



Russian River Fire District Board of Directors

Board Meeting Agenda

August 14, 2019

Time: 6:00 p.m.

Location: Fire Station 1

14100 Armstrong Woods Rd., Guerneville, CA 95446

The Board meeting agenda and all supporting documents are available for public review at 14100 Armstrong Woods Road, Guerneville, CA, 72 hours in advance of a scheduled board meeting. Materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet, and not otherwise exempt from disclosure, will be made available for public inspection at the District Office at 14100 Armstrong Woods Road, Guerneville, during normal business hours and on the website at www.russianriverfire.org. Copies of supplemental materials distributed at the Board meeting will be available for public inspection at the meeting location.

In accordance with the Americans with Disabilities Act, anyone needing special assistance to participate in this meeting should contact District Administrative Assistant Heidi Flowers at 707-838-1170. Notification 48-hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

President Weaver

Director Butts

Director Jackson

Director Limbert

Director Symmonds

OPEN TIME FOR PUBLIC EXPRESSION

(Three-minute time limit)

This is an opportunity for any member of the public to briefly address the District Board on any matter that does not appear on this agenda. Items that appear to warrant a lengthier presentation or Board consideration may be placed on the agenda for discussion at a future meeting.

AGENDA ADJUSTMENTS

An opportunity for the Board President to approve adjustments to the current agenda.

PROMOTIONAL APPOINTMENT: ENGINEER AARON KUCHARSKI

PUBLIC HEARING-2019/2020 SPECIAL TAX RATE

RESOLUTION 19/20-02 ADOPTING FISCAL YEAR 2019/2020 SPECIAL TAX RATE (ACTION ITEM)



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PRESENTATION

RUSSIAN RIVER PROFESSIONAL FIREFIGHTERS ASSOCIATION PRESIDENT'S REPORT

An opportunity for the President of the Russian River Professional Firefighters Association to address the Board on matters of the Association.

DIRECTOR REPORTS

An opportunity for Directors to report on their individual activities related to District business.

FIRE CHIEF'S REPORT/STAFF REPORT

The Fire Chief will report on District administration and operations.

CONSENT CALENDAR ITEMS

These items can be acted on in one consolidated motion or may be removed from the Consent Calendar and separately considered at the request of any Director.

1. Minutes of the July 10, 2019 Board of Directors Meeting
2. Financial information for July 2019

ACTION ITEMS

1. **RESOLUTION 19/20-03 A CONCURRENT RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA COUNTY FIRE DISTRICT AND THE BOARD OF DIRECTORS OF THE RUSSIAN RIVER FIRE PROTECTION DISTRICT; CONSTITUTING THE DISTRICTS' RESOLUTION OF APPLICATION TO THE LOCAL AGENCY FORMATION COMMISSION OF SONOMA COUNTY FOR AMENDMENT OF DISTRICTS' SPHERES OF INFLUENCE AND THE ANNEXATION OF THE RUSSIAN RIVER FIRE PROTECTION DISTRICT INTO THE SONOMA COUNTY FIRE DISTRICT.**

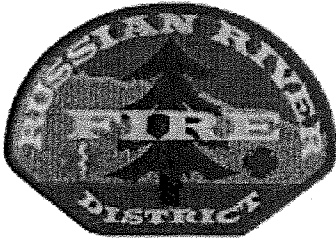
The Board of Directors will consider approving Resolution 19/20-03 and approve the concurrent resolution constituting the Districts' resolution of application to the LAFCO commission of Sonoma County for amendment of District's spheres of influence and annexation of RRFPD by SCFD.

2. **RESOLUTION 19/20-04 APPROVING THE DEPARTMENT OF FORESTRY AND FIRE PROTECTION AGREEMENT # 7FG19107**

The Board of Directors will consider approving Resolution 19/20-04 and approve the Department of Forestry and Fire Protection Agreement # 7FG19107

3. **RESOLUTION 19/20-05 IAFF 1401 RECOGNITION**

The Board of Directors will consider approving Resolution 19/20-05 and recognize Russian River Professional Firefighters Association is now affiliated with Santa Rosa Firefighters L1401.



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4. FINANCE COMMITTEE CHARTER & MEETING SCHEDULE

The Board of Directors wishes to establish a Finance Committee as a Standing Committee of the Board of Directors. The Committee Charter establishes the Finance Committee and defines its areas of responsibility, Committee members, meeting schedule, and scope of work.

5. APPOINTMENT OF BOARD GOVERNANCE

The Board of Directors will consider the appointment of officers pursuant to Health & Safety code 13853.

6. FRIENDS OF RIO NIDO-RIO NIDO POST OFFICE REQUEST

COMMITTEE REPORT

1. Finance
2. Strategic Planning
3. Evacuation Planning
4. Labor Negotiations

FINANCIAL REPORTS (DISCUSSION/POSSIBLE ACTION ITEM)

- a. Potential bank fraud

COMMUNICATIONS

ADJOURNMENT

PROMOTIONAL APPOINTMENT

ENGINEER KUCHARSKI

Oath of Office

(Government Code Section 1360-1363.3105)
(Section 3, Article XX, State Constitution)

*STATE OF CALIFORNIA
COUNTY OF SONOMA
RUSSIAN RIVER FIRE PROTECTION DISTRICT*

I, Miller Kucharski, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Miller (Aaron) Kucharski, Engineer

Subscribed and sworn to before me this 14th day of August, 2019.

Mark Heine, Fire Chief

PUBLIC HEARING

RESOLUTION 19/20-02 ADOPTING FY 19/20 TAX
RATE

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
RUSSIAN RIVER FIRE PROTECTION DISTRICT, COUNTY OF SONOMA,
STATE OF CALIFORNIA, SETTING THE SPECIAL TAX RATE FOR FISCAL YEAR 2019-20**

WHEREAS, Ordinance 09-10-1 of the Russian River Fire Protection District, authorizing the Board of Directors to levy a special tax each year on each parcel of real property within the District, was approved by the voters June 8, 2010; and

WHEREAS, provisions of Ordinance 09-10-1, specifically Section VI, entitled "Report and Hearing on Special Tax", requires the Board of Directors to hold a public hearing each year to set the amount of the special tax, prior to imposition of the tax; and

WHEREAS, a public hearing on this matter was held on August 14, 2019; and

WHEREAS, the special tax may be levied in accordance with the schedule set forth in Exhibit "A" of Ordinance 09-10-1.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Russian River Fire Protection District hereby sets the special tax rate for 2019-20 as follows (rate per APN): Vacant-\$70.00, Single Family Residential-\$140.00, Multi Family Residential-\$140.00 plus \$70.00 for each additional unit, Agricultural-\$175.00, Commercial/Industrial-\$350.00.

THE FOREGOING RESOLUTION was introduced by Director _____, who moved its adoption, seconded by Director _____, and adopted by the Board of Directors of Russian River Fire Protection District of Sonoma County, on the 14th day of August, 2019, on a roll call vote of the members of said Board as follows:

Director Butts	Aye _____	No _____	Abstain _____
Director Jackson	Aye _____	No _____	Abstain _____
Director Limbert	Aye _____	No _____	Abstain _____
Director Symmonds	Aye _____	No _____	Abstain _____
Director Weaver	Aye _____	No _____	Abstain _____

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

WHEREUPON, the Chairperson declared the foregoing resolution adopted and SO ORDERED.

/s/ _____
Jason Weaver, Board President

Dated: _____

/s/ _____
Heidi Flowers, Clerk

Dated: _____

CONSENT CALENDAR

MINUTES

FINANCIAL INFORMATION



**Russian River Fire District Board of Directors
Board Meeting Minutes
July 10, 2019
Time: 6:00 p.m.
Location: Fire Station 1
14100 Armstrong Woods Rd., Guerneville, CA 95446**

CALL TO ORDER

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

Present for Staff: Chief Heine, Chief Gustafson, Bolduc, Flowers

PLEDGE OF ALLEGIANCE

ROLL CALL

President Weaver-Present

Director Butts-Present (arrived at 6:04 p.m.)

Director Jackson-Present

Director Limbert-Present

Director Symmonds-Present

OPEN TIME FOR PUBLIC EXPRESSION

Lois Lebovitch- National Night Out will be held on August 6th at St. Hubert's Hall. Location may change due to insurance requirements; Sheriff Department is working on details.

AGENDA ADJUSTMENTS

Chief Heine removed closed session and report out of closed session from the agenda as there is not a need for this item. A motion by Limbert, seconded by Jackson approving the agenda. 5-0-0.

PRESENTATION

None.

RUSSIAN RIVER PROFESSIONAL FIREFIGHTERS ASSOCIATION PRESIDENT'S REPORT

None.

DIRECTOR REPORTS

None.

FIRE CHIEF'S REPORT/STAFF REPORT

Chief Heine reported on the following:

Apparatus repairs, medical director contract, National Night Out, Korbel Safety Fair participation and the structure fire on Fifth Street on June 29th.

Finance committee: charter documents and meeting schedule will be placed on the August agenda for review/adoption.



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USDA loan: The Board gave Chief Heine permission to schedule a meeting with USDA representatives, Chief Heine, Terri Bolduc and President Weaver and bring information back to the Board at the August meeting.

CONSENT CALENDAR ITEMS

A motion by Limbert, seconded by Symmonds approved the minutes as well as the financials for last month. 5-0-0

ACTION ITEMS

1. SWOT (STRENGTHS-WEAKNESSES-OPPORTUNITIES-THREATS) AND FINANCIAL ANALYSIS OF POTENTIAL ANNEXATION OF RUSSIAN RIVER FIRE PROTECTION DISTRICT

Fire Chief will present a SWOT and financial analysis conducted by staff to analyze a potential annexation of the Russian River Fire Protection District into the Sonoma County Fire District. The Board will consider whether to direct staff to prepare a concurrent resolution to apply to LAFCO for reorganization of the Russian River Fire Protection District which would be presented to the Board for action in August.

A motion by Limbert, seconded by Butts directed staff to develop a joint resolution to apply to LAFCO for reorganization. 5-0-0.

2. RESOLUTION 19/20-01 ESTABLISHING THE PUBLIC HEARING DATE TO SET THE SPECIAL TAX RATE FOR FISCAL YEAR 2019/2020

The Board will consider adopting Resolution 19/20-01 establishing the public hearing date to set the special tax rate for fiscal year 2019/2020.

A motion by Symmonds, seconded by Jackson adopted Resolution 19/20-01. 5-0-0. Roll call vote taken.

3. FRIENDS OF RIO NIDO-RIO NIDO POST OFFICE REQUEST

Tabled to the August meeting.

COMMITTEE REPORT

1. Finance-Did not meet; no report. Charter documents will be on the August agenda for review/approval.
2. Strategic Planning-Did not meet; no report.
3. Evacuation Planning-Did not meet; no report.
4. Labor Negotiations-Did not meet; no report.

FINANCIAL REPORTS

Reviewed under consent calendar.



Russian River Fire District Board of Directors

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COMMUNICATIONS

Lois Lebovitch-Guernewood Park Homeowners Association is continuing to move forward on evacuation planning; go bags are being prepared and a neighborhood car alarm system has been developed in lieu of a siren.

Chief Heine reported on the policy being developed by the County Fire Chief's for PGE shut down. Important issues: voice over internet phones, cell phone tower backup generator longevity, etc.

ADJOURNMENT

A motion by Jackson, seconded by Butts adjourned the meeting at 8:00 p.m.

Jason Weaver-Board President

Heidi Flowers-Clerk to the Board

DRAFT

Russian River Fire Protection District
 Profit & Loss Budget vs. Actual
 July 1 through August 9, 2019

1:31 PM
 08/09/19
 Accrual Basis

	Income	Jul 19	Aug 1 - 9, 19	Jul 1 - Aug 9, 19	TOTAL		
					Budget	\$ Over Budget	% of Budget
10 · Taxes							
1000 · Property Taxes - CY Secured		0.00	0.00	0.00	0.00	0.00	0.0%
1001 · CY Direct Charges		0.00	0.00	0.00	0.00	0.00	0.0%
1004 · Property Tax-CY Secured-July		0.00	0.00	0.00	0.00	0.00	0.0%
1007 · CY Direct Charges - July		0.00	0.00	0.00	0.00	0.00	0.0%
1008 · RDA Increment		0.00	0.00	0.00	0.00	0.00	0.0%
1011 · SB2557 Prop Tax Admin		0.00	0.00	0.00	0.00	0.00	0.0%
1014 · AB 1290 RDA Pass-Throughs		0.00	0.00	0.00	0.00	0.00	0.0%
1017 · Residual Prop Tax-RPTTF		0.00	0.00	0.00	0.00	0.00	0.0%
1020 · Property Taxes - CY Supp		0.00	0.00	0.00	0.00	0.00	0.0%
1040 · Property Taxes - CY Unsecured		0.00	0.00	0.00	0.00	0.00	0.0%
1042 · Cost Reim-Coll DEL CY UNS		0.00	0.00	0.00	0.00	0.00	0.0%
1060 · Prop Taxes-PY, Secured		0.00	0.00	0.00	0.00	0.00	0.0%
1061 · PY Direct Charges		0.00	0.00	0.00	0.00	0.00	0.0%
1080 · Supplemental Prop Taxes-PY		0.00	0.00	0.00	0.00	0.00	0.0%
1100 · Property Taxes - PY Unsecured		0.00	0.00	0.00	0.00	0.00	0.0%
1105 · 2017 Wildfire Tax Loss		0.00	0.00	0.00	0.00	0.00	0.0%
10 · Taxes - Other		0.00	0.00	0.00	0.00	0.00	0.0%
Total 10 · Taxes		0.00	0.00	0.00	0.00	0.00	0.0%
17 · Use of Money/Property							
1700 · Interest on Pooled Cash		0.00	0.00	0.00	0.00	0.00	0.0%
1705 · Unrealized Gains & Losses		0.00	0.00	0.00	0.00	0.00	0.0%
1760 · Other Interest Earnings		0.00	0.00	0.00	0.00	0.00	0.0%
1801 · Rent-Real Estate		0.00	0.00	0.00	0.00	0.00	0.0%
17 · Use of Money/Property - Other		0.00	0.00	0.00	0.00	0.00	0.0%
Total 17 · Use of Money/Property		0.00	0.00	0.00	0.00	0.00	0.0%
20 · Intergovernmental Revenues							
2440 · ST-HOPTR		0.00	0.00	0.00	0.00	0.00	0.0%
2500 · State Other Funding		0.00	0.00	0.00	0.00	0.00	0.0%
2930 · Special Districts		0.00	0.00	0.00	0.00	0.00	0.0%
2970 · RDA Asset Distribution		0.00	0.00	0.00	0.00	0.00	0.0%
20 · Intergovernmental Revenues - Other		0.00	0.00	0.00	0.00	0.00	0.0%
Total 20 · Intergovernmental Revenues		0.00	0.00	0.00	0.00	0.00	0.0%
30 · Charges for Services							
3661 · Fire Control Services		0.00	0.00	0.00	0.00	0.00	0.0%
3670 · Ambulance Billings		97,024.41	9,643.32	106,667.73	0.00	106,667.73	100.0%
3700 · Copy/Transcribe Fees		0.00	0.00	0.00	0.00	0.00	0.0%
3980 · Revenue Applic to PY- GEMT		0.00	0.00	0.00	0.00	0.00	0.0%
30 · Charges for Services - Other		0.00	0.00	0.00	0.00	0.00	0.0%

Russian River Fire Protection District
Profit & Loss Budget vs. Actual
 July 1 through August 9, 2019

1:31 PM
 08/09/19
 Accrual Basis

	Jul 19	Aug 1 - 9, 19	Jul 1 - Aug 9, 19	Budget	\$ Over Budget	% of Budget
Total 30 - Charges for Services	97,024.41	9,643.32	106,667.73	0.00	106,667.73	100.0%
40 - Miscellaneous Revenues						
4010 - Surplus Property Sale	0.00	0.00	0.00	0.00	0.00	0.0%
4015 - Interest Earned	9.50	0.00	9.50	0.00	9.50	100.0%
4040 - Miscellaneous Revenue						
4040 A - Jet Ski-TOT Grant	0.00	0.00	0.00	0.00	0.00	0.0%
4040 B - Holmatro Tools- TOT Grant	0.00	0.00	0.00	0.00	0.00	0.0%
4040 C - Holmatro-TOT GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
4040 D - Lexipol- GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
4040 E - RR/MR -GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
4040 F - Con't Ops- GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
4040 G - Radios-VFA Grant	0.00	0.00	0.00	0.00	0.00	0.0%
4040 H - Shared Administrative Services	0.00	0.00	0.00	0.00	0.00	0.0%
4040 I - TOT Mitigation (Amb. downpayment	0.00	0.00	0.00	0.00	0.00	0.0%
4040 J - Recruitment/Retention Grant	0.00	0.00	0.00	0.00	0.00	0.0%
4040 K - G. Rampone Benefits	0.00	0.00	0.00	0.00	0.00	0.0%
4040 L - Shared Chief Svcs	0.00	0.00	0.00	0.00	0.00	0.0%
4040 - Miscellaneous Revenue - Other	0.63	0.00	0.63	0.00	0.63	100.0%
Total 4040 - Miscellaneous Revenue	0.63	0.00	0.63	0.00	0.63	100.0%
4100 - Workers' Comp Insurance Refund	0.00	0.00	0.00	0.00	0.00	0.0%
4102 - Donations/Reimbursements	0.00	0.00	0.00	0.00	0.00	0.0%
4106 - Refunds	0.00	0.00	0.00	0.00	0.00	0.0%
4109 - Outdate/Cancel Warrants	0.00	0.00	0.00	0.00	0.00	0.0%
4116 - Insurance Reimbursement	0.00	0.00	0.00	0.00	0.00	0.0%
4128 - Reimbursements	0.00	0.00	0.00	0.00	0.00	0.0%
4128 B - Reimb. 15/16 Dispatch Fee GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
4128 - Reimbursements - Other	0.00	0.00	0.00	0.00	0.00	0.0%
Total 4128 - Reimbursements	0.00	0.00	0.00	0.00	0.00	0.0%
40 - Miscellaneous Revenues - Other	0.00	0.00	0.00	0.00	0.00	0.0%
Total 40 - Miscellaneous Revenues	10.13	0.00	10.13	0.00	10.13	100.0%
Total Income	97,034.54	9,643.32	106,677.86	0.00	106,677.86	100.0%
Cost of Goods Sold						
50000 - Cost of Goods Sold	0.00	0.00	0.00	0.00	0.00	0.0%
Total COGS	0.00	0.00	0.00	0.00	0.00	0.0%
Gross Profit	97,034.54	9,643.32	106,677.86	0.00	106,677.86	100.0%
Expense						
50 - Salaries/Employment Benefits						
5910 - Perm Positions - LOC BDS	72,257.31	3,600.00	75,857.31	0.00	75,857.31	100.0%
5911 - Extra Help-LOC BDS	4,245.00	0.00	4,245.00	0.00	4,245.00	100.0%
5912 - Overtime-LOC BDS						

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 08/09/19
 Accrual Basis

	Jul 19	Aug 1 - 9, 19	Jul 1 - Aug 9, 19	Budget	\$ Over Budget	% of Budget
5912 B - Region 5 Lexipol GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
5912 - Overtime-LOC BDS - Other	24,695.26	0.00	24,695.26	0.00	24,695.26	100.0%
Total 5912 - Overtime-LOC BDS	24,695.26	0.00	24,695.26	0.00	24,695.26	100.0%
5914 - Premium Pay-LOC BDS	2,732.94	0.00	2,732.94	0.00	2,732.94	100.0%
5919 - Agency Extra Help-LOC BDS	0.00	0.00	0.00	0.00	0.00	0.0%
5922 - FICA Retirement-LOC BDS	0.00	0.00	0.00	0.00	0.00	0.0%
5923 - PERS-LOC BDS	22,385.99	0.00	22,385.99	0.00	22,385.99	100.0%
5924 - Medicare - LOC BDS	1,531.84	0.00	1,531.84	0.00	1,531.84	100.0%
5930 - Health Insurance - LOC BDS						
5930 A - Health Ins-Retiree	4,579.58	0.00	4,579.58	0.00	4,579.58	100.0%
5930 - Health Insurance - LOC BDS - Other	33,004.08	0.00	33,004.08	0.00	33,004.08	100.0%
Total 5930 - Health Insurance - LOC BDS	37,583.66	0.00	37,583.66	0.00	37,583.66	100.0%
5931 - Disability Insurance-LOC BDS	302.50	302.50	605.00	0.00	605.00	100.0%
5932 - Dental Insurance - LOC BDS						
5932 A - Dental Ins-Retiree	408.90	0.00	408.90	0.00	408.90	100.0%
5932 - Dental Insurance - LOC BDS - Other	3,661.48	0.00	3,661.48	0.00	3,661.48	100.0%
Total 5932 - Dental Insurance - LOC BDS	4,070.38	0.00	4,070.38	0.00	4,070.38	100.0%
5933 - Life Insurance	154.30	0.00	154.30	0.00	154.30	100.0%
5934 - Vision Insurance - LOC BDS						
5934 A - Vision Ins-Retiree	38.52	0.00	38.52	0.00	38.52	100.0%
5934 - Vision Insurance - LOC BDS - Other	350.04	0.00	350.04	0.00	350.04	100.0%
Total 5934 - Vision Insurance - LOC BDS	388.56	0.00	388.56	0.00	388.56	100.0%
5935 - Unemployment Insurance LOC BDS	0.00	0.00	0.00	0.00	0.00	0.0%
5940 - Workers' Comp-LOC BDS	26,952.00	0.00	26,952.00	0.00	26,952.00	100.0%
50 - Salaries/Employment Benefits - Other	0.00	0.00	0.00	0.00	0.00	0.0%
Total 50 - Salaries/Employment Benefits	197,299.74	3,902.50	201,202.24	0.00	201,202.24	100.0%
60 - Services/Supplies						
6015 - Recruitment/Retention	0.00	0.00	0.00	0.00	0.00	0.0%
6016 - Recruitment/Retention-Region 5	0.00	0.00	0.00	0.00	0.00	0.0%
6021 - Uniform Expense	925.00	0.00	925.00	0.00	925.00	100.0%
6022 - Safety Clothing	0.00	935.18	935.18	0.00	935.18	100.0%
6040 - Communications	412.39	419.57	831.96	0.00	831.96	100.0%
6048 - Cell Phone Services	0.00	0.00	0.00	0.00	0.00	0.0%
6060 - Food	0.00	175.45	175.45	0.00	175.45	100.0%
6080 - Household Expense						
6080 C - Recliners- GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
6080 D - Mattresses- GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
6080 E - Dining Table/Chairs-GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
6080 - Household Expense - Other	0.00	105.14	105.14	0.00	105.14	100.0%
Total 6080 - Household Expense	0.00	105.14	105.14	0.00	105.14	100.0%

Russian River Fire Protection District
 Profit & Loss Budget vs. Actual
 July 1 through August 9, 2019

1:31 PM
 08/09/19
 Accrual Basis

	Jul 19	Aug 1 - 9, 19	Jul 1 - Aug 9, 19	Budget	\$ Over Budget	% of Budget
6100 · Insurance	30,276.00	0.00	30,276.00	0.00	30,276.00	100.0%
6140 · Maintenance Equipment	45.00	794.43	839.43	0.00	839.43	100.0%
6149 · Maintenance-Radio						
6149 A · VFA Grant (Radios)	0.00	0.00	0.00	0.00	0.00	0.0%
6149 · Maintenance-Radio - Other	0.00	0.00	0.00	0.00	0.00	0.0%
Total 6149 · Maintenance-Radio	0.00	0.00	0.00	0.00	0.00	0.0%
6180 · Maint-Bids/Imp						
6180 G · Roof Repair App Bay- GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
6180 H · Roof Replacement LQ-GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
6180 · Maint-Bldgs/Imp - Other	0.00	715.14	715.14	0.00	715.14	100.0%
Total 6180 · Maint-Bldgs/Imp	0.00	715.14	715.14	0.00	715.14	100.0%
6261 · Medical Supplies	335.40	3,395.82	3,731.22	0.00	3,731.22	100.0%
6280 · Memberships	440.00	0.00	440.00	0.00	440.00	100.0%
6400 · Office Expense	-9.00	413.11	404.11	0.00	404.11	100.0%
6405 · Over/Short	0.00	0.00	0.00	0.00	0.00	0.0%
6410 · Postage	0.00	0.00	0.00	0.00	0.00	0.0%
6415 · Books/Periodicals	60.00	0.00	60.00	0.00	60.00	100.0%
6457 · Computer Charges	1,174.94	1,787.47	2,962.41	0.00	2,962.41	100.0%
6461 · Supplies/Expenses	0.00	0.00	0.00	0.00	0.00	0.0%
6500 · Professional/Special Services						
6500 L · Lexipol-GRANT	5,730.00	0.00	5,730.00	0.00	5,730.00	100.0%
6500 M · Grant Writing-GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
6500 N · RR/MR Coll	0.00	0.00	0.00	0.00	0.00	0.0%
6500 O · Recruitment/Retention Grant	0.00	0.00	0.00	0.00	0.00	0.0%
6500 · Professional/Special Services - Other	52,498.15	27,097.72	79,595.87	0.00	79,595.87	100.0%
Total 6500 · Professional/Special Services	58,228.15	27,097.72	85,325.87	0.00	85,325.87	100.0%
6514 · Laboratory Services	0.00	0.00	0.00	0.00	0.00	0.0%
6516 · Data Processing Services	0.00	0.00	0.00	0.00	0.00	0.0%
6521 · County Services	0.00	0.00	0.00	0.00	0.00	0.0%
6526 · Dispatch Services	0.00	0.00	0.00	0.00	0.00	0.0%
6540 · Contract Services	0.00	0.00	0.00	0.00	0.00	0.0%
6581 · Connectivity	0.00	0.00	0.00	0.00	0.00	0.0%
6587 · LAFCO Charges	5,379.00	0.00	5,379.00	0.00	5,379.00	100.0%
6610 · Legal Services						
6610 B · RR/MR Collaboration-GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
6610 · Legal Services - Other	0.00	0.00	0.00	0.00	0.00	0.0%
Total 6610 · Legal Services	0.00	0.00	0.00	0.00	0.00	0.0%
6630 · Audit/Accounting Services	0.00	0.00	0.00	0.00	0.00	0.0%
6634 · Bank Fees	84.43	0.00	84.43	0.00	84.43	100.0%
6654 · Medical Exams	0.00	0.00	0.00	0.00	0.00	0.0%

Russian River Fire Protection District
 Profit & Loss Budget vs. Actual
 July 1 through August 9, 2019

1:31 PM
 08/09/19
 Accrual Basis

	Jul 19	Aug 1 - 9, 19	Jul 1 - Aug 9, 19	Budget	\$ Over Budget	% of Budget
6666 · Ambulance Charges	-6,377.17	6,377.17	0.00	0.00	0.00	0.0%
6695 · Immunizations	0.00	0.00	0.00	0.00	0.00	0.0%
6800 · Public/Legal Notices	0.00	195.00	195.00	0.00	195.00	100.0%
6820 · Rents/Leases Equipment	0.00	0.00	0.00	0.00	0.00	0.0%
6840 · Rents/Leases - Bldgs Imp	0.00	0.00	0.00	0.00	0.00	0.0%
6880 · Small Tools/Instruments	0.00	253.43	253.43	0.00	253.43	100.0%
6881 · Safety Equipment	0.00	0.00	0.00	0.00	0.00	0.0%
6883 · Fire Equipment	0.00	0.00	0.00	0.00	0.00	0.0%
6883 C · Holmatro Tools-TOT GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
6883 D · Hose, etc.-15/16 Dispatch GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
6883 · Fire Equipment - Other	0.00	0.00	0.00	0.00	0.00	0.0%
Total 6883 · Fire Equipment	0.00	0.00	0.00	0.00	0.00	0.0%
7000 · Special Departmental Exp	0.00	0.00	0.00	0.00	0.00	0.0%
7005 · Election Expense	0.00	0.00	0.00	0.00	0.00	0.0%
7022 · Public Relations Exp	-750.72	763.71	12.99	0.00	12.99	100.0%
7051 · Refunds	0.00	86.51	86.51	0.00	86.51	100.0%
7053 · License Fees	0.00	0.00	0.00	0.00	0.00	0.0%
7120 · Training in-Service	0.00	2,811.75	2,811.75	0.00	2,811.75	100.0%
7123 · Training - Management	0.00	0.00	0.00	0.00	0.00	0.0%
7131 · Tuition/Textbook-Taxable	0.00	0.00	0.00	0.00	0.00	0.0%
7201 · Gas/Oil	0.00	0.00	0.00	0.00	0.00	0.0%
7300 · Transportation/Travel	0.00	0.00	0.00	0.00	0.00	0.0%
7320 · Utilities	32.60	1,148.93	1,181.53	0.00	1,181.53	100.0%
7330 · Sanitation	0.00	0.00	0.00	0.00	0.00	0.0%
7390 · Water/Sewer	0.00	0.00	0.00	0.00	0.00	0.0%
7900 · Principal Payments	0.00	0.00	0.00	0.00	0.00	0.0%
7910 · Principal Payments- LT Debt	0.00	0.00	0.00	0.00	0.00	0.0%
7920 · Interest Paid	0.00	0.00	0.00	0.00	0.00	0.0%
7930 · Interest on LT Debt	0.00	0.00	0.00	0.00	0.00	0.0%
7950 · Transfer to County Investment F	0.00	0.00	0.00	0.00	0.00	0.0%
60 · Services/Supplies - Other	0.00	0.00	0.00	0.00	0.00	0.0%
Total 60 · Services/Supplies	90,256.02	47,475.53	137,731.55	0.00	137,731.55	100.0%
85 · Capital Assets						
8560 · Equipment						
8560 A · Holmatro Tools-TOT Grant	0.00	0.00	0.00	0.00	0.00	0.0%
8560 B · Heart Monitor	0.00	0.00	0.00	0.00	0.00	0.0%
8560 C · Engine Grant	0.00	0.00	0.00	0.00	0.00	0.0%
8560 D · Jet Ski-TOT Grant	0.00	0.00	0.00	0.00	0.00	0.0%
8560 E · Equipment-Other	0.00	0.00	0.00	0.00	0.00	0.0%
8560 F · TOT Mitigation (Amb. downpayment)	0.00	0.00	0.00	0.00	0.00	0.0%

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08/09/19
Accrual Basis

**Russian River Fire Protection District
Profit & Loss Budget vs. Actual
July 1 through August 9, 2019**

	Jul 19	Aug 1 - 9, 19	Jul 1 - Aug 9, 19	Budget	\$ Over Budget	% of Budget
TOTAL						
8560 G · Strategic Plan	0.00	0.00	0.00	0.00	0.00	0.0%
8560 · Equipment - Other	0.00	0.00	0.00	0.00	0.00	0.0%
Total 8560 · Equipment	0.00	0.00	0.00	0.00	0.00	0.0%
85 · Capital Assets - Other	0.00	0.00	0.00	0.00	0.00	0.0%
Total 85 · Capital Assets	0.00	0.00	0.00	0.00	0.00	0.0%
90 · Appropriations for Cont						
9000 · Unanticipated Expenses	0.00	0.00	0.00	0.00	0.00	0.0%
90 · Appropriations for Cont - Other	0.00	0.00	0.00	0.00	0.00	0.0%
Total 90 · Appropriations for Cont	0.00	0.00	0.00	0.00	0.00	0.0%
9100 · Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.0%
Total Expense	287,555.76	51,378.03	338,933.79	0.00	338,933.79	100.0%
Net Income	-190,521.22	-41,734.71	-232,255.93	0.00	-232,255.93	100.0%

Russian River Fire Protection District Check Detail July 11, 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	2594	07/11/2019	Bound Tree		105 · Bank of the ...		-335.40
Bill		07/11/2019			6261 · Medical Supp...	-335.40	335.40
TOTAL						-335.40	335.40
Bill Pmt -Check	2595	07/11/2019	Comcast		105 · Bank of the ...		-879.98
Bill		07/11/2019			7320 · Utilities	-32.60	32.60
					7320 · Utilities	-32.60	32.60
					6040 · Communicati...	-174.90	174.90
					6040 · Communicati...	-174.90	174.90
					6040 · Communicati...	-237.49	237.49
					6040 · Communicati...	-227.49	227.49
TOTAL						-879.98	879.98
Bill Pmt -Check	2596	07/11/2019	FDAC EBA		105 · Bank of the ...		-22,027.95
Bill		07/11/2019			5930 · Health Insura...	-17,377.51	17,377.51
					5930 A · Health Ins-...	-2,289.79	2,289.79
					5932 · Dental Insura...	-1,858.43	1,858.43
					5932 A · Dental Ins-...	-204.45	204.45
					5934 · Visions Insur...	-178.01	178.01
					5934 A · Vision Ins-...	-19.26	19.26
					5933 · Life Insurance	-100.50	100.50
TOTAL						-22,027.95	22,027.95
Bill Pmt -Check	2597	07/11/2019	Lambert 76 Station		105 · Bank of the ...		-48.06
Bill		07/11/2019			7201 · Gas/Oil	-48.06	48.06
TOTAL						-48.06	48.06
Bill Pmt -Check	2598	07/11/2019	Sonoma West Tim...		105 · Bank of the ...		-60.00
Bill		07/11/2019			6415 · Books/Period...	-60.00	60.00
TOTAL						-60.00	60.00

Russian River Fire Protection District
Check Detail
July 11, 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	2599	07/11/2019	WEX Bank		105 · Bank of the ...		-1,915.25
Bill		07/11/2019			7201 · Gas/Oil	-1,915.25	1,915.25
TOTAL						-1,915.25	1,915.25
Bill Pmt -Check	2600	07/11/2019	Wittman Enterprises		105 · Bank of the ...		-3,464.85
Bill		07/11/2019			6666 · Ambulance C...	-3,464.85	3,464.85
TOTAL						-3,464.85	3,464.85
Bill Pmt -Check	2601	07/11/2019	Zoll		105 · Bank of the ...		-1,174.94
Bill		07/11/2019			6457 · Computer Ch...	-587.47	587.47
TOTAL						-587.47	587.47
						-1,174.94	1,174.94

Russian River Fire Protection District
Check Detail
July 17, 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	2602	07/17/2019	Kyocery Document...		105 · Bank of the ...		-94.87
Bill		07/17/2019			6400 · Office Expense	-94.87	94.87
TOTAL						-94.87	94.87
Bill Pmt -Check	2603	07/17/2019	LAFCO		105 · Bank of the ...		-5,379.00
Bill		07/17/2019			6587 · LAFCO Char...	-5,379.00	5,379.00
TOTAL						-5,379.00	5,379.00
Bill Pmt -Check	2604	07/17/2019	Lexipol LLC		105 · Bank of the ...		-5,730.00
Bill		07/17/2019			6500 L · Lexipol-GR...	-5,730.00	5,730.00
TOTAL						-5,730.00	5,730.00
Bill Pmt -Check	2605	07/17/2019	REDCOM		105 · Bank of the ...		-3,241.36
Bill		07/17/2019			6526 · Dispatch Ser...	-3,241.36	3,241.36
TOTAL						-3,241.36	3,241.36
Bill Pmt -Check	2606	07/17/2019	True Value Hardware		105 · Bank of the ...		-82.51
Bill		07/17/2019			6180 · Maint-Bldgs/...	-82.51	82.51
TOTAL						-82.51	82.51

Russian River Fiscal Year 2018-2019

	CHARGES	MCARE WRITE DOWNS	MCAL. WRITE DOWNS	OTHER CONTRACTUAL WRITE DOWNS	NET CHARGES	PAYMENTS	REFUNDS	COLLECTION ADJ	NET PAYMENTS	BAD DEBT WRITE OFFS	ADJUSTMENTS	NEW A/R BALANCE
JULY '18	\$ 273,172.25	\$ 98,200.73	\$ 56,460.85	\$ 200.00	\$ 118,310.67	\$ 53,481.59	\$ -	\$ 200.00	\$ 53,281.59	\$ 30,729.01	\$ 0.09	\$ 448,533.39
AUGUST '18	\$ 197,637.25	\$ 88,347.71	\$ 35,679.55	\$ 4,685.57	\$ 68,924.42	\$ 75,840.21	\$ -	\$ 144.00	\$ 75,696.21	\$ 23,674.14	\$ -	\$ 418,087.46
SEPTEMBER '18	\$ 159,220.50	\$ 71,758.56	\$ 26,753.61	\$ 2,123.19	\$ 58,585.14	\$ 47,702.38	\$ -	\$ 440.59	\$ 47,261.79	\$ 9,525.90	\$ (1,264.95)	\$ 418,619.96
OCTOBER '18	\$ 157,867.50	\$ 56,756.86	\$ 34,714.77	\$ -	\$ 66,395.87	\$ 68,294.92	\$ -	\$ 50.00	\$ 68,244.92	\$ 6,464.19	\$ (468.50)	\$ 409,838.22
NOVEMBER '18	\$ 210,011.25	\$ 94,503.22	\$ 46,766.14	\$ 4,496.00	\$ 64,245.89	\$ 52,899.52	\$ -	\$ -	\$ 52,899.52	\$ 22,191.26	\$ (2,804.50)	\$ 396,188.83
DECEMBER '18	\$ 186,478.50	\$ 77,550.85	\$ 52,679.16	\$ -	\$ 56,248.49	\$ 51,970.72	\$ -	\$ 60.00	\$ 51,910.72	\$ 10,256.13	\$ (137.90)	\$ 390,132.57
JANUARY '19	\$ 144,484.50	\$ 66,377.29	\$ 37,289.63	\$ 1,911.81	\$ 38,905.77	\$ 61,459.17	\$ -	\$ -	\$ 61,459.17	\$ 24,596.48	\$ 2.10	\$ 342,984.79
FEBRUARY '19	\$ 138,334.25	\$ 41,059.82	\$ 37,604.63	\$ 2,422.59	\$ 57,247.21	\$ 47,963.78	\$ -	\$ 2,502.00	\$ 45,461.78	\$ 7,959.30	\$ 68.13	\$ 346,879.05
MARCH '19	\$ 198,764.25	\$ 69,123.15	\$ 58,475.66	\$ 7,332.03	\$ 63,833.41	\$ 35,211.37	\$ 3,315.61	\$ 177.00	\$ 31,718.76	\$ 17,852.72	\$ 113.71	\$ 361,254.69
APRIL '19	\$ 177,956.25	\$ 81,115.48	\$ 27,331.44	\$ -	\$ 69,509.33	\$ 50,368.97	\$ -	\$ 557.83	\$ 49,811.14	\$ 19,896.87	\$ 2.24	\$ 361,058.25
MAY '19	\$ 204,189.25	\$ 80,802.72	\$ 56,343.68	\$ 1,765.89	\$ 65,276.96	\$ 53,667.26	\$ -	\$ -	\$ 53,667.26	\$ 12,378.76	\$ 0.08	\$ 360,289.27
JUNE '19	\$ 340,463.25	\$ 110,157.76	\$ 77,173.48	\$ -	\$ 153,132.01	\$ 53,505.32	\$ -	\$ 200.00	\$ 53,305.32	\$ 8,341.63	\$ -	\$ 451,774.33
YEAR TO DATE TOTALS	\$ 2,388,579.00	\$ 935,754.15	\$ 547,272.60	\$ 24,937.08	\$ 880,615.17	\$ 652,365.21	\$ 3,315.61	\$ 4,331.42	\$ 644,718.18	\$ 193,866.39	\$ (4,489.50)	
YTD PERCENTAGE OF REVENUE		39.18%	22.91%	1.04%	36.87%	27.31%	0.14%	0.18%	26.99%	8.12%	-0.19%	
YTD PERCENTAGE OF NET REVENUE									73.21%			

Management Summary Report
Monthly and Fiscal Year to Date
Russian River Fire Dept.
June 2019

Financial Class	Number of Accounts	Percent of Total	Year to Date Total Accts.	Percent of Total YTD	Charges	Percent of Total	Year to Date Total Charges	Percent of Total YTD	Payments	Percent of Total	Year to Date Payments	Percent of Total YTD
Medicare	17	18.68%	265	0.00%	\$66,555.00	19.55%	\$720,890.75	0.00%	\$5,463.74	10.21%	\$130,768.52	20.05%
Medicare HMO	1	1.10%	34	0.00%	\$4,195.00	1.23%	\$86,478.00	0.00%	\$1,465.49	2.74%	\$12,880.74	1.97%
Medi-Cal	0	0.00%	14	0.00%	\$0.00	0.00%	\$34,668.50	0.00%	\$785.45	1.47%	\$5,448.03	0.84%
Medi-Cal HMO	20	21.98%	185	0.00%	\$69,790.00	20.50%	\$434,232.50	0.00%	\$7,577.06	14.16%	\$43,556.61	6.68%
Insurance	8	8.79%	83	0.00%	\$34,492.50	10.13%	\$216,621.00	0.00%	\$8,062.83	15.07%	\$176,789.90	27.10%
Private Pay	21	23.08%	236	0.00%	\$62,120.00	18.25%	\$386,745.00	0.00%	\$7,466.00	13.95%	\$73,603.64	11.28%
Kaiser	11	12.09%	68	0.00%	\$41,587.50	12.21%	\$179,600.50	0.00%	\$16,260.00	30.39%	\$147,484.95	22.61%
Kaiser MCARE	12	13.19%	101	0.00%	\$48,551.25	14.26%	\$282,497.50	0.00%	\$6,071.29	11.35%	\$49,986.61	7.66%
Kaiser MCAL	1	1.10%	9	0.00%	\$4,562.50	1.34%	\$22,694.00	0.00%	\$353.46	0.66%	\$11,826.21	1.81%
Other	0	0.00%	0	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
Prior Sales					\$8,609.50	2.53%	\$22,151.25	100.00%	\$53,505.32	100.00%	\$652,365.21	100.00%
Sub Total	91	100.00%	995	0.00%	\$340,463.25	100.00%	\$2,388,579.00	100.00%	\$0.00	0.00%	\$0.00	0.00%
Dry Runs	0	0.00%	0	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
Total	91	100.00%	0	0.00%	\$340,463.25	100.00%	\$0.00	100.00%	\$53,505.32	100.00%	\$652,365.21	100.00%

ACTION ITEMS:

RESOLUTION 19/20-03

RESOLUTION 19/20-04

RESOLUTION 19/20-05



**Russian River Fire Protection District
Board of Directors
Staff Report**

Action Item: _____

Date: April 5, 2019

Topic: Resolution 19/20-03: A CONCURRENT RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA COUNTY FIRE DISTRICT AND THE BOARD OF DIRECTORS OF THE RUSSIAN RIVER FIRE PROTECTION DISTRICT; CONSTITUTING THE DISTRICTS' RESOLUTION OF APPLICATION TO THE LOCAL AGENCY FORMATION COMMISSION OF SONOMA COUNTY FOR AMENDMENT OF DISTRICTS' SPHERES OF INFLUENCE AND THE ANNEXATION OF THE RUSSIAN RIVER FIRE PROTECTION DISTRICT INTO THE SONOMA COUNTY FIRE DISTRICT

Recommendation: Adopt Resolution 19/20-03. The proposed annexation provides a long-term solution for improving fire and emergency medical response to the residents of the Russian River Fire Protection District.

Financial Impact:

A comprehensive financial analysis of the proposed annexation of the Russian River Fire Protection District by the Sonoma County Fire District was conducted. (Attachment B)

Background:

Over the past several months, the Russian River Fire Protection District ("RRFPD") has been in conversation with the Sonoma County Fire District ("SCFD") regarding the possibility of becoming part of the SCFD. What began as preliminary exploratory conversation turned into in-depth analysis of a potential annexation.

A formal presentation by the SCFD regarding annexation was made at the June, 2019, Board of Directors meeting and led to a lengthy exploratory conversation by the Board with good input and questions from community members in attendance. An additional formal presentation of a financial analysis and SWOT analysis was conducted for Board at is July, 2019, meeting. Again, a lengthy discussion was had by the Board regarding the strengths, weaknesses, opportunities, and threats of a proposed annexation by the SCFD. There were several community members in attendance who each provided good input to the Board's discussions. The result of the July Board meeting was an action by the Board directing District staff to

The SCFD emerged from a consolidation of the Windsor Fire District, Rincon Valley Fire District, Mountain Volunteer Fire Department, and the Bennett Valley Fire District. This growing, successful organization has increased services to the communities that it serves and increased firefighter staffing in those stations. To be clear, SCFD is not a part of nor governed by the County of Sonoma—like RRFPD, it is an independent special district and government agency with its own Board of Directors.



Russian River Fire Protection District Board of Directors Staff Report

Over the past two decades, RRFPD has explored many annexation and consolidation solutions, hoping to maintain service levels while reducing costs. Our financial projections indicate either a significant tax increase or a significant reduction in staffing and service levels will have to occur to simply maintain (not improve) emergency response capability as an independent district for our residents.

The RRFPD does not currently have a Fire Chief or any administrative personnel. There are no Chief Officers in the organization. The highest ranked position in the organization is Fire Captain. The organization conducted a recruitment for the position of Fire Chief in 2018 that did not produce a viable candidate for the position. During this time frame, the three Shift Captains have been sharing the responsibilities of District leadership and administration and have done a remarkable job. However, this is not a proper methodology for leading a contemporary fire district and is not sustainable.

A solution for District executive leadership was recently achieved through a contract for service with the SCFD. The SCFD is currently providing the services of a Fire Chief, Deputy Fire Chief, Executive Assistant, Administrative Assistant, and Finance Director through a contract for service in the amount of \$160,000 per year. While this is an interim solution to a void in executive leadership and administrative support, a long-term solution must be pursued.

The success achieved through the agreement with SCFD led to formal discussions on the possibility of being annexed into the SCFD. This concept is further supported by the inability of the Fire District to demonstrate a financial sustainability over the next five years without having to go back to voters for a significant increase in the Fire District's parcel tax rates. Financial analysis determined that a future parcel tax increase of more than \$200/yr would be needed to demonstrate financial sustainability. This would increase the average residential fire parcel tax from the current average of \$140/parcel/year to more than \$300/parcel/year.

Analysis of a potential annexation by the SCFD quickly produced several tangible and positive impacts that RRFPD taxpayers would receive as a result of annexation.

First, the SCFD utilizes a three-person staffing model on its fire engines. Currently, the RRFPD daily staffing is a Captain and Engineer on the fire engine and two Firefighter/Paramedics on its ambulance. There is currently no Firefighter/Paramedic on the fire engine. Each day, the RRFPD ambulance is committed to transporting patients to Santa Rosa area hospitals. This results in the region's Paramedics being out of the Fire District for more than 8 hours out of every 24hr period. In other words, on average, there is no Paramedic in the Russian River Fire Protection District for more than 8hrs a day. The SCFD would increase fire engine staffing by adding a Firefighter/Paramedic to the daily fire engine staffing. This ensures the availability of Paramedic advanced life support in the RRFPD when the ambulance is committed to



Russian River Fire Protection District Board of Directors Staff Report

transporting a patient to a Santa Rosa area hospital. This is a very significant service enhancement for the communities that we serve.

Second, we gain the depth of executive leadership and administrative support that is already in place in the SCFD which includes additional positions such as Training/Safety Chief, Shift Battalion Chiefs, logistics, and additional administrative support. Should the RRFPD remain an independent organization we would be forced to hire many of these positions ourselves at a considerable and unsustainable ongoing cost.

Third, the SCFD currently employs a fire parcel tax which is slightly higher than our existing fire parcel tax but significantly lower than what we anticipate burdening our taxpayers for in the immediate future. The average homeowner would pay approximately \$184/home/year under the annexation scenario. This is a very minor tax increase to gain significant service level enhancements.

The Municipal Services Study recently published by Sonoma Local Agency Formation Commission ("LAFCO") provided the following determinations:

- The District has been meeting its expenses without difficulty and has been able to provide funding for infrastructure needs (primarily vehicle and equipment replacement). However, projections indicate that Russian River will not be able to cover expenses very soon and will face difficult service cuts.
- Russian River will require additional, sustained revenue to support its current operations, which includes a "2/0" staffing program for engine companies and the ambulance. The District would ideally be staffed at a "3/0" level.
- Financial management of Russian River is sound and is independently audited on an annual basis.

In summary, the proposed annexation provides a long-term solution for improving fire and emergency medical response:

- increase firefighter/paramedic staffing in the Guerneville station
- provide Chief, executive, and administrative leadership that would not otherwise be affordable
- improve purchasing power and reduce overhead costs
- bring relatively little or no tax increase for nearly all Russian River residential property owners
- avoid the reduction of staffing or significant parcel tax increases that budget shortfalls will dictate in 2–3 years

Annexation by the Sonoma County Fire District would bring the addition of three Firefighter/Paramedic positions to the Guerneville fire station. We currently only have



**Russian River Fire Protection District
Board of Directors
Staff Report**

Paramedics on our ambulance. Right now, for approximately eight hours a day on average, RRFPD's ambulance is committed to transporting someone to a Santa Rosa area hospital. During this time, there are no Paramedics in our fire district to respond to the next medical emergency. The three would significantly enhance the service that we can provide to our residents by ensuring the availability of a Firefighter/Paramedic on both our fire engine and our ambulance.

Residents would benefit from a fire department with improved purchasing power, reduced overhead costs, an improved ability to retain staff through better growth opportunities and improved pay, and better interconnectedness with neighboring departments

Other Options Considered:

Without significant additional revenue, RRFPD faces significant financial burdens that put the viability of the District in doubt over the next few years. Local voters would need to approve a sizable parcel tax rate hike—our estimates suggest at least a doubling of the current rate—to simply maintain current levels of staffing.

While reducing staff might lower costs, the Board has no tolerance for reducing service quality at a time of increasing risks.

Finally, RRFPD leadership has sought to partner and combine with neighboring districts many times in the past. During the past year, the Board and staff have explored forging such cooperative relationships with other West County agencies. After much examination and consideration, we believe that joining SCFD represents a unique opportunity to improve service quality without a sharp increase in costs for our taxpayers.

Attachments:

Attachment A: Resolution 19/20-03

Attachment B: Annexation Fiscal Analysis Report on the Russian River Fire Protection District

Attachment C: Frequently Asked Questions

RESOLUTION No. 19/20-03

Dated: August 14, 2019

A CONCURRENT RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA COUNTY FIRE DISTRICT AND THE BOARD OF DIRECTORS OF THE RUSSIAN RIVER FIRE PROTECTION DISTRICT; CONSTITUTING THE DISTRICTS' RESOLUTION OF APPLICATION TO THE LOCAL AGENCY FORMATION COMMISSION OF SONOMA COUNTY FOR AMENDMENT OF DISTRICTS' SPHERES OF INFLUENCE AND THE ANNEXATION OF THE RUSSIAN RIVER FIRE PROTECTION DISTRICT INTO THE SONOMA COUNTY FIRE DISTRICT

WHEREAS, the Boards of Directors of Sonoma County Fire District ("SCFD") and the Russian River Fire Protection District ("RRFPD", both located in Sonoma County, California (collectively "the Parties"), desire to initiate proceedings pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with section 56000 of the California Government Code ("Cortese-Knox-Hertzberg Act"), with the Local Agency Formation Commission of the County of Sonoma ("Sonoma LAFCO") for the reorganization of the Parties as specified herein; and

WHEREAS, the Parties have agreed to initiate proceedings with Sonoma LAFCO by adoption of this Concurrent Resolution for reorganization consisting of the dissolution of RRFPD and annexation of the territory in the dissolved District into the SCFD ("the Proposed Reorganization") resulting in a reorganized fire protection district which shall continue to be called the Sonoma County Fire District ("the Reorganized District"); and

WHEREAS, California Government Code section 56853 provides in part that, in the case of a concurrent resolution for reorganization, Sonoma LAFCO shall approve or conditionally approve, the Proposed Reorganization; and

WHEREAS, notice of intent to adopt this Concurrent Resolution has not been given to Sonoma LAFCO, or to any interested agency or subject agency; and

WHEREAS, the boundaries of the territory included in the Reorganized District will be the combined territories of SCFD and RRFPD, as described in Exhibit "A", attached hereto and incorporated herein by this reference; and

WHEREAS, the Proposed Reorganization requires the amendment of the Districts' spheres of influence by Sonoma LAFCO to include the boundaries of the territory included in the Reorganized District ; and

WHEREAS, the territory included in the Reorganized District is inhabited, as defined in the Cortese-Knox- Hertzberg Act; and

WHEREAS, the Parties desire that the Proposed Reorganization be subject to the following terms and conditions as set forth herein:

- a. The name of the Reorganized District shall continue to be the “Sonoma County Fire District”.
- b. The Reorganized District is intended to achieve greater economy and efficiency in providing fire protection and emergency services. The Parties have determined that the Proposed Reorganization is in the best interest of the Parties in order to protect better services to the residents of the Reorganized District.
- c. Pursuant to the provisions of California Health and Safety Code section 13842, the Board of Directors of the Reorganized District shall remain seven members.
- d. All assets, unrestricted, restricted or fiduciary, held by the Parties shall be transferred to and become assets of the Reorganized District. The Reorganized District shall be the successor agency to RRFPD.
- e. The Parties request a determination by LAFCO that no property tax allocation agreement is required for the transfer of the taxes, assets and equipment of RRFPD to the Reorganized District.
- f. The Parties request a determination by Sonoma LAFCO that the initial appropriation limit for the Reorganized District shall be the total of the combined existing appropriation limits of SCFD and RRFPD, as well as the anticipated increased tax collections projected from the extension of the SCFD’s special tax throughout the Reorganized District.
- g. All liabilities of RRFPD shall be transferred to and become liabilities of the Reorganized District.
- h. The effective date of the Proposed Reorganization shall be the date of recordation of the certificate of completion of reorganization as provided by Government Code section 57200 et seq.
- i. Distribution of Services: The Board of Directors of the Reorganized District will authorize an annual work plan for services throughout the Reorganized District.

WHEREAS, the Parties hereby consent to the Proposed Reorganization without election by the registered voters within the respective Districts; and

WHEREAS, the Parties' find that the Proposed Reorganization appears to be categorically exempt on the California Environmental Quality Act ("CEQA") by virtue of section 15320 of the State CEQA Guidelines ("Class 20 Exemption") because the Proposed Reorganization is a reorganization of a local government agencies where the changes do not change the geographical area in which previously existing powers are exercised.

NOW, THEREFORE, the Boards of Directors of Sonoma County Fire District and the Russian River Fire Protection District hereby find, determine, declare, resolve and order as follows:

1. The foregoing recitals are true and correct and are adopted as herein for above-set forth.
2. Sonoma LAFCO is requested to undertake proceedings for the Proposed Reorganization according to the terms and conditions stated above and in the manner provided in the Cortese-Knox- Hertzberg Act.
3. The President of the Board of Directors of each Party is authorized and directed to execute this Concurrent Resolution and any other documents as Sonoma LAFCO may reasonably request to accomplish the Proposed Reorganization initiated by this Concurrent Resolution.
4. The Fire Chief of the Sonoma County Fire District, and/or his designee, shall be, and is hereby, authorized and directed to perform any and all acts required to complete the Proposed Reorganization initiated by this Concurrent Resolution, including, but not limited to, preparation and coordination of the application to Sonoma LAFCO, and preparation and filing of Notice of Exemption with the County Clerk in accordance with the provisions of CEQA and the State CEQA guidelines.

This Concurrent Resolution is effective from the latest date of execution shown below.

SONOMA COUNTY FIRE DISTRICT:

Passed, approved and adopted at a regular meeting of the Board of Directors of the Sonoma County Fire District by the following votes. Passed and adopted this _____, 2019.

President, Board of Directors

Ayes: _____

Noes: _____

Absent: _____

CERTIFICATION:

Clerk of the Board of Directors

RUSSIAN RIVER FIRE PROTECTION DISTRICT:

Passed, approved and adopted at a regular meeting of the Board of Directors of the Russian River Fire Protection District by the following votes. Passed and adopted this _____, 2019.

President, Board of Directors

Ayes: _____

Noes: _____

Absent: _____

CERTIFICATION:

Clerk of the Board of Directors

DRAFT REPORT

**Annexation Fiscal Analysis Report on the
Russian River Fire Protection District**



Prepared by:
Finance Manager Teri Bolduc

June 2019

Russian River Fire Protection District
Potential Annexation Fiscal Analysis Report

Executive Summary

Sonoma County Fire District (SCFD) and Russian River Fire Protection District (RRFPD) have expressed interest in exploring the possibility of annexation of the Russian River Fire Protection District into the Sonoma County Fire District. The purpose of this Fiscal Analysis Report is to identify the financial impacts and opportunities related to the proposed annexation.

One of the important factors for Sonoma County Fire District is to determine fiscal sustainability of the RRFPD service area. This fiscal analysis report details the potential increases in revenue and expenditures if annexation occurred.

Sonoma County Fire District has two special tax assessments that would be levied on the RRFPD service area parcels if an annexation occurred, which provide additional revenue to meet the service area needs. Additionally, the RRFPD recently increased their Ambulance Fee Rate Schedule that will generate new revenue. An opportunity participate in the Ground Emergency Medical Transportation (GEMT) program provides additional revenue. The collective anticipated increase in revenue is \$754,800.

If an annexation occurred, the current full-time employees of the Russian River Fire Protection District would potentially become employees of Sonoma County Fire District. The comparison of estimated salaries and benefits are detailed in the report. The salary and benefit expenditures are estimated to increase by \$132K. Cost efficiencies related to being one district have been identified in service and supplies expenditures in the amount of \$25,000.

The Russian River Fire Protection District has identified capital needs which include the need for a new fire station. The increase in anticipated revenue is not sufficient to solve the capital funding needs. Additional planning related to funding the capital needs will need to be explored. A community facilities funding opportunity is provided in the details of this report.

The findings of this fiscal analysis are that the anticipated increase in revenue is sufficient to offset the expected increase in annual operational expenditures if the district was annexed. The recent increase in ambulance fee revenue will provide the opportunity to shift some of the property tax base revenue to funding either a facility capital improvement fund, or a replacement facility loan payment which will assist in addressing the fire station replacement needs.

Revenue

	Current	Projected if Annexed	Difference
Property Taxes	\$1,064,572	\$1,064,572	\$0
Current Special Taxes	\$553,105	\$760,296	\$207,191
Other Ongoing Revenue	\$14,000	\$14,000	\$0
Ambulance Fees	\$729,000	\$1,254,000	\$529,000
GEMT- Potential Revenue	\$0	\$18,643	\$18,643
Total Revenue	\$2,356,677	\$3,010,853	\$754,834

The District is in a previous Redevelopment Agency Area for property tax purposes and is subject to a property tax levy from the Redevelopment Property Tax Trust Fund (RPTTF). The annual loss to the RPTTF in Fiscal year 2017-2018 was a net cost of \$16,723. Although the redevelopment projects in the Russian River area have been completed, the District will continue to pay a pro-rated portion of the RPTTF administrative costs until Fiscal Year 2034-2035.

The District has 4375 parcels. If the Sonoma County Fire District (SCFD) Special Taxes were overlaid on the Russian River Fire Protection District's parcels, the estimated additional annual revenue would be \$207,000.

The District contains 487 Low Value Parcels. The Sonoma County Fire District Ordinances require that the special taxes be levied on the low value parcels. There are areas within the Korbel Winery and Vineyard properties and the Odd Fellow Hall property that require additional on-site assessments to determine square footage, which could increase the revenue estimate.

The Russian River Fire Protection District (RRFPD) recently increased their Ambulance Fee rates which will generate an estimated \$529,000 increase in revenue annually.

Ground Emergency Medical Transportation (GEMT) Revenue is not currently being leveraged by the District. The District has the potential to leverage an estimated \$18,643 in revenue.

The Russian River Fire Protection District's Prop 4 Limit is set at 1.8 Million in FY 2018-2019.

Salaries and Benefits

	Current	Projected if Annexed	Difference
Salaries- Permanent Staff	\$1,061,435	\$1,161,648	\$100,213
Benefits- Permanent Staff	\$218,323	\$255,108	\$36,785
CalPers- Employer Share	\$252,000	\$247,011	-\$4,989
Total Salary and Benefit Estimates	\$1,531,758	\$1,663,767	\$132,009

The District employs twelve (12) Full-Time positions, which includes five (5) Firefighter/Paramedics, one (1) Paramedic, three (3) Engineers and three (3) Captains. There is currently one vacancy in the Engineer rank. For the purposes of salary comparisons, the Firefighter Paramedic and Paramedic positions have been calculated at the Sonoma County Fire District Firefighter rate plus 10%.

The anticipated cost to bring the RRFPD employees up to the current Sonoma County Fire District Memorandum of Understanding rates for salaries and benefits is \$132,009. The cost of the anticipated salary increases anticipated in January 2020 would be \$34,850, and an additional \$35,900 in January 2021.

The District provides a comparable benefit package. The District offsets 85% or 90% of the Health Insurance costs for various employees. Sonoma County Fire District has monthly premium maximums established. These different approaches to health insurance costs may positively or negatively impact the effected employees take home pay.

The district has one retiree who has a retirement agreement that utilizes a reserve of sick leave and vacation payout funds to pay monthly health, dental and vision benefit premiums. The balance of the reserve bank is \$113,831. In the event the employee has remaining balances upon death, any residual value of the reserve bank is paid out to the employee's estate.

The District has ten (10) PERS Classic Employees @ 2% @ 50 and two (2) PERS PEPRA Employees. The Sonoma County Fire District Classic employees participate in a 3% @ 55 plan. The District currently budgets \$4,989 more than the anticipated SCFD PERS annual costs.

Service and Supplies Expenses

	Current	Projected if Annexed	Difference
Service and Supplies	\$442,983	\$417,983	-\$25,000

Most service and supplies expenses would remain the same. Cost efficiencies may be possible in Professional Services, Legal Services, Memberships, Training, Audit Expense and Equipment. Potential efficiency savings are estimated at \$25,000 annually.

Long Term Debt

	Current Annual Payment	Projected if Annexed	Difference
Long Term Debt	\$27,948	\$27,948	\$0

The annual payment on debt to finance an ambulance is \$27,948.

Assets and Liabilities

Apparatus

Year	Make	Description	Type	Value
2019	Demers	ALS Ambulance	Ambulance	\$216,151
2018	Ferrara	Pumper LDH	Type 3	\$414,715
2017	Karavan	Trailer	Trailer	\$1,000
2013	Ferrara	Pumper LDH	Type 1	\$322,000
2012	Ford	Light Rescue	Lt. Rescue	\$45,000
2009	Ford	ALS Ambulance	Ambulance	\$160,000
2005	Ford	ALS Ambulance	Ambulance	\$150,000
2000	Dodge	First Responder	Rescue/Utility	\$10,000
1994	Pierce	Pumper LDH	Type 1	\$300,000
2017	Zodiac/Pacific	Boat & Trailer	Boat	\$14,000
2018	Sea Doo	Jet Ski	Jet Ski	\$10,000
Total				\$1,641,866

The District has made significant investment in response apparatus. The majority of the fleet has significant useful life remaining and is not in need of replacement. The Light Rescue apparatus replacement has been identified as a capital need.

Fund Balance and Reserves

Fund Balance/Reserves	
Undesignated Fund Balance	\$1,120,398

The District Fund Balance at the beginning of Fiscal Year 2018-2019 was \$1,226,079. The anticipated use of Fund Balance in Fiscal Year (FY) 18-19 is \$105,681. The projected FY 18-19 ending fund balance is \$1,120,398. The District does not have capital fund or apparatus replacement reserves.

Liabilities

Liabilities	
Loan on Ambulance	\$130,668

The district will pay off an existing lease agreement in Fiscal Year 18-19. A new lease agreement was recently established in the amount of \$206,151. The initial payment installment of \$75,483 has been made. Remaining payments include four (4) annual payments in the amount of \$27,948 each and one final payment in the amount of \$41,014. The lease will be paid off in fiscal year 2023-2024.

Capital Needs Identified

Capital Needs Identified	
Fire Station - Replacement Needed	5M-6M
Utility Pickup	\$60,000

The District recently wrote a grant proposal for the Utility Pickup need. The grant has a cost share of 45%, which would be \$27,000 District share if approved.

Facility Funding Opportunity

The Russian River Fire District meets the criteria to participate in the USDA Community Facilities Direct Loan Program. This program provides funding to develop essential facilities in rural areas (including fire stations). This loan program could be potential solution to the District's fire station replacement need. Details on the program are attached to this report. This program would need to be obtained prior to an annexation, as the funding criteria is based on population of the area served. The loan program provides for construction loan funding to be repaid over a 40-year period. The current loan rate is 4.25%. The service area would no longer be eligible for the program funding once an annexation occurred as SCFD serves a larger population base.

Summary

In the event of an annexation of Russian River Fire Protection District, the anticipated revenue increases from the Sonoma County Fire District Tax Overlay onto the District (\$207,000), the Ambulance Fee Increases (\$529,000) and the addition of GEMT revenue (\$18,643) provide for a revenue increase in the amount of \$754,834.

Expenses in the first year are estimated to increase in Salaries and Benefits (\$132,009) and decrease in Service and Supplies (\$-25,000), netting an expenditure increase in the amount of \$107,009.

The combined result is a positive net position in the amount of \$647,825.

The facility replacement need would be the most significant financial challenge. The recommendation is to utilize the positive net position funding to establish a facility capital improvement fund that would begin to provide funding for the facility replacement or to provide for funds to repay a facility loan.

Recommend exploring facility funding options, including the USDA Loan/Grant Program indicated in advance of annexation to put both districts in the best position to leverage the required funding to meet the facility replacement needs.

Community Facilities Direct Loan & Grant

What does this program do?

This program provides affordable funding to develop essential community facilities in rural areas. An essential community facility is defined as a facility that provides an essential service to the local community for the orderly development of the community in a primarily rural area, and does not include private, commercial or business undertakings.

Who may apply for this program?

Eligible borrowers include:

- Public bodies
- Community-based nonprofit corporations
- Federally recognized Tribes

What is an eligible area?

Rural areas including cities, villages, townships and towns including Federally Recognized Tribal Lands with no more than 20,000 residents according to the latest U.S. Census Data are eligible for this program.

How may funds be used?

Funds can be used to purchase, construct, and/or improve essential community facilities, purchase equipment and pay related project expenses.

Examples of essential community facilities include:

- Healthcare facilities such as hospitals, medical clinics, dental clinics, nursing homes or assisted living facilities
- Public facilities such as town halls, courthouses, airport hangars or street improvements
- Community support services such as child care centers, community centers, fairgrounds or transitional housing
- Public safety services such as fire departments, police stations, prisons, police vehicles, fire trucks, public works vehicles or equipment
- Educational services such as museums, libraries or private schools
- Utility services such as telemedicine or distance learning equipment
- Local food systems such as community gardens, food pantries, community kitchens, food banks, food hubs or greenhouses

For a complete list see Code of Federal Regulations 7 CFR, Part 1942.17(d) for loans; 7 CFR, Part 3570.62 for grants.

What kinds of funding are available?

- Low interest direct loans
- Grants
- A combination of the two above, as well as our loan guarantee program. These may be combined with commercial financing to finance one project if all eligibility and feasibility requirements are met.

What are the funding priorities?

Priority point system based on population, median household income

- Small communities with a population of 5,500 or less
- Low-income communities having a median household income below 80% of the state nonmetropolitan median household income.

What are the terms?

Funding is provided through a competitive process.

Direct Loan:

- Loan repayment terms may not be longer than the useful life of the facility, state statutes, the applicants authority, or a maximum of 40 years, whichever is less.
- Interest rates are set by Rural Development, contact us for details and current rates.
- Once the loan is approved, the interest rate is fixed for the entire term of the loan, and is determined by the median household income of the service area.
- There are no pre-payment penalties.
- Contact us for details and current interest rates applicable for your project.

Community Facilities Direct Loan & Grant

What are the terms? (continued)

Grant Approval:

Grant funds must be available. Applicant must be eligible for grant assistance, which is provided on a graduated scale with smaller communities with the lowest median household income being eligible for projects with a higher proportion of grant funds. Grant assistance is limited to the following percentages of eligible project costs:

Maximum of 75 percent when the proposed project is:

- Located in a rural community having a population of 5,000 or fewer; and
- The median household income of the proposed service area is below the higher of the poverty line or 60 percent of the State nonmetropolitan median household income.

Maximum of 55 percent when the proposed project is:

- Located in a rural community having a population of 12,000 or fewer; and
- The median household income of the proposed service area is below the higher of the poverty line or 70 percent of the State nonmetropolitan median household income.

Maximum of 35 percent when the proposed project is:

- Located in a rural community having a population of 20,000 or fewer; and
- The median household income of the proposed service area is below the higher of the poverty line or 80 percent of the State nonmetropolitan median household income.

Sonoma County Rep:
Rees Apwell Smith
(707) 536-0246

Maximum of 15 percent when the proposed project is:

- Located in a rural community having a population of 20,000 or fewer; and
- The median household income of the proposed service area is below the higher of the poverty line or 90 percent of the State nonmetropolitan median household income. The proposed project must meet both percentage criteria. Grants are further limited.

Are there additional requirements?

- Applicants must have legal authority to borrow money, obtain security, repay loans, construct, operate, and maintain the proposed facilities
- Applicants must be unable to finance the project from their own resources and/or through commercial credit at reasonable rates and terms
- Facilities must serve rural area where they are/will be located
- Project must demonstrate substantial community support
- Environmental review must be completed/acceptable

How do we get started?

Contact your local offices to discuss your specific project. Applications are accepted year round

Who can answer questions?

Contact our local office that serves your area.

What governs this program?

- Direct Loan: 7 CFR Part 1942, Subpart A
- Grant: 7 CFR Part 3570, Subpart A

NOTE: Because citations and other information may be subject to change please always consult the program instructions listed in the section above titled "What Law Governs this Program?" You may also contact your local office for assistance. You will find additional forms, resources, and program information at www.rd.usda.gov. USDA is an equal opportunity provider, employer, and lender.

What is annexation?

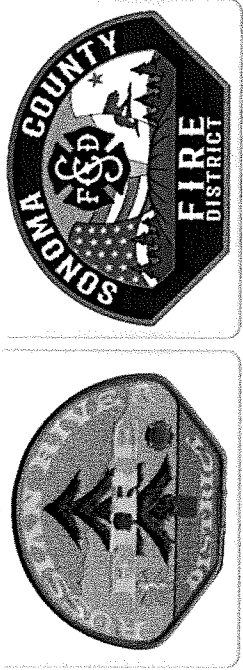
The Sonoma County Fire District would annex the Russian River Fire Protection District (RRFPD) so that the current Guerneville fire station and all of its equipment will become part of the Sonoma County Fire District (SCFD). RRFPD employees would become SCFD employees. Currently, each fire agency is the primary provider of fire and emergency medical response in its respective community.

What is the Sonoma County Fire District (SCFD)?

The SCFD emerged from a consolidation of the Windsor Fire District, Rincon Valley Fire District, Mountain Volunteer Fire Department, and the Bennett Valley Fire District. This growing, successful organization has increased services to the communities that it serves and increased firefighter staffing in those stations. To be clear, SCFD is not a part of nor governed by the County of Sonoma – like RRFPD, it is an independent special district and government agency with its own Board of Directors.

What do the firefighters think?

RRFPD's firefighting staff members, long dedicated to serving the Russian River area, are unanimously in favor of pursuing annexation with SCFD.



Why should RRFPD become part of SCFD?

This particular opportunity, because of the complementary resources of our two districts, will actually increase service levels for our residents without meaningful increases in tax burden for the average resident. For owners of smaller homes, annual parcel tax burdens will actually decrease.

As the RRFPD Board of Directors, we must ensure that the District delivers quality emergency response while being fiscally responsible with your tax dollars. Over the past two decades, RRFPD has explored many annexation and consolidation solutions, hoping to maintain service levels while reducing costs. Our financial projections indicate either a significant tax increase or a significant reduction in staffing and service levels will have to occur to simply maintain (not improve) emergency response capability as an independent district for our residents.

Sonoma County is home to over 30 individual fire departments and districts, each fire department with its own governance structure, Fire Chief, staff, facilities, and equipment. Such duplication of resources is an inefficient use of taxpayer money. Districts and departments throughout the county are currently seeking to improve service to their communities by joining forces.

RUSSIAN RIVER FIRE AND SONOMA COUNTY FIRE SHARED SERVICES, LEADERSHIP, & ANNEXATION

Annexation as a long-term solution for improving fire and emergency medical response would...

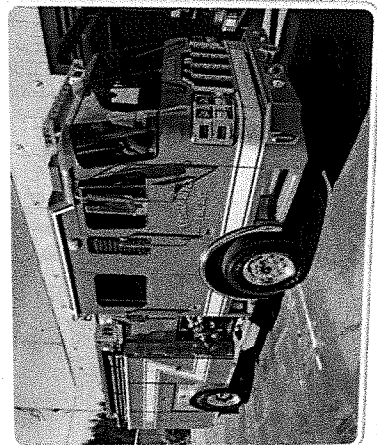
- increase firefighter/paramedic staffing in the Guerneville station
- provide Chief, executive, and administrative leadership that would not otherwise be affordable
- improve purchasing power and reduce overhead costs
- bring relatively little or no tax increase for nearly all Russian River residential property owners
- avoid the reduction of staffing or significant parcel tax increases that budget shortfalls will dictate in 2-3 years

RUSSIAN RIVER FIRE PROTECTION DISTRICT

How would service improve?

Annexation by the Sonoma County Fire District would bring the addition of three Firefighter/Paramedic positions to the Guerneville fire station. We currently only have Paramedics on our ambulance. Right now, for approximately eight hours a day on average, RRRFPD's ambulance is committed to transporting someone to a Santa Rosa area hospital. During this time, there are no Paramedics in our fire district to respond to the next medical emergency. The three additional Firefighter/Paramedic positions would significantly enhance the service that we can provide to our residents by ensuring the availability of a Firefighter/Paramedic on both our fire engine and our ambulance.

Residents would benefit from a fire department with improved purchasing power, reduced overhead costs, an improved ability to retain staff through better growth opportunities and improved pay, and better interconnectedness with neighboring departments.

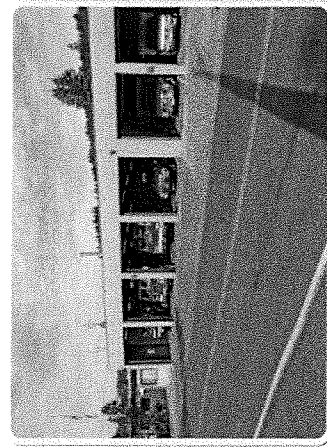


Are there other options?

Without significant additional revenue, RRRFPD faces significant financial burdens that put the viability of the District in doubt over the next few years. Local voters would need to approve a sizable parcel tax rate hike—our estimates suggest at least a doubling of the current rate—to simply *maintain* current levels of staffing.

While reducing staff might lower costs, the Board has no tolerance for reducing service quality at a time of increasing risks.

Finally, RRRFPD leadership has sought to partner and combine with neighboring districts many times in the past. During the past year, the Board and staff have explored forging such cooperative relationships with other West County agencies. After much examination and consideration, we believe that joining SCFD represents a unique opportunity to improve service quality without a sharp increase in costs for our taxpayers.



How would this affect my annual tax burden?

Currently, owners of parcels with one single-family home in the RRRFPD pay \$140 per year for fire and emergency services. Under annexation, SCFD's assessment rate would be adopted. Importantly, most property owners in the District would not see significant parcel tax increases despite improved service quality. In fact, in the case of average-size and smaller homes, the annual tax burden will actually decrease:

Comparison of Single-Family Residential Parcel Tax Rates

	RRFPD current \$140.00 annual fixed rate		SCFD current \$67.50 annual fixed rate plus \$0.0585/sq. ft.		Change in tax payment following SCFD annexation	
	Annual	Monthly	Annual	Monthly	Annual	Monthly
500 sq. ft. home	\$140.00	\$11.67	\$96.75	\$8.06	-\$43.25	-\$3.61
1000 sq. ft. home	\$140.00	\$11.67	\$126.00	\$10.50	-\$14.00	-\$1.17
1107 sq. ft. home*	\$140.00	\$11.67	\$132.26	\$11.02	-\$7.74	-\$0.65
1240 sq. ft. home	\$140.00	\$11.67	\$140.04	\$11.67	\$0.04	\$0.00
1500 sq. ft. home	\$140.00	\$11.67	\$155.25	\$12.94	\$15.25	\$1.27
2000 sq. ft. home	\$140.00	\$11.67	\$184.50	\$15.38	\$44.50	\$3.71

* Of the 200 homes sold in the Russian River area in the 12 months ending April 22, 2019, the median square footage was 1107. Source: *Compass Sonoma County Q2 Market Report*

Chief Heine's June presentation to the RRRFPD Board included a full description of SCFD tax rates for all types of properties. This information is found on p. 14 of that presentation, linked at the bottom of the "Pursuing Consolidation" section at www.russianriverfire.org.

**BEFORE THE BOARD OF DIRECTORS OF THE
RUSSIAN RIVER FIRE PROTECTION DISTRICT
COUNTY OF SONOMA, STATE OF CALIFORNIA**

IN THE MATTER OF: Resolution Number: 2019/20-04

Approving the Department of Forestry and Fire Protection Agreement # 7FG19107 for services from the date of last signatory on page 1 of the Agreement to June 30, 2020 under the Volunteer Fire Assistance Program of the Cooperative Forestry Assistance Act of 1978.

BE IT RESOLVED by the Board of Directors of the RUSSIAN RIVER FIRE PROTECTION DISTRICT, that said Board does hereby approve the Agreement with the California Department of Forestry and Fire Protection dated as of the last signatory date on page 1 of the Agreement, and any amendments thereto. This Agreement provides for an award, during the term of this Agreement, under the Volunteer Fire Assistance Program of the Cooperative Fire Assistance Act of 1978 during the State Fiscal Year 2019-20 up to and no more than the amount of \$ 5604.50.

BE IT FURTHER RESOLVED that _____ of said Board be and hereby is authorized to sign and execute said Agreement and any amendments on behalf of the RUSSIAN RIVER FIRE PROTECTION DISTRICT.

The foregoing resolution was duly passed and adopted by the Board of Directors of the RUSSIAN RIVER FIRE PROTECTION DISTRICT at a regular meeting thereof, held on the 14th day of AUGUST, by the following vote:

AYES:

Signature, Board of Directors Member

NAYS:

ABSENT:

Printed Name and Title

Signature, Board of Directors Member

Printed Name and Title

-----CERTIFICATION OF RESOLUTION-----

ATTEST:

I Heidi Flowers, Clerk of the Russian River Fire Protection District, County of Sonoma California do hereby certify that this is a true and correct copy of the original Resolution Number 2019/20-04.

WITNESS MY HAND OR THE SEAL OF THE Russian River Fire Protection District, on this 14th day of August, 2019.

**OFFICIAL SEAL
OR NOTARY CERTIFICATON**

Signature

Administrative Assistant, Russian River Fire Protection District
Title and Name of Local Agency



RUSSIAN RIVER PROFESSIONAL FIREFIGHTERS
IAFF LOCAL 1401

14100 ARMSTRONG WOODS RD. · P.O. BOX 1045 · GUERNEVILLE, CA 95446

August 7, 2019

Dear Russian River Fire Protection District Board of Directors,

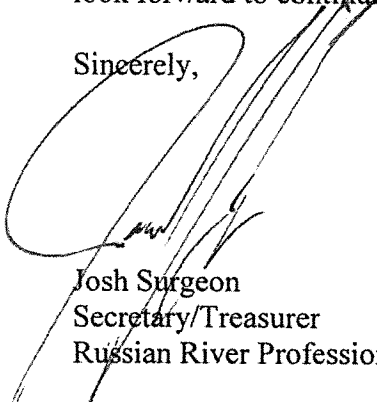
On July 1st, 2019, the members of Russian River and Bodega Bay Professional Fire Fighters, IAFF L3051 voted to dissolve the L3051 charter and affiliate with Santa Rosa Fire Fighters L1401.

Before you is a resolution to formally recognize our existing bargaining unit by our new name, Russian River Professional Fire Fighters, IAFF L1401.

As it relates to our labor management work, there will be no practical or appreciable difference in the way we perform our duties. It is simply notification and acceptance of the change in our name.

We appreciate you taking this important step to formally recognize us by our new name, and look forward to continuing our great working relationship.

Sincerely,



Josh Surgeon
Secretary/Treasurer
Russian River Professional Fire Fighters. IAFF L1401

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUSSIAN RIVER FIRE PROTECTION DISTRICT
RECOGNIZING THAT RUSSIAN RIVER FIRE PROTECTION DISTRICT IS NOW AFFILIATED WITH SANTA
ROSA FIREFIGHTERS L1401**

WHEREAS, the Russian River Professional Firefighters Association, L3051 ("Association") was the formally recognized employee organization of the Russian River Fire Protection District ("District"); and

WHEREAS, the Russian River Fire Protection District employees provide valuable emergency and administrative services to the Russian River Fire Protection District;

NOW, THEREFORE, IT IS HEREBY RESOLVED as follows:

The Board of Directors of the Russian River Fire Protection District recognizes the Russian River Fire Protection District full -time safety staff as part of Santa Rosa Firefighters L1401.

PASSED and ADOPTED by the Board of Directors of the Russian River Fire Protection District, County of Sonoma, State of California, this 14th day of August, 2019, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Jason Weaver, Board President

Attest: _____

**FINANCE COMMITTEE CHARTER & MEETING
SCHEDULE**



**Russian River Fire Protection District
Board of Directors
Staff Report**

Action Item: _____

Date: August 14, 2019

Topic: Board of Directors Finance Committee Charter

Recommendation:

Approve the Finance Committee Charter.

Financial Impact:

None.

Background:

The Board of Directors wishes to establish a Finance Committee as a Standing Committee of the Board of Directors. The Committee Charter establishes the Finance Committee and defines its areas of responsibility, Committee members, meeting schedule, and scope of work.

Attachments:

Attachment A: Board of Directors Finance Committee Charter



**Russian River Fire Protection District
Board of Directors
Finance Committee Charter**

Mission

The purpose of the Board of Director's Finance Committee is to review and recommend policies and procedures related to the management of District finances and develop recommendations to the Board of Directors on the budget that is consistent with short and long range needs and financial planning, taking into account investment performance, economic conditions and other factors that may have an impact on financial sustainability and are in alignment with industry best practices.

Authority and Responsibilities

The Finance Committee shall work under the direction and supervision of the Board of Directors.

Financial Oversight

Report to the Board of Directors financial irregularities, concerns, and opportunities. Oversight of financial matters that have been approved and directed to the Committee by the Board of Directors.

Investigations

Investigate financial activity as assigned by the Board of Directors.

Grants

Review and recommend to the Board of Directors opportunities to pursue available financial grants. Monitor and review the financial management of the grants received and implemented by the District.

Financial Reporting

Design, review, and edit financial reports and ensure presentation to the Board of Directors.

Policies

Develop, review, and update District policies related to the management of District funds, revenue, expenditures, and budget management.

Budget Preparation

Review draft versions of the proposed budget prior to presentation of the preliminary budget to the Board of Directors.

Audits

Develop analysis, recommendations, oversight, and review of audit reports to the Board of Directors.

Resolutions

Develop, review, and recommend resolutions to the Board of Directors related to the management of District funds.

Organization

Review of Charter

This charter shall be reviewed by the Finance Committee each November. Any proposed changes shall be submitted to the Board of Directors in December for approval. This charter may be reviewed and edited by the Board of Directors at any time.

Structure and Membership

The Finance Committee shall consist of two Directors appointed by the Board of Directors annually. Members of the District's leadership staff may be directed to attend the Finance Committee meetings as directed by the Finance Committee and/or the Fire Chief. The Committee Chair shall be appointed by the Finance Committee but must be a Director. The Chair of the Committee shall govern the agenda during the meeting.

Meetings

The Finance Committee shall meet on the second Wednesday of each month at 5:00p.m. PST, at the Russian River Fire Protection District Guerneville fire station, or at such other regular date, place and/or time as may be later selected by the Board of Directors. A quorum of the meeting shall consist of a majority of its voting members. Committee members may participate by teleconference. Meetings shall be held in compliance with the Brown Act and shall follow Rosenberg's Rules of Order.

Agenda, Minutes, and Reports

The Chairperson, in collaboration with the Fire Chief, shall be responsible for establishing the agendas for the meetings. An agenda, together with relevant materials, shall be sent to Committee members at least 72 hours in advance of the meeting. Minutes of all meetings shall be drafted, reviewed by the Fire Chief, reviewed by the Chairperson, and approved by Committee members at the following meeting.