

# SONOMA LOCAL AGENCY FORMATION COMMISSION

## DRAFT MEETING MINUTES

Board of Supervisors Chambers  
575 Administration Drive, Santa Rosa 102A  
Wednesday, November 6, 2024  
2:00 P.M.

Commissioners	Alternate Commissioners	Staff
Jean Kapolchok, Chair	Ed Hodges	Mark Bramfitt, Executive Officer
Rich Holmer	Chris Coursey	Verne Ball, Legal Counsel
James Gore	Bill Norton	Cynthia Olson, Administrative Analyst
Mark Hemmendinger, Vice Chair	Jeff Okrepkie	Kasandra Bowen, Commission Clerk
Susan Gorin		
Sandra Lowe		
Susan Harvey		

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## AGENDA

1. Call to Order by the Chair at 2:01 pm with Commissioner Kapolchok, Hemmendinger, Harvey, Lowe, Holmer, Gorin and Gore with Alternate Commissioners Okrepkie, Norton and Hodges
2. Public Comment: None
3. Consent Calendar:
  - 3.1 Meeting Minutes: 09/04/2024
  - 3.2 Northeast Santa Rosa Reorganization No 23-001 (Pol)  
Environmental Review: City of Santa Rosa General Plan 2035 Environmental Impact Report
  - 3.3 FY 2023-24 Year End Actuals  
Environmental Review: Not a project under CEQA

### 3.4 2025 Commission Meeting Schedule

Edits to the minutes Commissioner Holmer: changed to water rights\* (Changed)  
Meeting Dates: July 2<sup>nd</sup> (Changed)

Moved as one and with minor changes made.

Moved: Harvey  
Second: Holmer  
Ayes: 7  
Noes: 0  
Abstain: 0

#### 4. Public Hearings:

- 4.1 File No. 2024-03 Municipal Service Review and Sphere of Influence Study for City of Sebastopol Fire Department and Gold Ridge and Monte Rio Fire Protection Districts. Consider adopting determinations of report and amending the sphere of influence of Gold Ridge Fire Protection District to include territory of other two agencies.  
Environmental Review: Exempt pursuant to State CEQA Guideline Sections 15306 and 15061 (b)(3)

Commissioners Harvey and Hemmendinger discuss several issues related to the agency's facilities, including seismic deficiencies and inconsistencies in the number of staff stations. Chief Shepley clarifies there are three staffed stations and notes that ambulance services largely come from Petaluma. A significant discrepancy in the reserve balance is identified, which will be corrected. Harvey raises concerns about training information for public officials, and the financial condition has not been fully evaluated beyond the fire department's budget. Bramfitt mentions that updated information on the vehicle replacement plan will be included in the report and clarifies that there is no specific debt for the fire department. Hemmendinger requests clarity on the definition of districts used in the report, and RedCom is identified as a Joint Powers Authority (JPA). Holmer notes a potential protest hearing regarding the separation of two areas, which does not impact the current discussion.

Public comment opened at 2:32 pm

Jill McLewis – City of Sebastopol Council Members: Note about volunteer fire fighters – city of Sebastopol does provide paid stipends for training for our firefighters every Thursday night. Summary of determinations for Sebastopol: challenges for response times during the weekdays but the real issues are after hours. Determination 2: reliant of mutual aids being a common practice. Removing “serious” deficiencies. City gate has been retained – two studies happening: fire house durability and fiscal situations with a different contractor.

Public Comment closed at 2:36pm

Moved: Holmer  
Second: Gore  
Ayes: 7  
Noes: 0  
Abstain: 0

#### 5. Regular Calendar:

- 5.1 Renewal of Memorandum of Understanding for services from County of Sonoma, and renewal of Executive Officer Agreement For Personal Services; Delegation of Authority to Chair  
Environmental Review: Not a project under CEQA

Counsel: The previous agreements placed the executive officer under the supervision of the county administrator, but this new agreement transfers the hiring authority and oversight responsibilities to the Commission for political matters. The county aims to avoid liability from employees breaking laws, though this concern isn't specifically about the current executive officer but rather potential future issues. The agreement needs to be reviewed by the county human resources department to ensure no necessary changes are missed, as it is based on the zero waste contract.

No public comment

Moved: Gore  
Second: Harvey  
Ayes: 7  
Noes: 0  
Abstain: 0

## 6. Information/Report Items

- 6.1 Executive Officer's Report:  
Ad hoc committee meeting regarding potential formation of Alexander Valley Water District

Brief conversation was had between the Commissioners regarding this topic and an update from the Ad Hoc Commissioners regarding the meeting that was held.

- 6.2 Legislative Affairs:  
Disposition of CALAFCO Legislative Committee

## 7. General Announcements: None

8. Confirm Meetings  
Commission Meeting: 12/04/2024 at 2:00 p.m.

Meeting Confirmed

## 9. Adjourned at 3:23pm

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