



# ***GOLD RIDGE FIRE PROTECTION DISTRICT***

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*Serving Hessel, Twin Hills, Freestone, & Rural Sebastopol  
Fire Chief Shepley Schroth-Cary*

Dear Sonoma LAFCO Ad Hoc:

Thank you for meeting with me on February 8th to discuss the Gold Ridge Fire Protection District (the "District") reorganization application submitted to LAFCO on November 30, 2022, which is set for hearing before the entire Commission on April 5, 2023. I appreciate your feedback and provide this supplemental letter to offer additional clarifying information.

## West County Municipal Service Review and Sphere of Influence Amendment

In July 2019, LAFCO approved a "Municipal Service Review for West County Fire and Emergency Service Agencies", including the District and most of the County Service Area County Service Area # 40 ("CSA-40") areas.<sup>1</sup> No specific revisions to any of the agencies' Spheres of Influence were recommended in this Municipal Service Review ("MSR"). I understand from our meeting earlier this month that, in preparation for the Commission meeting on April 5, 2023, the LAFCO staff is completing a supplemental MSR for the remaining CSA-40 areas of Two Rock, Wilmar, Sant Antonio and Lakeville.

As one point of reference, the District is pleased to note that on page 20 of July 2019 MSR, LAFCO highlights the District "Best Practice" regarding equipment management: "Gold Ridge FPD employs a vehicle lease plan that "smooths" equipment replacement costs. The District accesses seven-year lease funding with very low interest rates to purchase vehicles, incorporating repayment costs as a regular expense line item, thereby obviating the need to designate and manage a dedicated capital reserve fund." After reorganization is completed, the District will continue this successful best practice for equipment and apparatus management.

In September 2019, following approval of the West County Fire Agencies MSR, LAFCO approved a draft "Fire and EMS Agency Sphere of Influence Amendment Criteria", which was a result of LAFCO's "strong desire for fire and emergency medical services in the County to reorganize into large regional units as a means of sustaining and potentially improving service levels to communities."<sup>2</sup> The District reorganization application specifically addresses all six of the criteria identified by LAFCO, demonstrating how the proposed reorganization is consistent with the LAFCO requirements for amending the sphere of influence for fire and EMS agencies in Sonoma County.

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<sup>1</sup> The 178-page July 2019 "Municipal Service Review for West County Fire and Emergency Service Agencies" can be found on the LAFCO website under "Proposal and Projects". The link is <https://sonomalaftco.org/Microsites/LAFCO/Documents/Archive/Projects/A%20Service/West%20County%20Fire%20MSR.pdf>

<sup>2</sup> A copy of LAFCO's six-page "Fire and EMS Agency Sphere of Influence Amendment Criteria", dated September 16, 2019, is attached hereto as **Exhibit 1**.

As stated on the page 2 of the LAFCO criteria, amended spheres of influence “indicat[e] an expectation of eventual boundaries within a five- to ten-year timeframe.” It is important to remember that the proposed District sphere of influence is for future planning purposes and creates the opportunity for LAFCO-approved reorganization. In this case, while the Monte Rio Fire Protection District has expressly requested in writing to be included in the District amended sphere of influence, Monte Rio is not included, at this time, in the expanded District reorganization to annex the CSA-40 areas.

### Scope of Reorganization

The District specializes in a rural fire service delivery model and will utilize a combination volunteer and full-time staffing model. The District proposes to annex the following areas of CSA-40, also known as North Bay Fire: Fort Ross, Camp Meeker, Bodega, Valley Ford, Bloomfield, Two Rock, Wilmar, Lakeville, San Antonio, and IRP-81.

The reason for the proposed annexation is to increase fire and emergency services throughout a large portion of rural Sonoma County (approximately 120 square miles), eliminate CSA-40, and to honor and respect the preference of the participating agencies. Upon completion of the reorganization, the District will have unified jurisdiction of an area stretching from Fort Ross in the North to the Sonoma/ Marin County line in the South. The area experiences all types of emergencies but at a low frequency.

The District’s plan for service utilizes the existing response zones to develop a customized plan for each zone. As shown in the attached Service Zones description, the response zones are all unique, but also have similar challenges.<sup>3</sup> In addition to the Service Zone descriptions, the District’s reorganization application on pages 26-33 provides details of the various facilities that will be annexed into the District. As stated in the reorganization application, consistent with fire agency best practices, the District will conduct a comprehensive District-wide Standards of Cover study within two years of reorganization to guide decisions about operational requirements affecting future facilities and equipment utilization.

Recognizing both the differences and similarities allows the District to properly address the needs of each community, as well as taking advantage of standardized solutions when appropriate. The annexed area will continue to be served primarily by volunteers. The agencies who provide mutual and automatic aid will continue to serve portions of the annexed area. The District is confident in its ability to provide an increased fire and emergency response to the annexed CSA-40 areas.

### Continuing Management of CSA-40 Agencies

Since 2019, the District has been managing the volunteer companies of North Bay Fire CSA-40. The District’s scope of work includes leadership and oversight of fire and emergency response, development of effective safety programs, development of policy, training volunteers in accordance with Federal and State standards, recruitment and retention of volunteers,

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<sup>3</sup> A copy of the North Bay Fire Service Zones description is attached hereto as **Exhibit 2**.

equipment and fire apparatus replacement and maintenance, budgeting and fiscal planning, along with numerous other responsibilities that are typical of managing a fire district.

While the operational fit of this consolidation may not be immediately obvious, you must consider the success of the last several years. Additionally, management of volunteers and utilizing a combination staffing model requires a level of expertise which the District has consistently demonstrated. These services have been provided with a budget of \$2.2 million. For nearly 4 years, the District has gathered operational information, built relationships, and improved the level of service for the entire CSA-40 area.

### Three Revenue Sources Support Financial Sustainability

In January 2022, the County of Sonoma and the District signed a Concurrent Resolution and accompanying revenue sharing agreement for the reorganization of the remaining CSA-40 territory. It is very important to understand the highlights of the revenue sharing agreement and other revenue that the District will collect, as this comprehensive information establishes that there is adequate and secure funding that will provide financial sustainability for the reorganized District into the future.

Base funding from the revenue sharing agreement was \$3,862,626.00, funded in perpetuity. The base funding agreement is adjusted by the Annual Bay Area CPI. Since the signing of the funding agreement, the CPI adjustment has increased the base funding to \$4,222,073.94.

The District special tax will be applied to the entirety of the annexed area for the reorganized District. This parcel tax assessed by the District is estimated to generate \$600,000 annually. The parcel included a provision allowing the District to adjust the base rates for residential and commercial properties by the annual COLA.

The characteristic of the existing property tax/ad valorem tax in the annexed area is very consistent in the subject territories as they are not sold and bought at a very high volume. The estimated revenue from property tax is \$537,374.00.

The three revenue sources combined equals \$5,359,447.94.<sup>4</sup> The revenue sources offer stability with growth. A secure revenue source along with opportunities for efficiencies through consolidation makes this a fiscally responsible opportunity.

### Ground Ambulance Services

One of the LAFCO spheres of influence criteria in **Exhibit 1** is consistency with existing ambulance service territories. The territories of the District and annexed CSA-40 area are predominantly served by three different Advanced Life Support (“ALS”) ground ambulance transport agencies: Coast Life Support District provides ALS ambulance service to the northern portion of Fort Ross; the Sonoma County Fire District provides this service to Fort Ross, Camp

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<sup>4</sup> A copy of the financial summary for the District reorganization is attached hereto as **Exhibit 3**.

Meeker, Bodega, Valley Ford, and parts of Bloomfield; and the Petaluma Fire Department ambulances respond to Two Rock, Wilmar, and Lakeville.

The question of whether the reorganization will align ambulance service territories has been addressed. The Chiefs of the two fire department providers, Sonoma County Fire District and Petaluma Fire Departments, were present at the LAFCO workshop on October 5, 2022, and provided detailed public testimony that they would continue to provide ALS ambulance transport services to the historical and legal boundaries they currently serve regardless of the District reorganization. There is also a suggestion that financial exchange between the District and the agencies providing ambulance service should occur. This misconception was refuted by the testimony of the Chiefs of Sonoma County Fire District and Petaluma Fire Department.<sup>5</sup>

There is a historical practice of the fire service providing inter-agency assistance to one another in the form of automatic aid, mutual aid, and shared services agreements. In fact, such agreements are specifically authorized under the California Fire Protection District Law of 1987. All three types of agreements exist between the District and the agencies providing ALS transport services. There is not a disproportionate service issue or any dispute between the neighboring fire departments and the District's amended sphere of influence is consistent with existing ambulance service territories.

### Conclusion

The consolidation of CSA-40 into fire districts has been a goal of LAFCO, the County of Sonoma, and Fire Service Leadership for many years. Through a management contract with the County, the District has gained the experience, knowledge, and trust to do exactly that. The improvements and successes that have been achieved thus far are undeniable and something we are very proud of. A strong foundation has been built that the District is confident will continue to provide success and sustainability for years to come.

Sincerely,

Shepley Schroth-Cary  
Fire Chief, Gold Ridge Fire Protection District

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<sup>5</sup> A copy of the Minutes of the 10/5/22 LAFCO workshop are attached hereto as **Exhibit 4**.

**Fire and EMS Agency  
Sphere of Influence Amendment Criteria  
Draft**

**Sonoma Local Agency Formation Commission**

September 16, 2019

The Sonoma Local Agency Formation Commission (LAFCO) has indicated a strong desire for fire and emergency medical service agencies in the County to reorganize into larger regional units as a means of sustaining and potentially improving service levels to communities.

The Commission recognizes that agencies are facing a series of challenges, including:

- Insufficient funding to begin transitions to a career paid workforce to offset the reduced availability of volunteer firefighters.
- A lack of sufficient funding to maintain and replace infrastructure, including vehicle fleets, equipment, and in particular, fire stations.
- The County's program to cede all territory in County Service Area 40 (along with territories designated as Incident Response Areas) to fire districts, effectively ending direct oversight of fire services in the "remainder" areas of the County.
- A need to maintain and in some cases extend the provision of Advanced Life Support ("paramedic") services, whether ambulance- or engine-based.

The Commission has also identified potential benefits of regional consolidation efforts, including:

- Improved operations due to improved resource deployment practices, consistent employee training, and other best practices.
- Somewhat lower costs due to sharing of leadership and administration duties.
- Potential reductions in vehicle fleets, leading to lower maintenance and capital (replacement) costs.
- Broader career pathways for paid staff.

**LAFCO Authority**

There are three fundamental ways that LAFCO can influence a transition to regional fire and EMS agencies in Sonoma County:

- Adopt Municipal Service Reviews (MSRs) of fire and EMS agencies that conform to the requirements listed in the Cortese-Knox-Hertzberg Local Government Act, including, but

not limited to, evaluations of service levels, financial ability to provide services, and opportunities for shared services with other agencies.

- Amend Spheres of Influence (SOIs), for agencies, indicating an expectation of eventual boundaries within a five- to ten-year timeframe.

As part of this process, the Commission is likely to establish a “lead agency” for a region, establishing an SOI for the agency that includes the entire region. This allows the lead agency to file for reorganizations that include annexing the territories of the other agencies in the SOI. The other agencies within the region would have their SOIs amended as “zero” spheres, indicating that they would eventually be expected to annex to the lead agency.

- Evaluate and consider agency reorganizations. Reorganization proposals, generally consisting of the dissolution or detachment from one agency and annexation to another (the “lead agency” per above), can be filed with LAFCO by agencies (by resolution), by the public (by petition), or by the County of Sonoma (by resolution).

### **Criteria for Amending SOIs to Support Regional Reorganizations**

The Commission has asked staff to prepare a set of criteria for evaluation of sphere of influence amendments involving fire and emergency medical service agencies. These are the criteria that staff considers when evaluating proposed sphere of influence amendments:

#### *Operational Fit*

Perhaps the most important criterion is whether agencies within a proposed regional organization make a good operational fit.

Operational fit includes an evaluation of geography and travel times. A proposed regional consolidation should include agencies that can realistically provide service coverage using existing facilities and combined staffing.

One way to consider this criterion is to evaluate the prevalence of mutual aid support. For example, if two neighboring agencies are the principal mutual aid partners for each other, it is a good indication that they should be part of the same sphere of influence.

A secondary set of operational fit criteria might include whether agencies have similar staffing models, or whether they currently provide similar services (i.e. whether agencies are providing advanced or basic life support services).

#### *Financial Sustainability*

Reorganizations that could include the extension of special taxes (almost always in the form of parcel taxes) can be a vital component of enhancement of the financial sustainability of the provision of services, and therefore should be reflected in sphere of influence amendment evaluations. Similarly, any opportunity to reduce costs, however modest, should be evaluated.

For County Service Area 40 – Fire Services territory, the willingness of the County of Sonoma to provide suitable long-term financial support for Volunteer Fire Companies to join regional consolidations should also be considered.

Regardless of these considerations, the Commission has shown a willingness to consider sphere of influence amendments that do not have a clear pathway that would result in long-term financial sustainability for the affected agencies, but would likely be skeptical of actual reorganizations that don't show at least near-term financial sustainability.

(Staff believes that financial sustainability should be evaluated for staffing and equipment/vehicles, but not for cases where facilities are insufficient. Facility replacements or improvements can perhaps be best addressed through a combination of grant programs and Mello-Roos tax assessments.)

#### *Advanced Life Support/Ambulance Territory*

There are three Fire Protection Districts and two Health Care Districts in Sonoma County (and one City) that provide ambulance-based Advanced Life Support (ALS) service:

- Bodega Bay Fire Protection District
- Russian River Fire Protection District
- Valley of the Moon Fire Protection District (operating as the Sonoma Valley Fire and Rescue Authority)
- Coast Life Support
- Cloverdale Health Care District

The three Fire Protection Districts provide ALS and ambulance transport services well beyond their respective district boundaries. The Districts receive per-call revenue when responding to calls outside their boundaries, but do not receive any tax revenue from these areas.

Both the Bodega Bay FPD and the Russian River FPD are finding it increasingly difficult to sustainably provide ALS/ambulance transport services. If the communities that are outside the respective district boundaries wish to continue to receive ALS/ambulance transport services from these agencies, it would be equitable to have tax revenues from those areas supporting the service.

Therefore, while not a sole criterion regarding setting spheres of influence or for consideration of reorganizations, referencing the ambulance service areas of the three districts is recommended.

#### *Agency Request/Preference*

Agencies are free to request sphere of influence amendments at any time, with the understanding that a Municipal Service Review and Sphere of Influence Study must be conducted to evaluate any proposals. Without precluding the Commission from appropriate deliberations regarding any proposals, agencies that cooperatively support sphere of influence amendments are perhaps best-positioned to secure SOI amendments.

*Elimination of CSA 40 Territory*

The County of Sonoma has entered into a contract with North Bay Fire, which represents the remaining Volunteer Fire Companies who are providing service to most of County Service Area 40 – Fire Services, for continued service provision. The County also has responsibility for Integrated Response Plan (IRP) areas, which are generally provided services by neighboring Fire Protection Districts under contract.

The contract with North Bay Fire is intended to cease at the close of 2020, with the County intent on seeing all CSA 40 and IRP areas reorganized into regional agencies.

Given this timeframe, staff believes it incumbent upon LAFCO to facilitate reorganizations involving the remaining CSA 40 and IRP areas by including these territories into Fire Protection District spheres of influence, and to adjudicate reorganization proposals as appropriate.

*Preservation of Further Consolidation Opportunities*

A proposed sphere of influence amendment should not preclude further amendments that could include additional agencies, or a broader, regional consolidation. Although there is some advantage to seeking one-time “solutions” for sphere of influence amendments in support of regional consolidations, the Commission has the authority to amend SOIs as long as there has been a study performed that conforms to the requirements of the Cortese-Knox-Hertzberg Act.

**Criteria Evaluation Table**

Staff has prepared a table that can be used as part of staff reports and/or MSR/SOI studies to evaluate proposed sphere amendments using the proposed criteria:

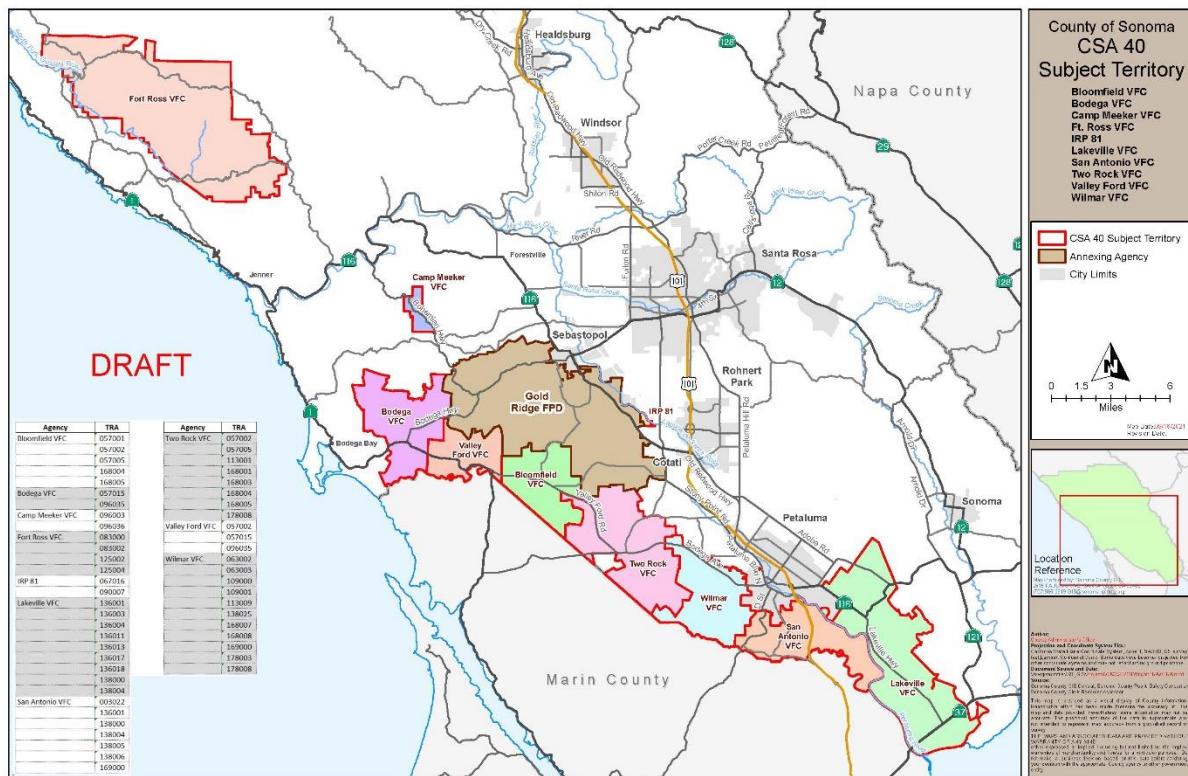


**Sphere of Influence Amendment  
Criteria Evaluation Table**

<b>Criteria</b>	<b>Evaluation</b>	<b>Notes</b>
<p style="text-align: center;">Operational Fit</p> <p>Does the proposed SOI make sense from an operational perspective?</p>		
<p style="text-align: center;">Financial Sustainability</p> <p>Will a future reorganization offer opportunities to increase revenues or decrease costs?</p>		
<p style="text-align: center;">Advanced Life Support/Ambulance Service Territory</p> <p>Is the SOI amendment consistent with existing ambulance service territories, if applicable?</p>		
<p style="text-align: center;">Agency Request/Preference</p> <p>Do the subject agencies support the sphere amendment, with the understanding that it predicts eventual reorganizations?</p>		

Criteria	Evaluation	Notes
<p>Elimination of CSA 40 Territory</p> <p>Does the sphere amendment address remaining CSA 40 and IRP territory in the region?</p>		
<p>Preservation of Further Consolidation Opportunities</p> <p>Does the sphere amendment preclude other options for future reorganizations?</p>		

## North Bay Fire Service Zones



### Fort Ross

The Fort Ross area covers 54.54 square miles and consists of 179 parcels. Based on the 2010 census, 437 people reside in the area. The area is bordered by North Sonoma Coast Fire Protection District to the North, Timber Cove Fire Protection District to the West, Cazadero Fire Protection District to the East and Monte Rio Fire Protection District to the South.

**Fire and Emergency Response:** Fire protection and emergency response is provided by volunteer firefighters, stipend firefighters, mutual and auto aid response from neighboring agencies. Call types for this area include but are not limited to structural, vehicle and wildland fire response, emergency medical response, vehicle accidents, hazardous material incidents, hazardous conditions (down powerlines, trees across roadways, etc) and public assist calls. This area response to approximately 40-50 calls for service annually. Fort Ross experiences an increase in call volume during large bike races, atmospheric river events, and wind events. Fort Ross is especially vulnerable to the potential for large wildland fires.

Utilizing stipend firefighters when a predicted or planned event occurs has worked over the last several years in reducing response time and increasing preparedness. Upon consolidation greater capacity will be achieved to engage in fuels reduction work, community resilience projects, and overall fire prevention with the hiring of a Fire Prevention Captain and Division Chief of Fire Prevention.

**Facilities:** The Fort Ross response area is served by 4 stations due to the remoteness of the response area. None of these stations have sleeping quarters.

Station 1: Located at 24110 Fort Ross Rd. Built in 1987. Approximately 980 sq. ft. that houses one rescue vehicle and one Type-3 engine. This facility is privately owned has a current lease that expires in 2031 which is transferrable.

Station 2: Located at 20775 Fort Ross Rd. Built in 1980. Approximately 1200 sq. ft. that houses one Type-3 engine. This facility is privately owned and has a current lease that expires in 2083 which is transferrable.

Station 3: Located at 30908 Bohan Dillon Rd. Built in 1989. Approximately 700 sq. ft. that houses one rescue vehicle and one Type-3 engine. This facility is privately owned and has a current lease that renews every 3 years which is transferrable.

Station 4: Located 23125 Fort Ross Rd. Built in 1964. Approximately 2500 sq. ft. that houses one Type-6 engine and one water tender. This facility is privately owned and currently does not have an official lease which is transferrable.

Due to the remoteness of the response area all four stations will remain under their current leases. There will be a feasibility study in the future to determine the need for four stations and modifications made based upon the outcome of the study.

**Apparatus:** The Fort Ross response area has a variety of response vehicles. There are 3 utility vehicles, 1 Type-6 engine, 2 Type-3 engines, and 1 Water Tender. Funds will be allocated to replace the Water Tender and one Type-3 engine based upon the apparatus replacement plan.

### **Camp Meeker**

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The Camp Meeker area covers 1.95 square miles and consists of 686 parcels. Based on the 2010 census, 429 people reside in the area. The area is bordered by Monte Rio Fire Protection District to the North, and Occidental Fire District to the South, West, and East.

**Fire and Emergency Response:** Fire Protection and emergency response is provided by volunteer firefighters, stipend firefighters, mutual and auto aid response from neighboring agencies. Call types for this area include but are not limited to structural, vehicle and wildfire response, emergency medical response, vehicle accidents, hazardous material incidents, hazardous conditions (down powerlines, trees across roadways, etc) and public assist calls. This area responds to approximately 70-80 calls for service annually. Like Fort Ross a primary threat to the community is wildland fires and extreme weather events. Stipend staffing is very effective at ensuring the community is ready for these types of calls. We will continue to work with the Fire Safe Community to build resilience in the community. We have partnered with Fire Safe Sonoma and secured a grant for a chipper. With expanding capacity for fuel reduction work and public education we will be well equipped to meet the needs of Camp Meeker.

**Facilities:** The Camp Meeker response area is served by 1 station centrally located within the response area at 5240 Bohemian Hwy built in 1976 and is 1,500 square feet. This facility includes a kitchen facility, apparatus housing and an office area. There are no sleeping quarters. The facility is owned by the Parks and Recreation Department and has a current lease through 2039 which will be transferrable. Station remodel will be necessary in the future in order to house modern fire apparatus.

**Apparatus:** The Camp Meeker response area is serviced by 2 Type-1 engines, 1 Type-6 engine and 1 utility vehicle. The plan for apparatus is to remove one Type-1 engine from the fleet, replace one Type-1 engine through grant opportunity and replace the utility vehicle based upon the apparatus replacement plan.

### **Bodega**

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The Bodega area covers 15.85 square miles and consists of 166 parcels. Based on the 2010 census, 616 people reside in the area. The area is bordered by Sonoma County Fire District Station 10 to the North and West, Gold Ridge Fire Protection District to the East and North Bay Fire Station 86 (Valley Ford) to the South.

**Fire and Emergency Response:** Fire protection and emergency response is provided by volunteer firefighters, stipend firefighters, mutual and auto aid response from neighboring agencies. Call types for this area include but are not limited to structural, vehicle and wildfire response, emergency medical response, vehicle accidents, hazardous material incidents, hazardous conditions (down powerlines, trees across roadways, etc) and public assist calls. This area responds to approximately 130-140 calls for service annually. The Bodega station has a very dedicated volunteer core who consistently responds to calls for service. This area responds out of their traditional boundaries to Sonoma County Fire District Station 10 as well as Valley Ford.

**Facilities:** The Bodega area response area is served by 1 station centrally located within the response area located at 17240 Bodega Hwy built in 2013 and 4,568 square feet. The facility includes, a kitchen, training room, office area, workout area and apparatus storage. There are no sleeping quarters. The facility is owned by the Bodega Volunteer Fire non-profit. The non-profit also owns the local post office as well as a community hall which is used for fundraisers, training purposes and houses a utility vehicle. Negotiations are on-going for a lease of the facility. Improvements may be considered to create sleeping quarters in the future.

**Apparatus:** The Bodega response area is serviced by 1 Type-1 engine, 1 Type-3 engine, 1 Water Tender, 1 utility vehicle and 1 all-terrain vehicle. Due to the age of the apparatus, there are no anticipated apparatus purchases based upon the apparatus replacement plan.

## Valley Ford

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The Valley Ford area covers 8.13 square miles and consists of 86 parcels. Based on the 2010 census, 240 people reside in the area. The area is bordered by North Bay Fire Station 87 (Bodega) to the North, Marin County Fire (Tomaes Station) to the West, Gold Ridge Fire District to the East and North Bay Fire Station 96 (Two Rock) to the South.

**Fire and Emergency Response:** Fire protection and emergency response is provided by volunteer firefighters, stipend firefighters, mutual and auto aid response from neighboring agencies. Call types for this area include but are not limited to structural, vehicle and wildfire response, emergency medical response, vehicle accidents, hazardous material incidents, hazardous conditions (down powerlines, trees across roadways, etc) and public assist calls. This area responds to approximately 20-30 calls for service annually. Valley Ford lacks local volunteers so response from this station is delayed. With improvements to the facility, we will utilize stipend staffing when weather events and tourism traffic increases.

**Facilities:** The Valley Ford response area is served by one station centrally located to the response area at 14445 Hwy 1 built in 2003 and is 3,450 square feet. The facility includes an office and apparatus storage area. Plans have been drawn and are in the planning stage for a remodel to add sleeping quarters, kitchen, training room and additional storage. The facility is owned by the Valley Ford Volunteer Fire Department, Inc a non-profit.

**Apparatus:** The Valley Ford response area is serviced by 1 Type-6 engine, 1 Water Tender and 1 utility vehicle. There are no apparatus purchases planned soon for the response area due to age and low miles on apparatus.

## Two Rock

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The Two Rock area covers 22.24 square miles and consists of 243 parcels. Based on 2010 census, 757 people reside in the area. The area is bordered by North Bay Fire Station 86 (Valley Ford) to the North, Marin County Fire and Coast Guard Training Center Fire to the West, Gold Ridge Fire Protection District and Rancho Adobe Fire District to the East and North Bay Fire Station 94 (Wilmar) to the South.

**Fire and Emergency Response:** Fire protection and emergency response is provided by volunteer firefighters, stipend firefighters, mutual and auto aid response from neighboring agencies. Call types for this area include but are not limited to structural, vehicle and wildfire response, emergency medical response, vehicle accidents, hazardous material incidents, hazardous conditions (down powerlines, trees across roadways, etc) and public assist calls. This area responds to approximately 110-120 calls for service annually.

**Facilities:** The Two Rock response area is served by one apparatus storage facility built in 2020 and is 5,400 square feet located at 7599 Valley Ford Rd in the southern portion of the response area along with a community hall located across the street which has a training room, kitchen

and apparatus storage area. These facilities are owned by the Two Rock Fire Department, Inc, a non-profit.

**Apparatus:** The Two Rock response area is serviced by 1 Type-3 engine, 1 Type-6 engine, 1 Water Tender, 1 Reserve Type-1 engine and 1 utility vehicle. There are no immediate plans to replace/upgrade apparatus based up on age due to the apparatus replacement plan.

### **Wilmar**

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The Wilmar area covers 14.62 square miles and consists of 1,064 parcels. Based on 2010 census, 3,470 people reside in the area. The area is bordered by North Bay Fire Station 96 (Two Rock) to the North, Marin County Fire (Hicks Valley Station) to the West, Rancho Adobe Fire District to the East and Petaluma Fire Department and Novato Fire Protection District to the South.

**Fire and Emergency Response:** Fire protection and emergency response is provided by 1 (40 hour) firefighter and 1 seasonal firefighter on contract through Gold Ridge Fire District, volunteer firefighters, stipend firefighters, mutual and auto aid response from neighboring agencies. Call types for this area include but are not limited to structural, vehicle and wildfire response, emergency medical response, vehicle accidents, hazardous material incidents, hazardous conditions (down powerlines, trees across roadways, etc) and public assist calls. This area responds to approximately 400-440 calls for service annually. The Wilmar station will be staffed on a 24hr basis with a minimum of two paid personnel augmented by volunteer and stipend staff.

**Facilities:** The Wilmar area is served by one centrally located station at 3825 Bodega Ave. It was built in 1973 and is 5,760 square feet. The facility includes a training room, kitchen, sleeping quarters for two personnel, office area and apparatus storage. A minor remodel is planned to add additional sleeping quarters. The building is owned by Wilmar Fire, Inc, a non-profit. The land is owned by Wilson School District and a transferrable 10-year lease is being negotiated.

**Apparatus:** The Wilmar response area is serviced by 1 Type-1 engine, 1 Type-3 engine, 1 Type-6 engine, 1 Water Tender, 1 Medium Rescue and 3 utility vehicles. There are no immediate plans to replace/upgrade apparatus based up on age due to the apparatus replacement plan.

### **Lakeville**

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The Lakeville area covers 34.13 square miles which includes maritime response for the Petaluma River into San Pablo Bay. There are 266 parcels in the area and per the 2010 census, there are 437 people that reside in the area. The area is bordered by Petaluma Fire Department to the North, North Bay Fire Station 94 (Wilmar) to the West, Schell Vista Fire Protection District to the East and Novato Fire Protection District to the South.

**Fire and Emergency Response:** Fire protection and emergency response is provided by 1 (40 hour) firefighter on contract through Gold Ridge Fire District, volunteer firefighters, stipend firefighters, mutual and auto aid response from neighboring agencies. Call types for this area include but are not limited to structural, vehicle and wildfire response, emergency medical response, vehicle accidents, hazardous material incidents, maritime response, hazardous conditions (down powerlines, trees across roadways, etc) and public assist calls. This area responds to approximately 190-210 calls for service annually.

**Facilities:** The Lakeville area is served by one station located at 5090 Lakeville Hwy. The facility was built in 2015 and is 2958 square feet. The facility includes offices, training room, sleeping quarters, apparatus storage. The property is privately owned and is under a current transferrable lease through 2030. Future plans would include additional garage space to house water rescue/maritime assets.

**Apparatus:** The Lakeville response area is serviced by 1 Type-1 engine, 1 Type-3 engine, 3 utility vehicles, one large maritime vessel and two smaller water rescue vessels. There are no immediate plans to replace/upgrade apparatus due to age based upon the apparatus replacement plan. Future grant opportunities may be used to replace some of the maritime response equipment.

2022 NBF Response Times (Dispatch to At Scene)	
Bodega	8:15
Camp Meeker	7:38
Fort Ross	14:20
Lakeville	8:49
Two Rock	8:26
Valley Ford	10:19
Wilmar	6:36
<b>NBF Total Average</b>	<b>9:11</b>

2022 NBF Responding Times (Dispatch to Responding)	
Bodega	3:04
Camp Meeker	5:20
Fort Ross	3:40
Lakeville	2:29
Two Rock	2:48
Valley Ford	3:11
Wilmar	1:55
<b>NBF Total Average</b>	<b>3:12</b>



## Updated Financial Analysis

Estimated Revenue From Proposed Annexed Area			
* Property Tax Revenue from Annexed Terr.	Special Tax Revenue from Annexed Terr.	** Supplemental Funding from County Agreement	Total
537,374	600,000	4,222,074	5,359,448
548,121	600,000	4,362,670	5,510,791
559,084	600,000	4,507,945	5,667,029
570,266	600,000	4,658,060	5,828,326
581,671	600,000	4,813,174	5,994,845

\* assuming a 2% increase in property tax annually

\*\* assuming 3.3% CPI annually

Gold Ridge Fire Protection District 5 year Financial Projection of Consolidated Fire District					
	2023-24 Year 1	2024-25 Year 2	2025-26 Year 3	2026-27 Year 4	2027-28 Year 5
Total 10 · Tax Rev	4,645,838	4,761,840	4,881,214	5,004,059	5,130,478
Total 17 · Use of Money/Property	30,500	30,500	30,500	30,500	30,500
Total 20 · Intergovernmental Revenues	4,262,174	4,402,769	4,548,046	4,698,161	4,853,274
Total 40 · Miscellaneous Revenues	21,400	21,400	21,400	21,400	21,400
Total Revenue	8,959,912	9,216,509	9,481,159	9,754,120	10,035,652
* Total 50 · Salaries/Emp Benefits	6,719,934	6,912,381	7,110,870	7,315,590	7,526,739
Total 60 · Services/Supplies	1,209,588	1,244,229	1,279,957	1,316,806	1,354,813
Total 75 · LT Debt	350,000	350,000	350,000	350,000	350,000
Total 85 · Assets	500,000	500,000	350,000	250,000	250,000
Total Expenditures	8,779,522	9,006,610	9,090,826	9,232,396	9,481,552
Operating Suplus/Deficit	180,390	209,898	390,333	521,724	554,100

\* assuming salaries and benefits account for 75% of the annual budget

## Item 3.2

**Sonoma Local Agency Formation Commission**

Minutes of Meeting  
 Wednesday, October 5<sup>th</sup>, 2022  
 Board of Supervisors Chambers  
 575 Administration Drive, Santa Rosa

Commissioners	Alternate Commissioners	Staff
Pam Stafford, Chair	Bill Norton	Mark Bramfitt, Executive Officer
Mark Landman	Chris Coursey	Crista Shaw, Legal Counsel
James Gore	Patrick Slayter	Cynthia Olson, Administrative Analyst
Susan Gorin	Ed Hodges	Kasandra Bowen, Commission Clerk
Rich Holmer		
Jean Kapolchok		
Mark Hemmendinger		

1. The Chair called the meeting to order at 1:59pm. Commissioners and Alternate Commissioners present: Commissioners Stafford, Landman, Kapolchok, Gore, Hemmendinger and Alternate Commissioner Hodges.

2. Public Comment: None

3. Consent Calendar:

3.1 Meeting Minutes: September 7<sup>th</sup>, 2022

Upon motion and second, approved

Ayes: 5 Stafford, Landman, Kapolchok, Gore, Hemmendinger

Noes: 0

Absent: 1 Norton

Commissioner Norton arrived at 2:10pm

4. Public Hearings:

4.1 Study Session: Fire and EMS Agency Sphere of Influence Criteria and Proposal Evaluation

Environmental Review: Exempt

Extensive conversation between Commissioner Landman, Kapolchok, Gore, Hemmendinger and Stafford as well as public comment from Fire Chief Mark Hein, Fire Chief Shepley, Fire Chief Jeff Schach, President of North Bay Fire Doug Hamilton, and Terri Wright of County of Sonoma. Commission had concerns over operational fit and Chief Hein and Chief Schach both expressed that they will not be charging other agencies for shared ambulance services. The IRP service areas were discussed with Chief Hein and will be addressed in the future. The islands within Santa Rosa are an ongoing project that the commission will continue to resolve. The commission did conclude that the MSR will need to be completed by Staff and that the district will need to produce a better plan to support the wanted Sphere of Influence (SOI) amendment.

5. Regular Calendar:

Item 3.2

**Sonoma Local Agency Formation Commission**

5.1 Consideration of Adoption of a Fiscal Reserve Policy

Commission heard the Staff report regarding the Fund balance and are all in agreement with what was written. Staff will bring back to next commission meeting.

6. Information/Report Items

6.1 Executive Officer's Report and Legislative Report (verbal)

2023 Commission and Standing Committee Meeting Dates

Status Reports: Potential Formation Application: "Sonoma Mountain Community Services District"

Legislative Affairs: None

7. General Announcements: None

8. Confirmed Commission Meeting of November 2, 2022

9. The meeting was adjourned at 4:40 p.m.