and company) positions**?

NFPA Compliance — of the "Total # of Operational Career Personnel" indicated, how many are assigned to **field or response apparatus positions that directly support the department's compliance** with NFPA 1710 (Section 5.2.4.2 — Initial Full Alarm Assignment Capability) or NFPA 1720 (Section 4.3 — Staffing and Deployment)? (Note: Officers should **only** be included in this number if they **directly support the department's compliance** with NFPA 1710 or NFPA 1720 compliance)

Note: The number of **career positions** in any of these fields should include positions which are job-shared. Job-shared positions will be counted as one (1) regardless of how many personnel fill those positions.

For more information regarding these standards please see the Funding Opportunity Announcement or go to www.nfpa.org/saferactgrant

| | Total # of Operational Career Personnel | # Operational Officers | # NFPA Support |
|--|--|-------------------------------|-----------------------|
| * Staffing levels at the start of the application period | 7 | 3 | 19 |
| * Staffing levels at one year prior to the start of the application period | 7 | 3 | 25 |
| * Staffing levels at two years prior to the start of the application period | 7 | 3 | 25 |
| * If awarded this grant, what will the staffing levels be in your department? (Whole Numbers only) | 10 | 0 | 22 |

per shift, contracted work hours, etc.)

Cambria Fire Department's staffing model consists of three shifts (A, B, and C) working 48 hours on duty and 96 hours off duty. The single station staffs one engine with three personnel- a full time Captain, a full time Engineer, and a part-time reserve Firefighter. The full time staff work 48 hours on duty with 96 hours off. The part-time reserve Firefighters fill the third position on the engine by working 24 hour shifts based on their monthly availability. Our full time Fire Chief works a 10 hour day Monday through Thursday.

| | |
|--|-----|
| * Does your department utilize part-time paid firefighters? | Yes |
| If Yes, please provide details on how the part-time firefighters are used within your department to include the number of part-time firefighters, the number of full-time, NFPA compliant positions these part-time firefighters occupy, if applicable, and how they are scheduled to meet your staffing needs. | |
| Cambria Fire Department utilizes part-time reserve personnel to augment staffing. CFD currently employs 12-part time reserve Firefighters. These firefighters typically fill one-full time, NFPA compliant position, and can fill up to three NFPA compliant positions. The firefighters work 24 hour shifts based off of their availability. They also can cover full time personnel during vacation, illness, injury or other time off. Part time reserve firefighters can also be used to reduce overtime costs when full time personnel need time off. | |
| * Does your department utilize reserve/relief paid firefighters? | Yes |
| If yes, please provide details on how the reserve/relief firefighters are used within your department to include the number of reserve/relief firefighters, the number of full-time, NFPA compliant positions these part-time firefighters occupy, if applicable, and how they are scheduled to meet your staffing needs. | |
| Cambria Fire Department's part-reserve Firefighters respond while off duty as needed to fires, vehicle accidents, rescues, and other large incidents where additional staffing is needed. During fire season reserve staff also gives additional blocks of availability for the possibility of a strike team assignment. They must commit to a maximum of 14 days if called out. They fill ????? NFPA compliant positions. | |
| * At the time of application, how many active volunteer firefighters are in your department? | 1 |
| * If awarded this grant, how many active volunteer firefighters will be in your department? | 1 |
| * Do you currently report to the National Fire Incident Reporting System (NFIRS)? | Yes |

Applicant Characteristics (Part II)

| | 2014 | 2013 | 2012 |
|--|--|------|------|
| * What is the total number of fire-related civilian fatalities in your jurisdiction over the last three calendar years? | 0 | 0 | 0 |
| * What is the total number of fire-related civilian injuries in your jurisdiction over the last three calendar years? | 0 | 0 | 0 |
| * What is the total number of line of duty member fatalities in your jurisdiction over the last three calendar years? | 0 | 0 | 0 |
| * What is the total number of line of duty <u>member</u> injuries in your jurisdiction over the last three calendar years? | 0 | 0 | 0 |
| * What is your department's operating budget (i.e., personnel, maintenance of apparatus, equipment, and facilities; utility costs; purchasing expendable items, etc.) for the current (at time of application) fiscal year and for the previous three fiscal years? Please indicate in the text box next to each of the budget figures what fiscal year that amount pertains to. | 1725635 Budget: 1725635 Fiscal Year: 2014 Budget: 1725635 Fiscal Year: 2013 Budget: 1725635 Fiscal Year: 2012 | | |

| | | | |
|---|---|---|---|
| * What percentage of your operating budget is dedicated to personnel costs (salary, benefits, overtime costs, etc.)? | 97 % | | |
| * Does your department have any rainy day funds, rainy day reserves, or emergency funds? | | | |
| If yes, what is the total amount currently set aside? | | | |
| * What percentage of your annual operating budget is derived from: Enter numbers only, percentages must sum up to 100% | | | |
| Taxes? | 100 % | | |
| Bond Issues | 0 % | | |
| EMS Billing? | 0 % | | |
| Grants? | 0 % | | |
| Donations? | 0 % | | |
| Fund drives? | 0 % | | |
| Fee for Service? | 0 % | | |
| Other? | 0 % | | |
| If you entered a value into Other field (other than 0), please explain | | | |
| * How many frontline vehicles does your organization have in each of the types or classes of vehicle listed below that respond to first alarm assignments in support of NFPA 1710/1720? You must include vehicles that are leased or on long-term loan as well as any vehicles that have been ordered or otherwise currently under contract for purchase or lease by your organization but not yet in your possession. If you have multiple vehicles of the same type which have a different number of riding positions, please use the "average" number and provide additional information in the text box provided. Enter numbers only and enter 0 if you do not have any of the vehicles below. | | | |
| Type or Class of Vehicle | Total Number of Frontline Vehicles | Total Number of Available Riding Positions per Frontline Vehicle | Total Number of Filled Riding Positions per Frontline Vehicle per first alarm assignment |
| Engines or Pumpers (pumping capacity of 750 gpm or greater and water capacity of 300 gallons or more): Pumper, Pumper/Tanker, Rescue/Pumper, Foam Pumper, CAFS Pumper, Type I or Type II Engine Urban Interface | 2 | 5 | 3 |
| Ambulances for transport and/or emergency response | 0 | 0 | 0 |
| Tankers or Tenders (pumping capacity of less than 750 gallons per minute (gpm) and water capacity of 1,000 gallons or more): | 1 | 0 | 0 |
| Aerial Apparatus: Aerial Ladder Truck, Telescoping, Articulating, Ladder Towers, Platform, Tiller Ladder Truck, Quint | 0 | 0 | 0 |
| Brush/Quick attack (pumping capacity of less than 750 gpm and water carrying capacity of at least 300 gallons): Brush Truck, Patrol Unit (Pickup w/ Skid Unit), Quick Attack Unit, Mini-Pumper, Type III Engine, Type IV Engine, Type V Engine, Type VI Engine, Type VII Engine | 0 | 0 | 0 |
| Rescue Vehicles: Rescue Squad, Rescue (Light, Medium, Heavy), Technical Rescue Vehicle, Hazardous Materials Unit | 1 | 7 | 0 |
| Additional Vehicles:: EMS Chase Vehicle, Air/Light Unit, Rehab Units, Bomb Unit, Technical Support (Command, Operational Support/Supply), Hose Tender, Salvage Truck, ARFF (Aircraft Rescue Firefighting), Command/Mobile Communications Vehicle | 2 | 11 | 0 |
| Please use this comments section if you wish to provide any additional information with regards to the Type or Class of Vehicle section above. | During a first alarm assignment our first out Type-1 Engine will be the only apparatus responding from our agency. It will only have three filled positions- those of | | |

the on duty crew.

Department Call Volume

| | 2014 | 2013 | 2012 |
|--|------|------|------|
| * How many responses per year by category? (Enter whole numbers only. If you have no calls for any of the categories, Enter 0) | | | |
| Structural Fires | 0 | 4 | 9 |
| False Alarms/Good Intent Calls | 109 | 107 | 108 |
| Vehicle Fires | 0 | 1 | 2 |
| Vegetation Fires | 0 | 6 | 10 |
| EMS-BLS Response Calls | 0 | 365 | 480 |
| EMS-ALS Response Calls | 0 | 116 | 0 |
| EMS-BLS Scheduled Transports | 0 | 0 | 0 |
| EMS-ALS Scheduled Transports | 0 | 0 | 0 |
| Community Paramedic Response Calls | 0 | 0 | 0 |
| Vehicle Accidents w/o Extrication | 0 | 17 | 12 |
| Vehicle Extrications | 0 | 3 | 2 |
| Other Rescue | 0 | 1 | 5 |
| Hazardous Condition/Materials Calls | 0 | 34 | 23 |
| Service Calls | 0 | 125 | 100 |
| Other Calls and Incidents | 0 | 21 | 7 |
| Total | 109 | 800 | 758 |
| * How many responses per year by category? (Enter whole numbers only. If you have no calls for any of the categories, Enter 0) | | | |
| What is the total acreage of all vegetation fires? | 3 | 3 | 15 |
| * How many responses per year by category? (Enter whole numbers only. If you have no calls for any of the categories, Enter 0) | | | |
| In a particular year, how many times does your organization receive Mutual Aid? | 0 | 4 | 3 |
| In a particular year, how many times does your organization receive Automatic Aid? | 0 | 547 | 550 |
| In a particular year, how many times does your organization provide Mutual Aid? | 0 | 12 | 9 |
| In a particular year, how many times does your organization provide Automatic Aid? | 0 | 45 | 62 |
| Total Mutual/Automatic Aid | | 608 | 624 |
| Out of the Mutual / Automatic Aid responses, how many were structure fires? | 0 | 6 | 13 |

Request Details

The activities for your organization are listed in the table below.

| Category | Number of Entries | Total Cost |
|------------------------|-------------------|------------|
| Hiring of Firefighters | 1 | 396525 |

| Hiring of Firefighters |
|--|
| * 1. Select which line-item below best describes your organization and the NFPA standard you are attempting to meet. |
| |

NFPA Requirements

| Check One | NFPA Standard (see the Funding Opportunity Announcement for more detail regarding these standards) | Department Characteristics | Demographic | Assembly Staffing | Response Time | Frequency of Time |
|-----------|--|----------------------------|-----------------------------|-------------------|---------------|-------------------|
| | 1710 | Career | With Aerial | 15 | 8 min | 90% |
| | 1710 | Career | Without Aerial | 14 | 8 min | 90% |
| | 1720 - Urban | Urban Combo/Vol | > 1,000 pop/square mile | 15 | 9 min | 90% |
| X | 1720 - Suburban | Suburban Combo/Vol | 500 - 1,000 pop/square mile | 10 | 10 min | 80% |
| | 1720 - Rural | Rural Combo/Vol | < 500 pop/square mile | 6 | 14 min | 80% |
| | 1720 - Remote | Remote Combo/Vol | Travel > 8 mi | 4 | n/a | 90% |

* 2. In your best estimate, with your **current staffing** levels and **without** having to use overtime to fill the vacant positions, how often does your department meet the NFPA assembly requirements as indicated in the table above for the department's primary/first due response area?

Never (0%) [Help](#)

Retention Only Applicants: should answer this question as you would **IF** the layoff's had been executed prior to the start of the application period.

* 2a. With the additional or restored staffing requested in this application, how often do you anticipate that your department will meet the NFPA assembly requirements as indicated in the table above?

Most of the Time (80 to 99%) [Help](#)

* 3. Given your **current staffing** levels, **without** using overtime to fill vacant positions, and given the number of structure fires indicated in the "Department Call Volume" section of your application, what is the average **actual staffing level** on your **first arriving** engine company or vehicle capable of initiating suppression activities? (Up to one decimal i.e., 2.5)

3

Retention Only Applicants should answer this question as you would **IF** the layoff's had been executed prior to the start of the application period.

* 3a. With the additional or restored staffing requested in this application and given the number of structure fires indicated in the "Department Call Volume" section of your application, what will be the **average actual staffing** level on your first arriving engine company or vehicle capable of initiating suppression activities? (Up to one decimal i.e. 2.5)

4

The Cambria Fire Department (CFD) is an equal employment opportunity employer and does not discriminate against employees or job applicants on the basis of race, religion, color, sex, age, national origin, handicap, veteran status, or any other status or condition protected by applicable federal laws and state laws, except where a bona fide occupational qualification applies.

CFD's hiring processes are conducted by the

| | |
|---|--|
| <p>* 4. Briefly describe the departments hiring practices and timelines.</p> | <p>Cambria Community Services District and adhere to its internal policies and standard operating procedures as well as equal opportunity employment laws. All recruitment, testing and hiring practices are led by our human resources department. This includes job advertising, recruitment, application and certification screening, written testing, interviews, physical agility testing, background investigations and medical evaluations. The hiring timelines vary depending on the number of applicants, number of people hired, and the variances between full-time, part time, and seasonal hires. All hiring processes are conducted in a timely manner and follow policy.</p> |
| <p>* 5. Is your request for hiring firefighters based on a risk analysis and/or a staffing needs analysis?</p> | <p>Yes</p> |
| <p>5a. If Yes, describe how the analysis was conducted.</p> | <p>A risk analysis was conducted after department strategic planning priorities identified this as a priority in March of 2013. The risk analysis centers heavily on Cambria's Wildland Urban Interface vulnerability amidst a dying Monterey Pine Forest and extreme isolation from automatic and mutual aid response. These findings were confirmed by an independent consultant fire service needs analysis conducted in June of 2013. The progression of California's drought continues to reinforce the severity and urgency of this analysis and it's findings.</p> |
| <p>* 6. If awarded a grant for hiring additional firefighters, will you provide them with an entry-level physical in accordance with NFPA 1582, Standard on Comprehensive Occupational Medical Program for Fire Departments, 2003 Edition, Chapter 6?</p> | <p>Yes, NFPA 1582 compliant</p> |
| <p>* 7. Do you currently provide annual medical/physical exams in accordance with NFPA 1582, Standard on Comprehensive Occupational Medical Program for Fire Departments 2003 Edition, Chapter 6?</p> | <p>Yes, NFPA 1582 compliant</p> |
| <p>* 8. Will the personnel hired meet the minimum local or State EMS training and certification requirements, as designated by your agency?</p> | <p>Yes</p> |
| <p>* 9. Do you assure that your department will, to the extent practicable, seek, recruit, and hire members of racial and ethnic minority groups and women to increase their ranks within your department?</p> | <p>Yes</p> |
| <p>* 9a. If yes, explain what efforts your department has instituted and how successful those efforts have been.</p> <p>If no, explain what policies and procedures the department will implement to assure that, to the extent possible, you will seek, recruit, and hire minorities and women if awarded this grant.</p> <p>If additional space is needed for your response, please include it in the Additional Information section of the application Narrative.</p> | <p>Our department has aggressively recruited from the closest Firefighter 1 Academy which is located in a neighboring county in an effort to target members of racial and ethnic minority groups as well as women. The community and county we serve is mostly white with a large elderly population, according to the United States Census Bureau. CFD has also recruited from the small local latino community to fill vacant positions. These efforts have been minimally successful due to the fact that the majority of applicants are white males, regardless of our</p> |

| | |
|---|---|
| | attempts to reach out to minorities and women. |
| * 10. Does your department currently have a policy ensuring that positions filled under this grant are not discriminated against, or prohibited from, engaging in volunteer firefighting activities in another jurisdiction during off-duty hours? | Yes |
| * 10a. If yes, explain what efforts your department has instituted and how successful those efforts have been. If no, explain what policies and procedures you will implement to assure that, to the extent possible, this requirement will be met. If additional space is needed for your response, please include it in the Additional Information section of the application Narrative. | Our department does not discriminate against or prohibit from engaging in volunteer activities in other jurisdictions during off duty hours. These efforts have been extremely successful and CFD supports and encourages our personnel to volunteer in neighboring jurisdictions. Many of our reserve firefighters that live outside the area also volunteer for fire departments in the towns for which they reside. |
| * 11. Does your department currently have a policy in place to recruit and hire veterans? | Yes |
| 11a. If yes, please provide a brief description of the policy in place. | Our hiring policy gives additional points to veterans applying for all positions within our organization. |
| * 12. Is it your department's intent to sustain the positions filled under this grant after the completion of the period of performance? | Yes |
| 12a. If yes, please provide a brief description on how the positions will be sustained. | CFD currently pays \$306,000 of our \$1,725,635 annual budget to the Cambria Community Services District to pay for "Allocated Overhead." These funds are currently used by the CCSD to cover administrative and payroll expenses. The CCSD has agreed to give CFD back \$206,000 to maintain the firefighter positions after the two year funding expires. In return, the administrative responsibilities once held by CCSD will be absorbed by the fire department with the newly hired firefighters assuming the majority of the duties, since our department does not have an administrative assistant. Payroll will be contracted out to a company that will provide payroll and manage benefits for \$3,000 annually. |

Budget Item

| | |
|--|---|
| * What type of position is being requested in this budget line item? | Hiring new firefighters to enhance compliance with the applicable sections of NFPA 1710/1720 as described in the Funding Opportunity Announcement. |
| As you are aware, grants awarded under the <i>Hiring of Firefighters Category</i> requires grantees to maintain their staffing levels and incur no lay-offs during the period of performance of the grant. Therefore, it is imperative that your department have the support of your governing body. | |

In order to ensure that there is a clear understanding of the long-term obligations of a SAFER grant and that, if awarded, all parties involved are committed to fulfilling those requirements upon acceptance of the award; we are requesting a letter from your governing body stating their commitment of the above requirement.

The letter should be prepared on your governing body's letterhead and addressed to:

Catherine Patterson, Branch Chief
 Assistance to Firefighters Grants Branch
 DHS/FEMA
 800 K Street NW Mailstop 3620
 Washington DC 20472-3620

If you have received the letter, you may attach it here. **(Note: only .doc and .pdf files will be accepted)** If not, instructions for submitting the letter will be provided once the application is submitted.

* How many full-time firefighter positions, including job-shares, are you requesting?

Note: Applicants requesting positions under the rehire, retention, or attrition subcategories can request up to the number of positions that have been laid-off, received official notification of layoff action, or vacated due to attrition prior to the start of the application period as described in the Funding Opportunity Announcement. **Note:** if the positions being requested were not job-shared when the position was vacated, then you will not be eligible to job-share these positions if awarded.

"Full-time" is considered 2,080 hours or more worked per year and entitles the employee to receive benefits earned by the other full-time employees in the organization. "Job-share" is the term used to describe the hiring of more than one person to fill one full-time position. Part-time positions are less than 2,080 hours per year. Often part-time employees do not earn benefits or do not earn them at the same rate or level as full-time employees

3

If you are requesting to fund a **full-time position(s)** that will be "shared" by more than one individual (i.e., job-shared), please indicate how many individuals will fill that position, how they will be used to fill the position(s), provide an explanation as to why the position will be shared, and indicate whether or not this position is currently being job-shared.

For applicants who are applying under the rehire, retention, and/or attrition activities, if the positions being requested were not job-shared when the position was vacated, then you will not be eligible to job-share these positions if awarded.

* What are the anticipated **two year** costs per requested position?

| | |
|----------------|----------|
| Base Salary: | \$ 40039 |
| Benefits Cost: | \$ 25020 |

| | |
|------------------|----------|
| Year 2 Salary: | \$ 42041 |
| Year 2 Benefits: | \$ 25075 |

Budget

Hiring of Firefighters:

There is a two-year period of performance for grants awarded under the Hiring of Firefighters Category. Should the actual salary and benefits costs submitted for reimbursement exceed awarded Federal funds the grantee will be obligated to pay 100 percent of those costs. Therefore, please be sure you have provided accurate salary and benefit information and have confirmed this information with your Human Resources and/or Financial Office.

If you want to change any of the budget amounts on the matrix, you will need to update the salary and benefit information on the previous Request Details screen.

| Budget Matrix | | | |
|---------------------|-----------------------|------------------------|----------------|
| | First 12-Month Period | Second 12-Month Period | Total |
| Personnel | 120,117 | 126,123 | 246,240 |
| Benefits | 75,060 | 75,225 | 150,285 |
| Total: | 195,177 | 201,348 | 396,525 |
| Total Federal Share | 195,177 | 201,348 | 396,525 |

Narrative Statement for Hiring of FireFighters

*** Element #1 - Project Description (30%):**

*** 1a. Why does the department need the positions requested in this application?**

The need to increase staffing and meet NFPA 1720 requirements has never been more critical to the Cambria Fire Department than at this present time. With an increase of staffing from three personnel to four on our first out engine, our department could meet NFPA 1720 requirements most of the time. California Polytechnic State University presented a study on 3/4/15 that reinforces the severity of the situation. According to the study, mortality of the forest ranges between 40%-70%.

Cambria and the (CFD) are located on the Central Coast of California midway between San Francisco and Los Angeles. CFD areas are bordered on 3 sides by rural/agricultural land and the Pacific Ocean on the fourth. We have 1 of only 5 native Monterey Pine stands in the world and this area is a very high wildland fire zone. Our isolated community has an overabundance of vegetation and ladder fuels surrounding mostly older, wood-framed structures and we have many steep, narrow, winding and unpaved streets with limited ingress and egress, making emergency access and rapid evacuation extremely difficult.

CFD provides fire protection and ALS /EMS to the community of Cambria. CFD's first due area is 8 sq. mi. w/ 6,032 residents; during peak tourism months and weekends we can exceed 12K. A full 32% of the permanent residents are over the age of 65, which is three times the average for our state (2010 US Census). The large elderly population has limited mobility, which increases the incidence of clearing human occupancy and rescuing people who cannot escape at a majority of structure fires we respond to. Deployment and organization of personnel that do not currently meet the NFPA 1720 parameters is done at significant personal risk to our firefighters. Our crews are hesitant to take action and often are forced to take a defensive stance knowing that the next closest resources are 30 minutes out and that it will take nearly an hour for the entire first alarm to arrive. It is paramount that we increase our staffing if we are to protect Cambria's most vulnerable citizens that are nestled amongst a dead and dry tinder box.

We are a combination department with 7 career and 12 part-time FFs operating from a single station which we staff with a minimum of 3 on duty 24/7. We have 20 FF's certified at FF1 NFPA 1001 standards and 12 at FFII levels. We also have 7- certified EMT-Paramedics and 13- certified EMT-B's. We are 100% compliant with all NIMS mandates and operate using ICS protocols.

CFD provides fire suppression, EMS, rescue, fire prevention, and public education. From the single station we perform mutual aid with 17 FDs affecting 500 FFs and up to 335K people. CFD also provides statewide mutual aid during California's devastating wildland fires. We rely heavily on auto/mutual aid and because we are so isolated, 30-min. response times are not uncommon.

*** 1b. How will the positions requested in this application be used within the department (i.e., 4th on engine, open a new station, eliminate browned out stations, reduce overtime (provide additional details as to how this will occur))?**

If awarded this grant, the positions requested will be used as the fourth person on our engine. During high hazard times we can further boost our staffing by having more personnel on our roster. Having more local firefighters within our 10 minute response will also significantly improve the number of people on scene in less time to meet NFPA 1720. Furthermore, these positions can reduce overtime by having more paramedics and driver/operators we can eliminate force hiring full time personnel during someone's absence. We currently operate with a full time Captain, a full time Engineer, and a part-time reserve Firefighter staffing our engine 24/7. The career members work a 48/96 schedule filling three shifts- A, B, and C. The part-time reserves work multiple 24 -hour shifts throughout the month to fill the third position. If awarded the grant, the three career Firefighters hired will be assigned to A, B and C shift.

*** 1c. What are the specific benefits the positions requested in this application will provide to the department and community?**

Improving FF and civilian safety by far are the greatest benefits to the dept. & community. Recent changes including the large mortality of our forest, severe drought, Stage-3 water emergency, the loss of 2 full time positions (Asst. Chief and Admin. Assist.) the inability to retain part-time FFs, and major decreases in fire department budget have all negatively impacted our daily operations. We would finally be able to meet NFPA 1720 if awarded this grant. Increasing to 4/0 will also allow for the completion of necessary projects that have been neglected such as hydrant maintenance, & building a community risk reduction plan. The acute fire situation in Cambria has the potential to be the next 1988 Oakland Hills conflagration. This statement is backed by the recent research conducted by Cal Poly University. Furthermore, San Luis Obispo County lists boosting CFD's staffing to 4 is paramount to achieving a successful outcome on the county Disaster Response Matrix.

*** 1d. Please describe how the awarding of this grant would enhance the departments ability to protect the critical infrastructure discussed in the Applicant Characteristics section of the application.**

Having higher qualified full time FFs quickly on scene will dramatically improve the outcome of an incident. CFD has expanded its mission considerably over the past 10 yrs Our personnel are highly trained to respond to disasters such as earthquake, tsunami, terrorist attack, floods, and explosions. All of these threats face our personnel daily, and our isolation and lack of resources only exacerbate the problem. The 2004 San Simeon Earthquake rendered our department alone due to damaged highways. Access to Cambria is dependent on Highway One, as it is the only way in and the only way out. Resources were tied up in their own communities, and CFD was left to on their own. Personnel are required to protect infrastructure with National significance such as the scenic Pacific Coast HWY 1, 1 of 5 worldwide native Monterey Pine stands, the Nat. Marine Sanctuary, Hearst Castle, Morro Bay Harbor, and Camp San Luis and Camp Roberts army bases

***Element #2 - Impact on Daily Operations (30%):**

*** 2a. How are the community and the current firefighters employed by the department at risk without the positions requested in this application?**

A needs assessment during this review revealed that our needs in regard to FF safety and meeting NFPA 1720 requirements have reached a critical stage that can no longer be ignored. As a result we discovered operational readiness and capability concerns:

- Inability to meet the NFPA 1720 requirement and inability to meet 2/in 2/out requirements, Special circumstances specific to Cambria including its remote location, extremely long response times for incoming resources, lack of resources and limited personnel create additional risk to firefighters and the community.
- Severe drought,
- Maintaining ALS staffing
- FFs losing confidence due to inadequate staffing and causing hesitation to immediately act resulting in additional loss of property, and increasing firefighter and civilian injury or death potential. Insufficient personnel on duty to accomplish basic daily tasks and provide efficient response.

*** 2b. How will that risk be reduced if awarded the positions requested in this application?**

If awarded this grant our engine would respond with 4 personnel on our first out engine. This would allow for us to meet the 2/in 2/out requirements to make entry into an IDLH to mitigate the situation or suppress a fire before the incident grows beyond the scope of our resources. Currently we respond with only three personnel and are often forced to take a defensive stance, which results in a large loss of property damage. Our department with the assistance of Cal Fire would be able to get on scene quickly to meet the NFPA 1720 requirements. This would improve confidence of those at scene and provide sufficient resources to mitigate an incident. This alone would potentially reduce risk to both firefighters and civilians.

*** 2c. What impact will the positions requested in this application have on the departments NFPA compliance, if awarded?**

At current staffing levels, our response does not meet NFPA 1720 more than 80% of the time. This creates a preventable risk to firefighters, civilians and property. The elderly population of Cambria is 30% greater than the average for our state. This situation severely compromises the safety our most vulnerable citizens, children and the elderly or disabled due to the fact that they are protected by an inadequately staffed fire department. If awarded this grant the compliance with NFPA 1720 would be met between 80%-100% of the time. It would also create adequate staffing requirements defined by OSHA 1910's 2/in 2/out statute, which will be met 100% of the time if we increase our staffing.

*** Element #3 - Financial Need (30%):**

*** 3a. Please provide additional details on the departments operating budget, to include a breakdown of the budget, as indicated in Applicant Characteristics section of the application.**

Operational Budget for 2014/2015

INCOME:

- Property Taxes- \$1,271,500
- Fire Benefit Assessment- \$425,475
- Weed Abatement/Fuel Reduction-\$10,000
- Mutual Aid and Inspection Fees-\$18,621
- Interest Income- \$39

TOTAL OPERATING BUDGET-\$1,725,635

OPERATING EXPENDITURES:

- Salaries and wages- \$753,138
- Payroll Taxes and benefits-\$483,880

Insurance and other services-\$475
 Maintenance and Repair-\$51,690
 Office supplies-\$3,300
 Government fees, dues, and publications- \$40,012
 Utilities- \$14,875
 Professional services-\$12,950
 Fuel hazard contract- \$6,259
 Operating Supplies and Equipment- \$34,952
 Surf Rescue- \$1,000
 Training/Recruitment- \$9,550
 Debt Service- \$9,591
 Capital Outlay- \$1,500
 Allocated Overhead- \$300,415

TOTAL OPERATING EXPENDITURES- \$1,725,587

Without assistance through this grant process this increase in staffing cannot be funded. The Cambria Community Services District is aware of this grant proposal and is supportive and committed to fund these positions after the expiration of grant funds should the grant be awarded to our department.

*** 3b. Please describe the department's budget shortfalls and the inability to address the financial needs without federal assistance.**

Last year Cambria entered a Stage 3 Water crisis due to the drought situation and faced a very real threat of our community running out of water. This forced the Cambria Community Services District (CCSD), of which we are a part, to obtain emergency permits to build a \$12 million dollar desalination plant. Property tax revenue accounts for +70% of our operating budget. Because CFD is a component of a special district of San Luis Obispo County—a form of local government unique to California created to meet the needs of small communities-- revenue sources are very limited. The \$2.6 million in sales and room tax revenues earned in Cambria annually is collected by the county government and not returned. In that time we have been forced to turn over 33% of our operating budget revenue totaling over \$11.4 million, including \$900,000 this year alone to ERAF. The resulting budget cuts have severely affected the department.

*** 3c. Please discuss other actions the department has taken to meet their staffing needs (i.e., state assistance programs, other grant programs, etc.).**

CFD relies heavily on our part time reserve FF's to meet our staffing needs. The downfall is we are have lost numerous part time reserves because our district is required to keep our total number of employees (including water, wastewater and facilities) to under 50, and we continue to lose firefighters as they are picked up full time with other departments. We currently have 12 reserves on staff, and most of them have more than three jobs. It creates a huge scheduling and safety problem. Our department is working toward a potential consolidation of fire and ambulance services. Both are public agencies that work well together. The majority of staff works for both agencies already. There is an agreement in place to move toward the consolidation of the two and to utilize personnel from both agencies to provide better service at a reduced cost to the community. One of the key components of making this consolidation successful is to increase our staffing to four on the engine.

***Element #4 - Cost Benefit (10%):**

*** Please describe the benefits (i.e., anticipated savings, efficiencies) the department and community will realize if awarded the positions requested in this application.**

An increase in tax would be necessary to fund this increased staffing project. Much of our population is on a fixed income and our high cost of living make raising taxes is unacceptable. This has a stabilizing effect on our ISO rating, which keeps homeowner hazard insurance premiums from rising. If the population of the our first due area 6,032 is multiplied times 20 years of service life then 120,640 citizens will benefit from this increased staffing project. If the federal share (\$396,525) is divided by that number the cost

per person is only \$3.28 per person. When adding the mutual aid area 269,637 over 20-years service life, 5,392,740 citizens stand to benefit from this project at a cost of less than \$0.07 per person.

Element #5 - Additional Information : If you have any additional information you would like to include about the department and/or this application in general, please provide below.

Our department is already at a disadvantage due to our extremely remote location and lack of resources. We have lost critical capability to perform our basic mission. Without funding we will continue to lose critical capabilities and risk FF and civilian injury or death. This is a FF safety situation that we must find a way to address. This grant program is our only hope of funding this project.

We believe that we have presented a project that addresses the highest priorities of the Staffing for Adequate Fire and Emergency Response- FF and civilian safety and NFPA 1720 compliance. It is reasonable in cost and offers a high cost benefit and return on investment in the safety of our personnel and the citizens that we protect. It offers an all hazards approach in compliance with NRF guidelines and is necessary for the protection of key critical infrastructure elements of national significance. It is our hope that the reviewers would agree with the assessment and view us favorably for award.

The Cambria Fire Department, mutual aid partners and citizens thank DHS/FEMA/AFG for the opportunity to apply for relief to resolve these critical problems. We would also like to thank the reviewers for donating their time and efforts.

Hiring Narrative Supplemental Information

Supplemental Information

* 1. What is the rate of unemployment of the community, within the department's first due response geographical area, over the last three (3) years? Please indicate using a percentage and in the text box next to each of the rate percentage, indicate what year that figure pertains to.

Rate: % Year:
 Rate: % Year:
 Rate: % Year:

I am unable to provide this information

* 2. Has the department filed for bankruptcy (Chapter 9, Title 11), or has been placed under third party financial oversight or receivership within the previous three (3) years?

2a. If Yes, please discuss.

I am unable to provide this information

* 3. What is the median household income of the community, within the department's first due response geographical area, over the last three (3) years? Please indicate the dollar amount and in the text box next to each amount, indicate what year that figure pertains to.

\$ Year:
 \$ Year:
 \$ Year:

I am unable to provide this information

* 4. What is the poverty rate of the community, within the department's first due response geographical area, over the last three (3) years? Please indicate using a percentage and in the text box next to each of the rate percentages, indicate what year that figure pertains to.

Rate: % Year:
Rate: % Year:
Rate: % Year:

I am unable to provide this information

* 5. What is your municipalities operating budget for the last three (3) years? Please indicate the dollar amount and in the text box next to each amount, indicate what year that figure pertains to.

\$ Year:
\$ Year:
\$ Year:

I am unable to provide this information

* 6. Has your jurisdiction/municipality reduced Full-Time Employees (FTEs) (in all agencies) over the last three year?

6a. If Yes, by how many and in what areas?

I am unable to provide this information

* 7. Is your jurisdiction/municipality filling positions (in all agencies) as they become vacant?

7a. If No, by how many and in what areas?

I am unable to provide this information

* 8. In the last year has your department utilized brown outs?

I am unable to provide this information

* 9. Has the department reduced non-operation positions (i.e. training, fire prevention, administrative staff, etc.) over the last three years?

9a. If Yes, please provide details.

I am unable to provide this information

* 10. What is the current foreclosure rate of the community, within the department's first due response geographical area? 3%

* 11. Has the department provided cost of living increases over the last three (3) fiscal years?

11a. If Yes, by what percent?

Rate: % Year:
Rate: % Year:
Rate: % Year:

I am unable to provide this information

* If you are unable to provide any of the data requested above, please explain why you are unable to do so. (i.e., data not available, data only available at state level, cannot find data, etc.)

Inadequate amount of time.

Assurances and Certifications

FEMA Form SF 424B

You must read and sign these assurances. These documents contain the Federal requirements attached to all Federal grants including the right of the Federal government to review the grant activity. You should read over the documents to become aware of the requirements. The Assurances and Certifications must be read, signed, and submitted as a part of the application.

Note: Fields marked with an * are required.

O.M.B Control Number 4040-0007

| Assurances Non-Construction Programs |
|--|
| <p>Note: Certain of these assurances may not be applicable to your project or program. If you have any questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.</p> |
| <p>As the duly authorized representative of the applicant I certify that the applicant:</p> <ol style="list-style-type: none"> 1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application. 2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives. 3. 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. 4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency. 5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. Section 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F). 6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. Sections 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. Sections 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Acts of 1968 (42 U.S.C. |

Section 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Title II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interest in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. Section 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. Section 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

Signed by Emily A Torlano on 03/06/2015

Form 20-16C**You must read and sign these assurances.****Certifications Regarding Lobbying, Debarment, Suspension and Other Responsibility Matters and Drug-Free Workplace Requirements.****Note: Fields marked with an * are required.****O.M.B Control Number 1660-0025**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 44 CFR Part 18, "New Restrictions on Lobbying" and 44 CFR Part 17, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Homeland Security (DHS) determines to award the covered transaction, grant, or cooperative agreement.

1. Lobbying

A. As required by the section 1352, Title 31 of the US Code, and implemented at 44 CFR Part 18 for persons (entering) into a grant or cooperative agreement over \$100,000, as defined at 44 CFR Part 18, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement and extension, continuation, renewal amendment or modification of any Federal grant or cooperative agreement.

(b) If any other funds than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities", in accordance with its instructions.

(c) The undersigned shall require that the language of this certification be included in the award documents for all the sub awards at all tiers (including sub grants, contracts under grants and cooperative agreements and sub contract(s)) and that all sub recipients shall certify and disclose accordingly.

2. Debarment, Suspension and Other Responsibility Matters (Direct Recipient)

A. As required by Executive Order 12549, Debarment and Suspension, and implemented at 44 CFR Part 67, for prospective participants in primary covered transactions, as defined at 44 CFR Part 17, Section 17.510-A, the applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency.

(b) Have not within a three-year period preceding this application been convicted of or had a civilian judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or perform a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false

statements, or receiving stolen property.

(c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. Drug-Free Workplace (Grantees other than individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 44 CFR Part 17, Subpart F, for grantees, as defined at 44 CFR part 17, Sections 17.615 and 17.620:

(A) The applicant certifies that it will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug free awareness program to inform employees about:

- (1) The dangers of drug abuse in the workplace;
- (2) The grantee's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant to be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:

- (1) Abide by the terms of the statement; and
- (2) Notify the employee in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

(e) Notifying the agency, in writing within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to the applicable awarding office.

(f) Taking one of the following actions, against such an employee, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement or other appropriate agency.

(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

(B) The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

| Place of Performance | | | | |
|----------------------|------|-------|-----|--------|
| Street | City | State | Zip | Action |
| | | | | |

If your place of performance is different from the physical address provided by you in the Applicant Information, press *Add Place of Performance* button above to ensure that the correct place of performance has been specified. You can add multiple addresses by repeating this process multiple times.

Section 17.630 of the regulations provide that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for DHS funding. States and State agencies may elect to use a Statewide certification.

Signed by Emily A Torlano on 03/06/2015

FEMA Standard Form LLL

Only complete if applying for a grant for more than \$100,000 and have lobbying activities. See Form 20-16C for lobbying activities definition.

Submit Application

Application 100% complete, Submitted

Please click on any of the following links to visit a particular section of your application. Once all areas of your application are complete, you may submit your application.

| Application Area | Status |
|--------------------------------|--------------------------|
| Applicant's Acknowledgements | Complete |
| Overview | Complete |
| Contact Information | Complete |
| Applicant Information | Complete |
| Applicant Characteristics (I) | Complete |
| Applicant Characteristics (II) | Complete |
| Department Call Volume | Complete |
| Request Details | Complete |
| Budget | Complete |

| | |
|-------------------------------|-----------------|
| Narrative Statement | <u>Complete</u> |
| Assurances and Certifications | <u>Complete</u> |

PLEASE READ THE FOLLOWING STATEMENTS BEFORE YOU SUBMIT.

- **YOU WILL NOT BE ALLOWED TO EDIT THIS APPLICATION ONCE IT HAS BEEN SUBMITTED. If you are not yet ready to submit this application, save it, and log out until you feel that you have no more changes. However, you must log in and submit application prior to the application deadline.**
- **When you submit this application, you, as an authorized representative of the organization applying for this grant, are certifying that the following statements are true:
To the best of my knowledge and belief, all data submitted in this application are true and correct.**

To sign your application, check the box below and enter your password in the space provided. To submit your application, click the Submit Application button below to officially submit your application to FEMA.

Note: The primary contact will be responsible for signing and submitting the application. Fields marked with an * are required.

I, Emily A Torlano, am hereby providing my signature for this application as of 06-Mar-2015.

SAFER Grant

Annual Operating Cost for 3 Firefighters at 80% Cost of CCSD Fire Engineer

Prepared by Patrick O'Reilly (Finance Manager) September 8, 2015

| <u>Annual Cost</u> | | |
|--------------------|------------------|--|
| <u>Low</u> | <u>High</u> | <u>Description</u> |
| \$46,560 | \$46,560 | Fire Engineer (80% of Fire Engineer on 12/20/15) |
| 3,562 | 3,562 | Social Security/Medicare |
| 250 | 250 | Uniform Allowance |
| 1,306 | 3,875 | Dental |
| 6,797 | 20,784 | Medical |
| 2,719 | 2,719 | Workers Comp Insurance |
| 4,190 | 4,190 | State Disability Insurance |
| 5,193 | 8,625 | PERS Retirement |
| 1,300 | 1,300 | Medical Reimbursement |
| 80 | 96 | Life Insurance |
| <u>\$71,956</u> | <u>\$91,961</u> | TOTAL PER FIRE FIGHTER (FIRST YEAR) |
| 3 | 3 | FIRE FIGHTERS |
| <u>\$215,868</u> | <u>\$275,882</u> | TOTAL THREE FIRE FIGHTERS (FIRST YEAR) |
| 75,067 | 95,244 | TOTAL PER FIRE FIGHTER (SECOND YEAR) |
| 3 | 3 | FIRE FIGHTERS |
| <u>\$225,202</u> | <u>\$285,731</u> | TOTAL THREE FIRE FIGHTERS (SECOND YEAR) |
| 441,070 | 561,613 | TOTAL THREE FIRE FIGHTERS (TWO YEARS) |

Notes:

- assumes firefighters start at lowest step of pay scale
- assumes 5% increase in base pay in second year

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **3.C.**

FROM: Jerry Gruber, General Manager
Timothy Carmel, District Counsel

Meeting Date: September 10, 2015

Subject: Discussion and Consideration to Authorize Acceptance of an Emergency Permit - Streamlined Permitting for Removal of Hazardous Trees in Cambria on Parcels Owned by Cambria Community Services District

RECOMMENDATIONS:

It is recommended that the Board of Directors discuss and consider authorizing acceptance of an Emergency Permit-Streamlined Permitting for Removal of Hazardous Trees in Cambria on Parcels Owned by the Cambria Community Services District (the "Permit").

FISCAL IMPACT:

County staff has indicated that they will waive all County fees associated with the Permit. There will be costs related to complying with Permit conditions, including the requirement to apply for a regular Coastal Development Permit. These costs may be offset with available grants.

DISCUSSION:

The purpose of the Permit is to mitigate extreme fire hazards in Cambria by allowing for the immediate removal of up to 300 dead or dying trees deemed hazardous by CAL FIRE and located on parcels owned by the Cambria Community Services District. Under this permit, CAL FIRE's hazardous tree determination will serve as evidence verifying that the identified trees meet the tree removal criteria in Coastal Zone Land Use Ordinance (CZLUO) Section 23.05.064(b). Staff recommends that the Board consider authorizing acceptance of the Permit.

Attachment:

Draft Emergency Permit - Streamlined Permitting for Removal of Hazardous Trees in Cambria on Parcels Owned by Cambria Community Services District

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ ROBINETTE ___ CLIFT ___ THOMPSON ___ RICE___BAHRINGER___

DEPARTMENT OF PLANNING AND BUILDING

Promoting the Wise Use of Land – Helping to Build Great Communities



DRAFT Emergency Permit Streamlined Permitting for Removal of Hazardous Trees in Cambria on Parcels Owned by the Cambria Community Services District

Project Description

The purpose of this emergency permit is to mitigate fire hazards in Cambria by allowing for the immediate removal of up to 300 dead or dying trees deemed hazardous by Cal Fire and located on parcels owned by the Cambria Community Services District. Under this permit, Cal Fire's hazardous tree determination will serve as evidence verifying that the identified trees meet the tree removal criteria in Coastal Zone Land Use Ordinance (CZLUO) Section 23.05.064(b).

Justification

The fire hazard in Cambria and need for this emergency permit is to immediately remove Hazardous Trees designated by CAL FIRE that have resulted due to drought conditions on properties solely owned by the Cambria Community Services District. The fire hazard is documented in a March 12, 2015 San Luis Obispo County Grand Jury report entitled "In a State of Emergency? Assessing Fire Risk in Cambria." A key finding of the report states "The community of Cambria faces a severe fire threat due to a combination of environmental, geographical and demographic factors."

As recommended by the Grand Jury report, the Cambria Community Services District (CCSD) declared a state of emergency based upon the risk of a catastrophic fire on March 26, 2015. This declaration notes that 30 to 40 percent of the overall forest in Cambria is either dead or dying. These trees are much more susceptible to burning and they significantly increase the risk of wildland fire spread.

The fire hazard in Cambria is exacerbated by severe drought conditions combined with Cambria's severely limited water supply. On January 17, 2014, Governor Jerry Brown declared a drought emergency for the State of California; on January 30, 2014, the CCSD Board of Directors declared a Stage 3 Water Shortage Emergency; and on March 11, 2014, the County Board of Supervisors proclaimed a local emergency due to drought conditions in San Luis Obispo County.

Conditions of Approval

1. This emergency permit is valid for a period of 12 months of permit issuance.
2. Only the work described in this permit is authorized. Any additional work requires separate authorization from the Director of Planning and Building or Coastal Development Permit approval.
3. The work authorized by this permit shall be commenced within 60 days of permit issuance. This requirement shall be satisfied by commencement of removal of any tree pursuant to a Cal Fire

hazardous tree determination. Any work commenced after expiration of this permit requires separate authorization or a regular Coastal Development Permit. The work authorized by this permit shall be completed within 12 months of the above date.

4. Within 30 days of the date of issuance of this emergency permit, the permittee shall apply for a regular Coastal Development Permit to authorize the emergency project. The regular permit will be subject to all applicable provisions of the Local Coastal Program, including the tree replacement requirements in CZLUO Section 23.05.064 (Tree Removal Standards).
5. As part of the complete application for a regular Coastal Development Permit, a Tree Replacement Plan shall be submitted which describes at a minimum:
 - a. The number of trees to be replanted consistent with the tree replacement requirements in CZLUO Section 23.05.064 (Tree Removal Standards);
 - b. The location(s) where the replacement trees will be planted;
 - c. The size and species of the replacement trees; and
 - d. Timing of when the replanting will occur.
6. The applicant shall submit monthly reports to the Department of Planning and Building describing the number and location of trees removed during the monthly reporting period pursuant to this emergency permit.
7. The applicant shall ensure proper disposal of removed hazardous materials.
8. The applicant shall as a condition of approval of this emergency permit defend, at his sole expense, any action brought against the County of San Luis Obispo, its present or former officers, agents, or employees, by a third party challenging either its decision to approve this emergency permit or the manner in which the County is interpreting or enforcing the conditions of this emergency permit, or any other action by a third party relating to approval or implementation of this emergency permit. The applicant shall reimburse the County for any court costs and attorney's fees which the County may be required by a court to pay as a result of such action, but such participation shall not relieve the applicant of his obligation under this condition.

Findings

- A. The project qualifies for a Statutory Exemption pursuant to State CEQA Guidelines Section 15269 (Emergency Projects) because the proposed emergency permit will mitigate the extreme fire hazard in Cambria by establishing a streamlined permitting process for removing trees that are deemed hazardous by Cal Fire. The regular "follow-up" Coastal Development Permit required as a condition of this emergency permit will require environmental review under CEQA.
- B. This emergency permit is necessary to mitigate the extreme fire hazard in Cambria more quickly than permitted by the procedures for regular permits administered pursuant to the Coastal Zone Land Use Ordinance. The extreme fire hazard in Cambria is documented in the March 12, 2015 San Luis Obispo County Grand Jury report entitled "In a State of Emergency? Assessing Fire Risk in Cambria." A key finding of the report states, "The community of Cambria faces a severe fire threat due to a combination of environmental, geographical and demographic factors."

According to the CCSD, 30 to 40 percent of the overall forest in Cambria is either dead or dying. These trees are much more susceptible to burning and they significantly increase the risk of wildland fire spread. This emergency permit will help mitigate the fire hazard in Cambria by allowing for the immediate removal of dead trees on CCSD-owned parcels.. The work authorized by this emergency permit can be completed within a 12 month timeframe.

- C. Public comment on the proposed emergency action has been reviewed.
- D. The work proposed is consistent with the requirements of the certified Local Coastal Program. As conditioned, the permittee shall apply within 30 days for a regular CDP to authorize the emergency project. The regular permit will be subject to all applicable provisions of the Local Coastal Program, including the tree replacement requirements in CZLUO Section 23.05.064 (Tree Removal Standards).