

TOWN OF WINDSOR AGENDA REPORT

Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date: August 6, 2025

To: Mayor and Town Council
From: Nick Walker, Administrative Services Director
Subject: Approve Distribution of Fire Mitigation Funds to the Sonoma County Fire District for Apparatus Procurement

Recommendation to Council:

By motion, approve a budget amendment for the Fiscal Year 2025-26 budget in the amount of \$1,200,000 and distribution of fire mitigation funds to the Sonoma County Fire District (District) for the purchase of a new ladder truck.

Strategic Plan Element:

The recommended action supports the goals of Infrastructure and Livability. Goal Statement: Through a lens of sustainability and innovation, invest in the Town's infrastructure and public facilities to meet the needs of future generations. Goal Statement: Preserve community character by maximizing the use of existing amenities and creating future opportunities that enhance quality of life for all.

Background:

Since 2006, the Town has administered the Fire District's fire impact fees. Fire mitigation fees are collected by the Town on behalf of the Fire District under California Government Code Section 66000. The purpose of the fee is to fund one-time costs of expanding district facilities and to purchase apparatus and equipment needed to meet the needs of new development and the associated impacts imposed upon the District. On March 1, 2017, the Town adopted Resolution Number 3345-17 establishing the existing Fire Impact Fee for the former Windsor Fire Protection District. Subsequently, on September 1, 2021, the Town adopted Resolution Number 3696-21 for the Fire Impact Fees for the Sonoma County Fire District.

Discussion:

As of June 30, 2025, the balance of Fire Impact Fee's available was \$2,054,820. Of that amount, \$179,439 remains earmarked for the previously approved projects of office expansion and a ring down system, leaving \$1,875,381 available for the purchase of a new ladder truck.

The fire district is in need of a new aerial ladder truck capable of meeting the new demand for service. The fire district currently has one reserve ladder truck that has exceeded its useful life, and cracks were discovered on the ladder on the same unit. The second ladder truck is 2 years away from exceeding its useful life. Both ladder trucks only have a 75' ladders which do not reach the tops of the tallest buildings within the fire district, nor on buildings that are currently under construction within the fire district. The cost of the new ladder truck is \$2,112,136. The fire district is requesting \$1,200,000 of the fire impact fees towards the purchase.

Procurement of apparatus are in accordance with the District's purchasing and procurement policies governed and approved by the District's Board of Directors. District staff and the Board of Directors

originally identified this project as necessary to increase the capacity for the provision of Department's services for the Town and the Fire District's other service areas.

The fire district intends on deploying the aerial ladder truck from their Station #3 located on Windsor Road in Windsor.

Fiscal Impact:

Adopted appropriations in the FY 25/16 budget are not sufficient to cover the full cost of the proposed action item. A budget amendment in the amount of \$1,200,000 is required. A detailed breakdown of costs, available adopted budget, and the proposed amendment is provided in the table below:

Fund Name	Cost	Adopted Budget	Budget Amendment Requested
Fire Mitigation Fees Old (240)	\$ 154,776	\$0	\$ 154,776
Fire Mitigation Fees New (241)	<u>\$1,045,224</u>	<u>\$0</u>	<u>\$1,045,224</u>
Total	\$1,200,000	\$0	\$1,200,000

The proposed budget amendment will reduce available fund balances as presented below, but sufficient reserves are available in both funds to support the action.

	Fire Mitigation Old	Fire Mitigation New	Total
Beginning Estimated Fund Balance	\$154,776	\$1,675,948	\$1,830,724
Less: Budget Amendment Requested	<u>(\$154,776)</u>	<u>(\$1,045,224)</u>	<u>(\$1,200,000)</u>
Estimated Ending Fund Balance	\$0	\$630,724	\$630,724

Environmental Review:

The project is exempt from the California Environmental Quality Act (CEQA) in accordance with section 15301 because it consists of repair and maintenance of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use. Therefore, no environmental review is required.

Attachment(s):

[13.5 Sonoma County Fire PowerPoint \(Distributed 2025-08-06\)](#)

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