



## County of Sonoma Agenda Item Summary Report

**Agenda Item Number: 19**

(This Section for use by Clerk of the Board Only.)

Clerk of the Board  
575 Administration Drive  
Santa Rosa, CA 95403

**To:** Board of Supervisors, County of Sonoma

**Board Agenda Date:** October 23, 2018

**Vote Requirement:** Majority

**Department or Agency Name(s):** Fire and Emergency Services

**Staff Name and Phone Number:**

James Williams / 565-1154

**Supervisorial District(s):**

All Districts

**Title:** Vegetation Management Inspection Agreements with Fire Protection Districts Enforcing County Ordinance No. 6148, Abatement of Hazardous Vegetation and Combustible Materials.

### **Recommended Actions:**

Authorize the Director of Fire and Emergency Services to enter into agreements with local Fire Protection Districts to implement a Vegetation Management Inspection Program in partnership with the Sonoma County Fire Prevention Division to reduce vegetation fuel loads and enhance public safety. The program will be active for a term of one year, as funding permits, not-to-exceed \$500,000 in Fiscal Year 2018-19; any remaining funds to carry over to Fiscal Year 2019-20.

### **Executive Summary:**

On June 14, 2018, the Board of Supervisors adopted the Fiscal Year 2018-2019 Budget and allocated \$500,000 for the purpose of conducting vegetation management inspection and enforcement activities. This funding enables the Fire Districts and Sonoma County Fire Prevention Division to increase the number of inspections to enhance public safety. Recognizing the importance of partnering with other local jurisdictions to support fire safety, the Fire Prevention Division proposes the use of the attached Agreement (Attachment 1) as the mechanism to compensate Fire Protection Districts in the unincorporated areas of Sonoma County for implementing vegetation management inspection activities. Under this Agreement, the County will reimburse Fire Protection Districts for staff time to conduct vegetation management inspections and provide assistance to support enforcement activities. This funding, authorized by the Board of Supervisors, enables the Fire Prevention Division to implement inspections as a component of a comprehensive vegetation management program working with partnering agencies within multiple target areas (Attachment 3) in advance of next year's fire season. The funding will also be used to address numerous complaints in districts outside the jurisdiction of the Fire Prevention Division.

### **Discussion:**

Over the last decades, increases in temperature and decreased humidity have enhanced fuel aridity across the western United States. Between 1984 and 2015 the increase in dry fuels approximately doubled the western U.S. forest fire area beyond that expected from natural climate variability alone. This Program supports continuous removal of hazardous vegetation and combustible material for fire prevention through community education and inspections, and by actively involving residents in creating and maintaining wildfire-resilient homes and landscapes.

There are a wide variety of specific factors that contribute to home ignition from wildland fire. Defensible space, especially when accomplished community-wide, is one of the most important means to prevent home ignition. Targeted inspections and enforcement are extremely effective means of educating residents, moving them to community-wide compliance. Communities where all properties are compliant with defensible space regulations can have significantly reduced risks to life and property in the event of wildfire.

Ultimately, property owners are required to maintain 100 feet of defensible space around buildings. This program will allow us to address the risk posed by overgrown vegetation near homes and on unimproved lots throughout the County.

On April 19, 2016, the Sonoma County Board of Supervisors ratified Ordinance No. 6148 requiring the abatement of hazardous vegetation and combustible materials, adding Chapter 13A to the Sonoma County Code. The purpose of this Ordinance is to support community safety and reduce the risks and threats associated with wildfire by ensuring that hazardous vegetation and combustible materials are removed on properties with buildings (“improved”) and without buildings (“unimproved”) in the unincorporated areas of Sonoma County. The Ordinance was implemented as a pilot inspection with enforcement program in two areas of the County (Fitch Mountain and the Mayacamas Volunteer Fire Department response area) for two years. This pilot inspection and enforcement program expired May 19, 2018, and the Ordinance is now applicable in the entire unincorporated county.

#### **Using Ordinance No. 6148 in Conjunction with Sonoma County Fire Districts**

Effective May 19, 2018, at the expiration of the pilot program, the Ordinance became enforceable in the entire unincorporated County. The Sonoma County Fire Marshal has been in active communication with all Sonoma County Fire Districts to ascertain whether they would like to participate in the collaborative inspection program. Several Fire Districts have indicated interest and are in discussions with their governing boards and County staff to determine their level of participation.

For districts with whom Sonoma County Fire Prevention Division has current fire inspection agreements (Graton, Schell-Vista and Occidental), the Fire Prevention staff will conduct the vegetation management inspections. Whether inspections are conducted by local fire districts or Sonoma County Fire Prevention Division, abatement proceedings will be administered by Sonoma County Fire Prevention staff. Abatement proceedings consist of legal noticing to property owners, providing them an opportunity to appeal the inspection results, and if non-compliant, abating the property by cutting or removing the vegetation and combustible material that were the cause of violation, and billing the property owner for all costs associated with the abatement. If the bill is not paid by the property owner, a lien can be placed on the property to recover the cost of abatement.

#### **Complaint-Driven Inspection Process**

Sonoma County Fire Prevention Staff has always inspected vegetation complaints in areas under its jurisdiction. Ordinance No. 6148 added an important enforcement component to bring properties into compliance and remove hazardous vegetation or combustible materials on a specific parcel. If a property is not under County Fire’s jurisdiction, Staff will refer it to the local Fire District, who may carry out inspections.

Year-to-date, Staff have received 132 vegetation complaints—nearly double the number received last year (68). All 48 of the complaints received within the Fire Prevention Division’s jurisdiction have been inspected; 23 of the inspected parcels were cleared after the first inspection and 25 have received a second notice of violation and will be abated unless either a hearing is requested or the property is brought into

compliance prior to the contractor arriving on-site to bring the property into compliance. In addition, Staff are following up with districts to identify inspection outcomes on the 84 parcels that were referred.

### **Community-Wide Proactive Inspection Program**

In the spring of 2019, the Fire Prevention Division will begin proactive community-wide inspections in conjunction with fire agency partners that enter into agreements with the County. The areas to be inspected and specific number of properties will be identified in collaboration with the local Fire District and Sonoma County Fire Prevention Division. Staff is in the process of reviewing proposals received from CAL FIRE and will coordinate with fire agency partners to evaluate the best methodology for beginning a proactive community-wide inspection program. Staff will return in December or January with further details and recommendations, including potential funding sources from the state that have been recently enacted through legislation to support vegetation management and fire prevention efforts.

### **Data Collection Process**

Inspection results will be tracked using a software program called “Collector App.” Collector App is an ESRI GIS-based platform which provides inspectors with accurate maps and parcel data while they are in the field. During an inspection, all inspection information, including specific violations are entered into Collector App. All inspection data from Collector App is downloaded into Excel format, with any photos linked to the inspection. Sonoma County Fire Prevention Division will track and analyze all inspection data on a per-parcel and collective scale so progress can be monitored across all target inspection areas (Attachment 2).

### **EDUCATIONAL AND COMMUNITY BENEFITS:**

A robust vegetation management inspection outreach program will take place in all supervisorial districts. We will use community meetings, social media and print media to announce upcoming inspections, and familiarize residents with defensible space requirements so they know what to do before the inspection program begins. An inspection program provides the opportunity for fire officials to explain actions that will improve wildfire safety while allowing residents to ask specific questions about their property. Information delivered by a fire inspector is more likely to be understood and acted upon. In the future, adding funding for a robust communications and public outreach component will further enhance the educational benefits of the inspection program. The best results of fire prevention in the Wildland Urban Interface will be achieved when entire communities have embraced the concept of defensible space. This is especially valuable in areas where house to house ignition during a wildfire is a concern.

### **SUMMARY**

This report seeks authorization for the Director of Fire and Emergency Services to enter into agreements for a term of one year, as funding permits, not-to-exceed \$500,000. Staff anticipates approximately \$75,000 will be expended, to address existing and future complaints through the end of 2018. The remaining balance will be available for proactive inspections in targeted areas to be completed before the end of the fiscal year. Staff will return to the Board in December 2018 or January 2019 for consideration of Inspection Program proposals developed by CAL FIRE and the proposal developed by County Staff working with local Fire Protection Districts.

### **Prior Board Actions:**

07/11/2017: Accepted Update on Vegetation Management Ordinance  
04/19/2016: Ratified Ordinance No. 6148 Requiring the Abatement of Hazardous Vegetation and Combustible Materials

**Strategic Plan Alignment**      Goal 1: Safe, Healthy, and Caring Community

This Agreement provides for vegetation inspection services by Fire Protection Districts in the unincorporated portions of Sonoma County to reduce risks to life, property, and the environment.

**Fiscal Summary**

<b>Expenditures</b>	<b>FY 18-19 Adopted</b>	<b>FY 19-20 Projected</b>	<b>FY 20-21 Projected</b>
Budgeted Expenses	\$500,000	-0-	-0-
Additional Appropriation Requested			
<b>Total Expenditures</b>	<b>\$500,000</b>	<b>-0-</b>	<b>-0-</b>
<b>Funding Sources</b>			
General Fund/WA GF	\$500,000	-0-	-0-
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>	<b>\$500,000</b>	<b>-0-</b>	<b>-0-</b>

**Narrative Explanation of Fiscal Impacts:**

The total cost of the agreements will not exceed \$500,000. Funding for this program were authorized on June 11, 2018, and are budgeted for in the 2018-2019 budget. Options for sustainable funding will need to be identified during the period of performance.

**Staffing Impacts**

<b>Position Title (Payroll Classification)</b>	<b>Monthly Salary Range (A – I Step)</b>	<b>Additions (Number)</b>	<b>Deletions (Number)</b>
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**Narrative Explanation of Staffing Impacts (If Required):**

None.

**Attachments:**

Agreement (A1); Vegetation Management Inspector Application (A2); List of Agencies (A3)

**Related Items "On File" with the Clerk of the Board:**

None.

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**AGREEMENT BY AND BETWEEN \_\_\_\_\_ PROTECTION DISTRICT  
AND THE COUNTY OF SONOMA FOR HAZARDOUS VEGETATION PROGRAM**

This Agreement is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2018, by and between \_\_\_\_\_ Fire Protection District, a public entity ("District"), and the County of Sonoma, a political subdivision of the State of California ("County").

**RECITALS**

- A. County has adopted Chapter 13A of its municipal code entitled, "Abatement of Hazardous Vegetation and Combustible Material."
- B. Pursuant to in authority conferred in Chapter 13A, Sections 13A-3(d) and 13A-5(b) of the County of Sonoma's Municipal Code, the County Fire Chief can delegate to Chiefs of local Fire Protection Districts the authority to enforce the County of Sonoma's Hazardous Vegetation Ordinance to the within the territory of their Fire Protection District.
- C. The County Fire Chief deems is advisable to delegate such authority to the Chief of \_\_\_\_\_ Fire Protection District to enforce Chapter 13A of the County of Sonoma's Municipal Code.
- D. The delegation described above confers on the Chief of \_\_\_\_\_ Fire Protection District the authority to conduct inspections of properties within the territory of \_\_\_\_\_ Fire Protection District for compliance with the County's Hazardous Vegetation Ordinance pursuant to Section 13A-5(c) of the County of Sonoma Municipal Code, and to issue Notices of Violation and Orders to Abate pursuant to Sections 13A-7(a) and (b) of the County of Sonoma Municipal Code.
- E. The Chief of \_\_\_\_\_ Fire Protection District is willing to accept the above described delegation on the terms and conditions of this Agreement.

**AGREEMENT**

1. **RECITALS.**

1.1. All of the foregoing recitals are true and correct.

2. **DISTRICT'S RESPONSIBILITIES.**

DISTRICT shall complete the following:

- 2.1 **Scope of Work.** District agrees to conduct inspections of properties within the territory of \_\_\_\_\_ Fire Protection District for compliance with the County's Hazardous Vegetation Ordinance pursuant to Section 13A-5(c) of the County of Sonoma Municipal Code, and to issue Notices of Violation and Orders to Abate pursuant to Sections 13A-7(a) and (b) of the County of Sonoma Municipal Code.

County and District shall collaboratively work to develop a work program to proactively identify priority parcels for inspection prior to the District inspecting properties or expending funds.

All work shall be performed in accordance with the requirements of applicable federal, state, and local laws.

- 2.2 Services Not Included. The Scope of Work of this Agreement *does not* include conducting summary abatement of any public nuisance pursuant to Section 13A-6 of the County of Sonoma Municipal Code. If District determines a violation of the County's Hazardous Vegetation Ordinance constitutes a public nuisance, District shall refer that violation to County immediately and the County will determine the need to utilize the summary abatement proceeding. If the County determines summary abatement proceedings are warranted, those proceedings will be conducted by the County.

Additionally, County will continue to implement the appeals hearing process pursuant to Section 13A-7(c), the abatement process pursuant to Sections 13A-7(d) – (f), and the pursuit of other remedies pursuant to Section 13A-9 of the County of Sonoma Municipal Code. If District receives any written request for an appeal hearing pursuant to Section 13A-7(c)(2) of the County of Sonoma Municipal Code, District shall forward such request to County immediately.

- 2.3 Indemnification. District agrees to accept all responsibility for loss or damage to any person or entity, including the County of Sonoma, and to indemnify, hold harmless, and release the County of Sonoma and its officers, agents, and employees, from and against any actions, claims, damages, liabilities, disabilities, or expenses, that may be asserted by any person or entity, including District, that arise out of, pertain to, or relate to District's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. District agrees to provide a complete defense for any claim or action brought against the County of Sonoma based upon a claim relating to District's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. District's obligations under this Paragraph apply whether or not there is concurrent or contributory negligence on the part of the County of Sonoma, but, to the extent required by law, excluding liability due to conduct of the County of Sonoma. The County of Sonoma shall have the right to select its legal counsel at District's expense, subject to District's approval, which shall not be unreasonably withheld. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for District or its agents under workers' compensation acts, disability benefits acts, or other employee benefit acts.

- 2.4 Statutory Compliance/Living Wage Ordinance. District agrees to comply, and to ensure compliance by its subconsultants or subcontractors, with all applicable federal, state and local laws, regulations, statutes and policies, including but not limited to the County of Sonoma Living Wage Ordinance, applicable to the services provided under this Agreement as they exist now and as they are changed, amended or modified during the term of this Agreement. Without limiting the generality of the foregoing, District expressly acknowledges and agrees that this Agreement may be subject to the provisions of Article XXVI of Chapter 2 of the Sonoma County Code, requiring payment of a living wage to covered employees. Noncompliance during the term of the Agreement will be considered a material breach and may result in termination of the Agreement or pursuit of other legal or administrative remedies.

- 2.5 Insurance. With respect to performance of work under this Agreement, District shall maintain and shall require all of its subcontractors, consultants, and other agents to maintain, insurance as described in Exhibit A, which is attached hereto and incorporated herein by this reference.

3. **PAYMENT AND TERM.**

- 3.1 District shall be paid on a time and material/expense basis at the rate of \$53.00 per hour, provided, however, that total payments to District shall not exceed \$\_\_\_\_\_ without the prior written approval of County. District shall submit its bills in arrears on a monthly basis in a form approved by County's Auditor and the Head of the Fire and Emergency services Department.
- 3.2 Unless otherwise noted in this Agreement, payments shall be made within the normal course of County business after presentation of an invoice. The invoice shall show or include: (i) the task(s) performed; (ii) the time in quarter hours devoted to the task(s); (iii) the hourly rate or rates of the persons performing the task(s); and (iv) copies of receipts for reimbursable materials/expenses, if any. Expenses not expressly authorized by the Agreement shall not be reimbursed.
- 3.3 Pursuant to California Revenue and Taxation code (R&TC) Section 18662, the COUNTY shall withhold seven percent of the income paid to DISTRICT for services performed within the State of California under this agreement, for payment and reporting to the California Franchise Tax Board, if DISTRICT does not qualify as: (1) a corporation with its principal place of business in California, (2) an LLC or Partnership with a permanent place of business in California, (3) a corporation/LLC or Partnership qualified to do business in California by the Secretary of State, or (4) an individual with a permanent residence in the State of California.

If District does not qualify, County requires that a completed and signed Form 587 be provided by the District in order for payments to be made. If District is qualified, then the County requires a completed Form 590. Forms 587 and 590 remain valid for the duration of the Agreement provided there is no material change in facts. By signing either form, the District agrees to promptly notify the County of any changes in the facts. Forms should be sent to the County pursuant to Paragraph 5.10. To reduce the amount withheld, District has the option to provide County with either a full or partial waiver from the State of California.

- 3.4 Term of Agreement. The term of this Agreement shall be from July, 1, 2018 to June 30, 2020, or upon exhaustion of the funds described in Paragraph 3.1, whichever occurs earlier, unless terminated earlier in accordance with the provisions of Article 5 below.

4. **TERMINATION.**

- 4.1 Termination Without Cause. Notwithstanding any other provision of this Agreement, at any time and without cause, County shall have the right, in its sole discretion, to terminate this Agreement by giving 5 days written notice to District.

4.2 Termination for Cause. Notwithstanding any other provision of this Agreement, should DISTRICT fail to perform any of its obligations hereunder, within the time and in the manner herein provided, or otherwise violate any of the terms of this Agreement, County may immediately terminate this Agreement by giving District written notice of such termination, stating the reason for termination.

4.3 Payment Upon Termination. Upon termination of this Agreement by County, District shall be entitled to receive as full payment for all services satisfactorily rendered and reimbursable expenses properly incurred hereunder, an amount which bears the same ratio to the total payment specified in the Agreement as the services satisfactorily rendered hereunder by District bear to the total services otherwise required to be performed for such total payment; provided, however, that if services which have been satisfactorily rendered are to be paid on a per-hour or per-day basis, District shall be entitled to receive as full payment an amount equal to the number of hours or days actually worked prior to the termination times the applicable hourly or daily rate; and further provided, however, that if County terminates the Agreement for cause pursuant to Section 4.2, County shall deduct from such amount the amount of damage, if any, sustained by County by virtue of the breach of the Agreement by District.

4.4 Authority to Terminate. The Board of Supervisors has the authority to terminate this Agreement on behalf of the County. In addition, Fire and Emergency Services Department Head, in consultation with County Counsel, shall have the authority to terminate this Agreement on behalf of the County.

5. **MISCELLANEOUS REQUIREMENTS**

5.1. Authority to Amend Agreement. Changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both parties.

5.2. No Waiver of Breach. The waiver by County of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or promise or any subsequent breach of the same or any other term or promise contained in this Agreement.

5.3. Construction. To the fullest extent allowed by law, the provisions of this Agreement shall be construed and given effect in a manner that avoids any violation of statute, ordinance, regulation, or law. The parties covenant and agree that in the event that any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby. District and County acknowledge that they have each contributed to the making of this Agreement and that, in the event of a dispute over the interpretation of this Agreement, the language of the Agreement will not be construed against one party in favor of the other. District and County acknowledge that they have each had an adequate opportunity to consult with counsel in the negotiation and preparation of this Agreement.

5.4. No Third-Party Beneficiaries. Nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.

5.5. Applicable Law and Forum. This Agreement shall be construed and interpreted according to the substantive law of California excluding the law of conflicts. Any

action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in the County of Sonoma.

- 5.6. Captions. The captions in this Agreement are solely for convenience of reference. They are not a part of this Agreement and shall have no effect on its construction or interpretation.
- 5.7. Merger. This writing is intended both as the final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to Code of Civil Procedure section 1856. Each Party acknowledges that, in entering into this Agreement, it has not relied on any representation or undertaking, whether oral or in writing, other than those which are expressly set forth in this Agreement. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.
- 5.8. Survival of Terms. All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.
- 5.9. Time of Essence. Time is and shall be of the essence of this Agreement and every provision hereof.
- 5.10 Notices. Method and Place of Giving Notice, Submitting Bills and Making Payments. All notices, bills, and payments shall be made in writing and shall be given by personal delivery or by U.S. Mail or courier service. Notices, bills, and payments shall be addressed as follows:

TO: COUNTY:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

[Department name, address, and email  
Facsimile number may be included]

TO: DISTRICT:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

[DISTRICT name, address and email  
Facsimile Number may be included]

When a notice, bill or payment is given by a generally recognized overnight courier service, the notice, bill or payment shall be deemed received on the next business day. When a copy of a notice, bill or payment is sent by facsimile or email, the notice, bill or payment shall be deemed received upon transmission as long as (1) the original copy of the notice, bill or payment is promptly deposited in the U.S. mail and postmarked on the date of the facsimile or email (for a payment, on or before the due date), (2) the sender has a written confirmation of the facsimile transmission or email, and (3) the facsimile or email is transmitted before 5 p.m. (recipient's time). In all other instances, notices, bills and payments shall be effective upon receipt by the recipient. Changes may be made in the names and addresses of the person to whom notices are to be given by giving notice pursuant

to this paragraph.

- 5.11 Assignment and Delegation. Neither party hereto shall assign, delegate, sublet, or transfer any interest in or duty under this Agreement without the prior written consent of the other, and no such transfer shall be of any force or effect whatsoever unless and until the other party shall have so consented.
- 5.12 Authority. The undersigned hereby represents and warrants that he or she has authority to execute and deliver this Agreement on behalf of District.
- 5.13 Nondiscrimination. Without limiting any other provision hereunder, District shall comply with all applicable federal, state, and local laws, rules, and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, pregnancy, disability, sexual orientation or other prohibited basis, including without limitation, the County's Non-Discrimination Policy. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated herein by this reference.
- 5.14 Records Maintenance. District shall keep and maintain full and complete documentation and accounting records concerning all services performed that are compensable under this Agreement and shall make such documents and records available to County for inspection at any reasonable time. District shall maintain such records for a period of four (4) years following completion of work hereunder.
- 5.15 Status of District. The parties intend that District, in performing the services specified herein, shall act as an independent contractor and shall control the work and the manner in which it is performed. District is not to be considered an agent or employee of County and is not entitled to participate in any pension plan, worker's compensation plan, insurance, bonus, or similar benefits County provides its employees. In the event County exercises its right to terminate this Agreement, County expressly agrees that it shall have no recourse or right of appeal under rules, regulations, ordinances, or laws applicable to employees.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed.

\_\_\_\_\_  
FIRE  
PROTECTION DISTRICT

COUNTY OF SONOMA

By: \_\_\_\_\_  
Title:

By: \_\_\_\_\_  
Interim Director, Fire and Emergency Services

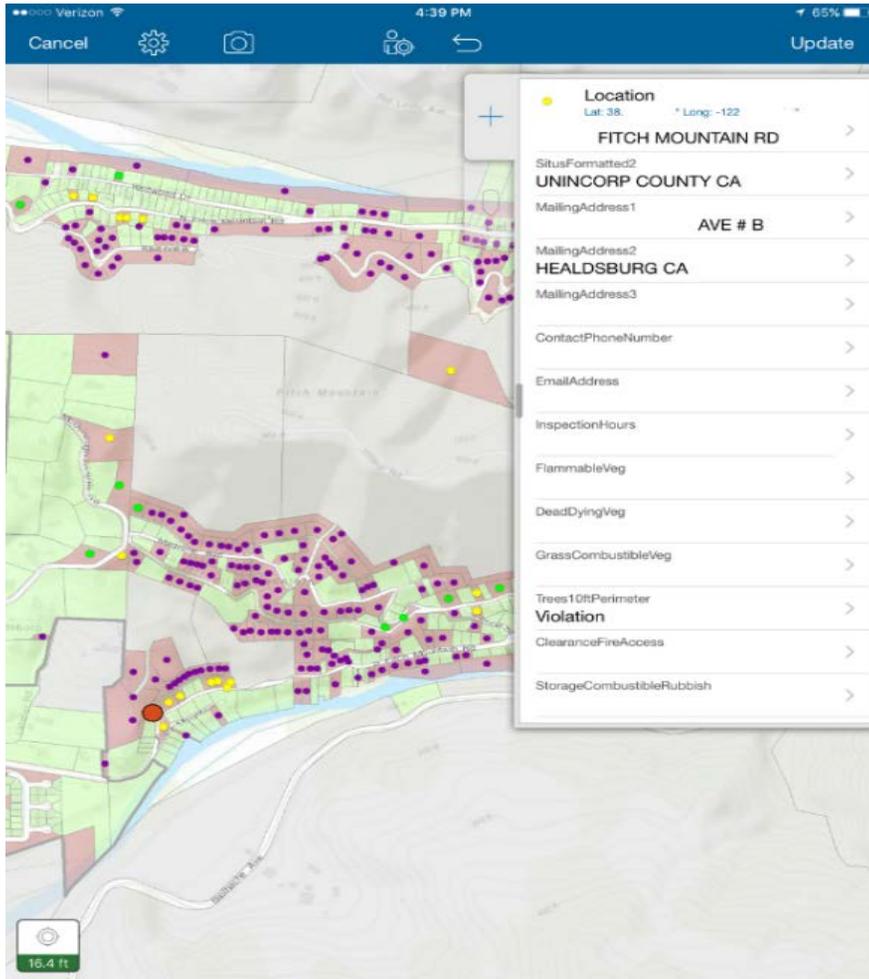
Date: \_\_\_\_\_

Date: \_\_\_\_\_

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Deputy County Counsel

# ESRI Collector App: Vegetation Management Inspector Application



This graphic is an example of the home screen of the collector App Inspection platform.

Collector app tracks the inspector's location in reference to approximate parcel lines.

When inspectors click on a particular parcel, parcel data from Assessors records is pre-populated in the inspection form. Inspection data, such as observed violations, are noted in the app, and any site photos are appended to the site record.

This data is downloaded in a spreadsheet (see following page.)

Map Key	
	Unimproved Parcel
	Unimproved Parcel
	Parcels outside of County jurisdiction or larger than 5 acres
	Inspected, No violation
	Inspected, First Violation
	Inspected, Second Violation
	Uninspected

# ESRI Collector Map Vegetation Management Inspector Application: Inspection data

Collector App collects 45 data elements for improved parcels, and 29 elements unimproved parcels. Some data, such as site address and property owner are downloaded into Collector from the County database. Inspection elements, such as noted violations, comments, and photos are captured per parcel. We can then download inspection data into Excel spreadsheets to track per-parcel and program-wide progress and analysis. Following is a limited example of the data download.

Inspect Last Name	Inspect Date	Inspect Status No	Can Be Inspected	Address Visible	Street No	STREET NAME	CITY	OWNER MAILING ADDRESS	INSPECTION TIME
Smith	10/3/17	1st	Yes	Yes - Without Reflective	111	Street	Town		15 min
Smith	8/8/17	2nd	Yes	Yes - Without Reflective	111	Street	Healdsburg		15 min

A_REMOVE ALL BRANCHES WITHIN 10 FT OF ANY CHIMNEY OR STOVEPIPE	B_REMOVE LEAVE SNEEDLE SVEG	C_REMOVE DEAD DYING TREESB RANCH ES	D_REMOVE DEAD DYING GRASS PLANTS	E_REMOVE DYING GRASS LEAVESNEEDLE	F_REMOVE FLAMABLE VEGETATION	G_RELOCATE EXPOSED WOODPILES	H_CUT ANNUAL GRASS FORBS4 INCHES	I_REDUCE FUEL SEPARATION CTC GUIDE	J_ALL EXPOSED WOODPILES 10' CLEAR
			Violation						
	Violation		Violation				Violation		

**List of Agencies to Enter Into Vegetation Management Agreements With:**

<b>Bennett Valley FPD</b>
<b>Bodega Bay FPD</b>
<b>Cloverdale FPD</b>
<b>Forestville FPD</b>
<b>Geyserville FPD</b>
<b>Gold Ridge FPD</b>
<b>Kenwood FPD</b>
<b>Rancho Adobe FPD</b>
<b>Rincon Valley FPD</b>
<b>Windsor FPD</b>
<b><i>Sonoma Valley Fire and Rescue Authority (Includes Glen Ellen and Valley of the Moon FPDs)</i></b>