



**Valley of the Moon  
Fire Protection District  
Special Board of Directors Meeting**



**June 7, 2016**



# Valley of the Moon Fire Protection District

## Special Board of Directors Meeting

June 7, 2016  
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**SPECIAL MEETING AGENDA  
VALLEY OF THE MOON FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS**

Tuesday, June 7, 2016 at 6:00 P.M.  
Location: Sonoma Valley Fire & Rescue Authority Station #1  
630 2<sup>nd</sup> Street West, Sonoma, California 95476

(This agenda is posted in accordance with the Ralph M. Brown Act,  
California Government Code Section 54950, et seq.)

1. CALL TO ORDER

2. ROLL CALL & DETERMINATION OF A QUORUM

Board of Directors: President Norton, Director Brunton, Director Greben, Director Brady, and Director Leen.

3. PLEDGE OF ALLEGIANCE

4. CONFIRMATION OF AGENDA

Opportunity for the Board to reorder agenda items

5. COMMENTS FROM THE PUBLIC

*(At this time, members of the public may comment on any item not appearing on the agenda. It is recommended that you keep your comments to three minutes or less. Under State Law, matters presented under this item cannot be discussed or acted upon by the Board at this time. For items appearing on the agenda, the public will be invited to make comments at the time the item comes up for consideration by the Board of Directors.)*

6. PRESENTATIONS

7. CONSENT CALENDAR

Approval of minutes for regular meeting of May 10, 2016. **Action Item**

8. FIRE CHIEF'S MONTHLY REPORT

Chief's activity report for May 2016

9. OLD BUSINESS

10. NEW BUSINESS

- a) Resolution 2015/2016-12 adopting Valley of the Moon Fire District Preliminary Budget and SVFRA Budget for FY 2016/17. **Action Item with roll call vote**
- b) LAFCO election of Special District Representative Class II. **Action Item**

11. OTHER BUSINESS TO COME BEFORE THE BOARD
12. COMMENTS FROM THE FLOOR
13. COMMENTS FROM THE BOARD
14. CLOSED SESSION
15. ADJOURNMENT

This meeting will be adjourned to a regular meeting on July 12, 2016 at 6:00 p.m. in the Training Room of Sonoma Valley Fire & Rescue Authority Station 1, located at 630 2<sup>nd</sup> Street West, Sonoma.

*Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available for public inspection the Monday before each regularly scheduled meeting during regular business hours, 8:00 a.m. to 5:00 p.m. Monday through Friday, at Sonoma Valley Fire & Rescue Authority's Station 1, located at 630 2<sup>nd</sup> Street West, Sonoma, California.*

*Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Board of Directors regarding any item on this agenda after the agenda has been distributed will be made available for inspection at the location listed above during regular business hours. If you challenge the action of the Board in court, you may be limited to raising only those issues you or someone else raised at the public hearing described on the agenda, or in written correspondence delivered to the Valley of the Moon Fire Protection District Board of Directors, at or prior to the public hearing.*

*In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the secretary for the Board at (707) 996-2102. Notification 48 hours before the meeting will enable the Valley of the Moon Fire Protection District to make reasonable arrangements to ensure accessibility to this meeting.*



# Valley of the Moon Fire Protection District

## Special Board of Directors Meeting

### Agenda Item Summary

June 7, 2016



<b>Agenda Item No.</b>		<b>Staff Contact</b>	
7		Georgette Darcy, Admin. Analyst/Secretary to Board	
<b>Agenda Item Title</b>			
Approval of minutes for regular meeting of May 10, 2016			
<b>Recommended Actions</b>			
Approve the minutes			
<b>Executive Summary</b>			
The minutes have been prepared for Board review and approval.			
<b>Alternative Actions</b>			
Correct or amend minutes prior to approval			
<b>Strategic Plan Alignment</b>			
Not applicable			
<b>Fiscal Summary – FY 15/16</b>			
<b>Expenditures</b>		<b>Funding Source(s)</b>	
Budgeted Amount	\$	District General Fund	\$
Add. Appropriations Req'd.		Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
		Grants	\$
<b>Total Expenditure</b>	<b>\$</b>	<b>Total Sources</b>	<b>\$</b>
<b>Narrative Explanation of Fiscal Impacts (if required)</b>			
Not required			
<b>Attachments</b>			
Minutes for May 10, 2016 regular meeting			

# VALLEY OF THE MOON FIRE PROTECTION DISTRICT

## REGULAR BOARD OF DIRECTORS MEETING MINUTES

May 10, 2016

1. CALL TO ORDER

President Norton called the meeting to order at 6:00 p.m.

2. ROLL CALL & DETERMINATION OF A QUORUM

Board of Directors: President Norton, Director Brunton, Director Brady, Director Greben, and Director Leen.

3. PLEDGE OF ALLEGIANCE

Director Leen led the Pledge of Allegiance.

4. CONFIRMATION OF AGENDA

There were no changes to the agenda.

5. COMMENTS FROM THE PUBLIC

None

6. PRESENTATIONS

Battalion Chief Andreis gave a presentation on Lexipol, the District's policy manual management system. He explained the process of logging into the website and accessing and accepting the policies.

7. CONSENT CALENDAR

Approval of minutes for regular meeting of April 12, 2016

**M/S/P Greben/Brady to approve minutes for April 12, 2016. Passed 4 ayes**

8. FIRE CHIEFS' MONTHLY REPORT

Fire Chief Freeman gave his activity report for April 2016.

9. OLD BUSINESS

None

10. NEW BUSINESS

- a) Resolution 2015-2016-11 ordering an election to be held and requesting consolidation with the November 8, 2016 general election.

**M/S/P Brunton/Leen to order an election to be held and request consolidation with the November 8, 2016 general election.**

- b) Approve rescheduling of June 2016 regular meeting to Tuesday, June 7<sup>th</sup>

**M/S/P Greben/Leen to reschedule June 2016 regular meeting to Tuesday, June 7<sup>th</sup>.**

11. OTHER BUSINESS TO COME BEFORE THE BOARD

The Veterans of Foreign Wars Post 1943 issued a Certificate of Recognition to the SVFRA for its participation in the Lake County Valley Fire last September.

12. COMMENTS FROM THE FLOOR

13. COMMENTS FROM THE BOARD

- a) President Norton reported that the Budget Committee met with Chief Freeman and Treasurer Hilbrants.
- b) Director Greben reported that the ad hoc committee appointed to the Glen Ellen FPD study met to discuss available options and mutual benefit with representatives of the GEFD. Another meeting is scheduled for June 14<sup>th</sup>.

14. CLOSED SESSION

None

15. ADJOURNMENT

The meeting was adjourned at 6:52 p.m. to a special meeting on June 7, 2016 at 6:00 p.m. in the Training Room at Station 1, located at 630 2<sup>nd</sup> Street West, Sonoma.

Respectfully submitted,

Georgette Darcy

\_\_\_\_\_  
President Norton

\_\_\_\_\_  
Director Brunton

\_\_\_\_\_  
Director Greben

\_\_\_\_\_  
Director Brady

\_\_\_\_\_  
Director Leen



# Valley of the Moon Fire Protection District

## Special Board of Directors Meeting

### Agenda Item Summary

May 10, 2016



<b>Agenda Item No.</b>		<b>Staff Contact</b>	
10A		Mark Freeman, Fire Chief	
<b>Agenda Item Title</b>			
Resolution 2015/2016-12 adopting Valley of the Moon Fire District Preliminary Budget and approving SVFRA Budget for FY 2016/17			
<b>Recommended Actions</b>			
Adopt preliminary budget and approve SVFRA budget			
<b>Executive Summary</b>			
<p>Treasurer Hilbrants will present the Fiscal Year 2016/17 Valley of the Moon Fire Protection District Preliminary Budget and the Fiscal Year 2016/17 Sonoma Valley Fire &amp; Rescue Authority (SVFRA) budget to the Board. The Board is asked to adopt the preliminary District budget and approve the SVFRA budget.</p> <p>The FY 2016/17 SVFRA budget contains a new account number in the Operations category, 798-68901-551-70551, for Major Equipment/Fire Supplies. This account was created to distinguish this category from Major Equipment/EMS Supplies (798-68901-550-70550).</p>			
<b>Alternative Actions</b>			
Request information or changes to budgets before adoption			
<b>Strategic Plan Alignment</b>			
Not applicable			
<b>Fiscal Summary – FY 16/17 Valley of the Moon District Preliminary Budget</b>			
<b>Expenditures</b>		<b>Funding Source(s)</b>	
Budgeted Amount	\$4,008,620	District General Fund	\$4,008,620
Add. Appropriations Req'd.	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
		Contingencies	\$
		Grants	\$
<b>Total Expenditure</b>	<b>\$4,008,620</b>	<b>Total Sources</b>	<b>\$4,008,620</b>
<b>Fiscal Summary – FY 16/17 SVFRA Budget</b>			
<b>Expenditures</b>		<b>Funding Source(s)</b>	
Budgeted Amount	\$8,697,159	General Fund	\$3,682,240
Add. Appropriations Req'd.		Fees/Other	\$4,928,610
		Use of Fund Balance	\$ 86,309
		Contingencies	
		Grants	
<b>Total Expenditure</b>	<b>\$8,697,159</b>	<b>Total Sources</b>	<b>\$8,697,159</b>



<b>Narrative Explanation of Fiscal Impacts (if required)</b>
<b>Attachments</b>
<ol style="list-style-type: none"><li>1. VOM Fire District Preliminary Budget FY 16/17</li><li>2. SVFRA Budget FY 16/17</li><li>3. Resolution 2015/2016-12</li></ol>

Valley of the Moon Fire District  
 Recommended Preliminary Budget Fiscal Year 2016 - 2017



Account Number	Description	Final Budget 2015 - 2016	Recommended Budget 2016 - 2017	Increase (Decrease) from 2015 - 2016
<b>Revenue Budget</b>				
799-00000-000-30010	Property Taxes - Secured	3,620,156.00	3,746,861.00	126,705.00
799-00000-000-30011	Property Taxes - Unsecured	120,783.00	122,511.00	1,728.00
799-00000-000-30012	RDA Pass Through (AB 1290 / RPTTF)	121,740.00	31,068.00	-90,672.00
799-00000-000-30014	Property Taxes-Supplemental	66,616.00	60,952.00	-5,664.00
799-00000-000-30015	Property Tax - HOPTR	30,522.00	30,071.00	-451.00
799-00000-000-30016	County Collection Fee	-45,537.00	-45,692.00	-155.00
799-00000-000-30017	Redevelopment Increment	-300,649.00	-328,973.00	-28,324.00
799-00000-000-30018	Direct Charges	325,280.00	325,280.00	0.00
799-00000-000-30019	Cost Reimbursement Coll	-2,177.00	-2,331.00	-154.00
799-00000-000-31514	Grant Revenue	20,000.00		-20,000.00
799-00000-000-35004	Reimbursement	12,500.00	65,873.00	53,373.00
	<b>Taxes</b>	<b>3,969,234.00</b>	<b>4,005,620.00</b>	<b>36,386.00</b>
799-00000-000-37200	Operating Transfers In	0.00	0.00	0.00
	<b>Transfers</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
799-00000-000-30600	Interest Income on Pooled Investments	3,000.00	3,000.00	0.00
	<b>Interest and Rents</b>	<b>3,000.00</b>	<b>3,000.00</b>	<b>0.00</b>
	<b>Revenue Totals</b>	<b>3,972,234.00</b>	<b>4,008,620.00</b>	<b>36,386.00</b>
<b>Expense Budget</b>				
799-68900-110-40110	Regular Employees	0.00	0.00	0.00
799-68900-119-40119	District Board	5,000.00	5,000.00	0.00
	<b>Salary and Wages</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</b>
799-68900-201-40201	Emply Insurance - District Share	78,845.00	96,531.00	17,686.00
799-68900-202-40202	Workers Compensation	194.00	202.00	8.00
799-68900-117-40417	Medicare (District Share)	0.00	0.00	0.00
	<b>Employee Benefits</b>	<b>79,039.00</b>	<b>96,733.00</b>	<b>17,694.00</b>

Valley of the Moon Fire District  
 Recommended Preliminary Budget Fiscal Year 2016 - 2017



Account Number	Description	Final Budget 2015 - 2016	Recommended Budget 2016 - 2017	Increase (Decrease) from 2015 - 2016
799-68900-310-50310	Legal	10,000.00	10,000.00	0.00
799-68900-311-50311	Accounting / Audit	6,300.00	6,800.00	500.00
799-68900-321-50321	Elections	250.00	25,000.00	24,750.00
799-68900-351-50351	Special Accounting Services	21,000.00	21,000.00	0.00
799-68900-354-50354	SVFRA Contract	3,648,688.00	3,682,241.00	33,553.00
799-68900-480-60480	Special Consulting Projects	1,000.00	1,000.00	0.00
<b>Professional Services</b>		<b>3,687,238.00</b>	<b>3,746,041.00</b>	<b>58,803.00</b>
799-68900-453-60453	Publications and Notices	500.00	500.00	0.00
799-68900-455-60455	Travel & Mileage	1,000.00	1,000.00	0.00
<b>Operations</b>		<b>1,500.00</b>	<b>1,500.00</b>	<b>0.00</b>
799-68900-702-70702	Engineering Design	10,000.00	0.00	-10,000.00
799-68900-703-70703	Construction/Materials	67,500.00	27,000.00	-40,500.00
<b>Capital Assets</b>		<b>77,500.00</b>	<b>27,000.00</b>	<b>-50,500.00</b>
799-68900-750-70750	Transfer to Long Term Building Reserve	38,515.00	45,639.00	7,124.00
799-68900-760-70760	Transfer to Equipment Reserve	36,344.00	39,609.00	3,265.00
<b>Transfers to Reserves</b>		<b>74,859.00</b>	<b>85,248.00</b>	<b>10,389.00</b>
799-68900-801-80801	Principal Lease Purchase	41,191.00	41,810.00	619.00
799-68900-802-80802	Interest Lease Purchase	5,907.00	5,288.00	-619.00
<b>Debt Service</b>		<b>47,098.00</b>	<b>47,098.00</b>	<b>0.00</b>
<b>Expense Totals</b>		<b>3,972,234.00</b>	<b>4,008,620.00</b>	<b>36,386.00</b>

Sonoma Valley Fire and Rescue Authority  
 Recommended Budget Fiscal Year 2016 - 2017



<b>Account Number</b>	<b>Description</b>	<b>Final Budget 2015 - 2016</b>	<b>Recommended Budget 2016 - 2017</b>	<b>Increase (Decrease)</b>
<b>Revenue Budget</b>				
798-00000-000-31407	SVFRA Mechanic Services	7,500.00	7,500.00	0.00
798-00000-000-31409	SVFRA Contract For Fire Services (City & VOM)	8,485,322.00	8,563,350.00	78,028.00
798-00000-000-37201	SVFRA Transfer from Fund Balance	0.00	86,309.00	86,309.00
798-00000-000-35004	Reimbursement	28,407.00	0.00	(28,407.00)
798-00000-000-31514	Grant Revenue	13,000.00	0.00	(13,000.00)
798-00000-000-30116	Fire Inspection & Processing Fee	40,000.00	40,000.00	0.00
798-00000-000-31108	Special Fire Svs-State Reimbursement	633,465.00	0.00	(633,465.00)
<b>Charges for Services</b>		<b>9,207,694.00</b>	<b>8,697,159.00</b>	<b>(510,535.00)</b>
<b>Revenue Totals</b>		<b>9,207,694.00</b>	<b>8,697,159.00</b>	<b>(510,535.00)</b>
<b>Expense Budget</b>				
798-68901-110-40110	Regular Employee	4,091,575.00	4,217,163.00	125,588.00
798-68901-120-40120	Part Time Worker Salary	277,213.00	300,649.00	23,436.00
798-68901-130-40130	Overtime	1,273,465.00	650,000.00	(623,465.00)
<b>Salary and Wages</b>		<b>5,642,253.00</b>	<b>5,167,812.00</b>	<b>(474,441.00)</b>
798-68901-115-40115	Retirement	1,406,270.00	1,396,207.00	(10,063.00)
798-68901-117-40117	Medicare -	72,629.00	74,881.00	2,252.00
798-68901-118-40118	Income Protection	4,300.00	4,300.00	0.00
798-68901-201-40201	Employee Insurance	753,471.00	688,578.00	(64,893.00)
798-68901-202-40202	Workers Compensation	325,792.00	368,697.00	42,905.00
798-68901-223-40223	Unemployment	10,000.00	1,000.00	(9,000.00)
<b>Employee Benefits</b>		<b>2,572,462.00</b>	<b>2,533,663.00</b>	<b>(38,799.00)</b>

Sonoma Valley Fire and Rescue Authority  
 Recommended Budget Fiscal Year 2016 - 2017



Account Number	Description	Final Budget 2015 - 2016	Recommended Budget 2016 - 2017	Increase (Decrease)
798-68901-310-50310	Legal	10,000.00	5,000.00	(5,000.00)
798-68901-311-50311	Acctng/Audit	3,000.00	2,000.00	(1,000.00)
798-68901-312-50312	Recruitment	10,000.00	35,000.00	25,000.00
798-68901-313-50313	Consulting	5,000.00	2,500.00	(2,500.00)
798-68901-347-60347	Professional Contract Services	252,187.00	257,819.00	5,632.00
798-68901-350-50350	Other-Prof/Tech	15,000.00	21,000.00	6,000.00
<b>Professional Services</b>		<b>295,187.00</b>	<b>323,319.00</b>	<b>28,132.00</b>
798-68901-401-60401	Utilities	63,000.00	65,900.00	2,900.00
798-68901-403-60403	Custodial	15,000.00	15,000.00	0.00
798-68901-404-60404	Repair & Mainte	70,000.00	70,000.00	0.00
798-68901-406-60406	Rental-Equipmen	6,000.00	4,000.00	(2,000.00)
798-68901-407-60407	Contract Services / Property Related	26,970.00	31,430.00	4,460.00
798-68901-420-60420	Building Maintenance	35,000.00	35,000.00	0.00
<b>Property Services</b>		<b>215,970.00</b>	<b>221,330.00</b>	<b>5,360.00</b>
798-68901-451-60451	Insurance Property / Liability	60,000.00	62,000.00	2,000.00
798-68901-452-60452	Communications	27,500.00	27,500.00	0.00
798-68901-453-60453	Publications and Notices	2,500.00	1,500.00	(1,000.00)
798-68901-454-60454	Printing & Bind	2,500.00	1,500.00	(1,000.00)
798-68901-456-60456	Memberships	7,000.00	5,000.00	(2,000.00)
798-68901-457-60457	Training/Conferences	45,000.00	45,000.00	0.00
798-68901-460-60460	Permit/Fees/Tax	11,415.00	11,035.00	(380.00)
<b>Operations</b>		<b>155,915.00</b>	<b>153,535.00</b>	<b>(2,380.00)</b>
798-68901-501-70501	Minor Supplies / Equipment	27,500.00	25,500.00	(2,000.00)
798-68901-505-70505	Fuel	70,000.00	55,000.00	(15,000.00)

Sonoma Valley Fire and Rescue Authority  
 Recommended Budget Fiscal Year 2016 - 2017



<b>Account Number</b>	<b>Description</b>	<b>Final Budget 2015 - 2016</b>	<b>Recommended Budget 2016 - 2017</b>	<b>Increase (Decrease)</b>
798-68901-507-70507	Books & Periodicals	3,500.00	3,500.00	0.00
798-68901-508-70508	Safety Clothing / Uniforms	58,000.00	45,000.00	(13,000.00)
798-68901-540-70540	Rents / Leases	1,500.00	1,500.00	0.00
798-68901-550-70550	Major Equipment / EMS Supplies	125,575.00	90,000.00	(35,575.00)
798-68901-551-70551	Major Equipment / Fire Supplies	0.00	40,000.00	40,000.00
<b>Supplies</b>		<b>286,075.00</b>	<b>260,500.00</b>	<b>(25,575.00)</b>
798-68901-606-70606	Software	17,900.00	15,000.00	(2,900.00)
798-68901-607-70607	Computer Equipment / Maintenance	21,932.00	22,000.00	68.00
<b>Software &amp; Computer Equipment</b>		<b>39,832.00</b>	<b>37,000.00</b>	<b>(2,832.00)</b>
<b>Expense Totals</b>		<b>9,207,694.00</b>	<b>8,697,159.00</b>	<b>(510,535.00)</b>

Resolution Number: 2015/2016-12  
Dated: June 7, 2016

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY OF THE MOON  
FIRE PROTECTION DISTRICT, SONOMA COUNTY, STATE OF CALIFORNIA,  
ADOPTING FISCAL YEAR 2016/17 PRELIMINARY BUDGET FOR THE  
DISTRICT AND DIRECTING STAFF TO PUBLISH A NOTICE  
AS REQUIRED BY LAW AND APPROVING THE FISCAL  
YEAR 2016/17 SVFRA BUDGET**

**WHEREAS**, the fiscal year 2016/17 Preliminary Budget has been presented to the Board of Directors of the Valley of the Moon Fire Protection District of Sonoma County; and

**WHEREAS**, said Preliminary Budget has been reviewed and established on this date as being the Preliminary Budget of the District; and

**WHEREAS**, the fiscal year 2016/17 Sonoma Valley Fire & Rescue Authority (SVFRA) Budget has been presented to the Board of Directors of the Valley of the Moon Fire Protection District.

**NOW, THEREFORE, BE IT RESOLVED** that the Preliminary Budget in the amount of \$4,008,620, attached hereto, is found and determined to be the 2016/17 Preliminary Budget of the District. Staff is authorized and directed to publish a notice of the adopted preliminary budget by June 24, 2016, that any interested taxpayer may review the budget at 630 Second Street West in Sonoma between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday; and

**BE IT FURTHER RESOLVED** on September 13, 2016 at the regular meeting room of the District located at 630 Second Street West in Sonoma, a Public Hearing will be held at 6:00 p.m. for the adoption of the final budget. Any person may appear and be heard regarding any item in the budget or regarding the addition of other items; and

**BE IT FURTHER RESOLVED** that the SVFRA Budget in the amount of \$8,697,159, attached hereto, is found and determined to be the 2016/17 Budget of the Sonoma Valley Fire & Rescue Authority.

**IN SPECIAL SESSION**, the foregoing resolution was introduced by Director \_\_\_\_\_, who moved its adoption, seconded by Director \_\_\_\_\_, and passed by the Board of Directors of the Valley of the Moon Fire Protection District this 7<sup>th</sup> day of June 2016, on regular roll call vote of the members of said Board:

President Norton	Aye_____	No_____	Absent_____
Director Brunton	Aye_____	No_____	Absent_____
Director Brady	Aye_____	No_____	Absent_____
Director Greben	Aye_____	No_____	Absent_____
Director Leen	Aye_____	No_____	Absent_____
Vote:	Aye_____	No_____	Absent_____

**WHEREUPON**, the President declared the foregoing resolution adopted, and

**SO ORDERED:**

**ATTEST:**

\_\_\_\_\_  
William Norton, President

\_\_\_\_\_  
Brian Brady, Clerk



# Valley of the Moon Fire Protection District

## Special Board of Directors Meeting

### Agenda Item Summary

May 10, 2016



<b>Agenda Item No.</b>	<b>Staff Contact</b>		
10B	Mark Freeman, Fire Chief		
<b>Agenda Item Title</b>			
LAFCO election of Special District Representative Class II			
<b>Recommended Actions</b>			
Choose one candidate for the election			
<b>Executive Summary</b>			
<p>The Sonoma Local Agency Formation Commission (LAFCO) will hold an election to fill the position of Special District Representative Class II, which is restricted to board members of ambulance, cemetery, health and hospital, pest control, recreation and parks, resource conservation, wastewater, and water districts. Ballots are due at the LAFCO office by July 29, 2016 and results will be announced within 7 days of the deadline.</p>			
<b>Alternative Actions</b>			
Decline to vote in election			
<b>Strategic Plan Alignment</b>			
Not applicable			
<b>Fiscal Summary – FY 15/16</b>			
<b>Expenditures</b>		<b>Funding Source(s)</b>	
Budgeted Amount	\$	District General Fund	\$
Add. Appropriations Req'd.	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
		Contingencies	\$
		Grants	\$
<b>Total Expenditure</b>	<b>\$</b>	<b>Total Sources</b>	<b>\$</b>
<b>Narrative Explanation of Fiscal Impacts (if required)</b>			
<b>Attachments</b>			
LAFCO election packet			



# SONOMA LOCAL AGENCY FORMATION COMMISSION

575 ADMINISTRATION DRIVE, ROOM 104A, SANTA ROSA, CA 95403  
(707) 565-2577 FAX (707) 565-3778  
www.sonomalafco.org

Date: May 23, 2016  
To: All Independent Special Districts  
Subject: Election of Special District Representative Class II

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Attached please find the materials associated with an election to fill the position of Special District Representative Class II Regular Member to Sonoma LAFCO for the remainder of the term ending May 2018. As a result of an earlier notification by Sonoma LAFCO to special districts, five nominations were submitted by the May 20, 2016, deadline. Nominations for this position were restricted to board members of ambulance, cemetery, health and hospital, pest control, recreation and parks, resource conservation, wastewater, and water districts.

All independent special districts have the right to vote in the election.

The election process requires that Sonoma LAFCO send to each district copies of all applications received by the established deadline, a ballot and certification form, and voting instructions. In addition to these documents, I have included a stamped envelope for you to use to return the certified ballot.

All ballots should be returned to the LAFCO office by July 29, 2016. Ballots received by the deadline will be counted and the results announced within seven days.

Please note that ballots representing a majority of the districts must be received by the deadline date for the election to be considered valid. In the event a majority of districts have not cast ballots by the deadline, Sonoma LAFCO will extend the deadline date by 60 days to allow those districts that have not returned a ballot to do so.

On behalf of the Commission, I urge your district to participate in this election for special district representation to Sonoma LAFCO and to return the ballot by the July 29 deadline.

If you have any questions or need additional information, please contact me at 565-2587.

Sincerely,



Cynthia Olson  
Clerk to the Commission

# SONOMA LOCAL AGENCY FORMATION COMMISSION

## BALLOT

Special District Representative Class II Term of Office Ending May 2018

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1. Vote for only one candidate for Special District Representative.
2. The presiding officer or his/her designated alternate, acting on behalf of the district, must cast the district's vote by marking the space to the right of a candidate's name and then complete, sign, and date the certification.
3. Place the marked ballot sheet and certification into the envelope provided and mail to Sonoma LAFCO, 575 Administration Drive, Room 104A, Santa Rosa, CA 95403. Ballot sheet and certification may be emailed to Cynthia.Olson@sonoma-county.org, to meet deadline requirements. However, originals must be mailed to the LAFCO office as soon as possible thereafter.
5. **Submit ballot and certification by Friday, July 29, 2016**

### VOTE

Steven Bandettini, Forestville Water District \_\_\_\_\_

Dennis Colthurst, Palm Drive Health Care District \_\_\_\_\_

Tamara Davis, Marin Sonoma Mosquito & Vector Control \_\_\_\_\_

Rich Holmer, Sweet Water Springs Water District \_\_\_\_\_

Rodney Moore, Bodega Bay Public Utility District \_\_\_\_\_

### CERTIFICATION

I certify, under penalty of perjury, that I, \_\_\_\_\_  
(Print Name of Presiding Officer or Alternate)

I am the Presiding Officer of \_\_\_\_\_,  
(Print Name of Special District)

or his/her designated alternate, and I am authorized by my district to cast the district's vote for Special District Representative to the Local Agency Formation Commission in this election.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature)

**SONOMA LOCAL AGENCY FORMATION COMMISSION**

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*CAF*

**SONOMA LAFCO  
LOCAL AGENCY  
FORMATION COMMISSION**

**APPLICATION FOR SPECIAL DISTRICT REPRESENTATIVE (CLASS II)**

This application has been designed to provide pertinent information about each candidate applying for the position of Class II Special District Representative to LAFCO. Class II districts include ambulance, cemetery, health and hospital, pest control, recreation and parks, resource conservation, wastewater, and water districts.

Please read the application carefully and type your responses or print in ink.

Date Submitted: May 17, 2016

Name: Steven Bandettini

Address: 7350 Hidden Lake Road, Forestville, CA 95436

Phone(s): Home: 707-887-2109, Cell: 707-477-4087

Email: bandets@sonic.net

Name of District You Represent: Forestville Water District

Date of Most Current Election/Appointment: December 2013

Date Term Expires: December 2017

Total years with District: 7 Years on Board of Directors. 40 years living in District.

Total Years Associated with Government/ Community Service: 30 Years

List any other agencies/special Districts you have been or are currently involved with:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List Community Service Activities including Names of Organizations and Dates of Service:

Sonoma County Water Agency 1964 - 1969

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# SONOMA LOCAL AGENCY FORMATION COMMISSION

Have you attended LAFCO meetings? If yes, when?

I have not attended LAFCO meetings, but I have interacted with LAFCO during my tenure at the Forestville Water District.

Please explain why you want to serve on the Sonoma Local Agency Formation Commission (LAFCO).

I am a success based individual. I want to go through life and make a difference. I have made a difference in my professional life as a Program Manager producing satellite telescopes for NASA, being a pioneer in coatings for the telecommunications industry, and producing gas lasers. I contributed in my military career as a Medical Corpsman during the Viet Nam era.

I have recently "made a difference" as a board member and chairman of the board of the Forestville Water District.

I believe I can continue to contribute to my community as a member of Sonoma LAFCO. I believe that my fair work ethic and fact based decision making will allow me to "make a difference" as a member of Sonoma LAFCO.

From your perspective, explain the purpose of LAFCO:

"Local agency formation commissions (LAFCOs) have numerous powers under the Act, but those of primary concern are the power to act on local agency boundary changes and to adopt spheres of influence for local agencies. Among the purposes of LAFCOs are the discouragement of urban sprawl and the encouragement of the orderly formation and development of local agencies."



# Steven P. Bandettini

7350 Hidden Lake Road, Forestville, CA 95436 • (707) 477-4087 • (707) 887-2109 • [bandets@sonic.net](mailto:bandets@sonic.net)

## Summary of Qualifications

Highly Skilled and capable project manager with ability to motivate cross functional teams in demanding environments to meet deadlines and achieve quality results

Experienced project manager, quality assurance manager, engineering manager, NPI Manager, Business Unit Manager

Experience working in production and new product design environments

Efforts characterized by delivering a quality product, on time, at a fair price, and resulting in customer repeat orders. Relentless in efforts to achieve total customer satisfaction

Experienced in all aspects of CRM/ERP; contracts, sales, logistics and order coordination from entry of purchase order to shipment to customer

### **Selected Accomplishments**

Successful Quality Manager responsible for overseeing all aspects of the Quality Management System; ISO9001 certification, internal audits, management reviews, customer satisfaction, corrective and preventive actions

Ensured the effective execution and management of new product releases from development through production

Experienced Quality Manager focusing on continuous process improvements, implemented lean and 6 $\sigma$  methodologies to eliminate waste, increase efficiency and reduce costs.

Successfully relocated factories and transferred processes and equipment to locations in ASIA and various US locations

Pioneered production of telecommunications coatings by collaborating with clients, contractors and government agencies to meet or exceed design, quality, timeline, and budget expectations

## Professional Experience

**GD-OTS      Healdsburg Operations      2014-2016 (Present)**

### **ISO Quality Management/Sr. Quality Engineer**

- Quality Management Representative responsible for overseeing effectiveness of the Quality Management System including; ISO9001 certification/registration, internal auditing, corrective and preventive actions, customer satisfaction, FOD/FOE, customer presentations
- Responsibility for providing quality engineering support to various Government programs
- Lean activity Kaizen leader streamlined and standardized Receiving Inspection activities.

**Optical Coating Laboratory Inc./JDSU Uniphase      1979 - 2013**

### **Product Line Manager/NPI Manager/Senior Program Manager**

- Sole responsibility for development, process, production and marketing functions of several Commercial OEM Display, FLIR, and Government technical camera telescope and satellite programs.
- Responsible for the NPI of laser products within the Commercial Lasers Group.
- Managed product development teams in vertical launch of bio medical laser systems to rigorous PDP standards.
- Managed the design, development, product and PDP process launch for Ultra Low Anti-Reflection coatings for use in air matched Telecommunications couplers, splitters and DWDM devices

- Responsible for the rigorous Product and Process change control, process and equipment configuration management for Bio Medical lasers to medical qualification standards.

#### **Quality Manager/ OEM Development Programs**

- Managed the Quality roadmap for the development, product and process launch for several programs in the Consumer and OEM Display markets
- Implemented lean strategies and 6σ methodologies in the early design of development programs.
- Managed telecommunications Configuration Management and change control system and chaired change control board.

#### **Manufacturing Manager/Business Unit Manager**

- Managed the activities of two groups (50 people) serving the government products market.
- Responsible for production, P&L, customer interactions and marketing of solar cell cover and large optic government programs.
- Experienced with government contract negotiations and financial reporting requirements.

#### **Program Manager and Development Engineer**

- Responsible Engineer for coating spacecraft cameras for Voyager, Viking, Mariner and Galileo programs.
- Initial product and customer development for the telecommunication industries' first fiber optic wavelength division multiplexing filters.

### **Education**

**University of California, Berkeley, California**

*Bachelor of Science,*

*Major: Production Management, Finance*

*Minor: Mechanical Engineering*

### **Various Training and Certifications**

*Lean Manufacturing*

*ISO9001*

*Lead Assessor Training, Internal Auditing AS9100*

*Design for Manufacturing DFX*

*Concurrent Engineering*

*Earned Value Management*

*Negotiating to Win*

*Lean Manufacturing*

### **Patents and Publications**

US Patent 5,808,714: *Low Reflection Shadow Mask*

PCT International Application: *Coated Flexible Glass Films for Visual Display Units*

US Patent 5,959,762: *Variably Adjustable Contrast Enhancement Electrochromic Panel Adapted For Curved Display Screens and Methods Of Making And Using Same*

*Optical Filters for Wavelength Division Multiplexing, Technical Paper Presented At Optical Filter Conference (OFC' 83)*

**E-MAILED** to Carole Cooper  
 DATE/TIME: 5/18/16 @ 9:30 am 21 AF 60  
 CC: \_\_\_\_\_

② SB5

SONOMA LOCAL AGENCY FORMATION COMMISSION

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CRD

SONOMA LAFCO  
LOCAL AGENCY  
FORMATION COMMISSION

APPLICATION FOR SPECIAL DISTRICT REPRESENTATIVE

This application has been designed to provide pertinent information about each candidate applying for the position of Class II Special District Representative to LAFCO. Class II districts include ambulance, cemetery, health and hospital, pest control, recreation and parks, resource conservation, wastewater, and water districts.

Please read the application carefully and type your responses or print in ink.

Date Submitted: May 2, 2016

Name: Dennis Colthurst

Address: Box 600, Sebastopol, CA 95473

Phone(s): (707) 217-6195

Email: stsav8r@yahoo.com

Name of District You Represent: Palm Drive Health Care District

Date of Most Current Election/Appointment: December 8, 2014

Date Term Expires: December 2018

Total years with District: 1.3

Total Years Associated with Government/ Community Service: 40+

List any other agencies/special Districts you have been or are currently involved with:

Sonoma West Medical Foundation

List Community Service Activities including Names of Organizations and Dates of Service:

01/09 to Present - Sonoma West Medical Foundation Board of Directors

12/14 to Present - Palm Drive Health Care District Board – currently serving as Treasurer

Have you attended LAFCO meetings? If yes, when?

Yes in 2015

DC/15



# SONOMA LOCAL AGENCY FORMATION COMMISSION

Please explain why you want to serve on the Sonoma Local Agency Formation Commission (LAFCO).

I have a dedicated interest in public safety and health matters.

As a police officer for over 40 years, I have dedicated my life to protecting and improving the lives of Sonoma County citizens.

I became involved with the work LAFCO does because our district is involved in a detachment process with Russian River citizens. This has led to me following the important work LAFCO provides to Sonoma County by and between the various jurisdictions.

I am dedicated to making the Palm Drive Health Care District a success within our diverse community and would like to help other Districts and cities do the same.

I realize there would be conflicts related to the Palm Drive Health Care District and may have to recuse myself from discussion or voting related to this District's issues before LAFCO. This would be true for any prospective Board member. I believe I can provide an in-depth perspective of the challenges unique to special districts in general and health care districts in particular.

From your perspective, explain the purpose of LAFCO:

LAFCO exists to evaluate and determine physical boundaries for special districts and cities. They regularly conduct municipal service reviews for cities but may provide this for special districts when necessary.

LAFCO is responsible settling conflicts related to boundaries and determining the sphere of influence for all jurisdictions.

LAFCO analyzes issues related districts merging and detachment issues.

In the final analysis, LAFCO adjudicates all decisions relative to the boundaries of all jurisdictions county wide.

Also, LAFCO has a mission to protect and preserve agricultural lands and open spaces which resonates with the value system of West County citizens.

Dennis E. Colthurst  
7043 Fellers Lane  
Sebastopol, CA 95472  
PH: (707) 217-6195

*Curriculum Vitae (Short)*

Education

San Francisco State University	1976-1978	Chemistry
Modesto Junior College	1975	Police Academy
Santa Rosa Junior College	1979-2013	Adv. Officer Training
Dr. William Eckert, Wichita, KS	1981-1986	Forensic Inv. Fellowship

Work Experience

Sebastopol, Ca Police Department	1979-2013	Police Officer/Investigator
<ul style="list-style-type: none"><li>- General Patrol Operation, Criminal and Forensic Investigation. Additional specialties</li><li>- Consisting of kinesic interviews, Conflict resolution and School Resource Officer</li></ul>		
Mill Valley Police Department	1972-1978	Police Officer
<ul style="list-style-type: none"><li>- General Patrol Operation, Death Investigation. Specialized training</li><li>- Focusing on crisis intervention and conflict resolution</li></ul>		

Community Service

Sebastopol Chamber of Commerce	1987-1991	Board of Directors
Sonoma County SIDS Foundation	1992-1994	Board of Directors
Sonoma West Medical Center Gov. Body	2014-	Board of Directors
Sonoma West Medical Foundation	2009-	Board of Directors
Palm Drive Health Care District	2014-	Board of Directors
Community Health Matters – KWOS Radio	2016-	Radio Program

## Recognition

- Sebastopol Police Officer of the Year** 1989  
Recognized for Designing, installing and maintaining the departments first computer-aided dispatch and reporting system. Administered the program for 14 years.
- Sebastopol Police Employee of the Year** 2007  
Recognized for child abuse investigation of a family of eight children. As a result of the investigation the children were removed from the home and eventually placed in new families. All had been seriously neglected.
- Red Cross Hero Award** 2007  
Recognized for the above investigation by the American Red Cross
- Sonoma County Board of Supervisors Gold Resolution** 2012  
Recognized for Thanksgiving 2011 intervention that prevented the shooting death of the suspect's ex-girlfriend.
- Sonoma County Police Officer of the Year** 2012  
Recognized for the above intervention



5/10/16

Sonoma Local Agency Formation Commission  
575 Administration Drive, Room 104A  
Santa Rosa, CA 95403

Mr. Mark Bramfit  
Executive Director,

I wanted to thank the Commission for this opportunity to apply as a Board member to LAFCO.

My life has been a dedication to service and I would like to further that now by participating on the LAFCO Board.

Due to my experience on the Palm Drive Health Care District Board, I have a keen interest in special districts and the concerns/issues they have to deal with regarding their operations.

I also live in the West County and can bring the perspective of the citizens here to the deliberations of the Board.

I hope that you will consider my application and look forward to the possibility of working with you.

Dennis Colthurst  
Palm Drive Health Care District Board  
Board Treasurer

**SONOMA LOCAL AGENCY FORMATION COMMISSION**

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**SONOMA LAFCO  
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Please read the application carefully and type your responses or print in ink.

Date Submitted: May 12, 2016\_\_\_\_\_

Name: Tamara Davis\_\_\_\_\_

Address: 903 Hacienda Circle, Rohnert Park, CA 94928\_\_\_\_\_

Phone(s): 707-585-6153\_\_\_\_\_

Email: PhineasChapmanRP@gmail.com\_\_\_\_\_

Name of District You Represent: Marin/Sonoma Mosquito & Vector Control District\_\_\_\_\_

Date of Most Current Election/Appointment: January 2015\_\_\_\_\_

Date Term Expires: December 31, 2018\_\_\_\_\_

Total years with District: 15 years\_\_\_\_\_

Total Years Associated with Government/ Community Service: 35 years (wide variety of community agencies and city government)

List any other agencies/special Districts you have been or are currently involved with:

Please refer to attached resume\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

List Community Service Activities including Names of Organizations and Dates of Service:

Please refer to attached resume\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# SONOMA LOCAL AGENCY FORMATION COMMISSION

Have you attended LAFCO meetings? If yes, when?

Several times in the past, I don't remember the exact years. I do follow the issues and meetings through the website and reports.

Please explain why you want to serve on the Sonoma Local Agency Formation Commission (LAFCO).  
The diversity of my past and present experience will give me some unique abilities to add to the LAFCO's processes. I have long been interested in the impact that LAFCO has on our local communities and would like to be part of the process. I am not only involved with MSMVCD, but with statewide organizations that work with this type of special district. This has informed me on the challenges that special districts face and I can bring that experience to the Commission.

I hope to have the opportunity to serve on the LAFCO Commission.

From your perspective, explain the purpose of LAFCO:

LAFCO was formed to facilitate formation of local government agencies, to provide a forum for public input on suggested changes, and encourage the effective delivery of public services. There is also the goal to preserve agricultural land and open space areas. The commission will also encourage orderly growth and discourage urban sprawl.

# TAMARA DAVIS

903 Hacienda Circle - Rohnert Park, CA 94928  
(707) 585-6153 - phineaschapmanrp@gmail.com

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## OBJECTIVE

LAFCO Special District Representative Position (Class II).

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## PUBLIC SERVICE HIGHLIGHTS

- Trustee – Marin/Sonoma Mosquito and Vector Control District (Member of Executive Committee) representing County of Sonoma since 2002.
  - President of Mosquito and Vector Control Association of California (MVCAC) Trustee Council.
  - First Vice-President of the Vector Control Joint Powers Agency (VCJPA) – Board of Directors.
- 

## PROFESSIONAL EXPERIENCE

STATE FARM INSURANCE – 34 Years of Service – Retired in 2004

Held various progressively responsible positions:

- Public Affairs Manager (focus on legislative, public policy issues, education, community outreach and media relations)
  - Fire Claims Superintendent (focus on home and business claims and claims involving litigation and also managed a litigation unit)
  - Reinspector/Trainer (focus on reinspecting handled claims and assisting in training new claim representatives)
  - Claim Representative (handled home and business claims and a variety of disasters – hail storms in New Mexico, Colorado and Wyoming)
  - Life Company – cash control clerk, administrative assistant
  - Auto Underwriting – assistant auto underwriter
- 

## PRIOR COMMUNITY INVOLVEMENT

- Goodwill Industries of the Redwood Empire – Board of Directors
- Mosquito Research Foundation – Board of Directors
- Mayor and Council Member - City of Cotati
- Corporate Council – State Conference of NAACP
- Santa Rosa Chamber of Commerce – Government Review Committee
- Alliance of North Bay Chambers of Commerce – Board of Directors
- Rohnert Park Chamber of Commerce
- Cotati Chamber of Commerce
- Sonoma State University – Ambassador for Higher Education
- Sonoma County Business Education Round Table – past president of Board of Directors
- Insurance Information Network of California – Past President of Board of Directors – member of IINC Communications Committee

- Personal Insurance Federation of California - communications and legislation committee member
- Professional Business Women of California - past Board of Directors member, Advisory Committee member
- Recipient of the 2001 Women and Industry award for Insurance and the 2001 Women and Industry Award for Community Involvement
- Leadership California - graduate
- The Association for Women in Communications - member
- Redwood Municipal Insurance Fund - Board of Directors
- Governor's School to Career Advisory Council - appointed by Governor Pete Wilson
- Sonoma County School to Career Partnership - past president and founding board member

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## **EDUCATION**

**BACHELOR OF ARTS (B.A.)** Sonoma State University

**ASSOCIATE OF ARTS (A.A)** Santa Rosa Junior College

**FELLOW OF THE LIFE OFFICE MANAGEMENT ASSOCIATION (LOMA)**





595 Helman Lane  
Cotati, CA 94931  
1.800.231.3236 or 707.285.2200  
707.285.2210 fax  
[www.msamosquito.com](http://www.msamosquito.com)

Philip D. Smith  
*District Manager*

BOARD OF TRUSTEES

- Lee Braun, President  
*Belvedere*
- Shaun McCaffery, Vice President  
*Healdsburg*
- Herb Rowland Jr., Secretary  
*Novato*
- Laurie Gallian, Treasurer  
*Sonoma*
- Yvonne Van Dyke  
*Cotati*
- Tamara Davis  
*Sonoma County At Large*
- Richard Stabler  
*Sonoma County At Large*
- Martin Castro  
*Windsor*
- Arthur Deicke  
*Santa Rosa*
- Una Glass  
*Sebastopol*
- Paul Libeu  
*Rohnert Park*
- Steve Ayala  
*Petaluma*
- Paul Sagues  
*Ross*
- Terry Pebbles  
*Marin County At Large*
- Ed Schulze  
*Marin County At Large*
- Nancy Barnard  
*Corte Madera*
- Laura Fennema  
*Tiburon*
- Sandra Ross  
*Mill Valley*
- Frank Egger  
*Fairfax*
- Pamela Harlem  
*San Rafael*

May 12, 2016

Sonoma Local Agency Formation Commission  
575 Administration Drive, Room 104 A  
Santa Rosa, CA 95403

Re: Candidacy of Tamara Davis for Commission Vacancy

Dear LAFCO Staff

The Board of Trustees of the Marin/Sonoma Mosquito & Vector Control District is pleased to send this letter of recommendation to support Tamara Davis' application to become a representative of Class II Districts on your Commission.

Ms. Davis has been a valued member of the MSMVCD Board of Trustees since January 2002, representing Sonoma County at-large. She has served as a Board Officer and presently sits on our Executive Committee. Trustee Davis has considerable political experience having served as the Mayor and councilmember for the City of Cotati. Additionally she is actively serving the County's Elections Department as a (fill in here). Ms. Davis also performs non-profit volunteer work with Goodwill Industries of the Redwood Empire.

We feel that Ms. Davis' experience and sound judgment would be an excellent addition to your Commission. Please contact me if I can supply any further information.

Sincerely,

Lee Braun  
Board President

**SONOMA LOCAL AGENCY FORMATION COMMISSION**

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**APPLICATION FOR SPECIAL DISTRICT REPRESENTATIVE (CLASS II)**

This application has been designed to provide pertinent information about each candidate applying for the position of Class II Special District Representative to LAFCO. Class II districts include ambulance, cemetery, health and hospital, pest control, recreation and parks, resource conservation, wastewater, and water districts.

Please read the application carefully and type your responses or print in ink.

Date Submitted: March 9, 2016

Name: Richard L Holmer

Address: 21866 East St., PO Box 22, Villa Grande, CA 95486

Phone(s): 707-865-2998, cell: 707-327-8660

Email: [richandwanda@sbcglobal.net](mailto:richandwanda@sbcglobal.net)

Name of District You Represent: Sweetwater Springs Water District

Date of Most Current Election/Appointment: June, 2011

Date Term Expires: December, 2018

Total years with District: Five

Total Years Associated with Government/ Community Service: 39 years

List any other agencies/special Districts you have been or are currently involved with:

Friends of Villa Grande, a 501c3 corporation formed for the benefit of the community of Villa Grande,  
Creekside Wastewater Authority, a joint powers agreement for operation of an onsite wastewater disposal  
system for Monte Rio Fire Protection District and Monte Rio Recreation and Park District

List Community Service Activities including Names of Organizations and Dates of Service:

Friends of Villa Grande, 2005 to present; Board member 2005, 2006 and 2016, President 2007 to 2015

California Onsite Wastewater Association, 2003 and 2004, member of Board of Directors

Sonoma County Administrative Management Council, Board of Directors member, 1996 to 2004

Russian River Historical Society, Board of Directors member and President, 1998 and 1999

Kenwood Community Club, Board member, 1974-78

RH 1/6

# SONOMA LOCAL AGENCY FORMATION COMMISSION

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Have you attended LAFCO meetings? If yes, when?

I have not yet attended a meeting. I have reviewed the agendas and minutes online.

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Please explain why you want to serve on the Sonoma Local Agency Formation Commission (LAFCO).

I feel that I can bring experience and knowledge to the Commission that would be beneficial to the County, the cities and to the agencies involved with the commission.

During my professional career with the County of Sonoma, I worked closely with the Sonoma County Planning Department as a representative of the Department of Public Health. My position at the Health Department was Land Use Specialist and then Supervising Environmental Health Specialist. As Land Use Specialist, I reviewed land developments primarily with respect to water supply and sewage disposal impacts. I served on the County Engineering Advisory Committee, Environmental Review Committee and Project Review and Advisory Committee. When I moved to my management position at the Permit and Resource Management Department, I worked closely with planning staff members. My direct area of management responsibility at PRMD was oversight of all personnel who worked with the public in field operations of the Department. This included the Well and Septic Section, Building Inspection Section and the Building Plan Check Section and included approximately 50 staff members.

I feel that my work experience gives me a unique perspective on growth and development in the County as well as a great depth of understanding of the need for provision of effective governmental services to the citizens of the County. I desire to continue to serve the people of Sonoma County by helping to insure that the goals and objectives of LAFCO are met.

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# SONOMA LOCAL AGENCY FORMATION COMMISSION

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From your perspective, explain the purpose of LAFCO:

LAFCO has a variety of closely related purposes including:

- oversight of special districts and cities,
- review of revisions to boundaries and reorganizations of cities and governmental service districts,
- establishment of spheres of influence,
- protection of agricultural lands and open space from urban sprawl and
- analysis of the effectiveness of governmental agencies through municipal service reviews.

The statewide LAFCOs were established in response to a proliferation of governmental service agencies which had overlapping and conflicting areas of responsibility. The LAFCOs allowed for the orderly implementation and oversight of the provision of governmental services in the State in a well planned manner. The LAFCOs also provided an ability to insure that governmental services are provided in an efficient manner. The ability to determine the probable physical boundaries of governmental entities through establishment of spheres of influence allows for comprehensive planning for provision of governmental services.

Sonoma County is facing a time of increasing need for housing and rapidly rising property values. In particular, the needs of low income and middle income people need to be met. The growth of urban portions of the Bay Area have affected Sonoma County and will most likely contribute to population pressure in this County. It can be expected that these trends will continue to put pressure on the ability of governmental entities in the County to provide adequate public services and sustainable infrastructure to support the population. The Sonoma County LAFCO is in a position to provide guidance to governments to insure that governmental services are provided in a manner that does not jeopardize open space, agriculture, water supply and sewage disposal capabilities while still providing for the housing, recreational and employment needs of our citizens.

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PO Box 22  
Villa Grande, CA 95486

Phone 707-865-2998  
E-mail  
richandwanda@sbcgloabl.net

## Richard L Holmer, Resume

**Objective** I am applying to serve on the Board of Directors of the Local Agency Formation Commission.

**Education** 1964 to 1968, San Jose State University, San Jose, CA  
Bachelor of Arts degree in Environmental Health Sciences

1968 to 1969, University of California, Berkeley, CA  
Post graduate work in the field of Environmental Health Sciences

**Work experience** 1969 to 1972, County of Santa Clara, Department of Public Health: Environmental Health Specialist

1972 to 1995, County of Sonoma, Department of Health Services: Environmental Health Specialist, Land Use Specialist, Supervising Environmental Health Specialist

1995 to 2004, County of Sonoma, Permit and Resource Management Department: Operations Division Manager

2004 to present, retired

**Summary of qualifications**

I have extensive experience in governmental oversight of land development in Sonoma County during my tenure at the Sonoma County Department of Health Services and the Sonoma County Permit and Resource Management Department. These duties included review of projects, review of environmental impacts of projects and direct participation as a member of staff level review panels. Additionally, I gave staff input to the Planning Commission, Board of Zoning Adjustments and the Board of Supervisors. These activities provide a solid background of experience to serve effectively as a member of LAFCO.

During my ten years as a manger at the Permit and Resource Management Department, I gained considerable experience in interacting with staff members, the public and elected bodies. I feel that I have good communication skills and the ability to make effective and well thought out decisions.

In my elected position as a Board member of the Sweetwater Springs Water District (including one year as Board chair), I have gained valuable knowledge regarding the operation of a special district, the problems faced by special districts and financing issues of special districts.

**Community activities**

Sweetwater Springs Water District, Board member and chair, 2011 to present

Friends of Villa Grande, Board member and President, 2005 to present

Creekside Wastewater Authority, Board member, 2015 to present

California Onsite Wastewater Association, Board member, 2003-04

Sonoma County Administrative Management Council, Board member, 1996 to 2004

Russian River Historical Society, Board member, 1998-99



STEPHEN F. MACK, *General Manager*

May 6, 2016

Cynthia Olson, Clerk  
Sonoma Local Agency Formation Commission  
575 Administration Drive, Room 104A  
Santa Rosa, CA 95403

RE: Nomination of Richard Holmer for Special District Representative  
Position on LAFCO

Dear Ms Olson:

It is my pleasure to inform you that Richard Holmer, member of the Board of Directors of Sweetwater Springs Water District, was nominated by the Board of Directors of Sweetwater Springs Water District at its meeting on May 5, 2016, for the vacancy of the position representing Class II independent special districts for the term ending in May 2018.

Thank you for your attention,

Sincerely,

Tim Lipinski, President of the Board  
Sweetwater Springs Water District

**SONOMA LOCAL AGENCY FORMATION COMMISSION**

575 ADMINISTRATION DRIVE, ROOM 104A, SANTA ROSA, CA 95403  
(707) 565-2577 FAX (707) 565-3778  
www.sonomalafco.org

RECEIVED

MAY 20 2016

BOARD OF SUPERVISORS  
OF SONOMA

**APPLICATION FOR SPECIAL DISTRICT REPRESENTATIVE (CLASS II) OF SONOMA**

This application has been designed to provide pertinent information about each candidate applying for the position of Class II Special District Representative to LAFCO. Class II districts include ambulance, cemetery, health and hospital, pest control, recreation and parks, resource conservation, wastewater, and water districts.

Please read the application carefully and type your responses or print in ink.

Date Submitted: 19 May 16

Name: Rod"ney R Moore

Address: 2038 Dubloon Ct. (No US Mail) PO Box 492 Bodega Bay CA, 94923-0492

Phone(s): Hm - 707-875-2267, Cell - 707-570-9563

Email: bbayrod@gmail.com

Name of District You Represent: Bodega Bay Public Utility District

Date of Most Current Election/Appointment: 7 Dec, 15

Date Term Expires: Dec. 2019

Total years with District: 9 years

Total Years Associated with Government/ Community Service: 9 years

List any other agencies/special Districts you have been or are currently involved with:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List Community Service Activities including Names of Organizations and Dates of Service:  
Fishermans Festival, Bodega Bay 2003/ 2016  
Bodega Bay Grange, Chapter #777, Since 2003, Major activity - Cioppino Feed  
Bodega Harbour Home Owners Association, Design Review Committee, Snc - 2006  
Bodega Bay CERT, Since Formation; Sonoma Cnty ACS, since 2013  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RM 1/4



# SONOMA LOCAL AGENCY FORMATION COMMISSION

Have you attended LAFCO meetings? If yes, when?

No

Please explain why you want to serve on the Sonoma Local Agency Formation Commission (LAFCO).

There are a number of new State laws concerning water districts developing out of the recent drought that could affect Bodega Bay PUD and the surrounding communities including Salmon Creek, Serena Del Mar and Bodega and effect the quality of services the District provides to the existing customers. Also their our a number of issues concerning the Bodega Bay Fire District which need to be addressed concerning tax revenue sharing and services provided to the tourist population. Another area of interest to the community is the County Parks in Bodega Bay and the operation of the Spud Point Marina and the recent assumed responsibilities for the Mason's Marina Facility and in it's expansion to better serve the commercial fisheries.

From your perspective, explain the purpose of LAFCO:

To oversee the efficient government of thoses services provided by Sonoma County Goverment to the citizens of Bodega Bay and the surrounding communities with the least limitation of government on private enterprise, yet enhancing the life style of the area residents and improving the tourist industries quality of services and returning maximum revenue to our private enterprise and commercial fishing industry

## Special District Representative Candidate

Rodney R. Moore

Representing: Bodega Bay Public Utility District

### Education:

High School: Lodi Union High 1957, Lodi, Calif.

University: California Polytechnic University 1962,  
Agricultural Engineering, Soil Water Option  
San Luis Obispo, CA

Profession: Civil Engineer, Retired  
Registered Professional Engineer  
South Carolina  
Washington State  
Oregon

FCC Licensed Armateur Radio Operator, General Class - KJ6MYJ

### Professional Organizations:

American Society of Civil Engineers  
United States Society on Dams / ( International Commission on Large Dams)

### Focus of Professional Employment:

Construction and Construction Management, 1962 thru 2006  
Hydro Electric Projects, Domestic and Foreign  
Dams, Embankment and Roller Compacted Concrete  
Mining Projects, Foreign and Domestic  
Nuclear Power Plants, Domestic  
Garbage to Energy, Domestic  
Miscellaneous Transportation Projects

### Community Service Activities:

Bodega Bay Public Utilities District, Elected Director June 2007,  
Recent term commenced - Dec 2015, Pres. of Board Since Jan 2014  
Bodega Bay Grange Chapter #777, Major activity – Annual Cioppino Feed  
Bodega Bay Fisherman's Festival, Since 2003, Fish and Chips booth  
Bodega Harbour Home Owners Association, Design Review Committee, since 2006  
Bodega Bay CERT group  
Sonoma County Emergency Communication Service, Since 2013

19May2016, RRM

RESOLUTION NO. 1003

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BODEGA BAY PUBLIC UTILITY DISTRICT NOMINATING A DIRECTOR OF THE BODEGA BAY PUBLIC UTILITY DISTRICT TO APPLY FOR A SPECIAL DISTRICT REPRESENTATIVE POSITION WITH THE SONOMA LOCAL AGENCY FORMATION COMMISSION (LAFCO)

WHEREAS, the Sonoma Local Agency Formation Commission (the "LAFCO") has submitted a Call for Nominations to the Bodega Bay Public Utility District Board of Directors to be submitted no later than May 20, 2016; and

WHEREAS, Rodney Moore is qualified to serve and is interested in serving.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Bodega Bay Public Utility District hereby nominates Rodney Moore for the position of Special District Representative on LAFCO.

\*\*\*\*\*

I, Janet Ames, the undersigned, hereby certify that I am the Clerk of the Bodega Bay Public Utility District; that the foregoing is a full, true and correct copy of the Resolution duly passed by the District Board at its regular meeting held on May 18, 2016, at its offices in Bodega Bay, California; and that said Resolution has not been revoked, rescinded, or set aside, and is now in full force and effect, pursuant to the following vote thereon:


AYES, and in favor thereof, Directors: Rooney, Freeman, Gerber, Mantua, Moore

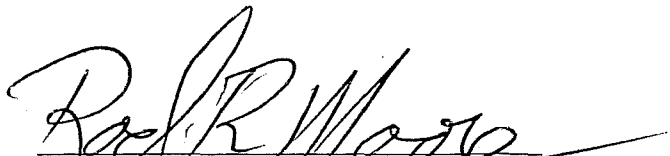
NOES, Directors: None

ABSTAIN, Directors: None

ABSENT, Directors: None

ATTEST:

  
District Clerk

  
President

Rm4