

**SPECIAL MEETING AGENDA
BOARD OF SUPERVISORS
SONOMA COUNTY
575 ADMINISTRATION DRIVE, ROOM 102A
SANTA ROSA, CA 95403**

MONDAY

JANUARY 29, 2018

8:30 A.M.

Susan Gorin	First District	Sheryl Bratton	County Administrator
David Rabbitt	Second District	Bruce Goldstein	County Counsel
Shirlee Zane	Third District		
James Gore	Fourth District		
Lynda Hopkins	Fifth District		

This is a simultaneous meeting of the Board of Supervisors of Sonoma County, the Board of Directors of the Sonoma County Water Agency, the Board of Commissioners of the Community Development Commission, the Board of Directors of the Sonoma County Agricultural Preservation and Open Space District, the Sonoma County Public Finance Authority, and as the governing board of all special districts having business on the agenda to be heard this date. Each of the foregoing entities is a separate and distinct legal entity.

The Board welcomes you to attend its meetings which are regularly scheduled each Tuesday at 8:30 a.m. Your interest is encouraged and appreciated.

AGENDAS AND MATERIALS: Agendas and most supporting materials are available on the Board's website at <http://www.sonoma-county.org/board/>. Due to legal, copyright, privacy or policy considerations, not all materials are posted online. Materials that are not posted are available for public inspection between 8:00 a.m. and 5:00 p.m., Monday through Friday, at 575 Administration Drive, Room 100A, Santa Rosa, CA.

SUPPLEMENTAL MATERIALS: Materials related to an item on this agenda submitted to the Board after distribution of the agenda packet are available for public inspection in the Board of Supervisors office at 575 Administration Drive, Room 100A, Santa Rosa, CA, during normal business hours.

DISABLED ACCOMMODATION: If you have a disability which requires an accommodation, an alternative format, or requires another person to assist you while attending this meeting, please contact the Clerk of the Board at (707) 565-2241 or bos@sonoma-county.org as soon as possible to ensure arrangements for accommodation.

Public Transit Access to the County Administration Center:

Sonoma County Transit: Rt. 20, 30, 44, 48, 60, 62

Santa Rosa CityBus: Rt. 14

Golden Gate Transit: Rt. 80

For transit information call (707) 576-RIDE or 1-800-345-RIDE or visit or <http://www.sctransit.com/>

APPROVAL OF THE CONSENT CALENDAR

The Consent Calendar includes routine financial and administrative actions that are usually approved by a single majority vote. There will be no discussion on these items prior to voting on the motion unless Board Members request specific items be discussed and/or removed from the Consent Calendar. There will an opportunity for the public to comment on the consent calendar prior to it being voted upon.

PUBLIC COMMENT

Any member of the public may address the Board on a matter listed on the agenda. Commenters are requested to fill out a Speaker Card and to come forward to the podium when recognized by the Board Chair. Please state your name and limit your comments to the agenda item under discussion. Available time for comments is determined by the Board Chair based on agenda scheduling demands and total number of speakers.

**8:30 A.M. CALL TO ORDER
PLEDGE OF ALLEGIANCE**

I. APPROVAL OF THE AGENDA

(Items may be added or withdrawn from the agenda consistent with State law)

II. CONSENT CALENDAR

BOARD OF SUPERVISORS

1. Adopt a Resolution to protect our Ocean and Coast from offshore drilling, Exploration and Fracking. (Fifth District)

PRESENTATIONS/GOLD RESOLUTIONS

PRESENTATIONS ON A DIFFERENT DATE

2. Adopt a resolution honoring and congratulating Stefanie Richardson as the 2017 Cotati Citizen of the Year. (Second District)

III. 8:35 A.M. - PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA BUT WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD AND ON BOARD MEMBER REPORTS

(Comments are restricted to matters within the Board's jurisdiction. The Board will hear public comments at this time for up to thirty minutes. Each person is usually granted time to speak at the discretion of the Chair. Any additional public comments will be heard at the conclusion of the meeting. While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda.)

IV. REGULAR CALENDAR

COUNTY ADMINISTRATOR

3. Fire Recovery Update:
Receive Update on Fire Recovery Efforts and Consider Next Steps.

PERMIT AND RESOURCE MANAGEMENT

4. Resiliency Permit Center Service Contract and Personnel Request:
- A) Adopt a resolution authorizing the Director to execute an agreement with West Coast Code Consultants, Inc. for fire reconstruction permitting and inspection services, in an amount not to exceed \$20 million over three years.
 - B) Adopt a resolution increasing the FY 2017-18 budget appropriations by \$3.0 million.
 - C) Adopt a resolution authorizing reducing permitting fees effective January 30, 2018 to recover the reasonable cost of providing streamlined permitting services in response to the Sonoma Complex Fire disaster.
 - D) Adopt a resolution authorizing refunds of existing permit application fees for fire recovery permitting services submitted after October 9, 2017 to reduce the rate to recover the reasonable cost of providing streamlined permitting services in response to the Sonoma Complex Fire disaster.
 - E) Adopt a resolution amending the department allocation list for the Permit and Resource Management Department to reflect the converting of a 1.0 full-time equivalent Planner III, a 1.0 full-time equivalent Sr. Environmental Specialist, and a 1.0 full-time equivalent Geographic Information Technician II to permanent, and deletion of a 1.0 full-time equivalent term limited Planner III, a 1.0 full-time equivalent term limited Sr. Environmental Specialist, and a 1.0 full-time equivalent term limited Geographic Information Technician II, effective July 1, 2018.
- (4/5th Vote Required)

FAIRGROUNDS

5. 2018 Sonoma County Fairgrounds Budget:
Adopt a Resolution approving the 2018 Operating and Capital Improvements Budget and the 2018 Employee Position Allocation List, for Sonoma County Fair and Exposition, Inc.

6. **PUBLIC COMMENT ON CLOSED SESSION ITEMS**

V. **CLOSED SESSION CALENDAR**

7. The Board of Supervisors, County of Sonoma, the Board of Directors, Sonoma County Water Agency, the Board of Directors, Sonoma County Agricultural Preservation and Open Space District, the Board of Commissioners, Community Development Commission and the Board of Directors, Sonoma Valley Sanitation District will consider in closed session: Conference with Legal Counsel – Anticipated Litigation. Potential initiation of litigation pursuant to Government Code section 54956.9(d)(4). Potential Parties: County of Sonoma, Sonoma County Agricultural Preservation and Open Space District, Sonoma County Community Development Commission, Sonoma County Water Agency, Sonoma Valley County Sanitation District v. PG&E Corporation; Pacific Gas and Electric Company, a California Corporation, et al.

8. **RECONVENE FROM CLOSED SESSION**

9. **REPORT ON CLOSED SESSION**

VI. BOARD MEMBER REPORTS ON ASSIGNED BOARDS, COUNCILS, COMMISSIONS OR OTHER ATTENDED MEETINGS

10. Permit and Resource Management Department: Review and possible action on the following:
Acts and Determinations of Planning Commission/Board of Zoning Adjustments
Acts and Determinations of Project Review and Advisory Committee
Acts and Determinations of Design Review Committee
Acts and Determinations of Landmarks Commission
Administrative Determinations of the Director of Permit and Resource Management
(All materials related to these actions and determinations can be reviewed at:
<http://www.sonoma-county.org/prmd/b-c/index.htm>)

11. **ADJOURNMENT**

NOTE: The next meeting will be a Special Closed Session held on January 30, 2018, at 8:30 a.m.

The next regular meeting will be held on February 6, 2018, at 8:30 a.m.



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 1
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: January 29, 2018

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Lynda Hopkins 565-2241

Supervisorial District(s):

Fifth District

Title: Resolution

Recommended Actions:

Adopt a Resolution to protect our Ocean and Coast from offshore drilling, Exploration and Fracking.
(Fifth District)

Executive Summary:

Adopt a Resolution to protect our Ocean and Coast from offshore drilling, Exploration and Fracking.

Discussion:

Prior Board Actions:

None.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Fiscal Summary			
Expenditures	FY 17-18 Adopted	FY 18-19 Projected	FY 19-20 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			
Narrative Explanation of Fiscal Impacts:			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Resolution, and Letter from US Senate to Shirlee Zane			
Related Items “On File” with the Clerk of the Board:			
None.			



County of Sonoma

State of California

Date: January 23, 2018

Item Number: _____
Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Protecting Our Ocean And Coast From Offshore Drilling, Exploration And Fracking

Whereas, the county of Sonoma and its visitors enjoy California's beaches and the Pacific Ocean for recreational, commercial, and educational activities, all of which support our local economy; and

Whereas, our county's residents value our state's ocean and coastal waters, which provide habitat to a vast array of wildlife, including fish, whales, sea turtles, and birds that depend on a healthy and clean environment; and

Whereas, offshore oil and gas drilling and exploration off the Pacific coast put these coastal resources, and the communities and industries that depend on them, at risk from oil spills and other damage; and

Whereas, expanding offshore oil and gas drilling, fracking and other well stimulation techniques threatens coastal stakeholders, marine wildlife, human health and climate; and

Whereas, a massive oil spill in 1969 off the coast of Santa Barbara fouled coastal waters and caused catastrophic economic and environmental damage; and

Whereas, in 2015 a pipeline servicing offshore oil platforms burst and fouled the same coastal areas, damaging wildlife and impacting recreational and commercial activities; and

Whereas, the Trump administration is considering expanding offshore oil and gas leasing to new areas which have largely been off-limits to new federal leasing, including the Pacific Coast; and

Whereas, new federal offshore oil and gas leases have not been granted off the coast of California since 1984; and

Whereas, hydraulic fracturing and other unconventional oil extraction techniques such

Resolution #

Date:

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as acid fracturing, matrix acidizing, gravel packing and cyclic steam injection collectively referred to here as “fracking and other well stimulation” provide another means to expand offshore oil and gas extraction off California’s coast; and

Whereas, fracking and other well stimulation increase pollution and the risk of oil spills and earthquakes; and

Whereas, the offshore oil industry is permitted to dump more than 9 billion gallons of wastewater into the Pacific every year including wastewater from fracking that may be laced with toxic chemicals that can harm human health and wildlife; and

Whereas, the state of California prohibits new oil and gas leasing in state waters due to the unacceptably high risk of damage and disruption to the marine environment; and

Whereas, the Governor of California, the Attorney General, the State Senate, the State Lands Commission, along with several cities, have taken a stand against new federal offshore oil and gas leases in the Pacific Ocean, and several municipalities have called for a ban on offshore fracking; and

Whereas, expanding offshore drilling, fracking and other well stimulation off the California coast will deepen the state’s dependence on fossil fuels and undermine its efforts to address climate change by reducing greenhouse gas emissions and moving toward renewable energy.

Now, Therefore, Be It Resolved, that the Board of Supervisors of the County of Sonoma supports a ban on new offshore oil and gas drilling, fracking, and other well stimulation in federal and state waters off the California coast, and a ban on no new federal oil and gas leasing in all U.S. water, including off the coast of California.

Supervisors:

Gorin:

Rabbitt:

Zane:

Hopkins:

Gore:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



United States Senate

WASHINGTON, DC 20510-0504

<http://feinstein.senate.gov>

January 9, 2018

The Honorable Shirlee Zane
575 Administration Drive
Room 100 A
Santa Rosa, CA 95403

Dear President Zane:

California knows all too well the environmental havoc created by offshore drilling. In 1969, we witnessed the devastation that Santa Barbara experienced when 3 million gallons of offshore crude oil spilled along one of the nation's most beautiful and biodiverse coastlines, killing thousands of birds, fish and marine mammals. Just three years ago, offshore oil drilling plagued Santa Barbara again when a pipeline spilled more than 100,000 gallons of crude oil onto the Refugio State Beach, leaking into the Pacific Ocean's ecosystem.

Our coastal communities once again face serious risk. Last week, the Trump administration announced plans to open nearly all federal coastal waters to new offshore oil and gas drilling, including the entire California coast. Our state waters have been off-limits to new oil drilling since 1969, and the last lease sale in federal waters offshore was in 1984. I ask you to join me in fighting this reckless and unnecessary plan every step of the way.

We must demonstrate uniform resolve to defend our coastline and protect the health of our communities and coastal economies. Therefore, I request your county Board of Supervisors pass a formal resolution opposing new offshore drilling development and object to any new oil and gas leases off the California coast. I am sending this same letter to your colleagues on each of California's 58 County Boards of Supervisors.

A resolution to disapprove of new offshore drilling leases will send a clear, united message to the Trump administration that Californians value the well-being of our coastal community environments and expect relentless protection. As Californians, we must stand together to ensure that our coast is not subject to new offshore oil and gas drilling projects. I look forward to working with you to protect and preserve our beloved coastline. If you have any questions, please do not hesitate to contact my office at (415) 393-0707.

Sincerely,

A handwritten signature in blue ink that reads "Dianne Feinstein". The signature is fluid and cursive, with the first name "Dianne" written in a larger, more prominent script than the last name "Feinstein".

Dianne Feinstein
United States Senator

CC: All 58 County Boards of Supervisors in California

DF:se/jc



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 2
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: January 29, 2018

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor David Rabbitt – 707/565-2241

Supervisorial District(s):

Second District

Title: Gold Resolution

Recommended Actions:

Adopt a resolution honoring and congratulating Stefanie Richardson as the 2017 Cotati Citizen of the Year

Executive Summary:

Stefanie Richardson has been selected by the Cotati Chamber of Commerce as the 2017 Cotati Citizen of the Year.

Discussion:

Prior Board Actions:

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary			
Expenditures	FY 17-18 Adopted	FY 18-19 Projected	FY 19-20 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			
Narrative Explanation of Fiscal Impacts:			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Gold Resolution			
Related Items "On File" with the Clerk of the Board:			
None			



County of Sonoma

State of California

Date: January 29, 2018

Item Number: _____
Resolution Number: _____

4/5 Vote Required

**Resolution of the Board of Supervisors of the County of Sonoma, State of California,
Honoring and Congratulating Stefanie Richardson as the
2017 Cotati Citizen of the Year**

Whereas, Stefanie Richardson has been selected as the recipient of the 2017 Cotati Citizen of the Year in recognition of her strong commitment to community volunteer service benefitting the people of Cotati as well as greater Sonoma County; and

Whereas, Ms. Richardson has over the years used her considerable initiative to develop ways to provide assistance to those in need – most recently during the October firestorm event – uniquely tailored to the specific needs she has encountered; and

Whereas, to aid firestorm victims, Ms. Richardson developed a website with the mission of organizing and coordinating the delivery of donations to affected individuals which allowed access to specific needs of individuals and families directly to their GoFundMe accounts, wish lists, as well as hot meal delivery and more – this website is current and frequently updated with donation wish lists and drop-off locations; and

Whereas, Ms. Richardson secured a warehouse in Santa Rosa which she used to secure donation overflow from the food banks and shelters which, with a team of volunteers, she sorted and coordinated donation distributions; and

Whereas, in 2015 Ms. Richardson secured the approval to use La Plaza Park for a fundraising event to honor the memory of Anna Bachman, a young Cotati woman who tragically lost her life, creating the Anna Bonanza event which has raised \$30,000 for Habitat for Humanity, Neighbors Organized Against Hunger (NOAH), and the Committee on the Shelterless (COTS); and

Whereas, Ms. Richardson's history of community volunteer efforts also include: the Rohnert Park Animal Shelter, the American Red Cross and the Arroyo's Foothills Land Conservancy in Pasadena, as well as remaining active in her work with providing assistance to county fire victims.

Resolution #

Date:

Page 2

Now, Therefore, Be It Resolved that the Sonoma County Board of Supervisors does hereby honor and congratulate Stefanie Richardson as the well deserved recipient of the 2017 Cotati Citizen of the Year, and commends her for her hard work and dedication to our community and her compassionate spirit.

Supervisors:

Gorin:

Rabbitt:

Zane:

Hopkins:

Gore:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 3
(This Section for use by Clerk of the Board Only.)

To: Sonoma County Board of Supervisors

Board Agenda Date: January 29, 2018

Vote Requirement: Majority

Department or Agency Name(s): County Administrator

Staff Name and Phone Number:

Sheryl Bratton, 565-2431

Supervisorial District(s):

All

Title: Fire Recovery Update

Recommended Actions:

Receive update on fire recovery efforts and next steps.

Executive Summary:

In the early morning hours of October 9, 2017, the Emergency Operations Center was activated in response to several fires that became known as the Sonoma Complex Fires. The disaster is one of the worst in California history, and presents an ongoing risk to the life and safety of people, property and environment of Sonoma County. Staff will provide an update on recovery and resiliency efforts.

Discussion:

In the early morning hours of October 9, 2017, the Emergency Operations Center was activated in response to several fires that became known as the Sonoma Complex Fires. The Fires burned 173 Square Miles, destroyed 6,579 Structures and damaged an additional 486.

Planning for recovery efforts were initiated and continue every day to help Sonoma County residents begin the process of rebuilding. The recovery efforts associated with the Sonoma Complex Fires are multi-pronged, and impact almost all of the departments within the County.

The oral update will include information from Peter Rumble, Deputy County Administrator.

Prior Board Actions:

December 29, 2017 and January 23, 2017– Renewal of Emergency proclamations.

December 12, 2017 – Disaster fiscal update and creation of Sonoma County Office of Recovery and Resiliency.

December 5, 2017 – Renewal of Emergency proclamations and Urgency Ordinance Extending Prohibition on New Vacation Rental and Hosted Rental Permits.

November 21, 2017 - Renewal of Emergency proclamations and Amendments To The Cleanup Urgency Ordinance Addressing Enforcement.

November 14, 2017 - various actions supporting recovery efforts.

November 7, 2017 - Renewal of Emergency proclamations, Resolution to allow Temporary Residential Use of Recreational Vehicles on Agricultural Lands and Lands Under Land Conservation Act Contracts for Emergency and Immediate Housing needs

October 24, 2017-various actions supporting recovery efforts, including urgency ordinances related to housing availability and the prevention of price gouging, waiving impact fees for new accessory dwelling units, and implementation of Safe Parking.

October 17, 2017-authorize the State to provide direct assistance for debris removal

October 10, 2017-Ratify the Proclamation of a Local Emergency and Request for State and Federal Assistance

Strategic Plan Alignment Goal 3: Invest in the Future

Fiscal Summary			
Expenditures	FY 17-18 Adopted	FY 18-19 Projected	FY 19-20 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			
Narrative Explanation of Fiscal Impacts:			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Related Items “On File” with the Clerk of the Board:			



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 4
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: January 29, 2018

Vote Requirement: 4/5

Department or Agency Name(s): Permit and Resource Management Department (Permit Sonoma)

Staff Name and Phone Number:

Tennis Wick 707-565-1925
Nathan Quarles 707-565-1146
Regina De La Cruz 707-565-2296

Supervisorial District(s):

All

Title: Resiliency Permit Center Service Contract and Personnel Request

Recommended Actions:

- A. Adopt a resolution authorizing the Director to execute an agreement with West Coast Code Consultants, Inc. for fire reconstruction permitting and inspection services, in an amount not to exceed \$20 million over three years.
- B. Adopt a resolution increasing the FY 2017-18 budget appropriations by \$3.0 million.
- C. Adopt a resolution authorizing reducing permitting fees effective January 30, 2018 to recover the reasonable cost of providing streamlined permitting services in response to the Sonoma Complex Fire disaster.
- D. Adopt a resolution authorizing refunds of existing permit application fees for fire recovery permitting services submitted after October 9, 2017 to reduce the rate to recover the reasonable cost of providing streamlined permitting services in response to the Sonoma Complex Fire disaster.
- E. Adopt a resolution amending the department allocation list for the Permit and Resource Management Department (Permit Sonoma) to reflect the converting of a 1.0 full-time equivalent Planner III, a 1.0 full-time equivalent Sr. Environmental Specialist, and a 1.0 full-time equivalent Geographic Information Technician II to permanent, and deletion of a 1.0 full-time equivalent term limited Planner III, a 1.0 full-time equivalent term limited Sr. Environmental Specialist, and a 1.0 full-time equivalent term limited Geographic Information Technician II, effective July 1, 2018.

Executive Summary:

At the direction of the Board of Supervisors Recovery Ad Hoc Housing Committee, Permit Sonoma proposes to establish a Resiliency Permit Center providing comprehensive permitting and inspection services for fire survivors and their representatives dealing with reconstruction of approximately 3,000

residential structures destroyed or damaged by the Sonoma Complex Fire. Services would begin immediately after execution of the agreement.

Permit Sonoma’s workload has increased substantially with no sign of changing in the foreseeable future. Staff requests that 3.0 term-limited positions be converted to permanent to serve, sustain and improve the minimum life safety requirements for all projects in our community. The Department had plans to convert these positions to permanent during the FY 2018 budget process because work related to cannabis require these positions. Permit Sonoma provides vital economic development service to the community. Full staffing is vital to continuing and improving this service as Sonoma County confronts impacts to our economy resulting from the fire.

Discussion:

On October 9, 2017, the most destructive wildfire in California history began in Napa County, California and quickly spread to Sonoma County, California and into the City of Santa Rosa. After burning for over three weeks, the fire ultimately destroyed, within the unincorporated County alone, nearly 2,000 residential units and another approximate 1,000 residential accessory structures, with an estimated value of approximately \$1.9 billion.

The fire has impacted thousands of our community members, leaving many homeless, struggling to recover and grasping to rebuild their lives and their homes. Sonoma County was already in a housing crisis with homelessness growing at record numbers and the fires have significantly exacerbated the housing crisis. The center will not only contribute to expediting the permit process and rebuilding our community in the most efficient way possible, but will also ensure those ready to rebuild will have a place to call home in the community they love and support. It is imperative that Permit Sonoma increase its capacity to properly administer the permitting processes necessary to recover from these losses.

To support recovery efforts, Permit Sonoma issued a request for proposal on November 27, 2017. A total of seven vendors (see table below) responded by the due date on December 11, 2017. A proposal review panel made up of the Board of Supervisors Fire Recovery Housing Ad Hoc Committee, the Chief Administrative Officer, the Director and Deputy Director for Engineering and Construction selected West Coast Code Consultants, Inc. as the most qualified proposer because of its experience, price, and performance level.

PROPOSERS NAME	CITY
West Coast Code Consultants, Inc.	Sacramento
4Leaf, Inc.	Santa Rosa
Bureau Veritas North America, Inc.	Costa Mesa
CSG Consultants	Foster City
Green Valley Consulting Engineers	Santa Rosa
Toure Associates	Fresno
Shums Code Associates	Pleasanton

With full appreciation that certainty saves fire survivors money, the proposed agreement includes:

1. **Reduced Permit Fees.** A reduced permit fee schedule (please refer to table below) reflecting reduced work due to the already developed nature of sites with driveways, wells, septic systems, and other infrastructure. The table below represents example structure sizes. Permit fees for each structure will be based on the individual size of each structure;

Fee by Sq. Ft.	1,000	1,500	2,000	2,500	3,000
Main Dwelling or Accessory to Dwelling	\$5,040	\$5,957	\$6,782	\$7,611	\$8,440
Detached Garage or Storage Structure	\$2,727	\$3,310	\$3,850	\$4,316	\$4,782

2. **Penalties.** Penalties ranging from \$504 to \$844 for main dwellings or accessory structures and \$272 to \$478 for garage or storage structures will be imposed and returned to customers if West Coast Code Consultants fails to meet processing times;
3. **Expedited Processing Times.** An expedited processing time of 5 business days or less for plan checks, with 3 business days for rechecks and red line use to minimize the need for them;
4. **Electronic Submittal.** Electronic submittal of plans and on-site scanning for efficient distribution and review;
5. **Scheduling.** Digital, telephone, and in-person scheduling will be available;
6. **Audit.** The agreement includes a regular audit provision. Additionally, since West Coast Code Consultants will access Permit Sonoma’s permitting system, county staff can oversee all project work flows, including time spent on projects;
7. **Navigators.** West Coast Code Consultants is dedicating a principal staff person to serve as on-site customer navigator with a single point of contact within Permit Sonoma dedicated to aligning customs and practices of the agency with those of the consultant;
8. **Community Outreach.** To make the reconstruction process as easy to understand as possible, West Coast Code Consultants will join county staff at five community meetings on what fire survivors need to know. There will also be robust use of websites, social media, and broadcast media to get the word out to customers; and
9. **Start Date.** Services will commence immediately after agreement execution with the Resiliency Permit Center opening within two calendar weeks thereafter or sooner.

Permit Sonoma also recommends and is seeking Board authority to refund application and permit fees to those individuals who submitted plans prior to January 30, 2018. Permit Sonoma is proposing a reduction in specific permit fees for rebuilding structures affected by the fires. Some applicants have submitted plans and paid fees prior to the fee reductions taking effect. These applicants are being disproportionately charged simply due to the timing of the fee reduction. The recommendation is to charge these clients the reduced fee for fire affected structures regardless of when the application was submitted.

Also included for the Board’s approval is a resolution converting three term limited positions to permanent: Geographic Information Technician, Planner III and Sr. Environmental Specialist to support continuing workload needs. There is no need for a new General Fund contribution for any of the three positions.

Prior Board Actions:

As of the 15/16 budget, these three positions were added as limited term to address incoming board initiatives and back log of projects in the Planning Division.

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

The Resiliency Permit Center will provide resources for rebuilding our community with focus on local health and life safety regulations, thereby restoring overall quality of life.

Fiscal Summary

Expenditures	FY 17-18 Adopted	FY 18-19 Projected	FY 19-20 Projected
Budgeted Expenses	\$438,195	\$7,000,000	\$7,000,000
Additional Appropriation Requested	\$3,000,000		
Total Expenditures	\$5,438,195	\$10,000,000	\$10,000,000
Funding Sources			
General Fund/WA GF	\$0	\$0	\$0
State/Federal			
Fees/Other	\$3,438,195	7,000,000	7,000,000
Use of Fund Balance			
Contingencies			
Total Sources	\$5,438,195	\$10,000,000	\$10,000,000

Narrative Explanation of Fiscal Impacts:

Before the fire, Permit Sonoma ran at full capacity including labor and resources such as office space and equipment. Staff projects submittal of at least 3,000 building permits over three years above its already record business level. The requested \$20 million in contractual authority would provide services for the surge of customers needing to rebuild post-fire. The \$20 million figure is based on an estimated number of projects multiplied by an average permit fee: 2,000 dwellings at \$6,300 in average permit fees; 1,000 residential accessory structures at \$4,600 in average permit fees; and 1,000 garage/storage structures at \$3,000 in average permit fees.

The budget appropriation is distributed over three fiscal years to coincide with the term of the West Coast Code Consultants, Inc. agreement. Given the approximate start date of the West Coast Code Consultants, Inc. agreement, only two and a half of the three year budget allocations are shown in this summary report. The fiscal impact over 3 years will be a net zero cost to the General Fund, as all costs will be covered through user fees.

Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
(convert) Planner III term limited to permanent	\$6,278.75-\$7,633.64	+1.0	-1.0
(convert) Sr. Environmental Specialist term limited to permanent	\$6,073.52-\$7,383.19	+1.0	-1.0
(convert) Geographical Information Technician term limited to permanent	\$5,240.41-\$6,369.19	+1.0	-1.0
Narrative Explanation of Staffing Impacts (If Required):			
<p>The Geographic Information Technician II term limited position was extended last Fiscal Year (FY) to an end date of June 30, 2018. The Geographic Information Technician II position costs of \$133,297 have already been budgeted for FY17-18 and are included in the fiscal summary shown above. The required funding for FY18-19 and subsequent periods is anticipated from Permit Fees, Charges for Services revenue, and Geographic Information grant-related revenue. There is no need for new General Fund contribution.</p> <p>The Senior Environmental Specialist term limited position has an end date of June 30, 2018. The Senior Environmental Specialist position costs of \$150,200 have already been budgeted for FY17-18 and are included in the Fiscal Summary section above. The position will be funded 70% from the Department of Transportation and Public Works reimbursements and 30% by Permit Sonoma Charges for Services revenue (at-cost processing fees). There is no need for new General Fund contribution in FY18-19 and subsequent periods.</p> <p>The Planner III Alternative Class term limited position has a scheduled end date of August 18, 2018. The Planner III position costs of \$154,698 have already been budgeted for FY17-18 and are included in the Fiscal Summary section above. It will continue to be fully funded by Grant Revenue and Charges for Services revenue from at-cost project processing in our Comprehensive Planning Sub-section 26010123. There is no need for new General Fund contribution.</p>			
Attachments:			
<ul style="list-style-type: none"> A. Resolution authorizing an agreement with West Coast Code Consultants, Inc., , a reduction in permit fees for fire affected properties, and refunds for applicants who applied prior to the reduction in permit fees. B. Resolution authorizing the budgetary adjustments C. Resolution amending department allocation D. Contract with West Coast Code Consultants, Inc. 			
Related Items “On File” with the Clerk of the Board:			
n/a			

Resolution Number: _____ ; Table A
Fire Related Resiliency Permit Center Fee Schedule

Building Plan Review and Inspection Valuations

Fee Item	Existing Fee	Proposed Fee	Percent Reduction	Description
0060 23	\$ 127	\$ 75	41%	Plan review for residential dwellings.
0060 23A	\$ 107	\$ 75	30%	Plan review for residential accessory structures.
0060 23A	\$ 25	\$ 15	40%	Plan review for concrete bridges.
0060 23A	\$ 15	\$ 9	40%	Plan review for wood bridges.
0132 23	\$ 127	\$ 75	41%	Inspections of residential dwellings.
0132 23A	\$ 107	\$ 75	30%	Inspections of residential accessory structures.
0060 23A	\$ 25	\$ 15	40%	Inspections of concrete bridges.
0060 23A	\$ 15	\$ 9	40%	Inspections of wood bridges.

Typical Building Fees

Fee Item	Description	Existing Fee	Proposed Fee	Percent Reduction	Description
0121-000	Fire Safe Standards Plan Review	\$ 394	\$ 200	49%	Fire safe standards reviewed during building plan review.
0121-015	Fire Sprinklers Plan Review	\$ 394	\$ -	100%	Fire sprinklers reviewed during building plan review.
0140	Technology Enhancement	\$ 48	\$ -	100%	Deleted.
0366	Building Clearance Office Review	\$ 104	\$ -	100%	Well and Septic Cube Review.
0376	Findings Report Review - Septic	\$ 546	\$ 273	50%	Using modified findings report for rebuild efforts.
0706	Engineering Review	\$ 85	\$ -	100%	Engineering Cube Review.
0120-000	Fire Safe Standards Inspection	\$ 394	\$ -	100%	Fire safe standards inspected during building inspections.
0120-015	Fire Sprinklers Inspection	\$ 788	\$ 200	75%	Fire safe standards and sprinklers.
0145	Planning Administration Fee	\$ 549	\$ -	100%	Comp Planning fee not charged for rebuilds. Applies to new structures.
0735	NPDES Inspection	\$ 300	\$ -	100%	Storm Water Program fee not charged for rebuilds.
0800	Affordable Housing	\$ 10,635	\$ -	100%	Impact fee not charged for rebuilds. Applies to new residential structures.
2000 S	Traffic Mitigation	\$ 7,387	\$ -	100%	Impact fee not charged for rebuilds. Applies to new residential structures.
2100 S	Park Mitigation	\$ 3,678	\$ -	100%	Impact fee not charged for rebuilds. Applies to new residential structures.
0363	Standard Onsite Wastewater Treatment System Plan Review	\$ 862	\$ 517	40%	Septic plan review.
0557	Non-Standard Onsite Wastewater Treatment System Plan Review	\$ 971	\$ 583	40%	Septic plan review.
0371	Standard Onsite Wastewater Treatment System Inspection	\$ 587	\$ 352	40%	Septic inspection.
0556	Non-Standard Onsite Wastewater Treatment System Inspection	\$ 1,265	\$ 759	40%	Septic inspection.
0434	Building Sewer Inspection	\$ 898	\$ 539	40%	Building Sewer -- House to Property Line.
0434	Lateral Sewer Inspection	\$ 969	\$ 581	40%	Lateral Sewer -- Property Line to Main.
0434	Combined Sewer Inspection	\$ 1,270	\$ 762	40%	Combined Sewer -- House to Main.



County of Sonoma

State of California

Date: January 29, 2018

Item Number: _____
Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, to: Authorize the Director of the Permit and Resource Management Department (Permit Sonoma) to Execute an Agreement with West Coast Code Consultants, Inc. for Fire Reconstruction Permitting and Inspection Services, in an Amount not to Exceed \$20 million over Three Years; Reduce Permitting Fees Effective January 30, 2018 to Recover the Reasonable Cost of Providing Streamlined Permitting Services in Response to the Sonoma Complex Fire Disaster; and Authorize the Refund of Existing Permit Application Fees for Fire Recovery Permitting Services Submitted After October 9, 2017 to Reduce the Rate to Recover the Reasonable Cost of Providing Streamlined Permitting Services in Response to the Sonoma Complex Fire Disaster.

Whereas, the Sonoma Complex Fire caused substantial structural damage to approximately 3,000 residential properties within the unincorporated areas of Sonoma County;

Whereas, the Permit and Resource Management Department will establish a Resiliency Permit Center that will offer the full range of planning, environmental health and building assistance to residents, contractors, and developers;

Whereas, the Permit and Resource Management Department will execute a contract with firms specializing in commercial and residential permitting, planning, environmental health, plan check, and inspection service, to assist with fire recovery efforts in an amount not to exceed \$20 million over three years;

Whereas, the Board of Supervisors adopted Ordinance Nos. 6150, 6194 and Resolution No. 17-0200 at public hearings held on April 26, 2016 and May 9, 2017 to establish land use, building and fire permitting fees, including plan check, permit and inspection fees, to recover the reasonable cost of providing these services;

Whereas, the new Resiliency Permit Center will provide similar services to Permit Sonoma, but the new permit center will be exclusively dedicated to and focused on providing fire recovery permitting tasks;

Whereas, the Resiliency Permit Center will provide an efficient process for enabling fire

recovery projects to move forward quickly and collaboratively in a manner that fully complies with safety and building code compliance;

Whereas, the Resiliency Permit Center's permitting tasks will be similar, expedited and repetitive in nature due to the fact that all of the projects have resulted from the wildfire;

Whereas, as a result of the similar and repetitive nature of the fire recovery permitting services provided, these services are expected to require less staff and consultant time and consequently, these fire recovery permitting services are expected to cost less to perform;

Whereas, all permits for projects unrelated to the wildfire damage will continue to proceed through the Permit Sonoma permitting process and subject to the standard fees established by Ordinance Nos. 6150, 6194 and Resolution No. 17-0200 to recover the reasonable cost of providing those services to the fee payors; and

Whereas, existing projects and plans currently submitted for plan review and permit issuance at Permit Sonoma should experience no impact or delay in processing resulting from the influx of fire-related permitting services because all of the fire-related permitting services will be handled by the new Resiliency Permit Center;

Now, Therefore, Be It Resolved that the Board authorizes the Director of Permit Sonoma to execute a contract with West Coast Code Consultants, Inc. for fire reconstruction permitting and inspection services, in an amount not to exceed \$20 million over three years.

Be It Further Resolved that to recover the reasonable cost of providing the fire related permitting services, it is necessary to reduce the fees as of January 30, 2018 to reflect the reduced cost to provide those fire recovery permitting services in compliance with Art. XIII C of the California Constitution. Existing permit application fees that have been submitted after October 9, 2017 for fire recovery permitting services shall be refunded to the reduced rate to ensure fees are based on reasonable costs to provide the service. All fee payors will be charged an amount no more than necessary to cover the reasonable cost of this governmental activity and the manner in which those costs are allocated shall bear a fair or reasonable relationship to the payor's burdens on, or benefits received from, this governmental activity. The rates for providing these fire related permitting services are set forth in the attached Table A titled "Fire Related Resiliency Permit Center Fee Schedule."

Be It Further Resolved that in all other respects, Ordinances Nos. 6150 and 6194 and Resolution No. 17-0200 setting fees effective July 7, 2017, shall remain in full force and effect.

Resolution #
Date: January 29, 2018
Page 3

Be It Further Resolved that if any section, subsection, sentence, clause or phrase of this resolution is for any reason held to be unconstitutional or otherwise invalid, such decision shall not affect the validity of the remaining portion of this

Supervisors:

Gorin:

Rabbitt:

Zane:

Hopkins:

Gore:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma

State of California

Date: January 29, 2018

Item Number: _____
Resolution Number: _____



4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Increasing the Fiscal Year 2017-2018 Budget Appropriations for Permit Sonoma by \$3.0 million (4/5ths vote required).

Whereas, the Sonoma Complex Fire caused substantial structural damage to approximately 3,000 residential properties within the unincorporated areas of Sonoma County;

Whereas, the Permit and Resource Management Department will establish a Resiliency Permit Center that will offer the full range of planning, environmental health and building assistance to residents, contractors, and developers;

Whereas, the Permit and Resource Management Department will execute a contract with firms specializing in commercial and residential permitting, planning, environmental health, plan check, and inspection service, to assist with fire recovery efforts in an amount not to exceed \$20 million over three years;

Whereas, the Board of Supervisors has adopted a Final Budget for the County of Sonoma for FY 17-18;

Whereas, the Government Code allows for adjustments to the Final Budget;

Whereas, the Board of Supervisors adopted Ordinance Nos. 6150, 6194 and Resolution No. 17-0200 at public hearings held on April 26, 2016 and May 9, 2017 to establish land use, building and fire permitting fees, including plan check, permit and inspection fees, to recover the reasonable cost of providing these services;

Whereas, the new Resiliency Permit Center will provide similar services to Permit Sonoma, but the new permit center will be exclusively dedicated to and focused on providing fire recovery permitting tasks;

Whereas, the Resiliency Permit Center will provide an efficient process for enabling fire

recovery projects to move forward quickly and collaboratively in a manner that fully complies with safety and building code compliance;

Whereas, the Resiliency Permit Center’s permitting tasks will be similar, expedited and repetitive in nature due to the fact that all of the projects have resulted from the wildfire;

Whereas, as a result of the similar and repetitive nature of the fire recovery permitting services provided, these services are expected to require less staff and consultant time and consequently, these fire recovery permitting services are expected to cost less to perform;

Whereas, all permits for projects unrelated to the wildfire damage will continue to proceed through the Permit Sonoma permitting process and subject to the standard fees established by Ordinance Nos. 6150, 6194 and Resolution No. 17-0200 to recover the reasonable cost of providing those services to the fee payors; and

Whereas, existing projects and plans currently submitted for plan review and permit issuance at Permit Sonoma should experience no impact or delay in processing resulting from the influx of fire-related permitting services because all of the fire-related permitting services will be handled by the new Resiliency Permit Center;

Now, Therefore, Be It Resolved that the Board finds and declares the County’s Auditor Controller is hereby authorized and directed to appropriate funding in the amount of \$3 Million of revenue (26990400/41051) and expenditures (26990400/51803).

Be It Further Resolved that if any section, subsection, sentence, clause or phrase of this resolution is for any reason held to be unconstitutional or otherwise invalid, such decision shall not affect the validity of the remaining portion of this

Supervisors:

Gorin:	Rabbitt:	Zane:	Hopkins:	Gore:
Ayes:	Noes:	Absent:	Abstain:	

So Ordered.



County of Sonoma
State of California

Date: January 29, 2018

Item Number: _____
Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Amending The Department Allocation List For The Permit and Resource Management Department (Permit Sonoma) To Reflect The Converting Of a 1.0 Full-Time Equivalent Planner III, a 1.0 Full-Time Equivalent Sr. Environmental Specialist, and a 1.0 Full-Time Equivalent Geographic Information Technician II to Permanent and Deletion of a 1.0 Full-Time Equivalent Term Limited Planner III, a 1.0 Full-Time Equivalent Term Limited Sr. Environmental Specialist, and a 1.0 Full-Time Equivalent Term Limited Geographic Information Technician II, Effective July 1, 2018.

Whereas, during FY15-16, 1.0 Term Limited Planner III, 1.0 Term Limited Sr. Environmental Specialist, and 1.0 Term Limited Geographic Information Technician II were added to the department allocation list to address the ongoing and proposed board initiatives and back log of projects in the Planning Division; and

Whereas, the level of workload has continued and increased due to Cannabis permitting and the upcoming General Plan Update; and

Whereas, housing recovery due to the Sonoma Complex Fire requires on-going staffing; and

Whereas, maintaining staffing levels in addition to experienced, existing staff facilities continuity in work performed.

Now, Therefore, Be It Resolved that the Department Allocation List of the Permit and Resource Management Department (Permit Sonoma) is hereby revised as follows:

Section/ Subsection ID	Job Class	Class Title	Existing Positions In Class	Change in Position Allocation	New Total Allocation For Class	Duration/ End Date	Salary Range
26010123	1203	Planner III TL	1.0	-1.0	0		3610
26010123	1203	Planner III		+1.0	17.0	Ongoing	3610
26010122	0990	Sr. Enviro Specialist TL	1.0	-1.0	0		3492

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Date: January 29, 2018
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26010122	0990	Sr. Enviro Specialist	4.0	+1.0	5.0	Ongoing	3492
26010103	1222	GIT II TL	1.0	-1.0	0		3013
26010103	1222	GIT II	1.0	+1.0	2.0	Ongoing	3013

Supervisors:

Gorin: Rabbit: Zane: Hopkins: Gore:

Ayes: Noes: Absent: Abstain:

So Ordered

Standard Professional Services Agreement (“PSA”)
Revision G – June 2016

AGREEMENT FOR PROFESSIONAL SERVICES

This agreement (“Agreement”), dated as of _____, 2018 (“Effective Date”) is by and between the County of Sonoma, a political subdivision of the State of California (hereinafter “County” or “Permit Sonoma”), and West Coast Code Consultants, Inc. (hereinafter “Consultant”).

R E C I T A L S

WHEREAS, Consultant represents that it is a duly qualified building plan review and building inspection, experienced in the providing these services on behalf of public entities; and

WHEREAS, due to the Sonoma Complex Fire, there will be an unprecedented need for building plan review and building inspection services as residents of Sonoma County seek to repair or reconstruct fire damaged or destroyed homes and structures; and

WHEREAS, in the judgment of the County of Sonoma, it is necessary and desirable to employ the services of Consultant for building plan review and building inspections services to ensure the residents of Sonoma County are able to repair or reconstruct fire damaged or destroyed homes and structures.

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants contained herein, the parties hereto agree as follows:

A G R E E M E N T

1. Scope of Services.

1.1 Consultant’s Specified Services.

Consultant shall perform the services described in Exhibit “A,” attached hereto and incorporated herein by this reference (hereinafter “Scope of Work”), and within the times or by the dates provided for in Article 7, Prosecution of Work. In the event of a conflict between the body of this Agreement and Exhibit “A”, the provisions in the body of this Agreement shall control.

1.2 Cooperation With County. Consultant shall cooperate with County and County staff in the performance of all work hereunder.

1.3 Performance Standard. Consultant shall perform all work hereunder in a manner consistent with the level of competency and standard of care normally observed by a person practicing in Consultant’s profession. County has relied upon the professional ability and training of Consultant as a material inducement to enter into this Agreement. Consultant hereby agrees to provide all services under this Agreement in accordance with generally accepted professional practices and standards of care, as well as the requirements of applicable federal, state and local laws, it being understood that acceptance of Contractor’s work by

County shall not operate as a waiver or release. If County determines that any of Consultant's work is not in accordance with such level of competency and standard of care, County, in its sole discretion, shall have the right to do any or all of the following: (a) require Consultant to meet with County to review the quality of the work and resolve matters of concern; (b) require Consultant to repeat the work at no additional charge until it is satisfactory; (c) terminate this Agreement pursuant to the provisions of Article 4; or (d) pursue any and all other remedies at law or in equity.

1.4 Assigned Personnel.

- a. Consultant shall assign only competent personnel to perform work hereunder. In the event that at any time County, in its sole discretion, desires the removal of any person or persons assigned by Consultant to perform work hereunder, Consultant shall remove such person or persons immediately upon receiving written notice from County.
- b. Any and all persons identified in this Agreement, any exhibit hereto, or in the Statement of Qualifications provided to the County by Consultant dated December 10, 2017, and incorporated herein by reference, as the project manager, project team, or other professional performing work hereunder are deemed by County to be key personnel whose services were a material inducement to County to enter into this Agreement, and without whose services County would not have entered into this Agreement. Consultant shall not remove, replace, substitute, or otherwise change any key personnel without the prior written consent of County. With respect to performance under this Agreement, Consultant shall employ the following key personnel: Michael Renner and Marcus Johnson.
- c. In the event that any of Consultant's personnel assigned to perform services under this Agreement become unavailable due to resignation, sickness or other factors outside of Consultant's control, Consultant shall be responsible for timely provision of adequately qualified replacements.

2. Payment.

2.1 Plan Review.

- a. For all Plan Review services, including Miscellaneous Plan Review services (as both are defined in Exhibit A), required hereunder that are provided by Consultant in person at the County of Sonoma's Permit Sonoma offices (hereinafter "On-site Plan Review"), Consultant shall be paid on a time and material/expense basis in accordance with the rates set forth in Exhibit B. Consultant shall submit its bills for On-Site Plan Review in arrears on a monthly basis in a form approved by County's Auditor and the Head of the County Department receiving the services. The bills shall show or include: (i) the task(s) performed; (ii) the time in quarter hours devoted to the task(s); (iii) the hourly rate or rates of the persons performing the task(s); and (iv) copies of receipts for reimbursable materials/expenses, if any. Reimbursable materials/expenses not expressly authorized by the Agreement, but expended by Consultant in the furtherance of this Agreement, may be presented to the County for consideration. County makes no guarantee of reimbursement for such materials/expenses. Reimbursement of

materials/expenses not authorized by this Agreement is at the sole discretion of the County.

- b. For all Plan Review services, including Miscellaneous Plan Review services (as both are defined in Exhibit A) required hereunder that are provided in the Consultant's offices (hereinafter "Off-site Plan Review"), Consultant shall be paid on a lump sum basis in accordance with Exhibit B, attached hereto and incorporated herein by this reference, regardless of the number of hours or length of time necessary for Consultant to complete the services. Consultant shall not be entitled to any additional payment for any expenses incurred in completion of the services.

2.2 Inspection Services. For all Inspection Services required hereunder Consultant shall be paid in progress payment in accordance with Exhibit B, attached hereto and incorporated herein by this reference, regardless of the number of hours or length of time necessary for Consultant to complete the services. Consultant shall not be entitled to any additional payment for any expenses incurred in completion of the services.

2.3 Off-Site Work. Upon completion of the work, Consultant shall submit its bill(s) for payment for Off-Site Plan Review and Inspections Services in a form approved by County's Auditor and the Head of the County Department receiving the services. The bill(s) shall identify the services completed and the amount charged.

2.4 Community Outreach and Standards Development. Consultant shall provide the services listed in Task 4 (Community Outreach) and Task 5 (Design Standard Development) of Exhibit A, Scope of Work, without any additional compensation from County.

2.5 Not-to-Exceed Amount. Under no circumstances shall the cumulative sum total of all payments to Consultant, for all services provided of any kind or nature, under this Agreement exceed Twenty Million (\$20,000,000) without the prior written approval of County.

2.6 Invoices. Unless otherwise noted in this Agreement, payments shall be made within the normal course of County business after presentation of an invoice in a form approved by the County for services performed. Payments shall be made only upon the satisfactory completion of the services as determined by the County.

2.7 Taxes Withheld. Pursuant to California Revenue and Taxation Code (R&TC) Section 18662, the County shall withhold seven percent of the income paid to Consultant for services performed within the State of California under this agreement, for payment and reporting to the California Franchise Tax Board, if Consultant does not qualify as: (1) a corporation with its principal place of business in California, (2) an LLC or Partnership with a permanent place of business in California, (3) a corporation/LLC or Partnership qualified to do business in California by the Secretary of State, or (4) an individual with a permanent residence in the State of California.

If Consultant does not qualify, County requires that a completed and signed Form 587 be provided by the Consultant in order for payments to be made. If Consultant is qualified, then the County requires a completed Form 590. Forms 587 and 590 remain valid for the duration of the Agreement provided there is no material change in facts. By signing either

form, the Consultant agrees to promptly notify the County of any changes in the facts. Forms should be sent to the County pursuant to Article 12. To reduce the amount withheld, Consultant has the option to provide County with either a full or partial waiver from the State of California.

3. Term of Agreement. The term of this Agreement shall be from the Effective Date to January 29, 2021, unless terminated earlier in accordance with the provisions of Article 4 below.

4. Termination.

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

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

4.3 Delivery of Work Product and Final Payment Upon Termination.

In the event of termination, Consultant, within 14 days following the date of termination, shall deliver to County all reports, original drawings, graphics, plans, studies, and other data or documents, in whatever form or format, assembled or prepared by Consultant or Consultant's subcontractors, consultants, and other agents in connection with this Agreement and shall submit to County an invoice showing the services performed, hours worked, and copies of receipts for reimbursable expenses up to the date of termination.

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

4.5 Authority to Terminate. The Board of Supervisors has the authority to terminate this Agreement on behalf of the County. In addition, Tennis Wick, Department Head of Permit Sonoma, in consultation with County Counsel, shall have the authority to terminate this Agreement on behalf of the County.

5. Indemnification. Consultant agrees to accept all responsibility for loss or damage to any person or entity, including County, and to indemnify, hold harmless, and release County, its officers,

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

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

7. Prosecution of Work.

7.1 Notice to Proceed. The execution of this Agreement shall constitute Consultant's authority to proceed immediately with the performance of this Agreement. Performance of the services hereunder shall be completed within the time required herein, provided, however, that if the performance is delayed by earthquake, flood, high water, or other Act of God or by strike, lockout, or similar labor disturbances, the time for Consultant's performance of this Agreement shall be extended by a number of days equal to the number of days Consultant has been delayed.

7.2 On-Site Work. Consultant shall complete all On-site Plan Review, including rechecks of resubmitted plans and return all plans to the customer or their representative in accordance with Exhibit A within three (3) business days of receipt by the Consultant. For the purposes of this Agreement, business days are defined as days that the County of Sonoma's Administrative Offices are open to the public.

7.3 Off-Site Work. Consultant shall complete all Off-site Plan Review and return all plans to the customer or their representative in accordance with Exhibit A within five (5) business days of receipt by the Consultant.

7.4 Rechecks. Rechecks of resubmitted plans shall be completed within three (3) business days of receipt by the Consultant.

7.5 Inspection Work. Consultant agrees to complete Inspection Services in accordance with the deadlines set forth in Exhibit A, Task 2, Table 1.

7.6 Liquidated Damages. The Parties agree that pursuant to Paragraph 13.9 of this Agreement, time is of the essence and the representations by Consultant that it would be able to complete plan review in accordance with the timelines described above were a

material inducement to County to enter into this Agreement. The Parties further agree that if Consultant fails to complete plan review by the timelines listed above, the damages to the County and the public seeking to repair or reconstruct fire damaged or destroyed homes or structures would be difficult to ascertain. Therefore, the Parties agree the following liquidated damages will apply to each and every plan review that is not completed within the time frames listed in Paragraph 7.2 and 7.3 above, and will be deducted from any payment due and owing Consultant and will be retained by County as liquidated damages:

Main Dwelling or Accessory to Dwelling:

- 0-1,000 square feet: \$504.00
- 1,001-1,500 square feet: \$596.00
- 1,501-2,000 square feet: \$678.00
- 2,001-2,500 square feet: \$761.00
- Greater than 2,500 square feet: \$844.00

Garage or Storage Structure:

- 0-1,000 square feet: \$273.00
- 1,001-1,500 square feet: \$331.00
- 1,501-2,000 square feet: \$385.00
- 2,001-2,500 square feet: \$432.00
- Greater than 2,500 square feet: \$478.00

8. Extra or Changed Work. Extra or changed work or other changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both parties. Changes which do not exceed the delegated signature authority of the Department may be executed by the Department Head in a form approved by County Counsel. The Board of Supervisors or Purchasing Agent must authorize all other extra or changed work which exceeds the delegated signature authority of the Department Head. The parties expressly recognize that, pursuant to Sonoma County Code Section 1-11, County personnel are without authorization to order extra or changed work or waive Agreement requirements. Failure of Consultant to secure such written authorization for extra or changed work shall constitute a waiver of any and all right to adjustment in the Agreement price or Agreement time due to such unauthorized work and thereafter Consultant shall be entitled to no compensation whatsoever for the performance of such work. Consultant further expressly waives any and all right or remedy by way of restitution and quantum meruit for any and all extra work performed without such express and prior written authorization of the County.

9. Representations of Consultant.

9.1 Standard of Care. County has relied upon the professional ability and training of Consultant as a material inducement to enter into this Agreement. Consultant hereby agrees that all its work will be performed and that its operations shall be conducted in accordance with generally accepted and applicable professional practices and standards as well as the requirements of applicable federal, state and local laws, it being understood that acceptance of Consultant's work by County shall not operate as a waiver or release.

9.2 Status of Consultant. The parties intend that Consultant, in performing the services specified herein, shall act as an independent contractor and shall control the work and the manner in which it is performed. Consultant is not to be considered an agent or employee of

County and is not entitled to participate in any pension plan, worker's compensation plan, insurance, bonus, or similar benefits County provides its employees. In the event County exercises its right to terminate this Agreement pursuant to Article 4, above, Consultant expressly agrees that it shall have no recourse or right of appeal under rules, regulations, ordinances, or laws applicable to employees.

9.3 No Suspension or Debarment. Consultant warrants that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any federal department or agency. Consultant also warrants that it is not suspended or debarred from receiving federal funds as listed in the List of Parties Excluded from Federal Procurement or Non-procurement Programs issued by the General Services Administration. If the Consultant becomes debarred, consultant has the obligation to inform the County

9.4 Taxes. Consultant agrees to file federal and state tax returns and pay all applicable taxes on amounts paid pursuant to this Agreement and shall be solely liable and responsible to pay such taxes and other obligations, including, but not limited to, state and federal income and FICA taxes. Consultant agrees to indemnify and hold County harmless from any liability which it may incur to the United States or to the State of California as a consequence of Consultant's failure to pay, when due, all such taxes and obligations. In case County is audited for compliance regarding any withholding or other applicable taxes, Consultant agrees to furnish County with proof of payment of taxes on these earnings.

9.5 Records Maintenance. Consultant shall keep and maintain full and complete documentation and accounting records concerning all services performed that are compensable under this Agreement and shall make such documents and records available to County for inspection at any reasonable time. Consultant shall maintain such records for a period of four (4) years following completion of work hereunder.

9.6 Conflict of Interest. Consultant covenants that it presently has no interest and that it will not acquire any interest, direct or indirect, that represents a financial conflict of interest under state law or that would otherwise conflict in any manner or degree with the performance of its services hereunder. Consultant further covenants that in the performance of this Agreement no person having any such interests shall be employed. In addition, if requested to do so by County, Consultant shall complete and file and shall require any other person doing work under this Agreement to complete and file a "Statement of Economic Interest" with County disclosing Consultant's or such other person's financial interests.

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

9.8 Nondiscrimination. Without limiting any other provision hereunder, Consultant shall comply with all applicable federal, state, and local laws, rules, and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, pregnancy, disability, sexual orientation or other prohibited basis, including without limitation, the County's Non-Discrimination Policy. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated herein by this reference.

9.9 AIDS Discrimination. Consultant agrees to comply with the provisions of Chapter 19, Article II, of the Sonoma County Code prohibiting discrimination in housing, employment, and services because of AIDS or HIV infection during the term of this Agreement and any extensions of the term.

9.10 Assignment of Rights. Consultant assigns to County all rights throughout the world in perpetuity in the nature of copyright, trademark, patent, right to ideas, in and to all versions of the plans and specifications, if any, now or later prepared by Consultant in connection with this Agreement. Consultant agrees to take such actions as are necessary to protect the rights assigned to County in this Agreement, and to refrain from taking any action which would impair those rights. Consultant's responsibilities under this provision include, but are not limited to, placing proper notice of copyright on all versions of the plans and specifications as County may direct, and refraining from disclosing any versions of the plans and specifications to any third party without first obtaining written permission of County. Consultant shall not use or permit another to use the plans and specifications in connection with this or any other project without first obtaining written permission of County.

9.11 Ownership and Disclosure of Work Product. All reports, original drawings, graphics, plans, studies, and other data or documents ("documents"), in whatever form or format, assembled or prepared by Consultant or Consultant's subcontractors, consultants, and other agents in connection with this Agreement shall be the property of County. County shall be entitled to immediate possession of such documents upon completion of the work pursuant to this Agreement. Upon expiration or termination of this Agreement, Consultant shall promptly deliver to County all such documents, which have not already been provided to County in such form or format, as County deems appropriate. Such documents shall be and will remain the property of County without restriction or limitation. Consultant may retain copies of the above-described documents but agrees not to disclose or discuss any information gathered, discovered, or generated in any way through this Agreement without the express written permission of County.

9.12 Authority. The undersigned hereby represents and warrants that he or she has authority to execute and deliver this Agreement on behalf of Consultant.

10. Demand for Assurance. Each party to this Agreement undertakes the obligation that the other's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise with respect to the performance of either party, the other may in writing demand adequate assurance of due performance and until such assurance is received may, if commercially reasonable, suspend any performance for which the agreed return has not been received. "Commercially reasonable" includes not only the conduct of a party with respect to performance

under this Agreement, but also conduct with respect to other agreements with parties to this Agreement or others. After receipt of a justified demand, failure to provide within a reasonable time, but not exceeding thirty (30) days, such assurance of due performance as is adequate under the circumstances of the particular case is a repudiation of this Agreement. Acceptance of any improper delivery, service, or payment does not prejudice the aggrieved party's right to demand adequate assurance of future performance. Nothing in this Article limits County's right to terminate this Agreement pursuant to Article 4.

11. Assignment and Delegation. Neither party hereto shall assign, delegate, sublet, or transfer any interest in or duty under this Agreement without the prior written consent of the other, and no such transfer shall be of any force or effect whatsoever unless and until the other party shall have so consented.

12. Method and Place of Giving Notice, Submitting Bills and Making Payments. All notices, bills, and payments shall be made in writing and shall be given by personal delivery or by U.S. Mail or courier service. Notices, bills, and payments shall be addressed as follows:

TO: COUNTY:

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

TO: CONSULTANT:

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

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

13. Miscellaneous Provisions.

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

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

13.3 Consent. Wherever in this Agreement the consent or approval of one party is required to an act of the other party, such consent or approval shall not be unreasonably withheld or delayed.

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

13.5 Applicable Law and Forum. This Agreement shall be construed and interpreted according to the substantive law of California, regardless of the law of conflicts to the contrary in any jurisdiction. Any action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in Santa Rosa or the forum nearest to the city of Santa Rosa, in the County of Sonoma.

13.6 Captions. The captions in this Agreement are solely for convenience of reference. They are not a part of this Agreement and shall have no effect on its construction or interpretation.

13.7 Merger. This writing is intended both as the final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to Code of Civil Procedure Section 1856. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.

13.8 Survival of Terms. All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

13.9 Time of Essence. Time is and shall be of the essence of this Agreement and every provision hereof.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Effective Date.

CONSULTANT: _____

By: _____

Name: _____

Title: _____

Date: _____

COUNTY: COUNTY OF SONOMA

CERTIFICATES OF INSURANCE ON
FILE WITH AND APPROVED AS TO
SUBSTANCE FOR COUNTY:

By: _____
Department Head

Date: _____

APPROVED AS TO FORM FOR COUNTY:

By: _____
County Counsel

Date: _____

By: _____
Tennis Wick,
Director Permit Sonoma

Date: _____

EXHIBIT A
SCOPE OF WORK

Task 1: PLAN REVIEW. Consultant shall perform the following plan review services, as assigned by the County, hereinafter collectively referred to as “Plan Review” whether for a dwelling unit, accessory structure, garage, storage structure or bridge:

- a. Consultant shall perform a pre-application screening, at the request of an owner/applicant, to assist future permit applicants identify parcel and structure information needed for a complete application.
- b. Consultant shall initialize all permit submittals within the existing Permit Sonoma Accela software system. Permit initialization shall occur at the local Recovery Permit Center with direct applicant guidance provided where possible. All permit applications, regardless of type, shall be reviewed by Consultant at permit intake to ensure that all Permit Sonoma task approval, notices, holds and comments are set appropriately. All permit processing, local or remote, shall be conducted within the Permit Sonoma platform and all associated plans, documents, inspections and comments shall be appropriately maintained ensuring a complete record at final.
- c. Consultant shall review plan sets, specifications, calculations, and other information submitted to Permit Sonoma for fire damaged or destroyed dwellings or structures, and other dwellings and structures as agreed upon by Consultant and County, pursuant to a building permit application to verify that the plans, specifications, and calculations comply with applicable county building codes, county fire code and state laws, including but not limited to the following: Plan Review, Green Plan Review, Site Review, Planning Review, Modified Findings Report for septic systems, and Fire related plan review.
- d. Consultant shall plan review modified finding reports submitted to Permit Sonoma pursuant to applicable county septic codes and state laws.
- e. Consultant shall review a project for consistency with County of Sonoma Planning policies, including General Plan consistency.
- f. Consultant shall communicate directly with either the applicant or a professional representative designated by the applicant on the application, except that if the applicant has designated a professional representative, Consultant shall send the applicant copies of all correspondence sent to the applicant’s representative, including the notices required below.
- g. Consultant shall notify the applicant and their professional representative in writing or via e-mail or via electronic transmission of any deficiencies upon completion of initial plan check. If the applicant or their professional representative does not respond to Consultant’s notification within three (3) months from the date of the notification, Consultant shall notify the applicant and their professional representative in writing that the applicant will be assumed to have abandoned its

project if the applicant does not submit revised plans, specifications or calculations within an additional three (3) months.

- h. Consultant shall at a minimum provide the following staff at trailers provided by Permit Sonoma during all times the County of Sonoma Administrative Offices are open to the public with the following personnel to perform Pan Review Services:
 - i. (1) Project Manager
 - ii. (2) Plan Examiners
 - iii. (1) Supervising Permit Technician
 - iv. (1) Administrative Support
- i. Consultant shall not perform “Off-site Plan Review”, as that term is defined in Paragraph 2 of this Agreement, without the prior approval of Permit Sonoma. Upon receipt of a written request to conduct “Off-site Plan Review”, County shall provide a response to the request within four (4) hours or by the beginning of the next business day if request is made after 1:00 p.m.

Task 2: INSPECTION SERVICES. Consultant shall perform the following inspection services, as assigned by the County, collectively referred to as “Inspection Services” whether for a dwelling unit, accessory structure, garage, storage structure or bridge:

- j. Inspection Services include conducting inspections classified as, but is not limited to, the following categories of inspections: Building, Green, Electrical, Plumbing, Mechanical and Fire.
- k. Consultant shall perform all Inspections Services necessary for fire damaged or destroyed dwellings or structures necessary for the customer to receive a certificate of occupancy, or any other governmental approval necessary to close out the permit.
- l. Consultant shall utilize Permit Sonoma’s inspection scheduling system, which allows for inspections to be scheduled electronically, in person and by telephone.
- m. Consultant shall perform building inspections on a schedule that is developed and agreed upon by both County and Consultant for fire damaged and destroyed dwellings and structures, and other inspections as agreed upon by Consultant and County.
- n. Building inspections shall be performed in accordance with approved plans for each project and in conformance with the currently adopted model codes and Sonoma County Code.
- o. Consultant agrees to complete Inspection Services in accordance with the deadlines set forth in Table 1 below:

Table 1. Inspection Deadlines

Daily Inspection Requests	Deadline for Response Time (Days)
Less than 200	1
200-300	2
301-400	3
401-500	4
Greater than 500	5

Task 3: MISCELLANEOUS SERVICES. Additionally, Consultant may also be requested to perform the following services, as assigned by the County, hereinafter referred to as “Miscellaneous Services”:

- p. Consultant shall perform Standard OWTS Plan Review and Non-Standard OWTS Plan Review, to review and verify septic plans, specifications, calculations, and other information submitted to Permit Sonoma pursuant to a septic permit application to verify that the plans, specifications, and calculations comply with applicable county septic codes and state laws.
- q. Consultant shall perform Standard OWTS Inspections and Non-Standard OWTS Inspections in accordance with approved plans for each project and in conformance with the currently adopted model codes and Sonoma County Code.
- r. Consultant shall perform building sewer inspection, lateral sewer inspection or combined sewer inspection in accordance with approved plans for each project and in conformance with the currently adopted model codes and sanitation district codes.

Task 4: COMMUNITY OUTREACH. Consultant shall conduct five (5) community meetings located at times mutually agreed to between Consultant and County. At least one community meeting shall be located within the Sonoma Valley. The community meetings shall provide information to the public and design professionals that informs the public about the policies and procedures of obtaining permits for repairing and reconstructing fire damaged and destroyed dwellings and structures, including but not limited to design requirements, model code requirements, Sonoma County Code requirements for building, septic and fire code compliance, and any and all state law requirements. Consultant shall provide information on how to submit plans for approval to obtain permits, the process for approval, processes for scheduling inspection appointments, and any other information necessary for residents of Sonoma County to obtain the permits described above and eventual certificates of occupancy or other governmental approval necessary to close out a permit. The community meetings can be contractor/builder/design professional focused, but at least two (2), including the one required in the Sonoma Valley, must be homeowner focused.

Task 5: DESIGN STANDARD DEVELOPMENT. Consultant shall develop, in conjunction with Permit Sonoma, a package of design standards and standard notes, including a checklist of items a customer will need to obtain a permit for repair or reconstruction of a fire damaged or destroyed dwelling or structure.

Exhibit B
Compensation

PLAN REVIEW

Hourly Rate Sheet for On-site Plan Review:

- Project Manager: \$135.00/per hour
- Structural Engineer: \$135.00/per hour
- Fire Plans Examiner: \$120.00/per hour
- Plan Review Engineer: \$115.00/per hour
- Plans Examiner: \$100.00/per hour
- Supervising Permit Technician: \$75.00/per hour
- Permit Technician II: \$65.00/per hour
- Administrative Support: \$55.00/per hour

Lump Sum for all Plan Review for Dwelling or Accessory Structures Performed Off-Site:

- 0-1,000 square feet: \$2,316.00
- 1,001-1,500 square feet: \$2,624.00
- 1,501-2,000 square feet: \$2,888.00
- 2,001-2,500 square feet: \$3,152.00
- Greater than 2,500 square feet: \$3,416.00

Lump Sum for all Plan Review for Detached Garage or Storage Structures Performed Off-Site:

- 0-1,000 square feet: \$1,019.00
- 1,001-1,500 square feet: \$1,198.00
- 1,501-2,000 square feet: \$1,352.00
- 2,001-2,500 square feet: \$1,476.00
- Greater than 2,500 square feet: \$1,600.00

Lump Sum for all Plan Review for Concrete or Wood Bridges Performed Off-Site:

<u>Square Foot Range</u>	<u>Concrete</u>	<u>Wood</u>
--------------------------	-----------------	-------------

Lump Sum for Miscellaneous Plan Review Performed Off-Site:

- Standard OWTS Plan Review: \$ 514.00
- Non-Standard OWTS Plan Review: \$ 583.00

INSPECTIONS

Fixed Fee for Inspections for Dwelling or Accessory Structures:

- 0-1,000 square feet: \$2,023.00
- 1,001-1,500 square feet: \$2,633.00
- 1,501-2,000 square feet: \$3,194.00
- 2,001-2,500 square feet: \$3,759.00
- Greater than 2,500 square feet: \$4,324.00

Fixed Fee for Inspections for Detached Garages or Storage Structures:

- 0-1,000 square feet: \$1,083.00
- 1,001-1,500 square feet: \$1,487.00
- 1,501-2,000 square feet: \$1,873.00
- 2,001-2,500 square feet: \$2,216.00
- Greater than 2,500 square feet: \$2,558.00

Payment Installments for Fixed Fee Inspection Services:

1. The Consultant shall be compensated the Fixed Fees set forth above in Payment Installments in accordance with the following milestones schedule:
 - a. 25% of the Fixed Fee upon approval of the foundation inspection (#103 or #105 Permit Sonoma inspection number);
 - b. 25% of the Fixed Fee upon approval of the under floor inspection (#120);
 - c. 25% of the Fixed Fee upon approval of the close-in inspection (#132);
 - d. 25% of the Fixed Fee upon approval of the final inspection (#199).
2. In the event a permit is expired due to time limitation, normally three years after permit issuance, County shall compensate Consultant per the last milestone inspection conducted by the Consultant prior to and including the date of permit expiration.

Lump Sum for all Inspections of Concrete or Wood Bridges:

<u>Square Foot Range</u>	<u>Concrete</u>	<u>Wood</u>
--------------------------	-----------------	-------------

Lump Sum for Miscellaneous Inspections:

- Standard OWTS Inspections: \$ 352.00
- Non-Standard Inspections: \$ 759.00
- Building Sewer Inspections: \$ 539.00
- Lateral Sewer Inspections: \$ 581.00
- Combined Sewer Inspections: \$ 762.00
- Fire Inspections: \$ 200.00

Exhibit C
Insurance Requirements



County of Sonoma Agenda Item Summary Report

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

Agenda Item Number: 5
(This Section for use by Clerk of the Board Only.)

To: Sonoma County Board of Supervisors

Board Agenda Date: January 29, 2018

Vote Requirement: Majority

Department or Agency Name(s): Sonoma County Fair & Exposition, Inc.

Staff Name and Phone Number:

Rebecca Bartling, 545-4218

Supervisorial District(s):

Title: 2018 Sonoma County Fairgrounds Budget

Recommended Actions:

Adopt a Resolution approving the 2018 Operating and Capital Improvements Budget and the 2018 Employee Position Allocation List, for Sonoma County Fair and Exposition, Inc.

Executive Summary:

Pursuant to Government Code 25905, the Board of Supervisors contracts with the Sonoma County Fair and Exposition, Inc. (Fair) to operate the Sonoma County Fair. The Board of Supervisors retains authority to approve and/or alter the budget of the Fair. The Fair Board of Directors request that the Sonoma County Board of Supervisors approve the 2018 annual budget, as adopted by the Fair Board of Directors on December 19, 2017.

2018 Budget Overview

The 2018 budget projects a net operating surplus of \$492,763 prior to depreciation expense, and identifies capital improvement projects of \$614,000, of which \$314,000 are budgeted to be funded primarily by Fair funds, and Junior Live Stock restricted funds, due to cash flow constraints.

Fund balance is budgeted to increase \$178,763, as compared to a decrease of \$46,578 in the 2017 a \$225,341 or 483% change, due primarily to a \$650,000 decrease in spending on capital projects, and a \$200,000 decrease in debt payments, partially offset by a \$58,659 decrease in net operating surplus and a \$566,000 decrease in grants for capital projects.

Agency Highlights

Fire Impact:

Sonoma Complex Fire Recovery: For 23 days, the Sonoma County Fairgrounds acted as an emergency evacuation center for residents, pets and livestock. In addition, the Fairgrounds was a staging area for CalFire, the National Guard, and other agencies assisting with the October Sonoma fires. The Federal Emergency Management Agency (FEMA) has contracted with the Fairgrounds to provide 120 spaces for

FEMA transitional housing units.

Service Delivery Adjustments: The 2018 budget forecasts an increase to the Fairgrounds reserves, with no use of the County General Fund. No service delivery adjustments are anticipated.

Discussion:

Summary of Significant Budget Changes and Projections from Prior Year's Adopted Budget

Expenses by Category

1. Salaries and Benefits increased \$184,100 (3.5%)
 - Increase in minimum wage affecting 600+ seasonal workers.
 - Non-recurring lump sum payments for Salary Resolution employees.
 - Scheduled merit increases for existing staff.
 - There are no changes to Full Time Equivalent allocations

2. Services and Supplies decreased (\$74,750) (1.7%)
 - Decrease in Racing services and supplies costs, due to 3 fewer live racing racing days (\$70,000).
 - Decreases in annual fair expenses. The County Fair now runs two weeks to align with the reduced 2018 horse racing schedule. (\$133,000).
 - Increase in Interim Department operating expenses primarily due to projected decreased vacancy rate in Recreational Vehicle (RV) park \$117,000.
 - Increases in utility rates, insurance cost, and maintenance supplies \$21,000.

3. Capital Expenditures decreased (\$650,000) (67%)
 - The Fairgrounds has no grant-funded capital improvements budgeted for 2018 (\$566,000 in 2017 budget). Additionally, while our capital needs for 2018 are approximately \$615,000, we are limiting our budgeted projects to stay within funding available from 2018 anticipated net revenues.

4. Other Expenses decreased (\$200,000) (100%)
 - The Fair paid off the revolving photovoltaic installation project note with the County Treasury in 2017. The Fair does not anticipate securing long term debt in 2018.

Revenue (Sources)

1. Use of Fund Balance decreased (\$225,300) (484%)
 - Decrease in overall Fairgrounds net revenue (\$58,700)
 - The end of principal and interest payments on photovoltaic installation project note with the County Treasury in 2017 \$200,000
 - Decrease in capital expenditures \$650,000
 - Decrease in capital grant funding (\$566,000)

2. Fees and Charges for Services Increased \$51,800 (1%)
 - Decrease in racing revenue due to 3 fewer days of live racing combined with a projected

overall decrease in racing daily “handle” for 2018 (\$314,000)

- Decrease in Fair revenue (\$351,000), due to a 2 week fair.
- Increase in Interim revenue, \$730,000, primarily due to the use of part of the RV park as FEMA transitional housing for Sonoma Complex fire victims. Agreements with FEMA were signed in November and December of 2017 and run 18 months, with a 6 month opt-out clause. Interim revenue also increased due to an increase in facility rental rates, by an average of 10%, for 2018.

3. Other Agency Revenue decreased (\$566,000) (100%)

- The storm water improvements funded by Sunwood Santa Rosa as a mitigating offset to the Smith Village project, were completed during 2017.
- The Fairgrounds does not anticipate receiving similar revenue from Other Financing Sources in 2018

Other Budget and Financial information

The Sonoma County Fair in 2018 will for a second year run for 11 days beginning August 2 and ending on August 12.

As the California Horse Racing Board (CHRB) has only allocated the Fairgrounds live racing over a two week period, horse racing will run concurrent to our fair. The California Horse Racing Board has allotted only two weeks of racing to the Sonoma County Fair for the 2018 race meet. The 2018 budget is adjusted for this change. However staff feels the shorter race dates will make for an exciting two weeks for the racing patron.

2017 Financial Overview

The 2017 Sonoma County Fair ran four days less than in 2016 which resulted in a decrease in attendance. Although admission revenue was lower than budget by (\$377,000), carnival revenue increased by \$33,700, sponsorship revenue increased by \$81,700 and daily concessions revenue increased \$22,800. Racing commissions continued on a negative trend, and were down \$200,000 from the prior year.

Sales at the Junior Livestock sale set another record at \$1.584 million up by \$77,000 from 2017.

Projected gross revenue from rental of the facilities, at other than fair time (Interim Sales) reached an all-time high at \$2.9 million mainly due to an increase in RV Park usage due to an increase in Interim activities that included RV revenue, as well as a general decrease to vacancy rates in the RV Park due to competitive pricing and an increase in advertising for the Park This exceeded budgeted revenue by \$170,000.

The Fairgrounds paid the \$700,000 remaining balance on the revolving note held by the Sonoma County Treasurer issued to pay the Fair’s photovoltaic installation project settlement.

On October 9th, the County of Sonoma Emergency Operations Center requested that the Fairgrounds

open as an emergency evacuation center for residents and animals displaced by the October 2017 firestorm. In addition, over the next month, the Fairgrounds acted as base-camp for CalFire, the American Red Cross, and the National Guard.

Capital Improvement Project list

The Capital Improvement Project list is shown as Attachment #3. Major expenditures include the improvement of the RV Park to increase its desirability and revenue-generating potential, and replacing diesel loaders, backhoes, forklifts and other equipment that may not meet California Air Resources Board (CARB) requirements.

The replacement of the Grace Pavilion roof was budgeted in 2017. However, net revenues did not allow for this improvement. Due to the magnitude of the replacement costs (\$300,000 - \$400,000), we have not included it within the Fairgrounds 2018 budget, as it exceed budgeted net revenue. Focused, temporary solutions will continue, until net revenue is sufficient to perform the larger project.

Position Allocation List

Please see Attachment #3 for the listing to be approved. There are no requested changes to the existing Allocation List consisting of 30.75 full time equivalent employees.

Strategic Objectives

The strategic Master Plan for the Fairgrounds property will be completed in 2018. The Master Plan will provide guidance and recommendations for future development and possible repurposing of underutilized assets on the property. The Master Plan will be a road map for the staff and Board of Directors of the Sonoma County Fair and Exposition Inc., County Department of General Services and Board of Supervisors to follow in an effort to provide for a more financially sound and robust facility; meeting the needs of the residents of Sonoma County and the region.

The Fairgrounds Board has created a Master Plan Committee that has been meeting regularly with Populous (a master planning consultant). The Master Plan Committee continues to review proposed projects based upon viability, profitability, and benefit to the community. The Board of Sonoma County Fair & Exposition, Inc. anticipates bringing a draft Master Plan to the Sonoma County Board of Supervisors prior to the end of calendar 2018.

Programming enhancements will continue to be implemented for the Sonoma County Fair with a continued focus on entertainment that appeals to the broad demographics of Sonoma County; resulting in increased attendance, revenues and community appeal.

Sonoma County Fair & Exposition, Inc. will continue to be good stewards of the fairgrounds properties, through the profitable operation of the fairgrounds while emphasizing agricultural education and community involvement, both of which are core to the Fair’s mission.

Prior Board Actions:

The Board Approves the Fair budget annually.
January 10, 2017 Board adopted resolution approving the Calendar 2017 County Fair Budget.

Strategic Plan Alignment Economic and Environmental Stewardship			
The Sonoma County Fair provides economic and environmental stewardship by promoting and showcasing local and statewide agricultural and livestock industries.			
Fiscal Summary			
	FY 17-18 Adopted	FY 18-19 Projected	FY 19-20 Projected
Expenditures			
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			
Narrative Explanation of Fiscal Impacts:			
The Sonoma County Fair budget total expenses, revenues, and fund balance use for calendar year 2018 are \$10,082,008.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
No change from prior adopted budgets			
Attachments:			
Attachment #1 Board Resolution Attachment #2 Financial Summary Attachment #3 Capital Improvement Budget			

Attachment #4 Sonoma County Fairgrounds Position Allocation List
Attachment #5 Fair 2017 Budget as Approved by Fair Board
Attachment #6 Powerpoint Presentation

Related Items “On File” with the Clerk of the Board:



County of Sonoma
State of California

Date: January 29, 2018

Item Number: _____

Resolution Number: _____

4/5 Vote Required

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, ADOPTING THE 2018 OPERATING AND CAPITAL IMPROVEMENT BUDGETS AND APPROVING THE COUNTY EMPLOYEE POSITION ALLOCATION LIST FOR THE SONOMA COUNTY FAIR AND EXPOSITION, INC.

Whereas, The 2018 Operating Budget, the 2018 Capital Improvements Budget and the County Employee Position Allocation list for Sonoma County fair and Exposition, Inc. requires adoption/approval by the Board of Supervisors; and

Whereas, The Sonoma County Fair Board of directors recommends that the 2018 Operating and Capital Improvement budgets be adopted and the county Employee Position allocation List be approved; and

Whereas, the Sonoma County Board of Supervisors, after giving appropriate public notice held a public hearing on the 2018 Sonoma County Fair and Exposition, Inc budgets and County Employee Position Allocation list on January 29, 2018

Now, Therefore, Be It Resolved, That the Board of Supervisors adopts the 2018 Sonoma County Fair and Exposition, Inc. Operating and Capital Improvement budgets and approves the 2018 County Employee Position Allocation List as submitted.

Supervisors:

Gorin:

Rabbit:

Zane:

Hopkins:

Gore:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

FAIRGROUNDS 2018 FINANCIAL SUMMARY

Expenditures by Program Area

	Calendar Year 2017 Adopted Budget	Calendar Year 2018 Recommended Budget	Change from 2017 Adopted	% Change from 2017 Adopted
County Fair	2,933,777	2,627,470.0	(306,307)	(10.4)
Horse Racing/Satellite Wagering	1,330,927	1,235,338.0	(95,589)	(7.2)
Admin/Debt Service/Cap. Imp.	2,451,581	1,792,496.0	(659,085)	(26.9)
Interim Events	1,776,066	1,993,789.0	217,723	12.3
Maintenance	2,329,200	2,432,915.0	103,715	4.5
Fire Response and Recovery			-	
Total Expenditures by Program	10,821,551	10,082,008.0	(739,543)	(6.8)

Permanent Positions by Program Area

	Calendar Year 2017 Adopted Budget	Calendar Year 2018 Recommended Budget	Change from 2017 Adopted	% Change from 2017 Adopted
County Fair	2	2.00	0	-
Horse Racing/Satellite Wagering	1.75	1.75	0	-
Admin/Debt Service/Cap. Imp.	6	6.00	0	-
Interim Events	10	10.00	0	-
Maintenance	11	11.00	0	-
Fire Response and Recovery			0	
Total Permanent Positions	30.75	30.75	0	-

Department Budget Details

	Calendar Year 2017 Adopted Budget	Calendar Year 2018 Recommended Budget	Change from 2017 Adopted	% Change from 2017 Adopted
Expenditures by Character				
Salaries and Benefits	5,282,231	5,466,345.0	184,114	3.5
Services and Supplies	4,375,320	4,301,663.0	(73,657)	(1.7)
Capital Expenditures	964,000	314,000.0	(650,000)	(67.4)
Other Expenses	200,000	-	(200,000)	(100.0)
Transfers within the County	-	-	-	
Total Expenditures by Character	10,821,551	10,082,008.0	(739,543)	(6.8)

Revenues/Reimbursements/Use of Fund Balance (Sources)

General Fund Contribution	-	-	-	
Fees and Charges for Services	10,208,973	10,260,771.0	51,798	0.5
State, Federal, & Other Govt. Revenue	-	-	-	
Other Departmental Revenue	566,000	-	(566,000)	(100.0)
Use of Fund Balance	46,578	(178,763.0)	(225,341)	(483.8)
Reimbursements	-	-	-	
Total Revenues/Use of Fund Balance	10,821,551	10,082,008.0	(739,543)	(6.8)

**Sonoma County Fair
Capital Projects
Budget Worksheet**

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

Other Projects - Internal Funding
Grace Pavilion Doors
RV Improvements
CCTV Cameras
Grace Pavilion Roof
Subtotal
Capital Improvement Total

Project Estimate		Fair Funds
\$17,000		\$17,000
\$100,000		\$100,000
\$20,000		\$20,000
\$0		\$0
\$137,000	\$0	\$137,000
\$137,000	\$0	\$137,000

Equipment/Soft Goods Purchases over \$5,000	
	Item
	Interim equipment (tables, chairs, other)
	Replacement equipment due to CARB
	Equipment Purchase Total

Project Estimate		Fair Funds
\$15,000		\$15,000
\$150,000		\$150,000
\$165,000	\$0	\$165,000

JLA Fund Capital Projects (JLA Restricted Funds used for these projects)
Carpet for Show Ring
Computers (2) for auction
JLA Projects Total

Project Estimate		Fair Funds
\$6,000		\$6,000
\$6,000		\$6,000
\$12,000		\$12,000

Total Capital Project Budget

\$314,000	\$0	\$314,000
------------------	------------	------------------

Sonoma County Fair & Exposition, Inc. - Position Allocation List

2018 Budgeted Positions - County Employees

Title	JC	Adopted 2017 (Including Vacant)	Changes 2017	2018 Budget (Including Vacant)	Vacant	Narrative	Budget Less Projected Vacant
SENIOR OFFICE ASSISTANT	0003	1.00		1.00	0.00		1.00
SECRETARY	0023	1.00		1.00	0.00		1.00
SECRETARY	0023	1.00		1.00	0.00		1.00
STOREKEEPER	0311	1.00		1.00	0.00		1.00
ACCOUNTING TECHNICIAN	0404	2.00		2.00	1.00	Probable hire 2018	1.00
SIMULCAST ATTENDANT	0742	0.75		0.75	0.75	Probable hire 2018	0.00
SENIOR SIMULCAST ATTENDANT	0743	1.00		1.00	0.25	Increase to 1.0 FTE 2018	1.00
FAIRGROUNDS MAINTENANCE WORKER	0748	2.00		2.00	1.00	Hire 2018	2.00
FAIRGROUNDS MAINTENANCE WORKER	0748	2.00		2.00	0.00		2.00
SENIOR FAIRGROUNDS MAINTENANCE WORKER	0749	3.00		3.00	1.00		2.00
SENIOR FAIRGROUNDS MAINTENANCE WORKER	0749	3.00		3.00	1.00		2.00
FAIR MANAGER	0750	1.00		1.00	0.00		1.00
DEPUTY FAIR MANAGER	0755	1.00		1.00	1.00	Hire 2018	1.00
INTERIM EVENTS COORDINATOR	0756	1.00		1.00	0.00		1.00
FAIRGROUND PREMIUM EXHIBIT ASSISTANT	0757	1.00		1.00	1.00	Hire 2018	1.00
PREMIUM AND EXHIBIT COORDINATOR	0758	1.00		1.00	0.00		1.00
MARKETING AND PROMOTIONS COORDINATOR	0759	1.00		1.00	0.00		1.00
FAIR FINANCIAL SERVICES OFFICER	0761	1.00		1.00	0.00		1.00
HEAVY EQUIPMENT TECHNICIAN	5226	1.00		1.00	0.00		1.00
BUILDING MECHANIC II	5335	1.00		1.00	0.00		1.00
BUILDING MECHANIC II	5335	3.00		3.00	0.00		3.00
FAIR GROUNDS BUILDING SUPERINTENDENT	5355	1.00		1.00	0.00		1.00
TOTALS		30.75		30.75	7.00		27.00

Sonoma County Fair & Exposition, Inc
 Budget for the Year Ending December 31, 2018
 Income Statement

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

	Actual YTD 12/31/2015	Actual YTD 12/31/2016	Annual Budget 2017	Projected 2017	Proposed Budget 2018
Operating Revenue					
Fair (less JLA)	6,819,246	6,825,603	6,910,749	6,378,853	6,245,799
Interim	2,358,790	2,649,689	2,761,280	2,930,819	3,491,100
Satellite Wagering	403,955	411,189	391,144	393,484	373,372
Harvest Fair	108,488	134,189	127,000	27,877	132,000
Miscellaneous Non-Fair	20,129	40,962	18,800	138,858	18,500
Prior Year Revenue Adjustments		178			
Total Operating Revenue	9,710,608	10,061,810	10,208,973	9,869,892	10,260,771
Operating Expense					
Administration	1,171,356	1,427,464	1,270,081	1,454,092	1,462,496
Maintenance	2,125,664	2,224,519	2,329,200	2,284,824	2,432,915
Fair	3,941,847	4,073,703	3,921,682	3,749,670	3,525,743
Interim	1,407,982	1,842,713	1,709,766	1,725,383	1,930,889
Satellite Wagering	325,234	373,399	343,022	350,025	337,065
Harvest Fair	101,813	86,041	102,300	54,025	105,900
Harvest Fair Allocated Expenses	(35,800)	(30,700)	(36,000)		(43,000)
Prior Year Expense Adjustments & Other Expenses	(28,017)	(13)		(751)	
Other - Interest Expense	3,333	12,190	17,500	17,625	16,000
Total Operating Expense	9,013,411	10,009,315	9,657,551	9,634,893	9,768,008
Operating Income (Loss)	697,197	52,495	551,422	234,998	492,763
Other Operating Revenue (Net)	45,012	(67,126)		17,356	
Capital Contributions	165,493	208,048	566,000		
Net Income (Loss) Not Incl Depreciation	907,702	193,417	1,117,422	252,355	492,763
Net Income (Loss) Not Incl Depreciation	907,702	193,417	1,117,422	252,355	492,763

Sonoma County Fair & Exposition, Inc
Budget for the Year Ending December 31, 2018
Revenue Summary

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

	Actual YTD 12/31/2015	Actual YTD 12/31/2016	Annual Budget 2017	Projected 2017	Proposed Budget 2018
Fair Revenue					
Admissions	1,589,143	1,694,535	1,876,267	1,499,356	1,719,832
Commercial Space	430,638	425,600	450,000	398,177	410,000
Carnival	687,926	688,470	688,500	722,179	714,304
Concessions	1,185,344	1,177,851	1,226,742	1,114,556	1,108,091
Exhibits	90,745	89,953	87,150	87,502	86,400
Racing	1,751,135	1,638,429	1,340,750	1,370,233	1,026,522
Attractions	211,800	170,482	208,325	186,820	175,540
VIP Tent	23,591	36,798	52,616	30,252	30,252
Sponsorships	278,175	349,608	382,433	464,140	400,500
Parking	465,491	460,233	499,666	427,921	509,498
Miscellaneous	105,259	93,644	98,300	77,717	64,860
Total Fair	6,819,246	6,825,603	6,910,749	6,378,853	6,245,799
Interim Revenue					
Building Rental	420,267	501,558	610,300	599,272	600,850
Facility Rental	288,251	302,157	304,000	266,191	245,250
Long Term Rentals	107,714	100,131	106,000	103,802	108,000
RV Park	345,977	426,188	415,000	527,837	1,135,000
Equipment Rental	136,380	143,142	154,000	174,344	170,000
Parking Revenues	338,026	376,354	415,000	427,943	400,000
Utility Reimbursement	3,387	6,283	4,000	4,332	4,500
Costs Recovered	65,631	73,366	70,000	69,949	70,000
Concessions	488,649	517,531	504,980	528,688	534,000
Other Revenues	164,508	202,979	178,000	228,462	223,500
Total Interim	2,358,790	2,649,689	2,761,280	2,930,819	3,491,100
Satellite Wagering	403,955	411,189	391,144	393,484	373,372
Harvest Fair	108,488	134,189	127,000	27,877	132,000
Miscellaneous Non-Fair	20,129	40,962	18,800	138,858	18,500
Prior Year Rev		178			
Operating Revenue	9,710,608	10,061,810	10,208,973	9,869,892	10,260,771
Capital Contribution	165,493	208,048	566,000		
Total Revenue	9,876,101	10,269,858	10,774,973	9,869,892	10,260,771

Revenues by Program			
County Fair		5,569,999	5,219,277
Horse Racing Satellite Wagering		1,731,894	1,399,894
Interim Events		2,907,080	3,641,600
Fund Balance		46,578	(178,763)
Grants		566,000	
Total Program Revenue (County Format)		10,821,551	10,082,008
Total Program Expenditures (County Format)		10,821,551	10,082,008
Source (Use) of Reserves			
Revenues by Category			
Use/(Source) of Fund Balance		46,578	(178,763)
Charges for Services		10,208,973	10,260,771
Other Financing Sources		566,000	
Total Revenue by Category		10,821,551	10,082,008

Sonoma County Fair & Exposition, Inc
 Budget for the Year Ending December 31, 2018
 Expense Summary

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

	Actual YTD 12/31/2015	Actual YTD 12/31/2016	Budget 2017	Projected 2017	Proposed Budget 2018
Fair Expense					
Publicity	349,728	351,902	348,811	310,079	345,132
Attendance	474,758	507,688	488,025	395,994	391,359
Premiums	288,334	295,644	317,500	291,933	279,350
Hall of Flowers	250,703	214,025	229,883	220,460	195,744
Exhibits	620,100	692,348	601,755	521,154	590,261
Miscellaneous Fair	189,589	186,079	206,152	197,307	193,481
Racing	1,082,214	1,148,840	987,905	1,083,866	898,273
Attractions	686,421	677,179	741,652	728,877	632,143
Total Fair	3,941,847	4,073,703	3,921,682	3,749,670	3,525,743
Interim	1,407,982	1,842,713	1,709,766	1,725,383	1,930,889
Satellite Wagering	325,234	373,399	343,022	350,025	337,065
Harvest Fair	101,813	86,041	102,300	54,025	105,900
Harvest Fair Allocated Expenses	(35,800)	(30,700)	(36,000)		(43,000)
Administration	1,171,356	1,427,464	1,270,081	1,454,092	1,462,496
Maintenance	2,125,664	2,224,519	2,329,200	2,284,824	2,432,915
Prior Year Operating Expense Adjustment	(28,017)	(13)		(751)	
Other - Interest Expense	3,333	12,190	17,500	17,625	16,000
Total Operating Expense	9,013,411	10,009,315	9,657,551	9,634,893	9,768,008

Expenses by Program					
County Fair			2,933,777		2,627,470
Maintenance			2,329,200		2,432,915
	Admin		\$1,270,081		\$1,462,496
	Other		\$17,500		\$16,000
	Capital Purchases		\$964,000		\$314,000
	Debt Service		\$200,000		
Admin/Debt Service/Capital			2,451,581		1,792,496
Interim Events			1,776,066		1,993,789
Horse Racing Satellite Wagering			1,330,926		1,235,338
			<u>10,821,551</u>		<u>10,082,008</u>
Expenses by Category					
Salaries & Benefits			5,282,777		5,466,345
Services & Supplies			4,374,774		4,301,663
Capital Expenditures			964,000		314,000
Other Financing Uses			200,000		
Total Expenses by Category			<u>10,821,551</u>		<u>10,082,008</u>

Sonoma County Fair

Fair Revenues (Racing Detail On Racing Page)

Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #	Actual	Actual	Annual	Projected	Proposed	
	YTD	YTD	Budget		Budget	
	12/31/2015	12/31/2016	2017	2017	2018	
Admissions Revenue						
Fair Admission - Full Price						
41010-30-10	Fair Admission	1,110,923	1,196,490	1,359,267	1,120,764	1,242,226
Total Fair Admissions - Full Price		1,110,923	1,196,490	1,359,267	1,120,764	1,242,226
Fair Admission - Discount						
41011-30-10	Admissions Prior Year					
41020-30-10	Discounted Fair Admissions	427,260	457,405	475,000	378,592	426,646
41021-30-10	Discount Racing Patrons	50,960	40,640	42,000		50,960
Total Fair Admissions - Discount		478,220	498,045	517,000	378,592	477,606
Total Fair Admissions Revenue		1,589,143	1,694,535	1,876,267	1,499,356	1,719,832
Commercial Space Revenue						
41500-50-10	Indoor Commercial Space	326,660	328,540	350,000	327,323	340,000
41600-50-10	Outside Commercial Space	103,978	97,060	100,000	70,855	70,000
Total Commercial Space		430,638	425,600	450,000	398,177	410,000
Carnival Revenue						
42100-50-10	Carnival Revenue	687,926	688,470	688,500	722,179	714,304
Food Concession Revenue						
42200-50-10	Food Concessions	675,207	689,184	737,235	614,341	614,341
42210-50-10	Food Voucher Concessions	(1,003)	(630)		(237)	(250)
Total Food Concession Revenue		674,204	688,554	737,235	614,104	614,091
Alcohol Concessions						
42300-50-10	Alcohol Concessions	481,666	462,719	489,507	500,027	494,000
42400-50-10	Other Concessions	29,474	26,578		425	
Total Alcohol Concessions		511,140	489,297	489,507	500,452	494,000
Total Food and Alcohol Concessions		1,185,344	1,177,851	1,226,742	1,114,556	1,108,091
Total Admissions Revenue		3,893,051	3,986,456	4,241,509	3,734,268	3,952,227
Exhibits Revenue						
43100-50-10	Entry Fees	42,804	48,229	50,000	48,608	50,000
Donated & Sponsored Awards						
43300-50-10	Sponsored Awards	21,770	19,625	16,000	19,905	18,000
46510-50-10	Friends of Fair					
47815-50-10	Exhibits Sponsorships	(110)				
Total Donated & Sponsored Awards		21,660	19,625	16,000	19,905	18,000
46500-50-10	Flower Show Preview Tickets	18,510	21,060	18,500	17,460	17,000
43400-50-10	Rodeo Queen		400	1,500	650	500
47601-50-10	Sale of Birds and Small Animals					

Sonoma County Fair

Fair Revenues (Racing Detail On Racing Page)

Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual YTD	Actual YTD	Annual Budget	Projected	Proposed Budget
		12/31/2015	12/31/2016	2017	2017	2018
47602-50-10	Other Exhibits Rev-milk sales/golf carts	5,332		400	400	400
47700-51-10	Art Sale	2,439	639	750	480	500
		26,281	22,099	21,150	18,990	18,400
	Total Exhibits	90,745	89,953	87,150	87,502	86,400
Attractions/Admissions Revenue						
46150-80-10	Chris Beck Paid Shows	211,760	131,615	143,325	138,540	138,540
47822-80-10	Community Stage Food & Beverage		4,843			
47821-80-10	Other Attractions Revenue		15,317	65,000	37,501	37,000
	Total Attractions	211,760	151,776	208,325	186,820	175,540
47200-50-10	Novelties					
48810-80-10	Cost Recovered - Attractions	40	18,707			
	Total Attractions/Admission Revenue	211,800	170,482	208,325	186,820	175,540
Parking Revenue						
47110-30-10	Fair Parking	445,321	441,748	481,166	410,776	492,348
47111-30-10	Vets Lot Parking					
47120-30-10	Fair Preferred Parking	10,710	9,630	10,000	8,730	8,750
47130-30-10	Fair Exhibitor Credential Parking	9,460	8,855	8,500	8,415	8,400
	Total Parking Revenue	465,491	460,233	499,666	427,921	509,498
47825-90-10	VIP Tent	23,591	36,798	52,616	30,252	30,252
Sponsorship Revenue						
46400-80-10	Rodeo Sponsorship					
47800-90-10	Sponsorships Revenue	277,075	348,758	381,433	463,640	400,000
47810-90-10	County Exhibit Sponsorships					
47820-80/90-10	Farmer's Day Sponsorships	1,100	850	1,000	500	500
	Total Sponsorship Revenue	278,175	349,608	382,433	464,140	400,500
Miscellaneous Fair Revenue						
46330-80-10	Fair Merchandise	963	1,100	1,000	2,043	500
47500-20-10	Advertising Revenues	15,163	12,763	15,000	8,888	8,500
47710-90-10	Golf Cart Fees	2,225	2,000	2,000	2,375	2,400
47700-90-10	Fair Special Events	(40)				
48520-10-10	Other (Insurance Reimbursement)	2,105	2,280	2,300	1,525	1,525

Sonoma County Fair

Fair Revenues (Racing Detail On Racing Page)

Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		12/31/2015	12/31/2016	2017	2017	2018
	Total Other	19,453	17,043	19,300	12,788	12,425
48240-10-10	Trailer & RV Parking Fees	56,035	50,196	50,000	45,435	34,935
47823-80-10	Ticket Convenience Fees					
48880-10-10	ATM Fees Earned Fairtime	28,809	25,306	28,000	17,451	17,000
	Total Miscellaneous Fair Revenue	105,259	93,644	98,300	77,717	64,860
	Total Fair Revenue	5,068,111	5,187,175	5,569,999	5,008,620	5,219,277
	Total Racing Revenue	1,751,135	1,638,429	1,340,750	1,370,233	1,026,522
	Total Fair Revenue Including Racing Revenue	6,819,246	6,825,603	6,910,749	6,378,853	6,245,799

**Sonoma County Fair
Publicity Expense
Budget Worksheet**

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		12/31/2015	12/31/2016	2017	2017	2018
Publicity Wages & Benefits						
Salaries & Wages - Temporary						
50013-20-10	Salaries & Wages Temp. - Overtime	5,605	1,075			
50020-20-10	Salaries & Wages Temporary	31,757	37,325	40,000	40,814	10,000
Total Salaries & Wages - Temporary:		37,362	38,399	40,000	40,814	10,000
Payroll Taxes						
55070-20-10	Unemployment Insurance Publicity	1,012	843	843	939	602
55000-20-10	FICA/Medicare	2,900	2,938	3,060	3,120	765
Total Payroll Taxes		3,912	3,780	3,903	4,060	1,367
Employee Benefits - Employer's Share						
55080-20-10	Sick Pay - Temporary	550		500		500
Worker's Compensation Insurance						
55020-20-10	Workers Comp Insurance	1,543	1,621	1,608	1,683	465
Total Workers Compensation Insurance:		1,543	1,621	1,608	1,683	465
Total Wages & Benefits		43,367	43,801	46,011	46,557	12,332
Professional Services (Contractual)						
56000-20-10	Contract Services - Publicity	6,678	6,225	7,000	1,827	37,000
56001-20-10	Contract Services - Publicity TT					
65060-20-10	Agency Services-Graphics	6,771	4,028	5,000	3,358	5,000
Total Professional Contract Services		13,449	10,253	12,000	5,185	42,000
Supplies and Expense						
62010-20-10	Postage					
62030-20-10	Supplies - Publicity	3,124	5,261	2,500	563	2,500
62031-20-10	Office Supplies	582	1,125	1,500	751	1,500
62034-20-10	Supplies - Publicity	1,430	2,415	3,500	3,298	3,500
65065-20-10	Sponsorship Expenses	18,127	11,810	12,000	3,142	12,000
73030-20-10	Special Repairs & Equipment		500	500		500
Total Supplies & Expense		23,263	21,112	20,000	7,754	20,000
Advertising						
62032-20-10	Advertising - Funbook	1,568	1,731	2,000	2,000	2,000
65010-20-10	Media - Radio	57,115	54,646	60,000	44,843	60,000
65015-20-10	Media - Television					
65020-20-10	Media - Print	32,487	29,372	30,000	30,295	30,000
65025-20-10	Media - Outdoor	12,247	16,819	15,000	12,389	15,000
65030-20-10	Multi-Media Advertising	35,526	29,452	30,000	32,291	30,000

Sonoma County Fair
 Publicity Expense
 Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		12/31/2015	12/31/2016	2017	2017	2018
65035-20-10	Public Relations	582	300	300		300
65040-20-10	Media - Production	4,330	7,154	7,000	6,400	7,000
65050-20-10	Poster Art & Production	1,122	463	500	463	500
65055-20-10	Schedule of Events	9,231	8,462	5,000	3,943	5,000
65075-20-10	Newsletter					
65078-20-10	Pre-Fair Events - Publicity	7,139	9,122	8,500	9,729	8,500
65080-20-10	Fair Guide	60,006	59,912	60,000	59,204	60,000
65085-20-10	Website	2,967	4,303	7,500	4,453	7,500
Total Advertising		224,321	221,737	225,800	206,009	225,800
Other VIP Patio - Directors' Room						
65070-20-10	Directors Room	45,328	55,000	45,000	44,574	45,000
Total Other VIP Patio - Directors' Room		45,328	55,000	45,000	44,574	45,000
Total Publicity Expense		349,728	351,902	348,811	310,079	345,132

Sonoma County Fair
Attendance Operations Expense
Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		12/31/2015	12/31/2016	2017	2017	2018
Wages and Benefits						
Salaries and Wages - Temporary						
50013-30-10	Salaries & Wages Temp. - Overtime Admissions	2,678				
50040-30-10	Salaries & Wages - Cashiers	149	13,044	10,000	8,063	8,500
50070-30-10	Salaries & Wages Temp - Admissions	78,674	80,304	82,000	64,401	67,446
Total Salaries & Wages - Temporary		81,501	93,348	92,000	72,463	75,946
Payroll Taxes						
55000-30-10	Payroll Taxes - FICA/Medicare Attendance	6,235	7,141	7,038	5,543	5,810
55070-30-10	Payroll Taxes - Unemployment Ins. Attendance	5,053	5,590	5,538	3,882	4,572
Total Payroll Taxes		11,288	12,731	12,576	9,426	10,382
Employee Benefits - Employer's Share						
55080-30-10	Sick Pay - Temporary			150		
Worker's Compensation Insurance						
55020-30-10	Workers Comp. Insurance - Attendance/Fair	3,362	2,667	3,698	2,989	3,531
55021-30-10	Workers Comp. Insurance - Volunteers					
Total Workers Compensation Insurance		3,362	2,667	3,698	2,989	3,531
Total Wages & Benefits		96,151	108,746	108,425	84,878	89,859
Professional Services (Contractual)						
56000-30-10	Contract Services - Attendance	5,971	230	500	5,546	1,500
56020-30-10	Security Service - Fair (Carnival Lot - Police)	115,902	131,738	120,000	92,718	88,000
56021-30-10	Private Security - Fair	148,720	143,521	145,000	112,187	114,000
56022-30-10	Fire Inspection - Fair	7,517	7,650	7,800	5,474	5,600
56023-30-10	First Aid - Fair Attendance	26,220	27,191	27,500	20,946	22,000
56024-30-10	Admissions Services	13,500	16,470	16,000	15,031	13,000
56025-30-10	Other - E-Tix Support/Brinks Truck	5,547	9,241	7,000	6,749	7,000
Total Professional Services (Contractual)		323,377	336,041	323,800	258,651	251,100
Supplies and Expense						
62030-30-10	Supplies - Attendance	1,090	1,207	1,500	2,808	1,500
62031-30-10	Employee Tee Shirts/Hats	12,894	13,344	13,500	12,197	12,500
62032-30-10	Office Supplies Fair Attendance		397	500	93	300
62050-30-10	Tickets & Credentials	12,658	12,861	10,000	14,081	12,000
62051-30-10	Signage/Other/Drinking Water	12,678	6,952	8,000	6,712	7,000
62052-30-10	Tickets & Order Forms	(6,233)	893	1,000	669	1,000
72050-30-10	Equipment Rental - Attendance	6,027	4,902	5,500	6,826	7,000
Total Supplies and Expense		39,115	40,555	40,000	43,385	41,300
Equipment Rental						
72051-30-10	Light Towers	4,247	7,316	4,000		
72052-30-10	Metal Detectors	10,873	11,640	11,800	9,080	9,100
72053-30-10	Golf Carts	995				
72054-30-10	Tram Tractors					

Sonoma County Fair
Attendance Operations Expense
Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

		Actual YTD	Actual YTD	Annual Budget	Projected	Proposed Budget
G/L #		12/31/2015	12/31/2016	2017	2017	2018
73030-30-10	Special Repairs & Equip		3,390			
	Total Equipment Rental	16,115	22,346	15,800	9,080	9,100
	Total Attendance Expense	474,758	507,688	488,025	395,994	391,359

Sonoma County Fair
 Premium Expense
 Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		12/31/2015	12/31/2016	2017	2017	2018
Premium Expense						
Cash Awards						
58010-40-10	Cash Awards	177,236	182,418	198,500	155,189	170,000
58010-55-10	Cash Awards - Hall of Flowers	101,488	99,050	109,500	121,620	94,350
Total Cash Awards		278,724	281,468	308,000	276,808	264,350
Sponsored Cash Awards						
58040-40-10	Trophies, Medals, Ribbons	9,610	14,175	9,500	15,124	15,000
Total Sponsored Cash Awards		9,610	14,175	9,500	15,124	15,000
Total Premium Expense		288,334	295,644	317,500	291,933	279,350

Sonoma County Fair
Hall of Flowers Expense
Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		12/31/2015	12/31/2016	2017	2017	2018
Hall of Flowers Wages & Taxes						
50013-55-10	Overtime - HOF	770				
50075-55-10	Hall of Flowers Wages	78,940	63,899	70,000	65,136	45,000
Total Salaries & Wages - Temporary:		79,710	63,899	70,000	65,136	45,000
Payroll Taxes						
55000-55-10	FICA/Medicare - HOF	3,787	4,888	5,355	4,983	3,443
55070-55-10	Unemployment Insurance - HOF	3,759	3,035	4,214	2,907	2,709
Total Payroll Taxes		7,546	7,923	9,569	7,890	6,152
Worker's Compensation Insurance						
55020-55-10	Worker's Comp. HOF	3,288	2,687	2,814	2,687	2,093
Total Hall of Flowers Wages & Benefits:		90,544	74,509	82,383	75,713	53,244
Hall of Flowers Design						
56090-55-10	HOF Designer Fee	77,000	77,000	77,000	77,000	72,000
Hall of Flowers Contracts						
56095-55-10	HOF Contract Services	3,620	6	500		500
Hall of Flowers Materials						
60090-55-10	HOF Materials	79,539	62,510	70,000	67,747	70,000
Total Hall of Flowers Expense		250,703	214,025	229,883	220,460	195,744

Sonoma County Fair
Exhibits Expense
Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		12/31/2015	12/31/2016	2017	2017	2018
Exhibits Wages & Benefits						
Salaries & Wages - Permanent						
50010-50-10	Salaries & Wages Permanent	128,729	113,495	74,085	68,134	134,066
50012-50-10	Salaries & Wages Perm. - Overtime	2,559	992	6,322	10,010	6,143
50015-50-10	Salaries & Wages Perm. - Paid Leave	4,425	20,976	7,758	16,055	5,059
55011-50-10	Salaries & Wages Perm. - Cash Allowance	13,800	12,254	10,764	9,587	14,352
Total Salaries & Wages - Permanent:		149,513	147,717	98,929	103,786	159,620
Salaries & Wages - Temporary						
50013-50-10	Salaries & Wages Temporary - Overtime	27,472	59			
50020-50-10	Salaries & Wages Temporary	163,280	239,958	229,440	199,960	175,000
Total Salaries & Wages - Temporary:		190,751	240,017	229,440	199,960	175,000
Employee Benefits - Employer's Share						
54000-50-10	Employee Benefits - Employer's Share-Accrued Leave	9,108	(6,564)		(14,073)	
55010-50-10	Employee Benefits - Employer's Share-Health Benefits	16,704	14,546	13,913	11,451	16,839
55030-50-10	Employee Benefits - Employer's Share-Other Benefits	39	9,418	2,000	953	2,000
55080-50-10	Sick Pay - Temporary		336	300	295	
55040-50-10	Employee Benefits - Employer's Share-Retirement	64,724	61,635	40,418	37,054	49,516
Total Employee Benefits - Employer's Share:		90,575	79,370	56,631	35,680	68,355
Payroll Taxes						
55000-50-10	Payroll Taxes - FICA/Medicare Perm.	10,566	11,198	6,745	7,873	11,113
55001-50-10	Payroll Taxes - FICA/Medicare Temp.	12,907	18,387	17,552	15,314	13,388
55070-50-10	Payroll Taxes - Unemployment Ins. Temp.	9,992	12,940	13,812	8,851	10,535
55071-50-10	Payroll Taxes - Unemployment Ins. Perm.	133	136	842	470	843
Total Payroll Taxes		33,599	42,661	38,951	32,508	35,878
Worker's Compensation Insurance						
55020-50-10	Workers Comp. Insurance - Permanent	6,605	3,947	4,052	3,970	6,755
55021-50-10	Workers Comp. Insurance- Temporary	7,859	8,467	9,751	8,265	2,153
Total Workers Compensation Insurance:		14,464	12,415	13,803	12,235	8,907
Total Exhibits Wages & Benefits:		478,901	522,180	437,755	384,168	447,761
Judges (Contractual)						
56040-50-10	Judges (Contractual)	25,125	26,342	25,000	28,661	30,000
Professional Services - Other (Contractual)						
56080-10-10	Straw Removal	6,030	8,325	8,400	5,855	6,000
56000-50-10	Professional Services - Other (Contractual)	27,520	42,050	41,000	41,129	42,000
Total Professional Services (Contractual)		33,550	50,375	49,400	46,984	48,000
Supplies & Expense						

Sonoma County Fair
Exhibits Expense
Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		12/31/2015	12/31/2016	2017	2017	2018
60050-50-10	Premium Book	9,324	9,581	7,000	9,692	5,000
60060-50-10	Rodeo Queen	499	796	1,500	823	1,500
60081-50-10	Birds & Other Small Animal					
60082-50-10	Milk Barn Expense	766	2,092	2,250	1,365	2,000
62030-50-10	Other Supplies	20,378	25,101	22,750	13,309	18,000
68040-50-10	Demo Kitchen Expense	8,517	7,725	7,750		
68050-50-10	Inspiration Station Expense	5,010	3,150	3,050		
68081-50-10	Friends of Fair Awards					
68085-50-10	Insurance	243		250		
73030-50-10	Special Repairs & Equipment					7,000
	Total Supplies & Expense	44,737	48,445	44,550	25,189	33,500
	Tent and Booth Rental					
72030-50-10	Tent & Booth Rental Exhibits	1,094		750	1,524	1,500
	Other Equipment Rental					
72050-50-10	Other Equipment Rental	942	1,770	1,800	2,467	2,000
	Scholarship/Flower Show Preview					
62031-50-10	Supplies-Flower Show Preview	12,418	12,480	12,500	14,414	12,500
68080-50-10	Scholarships Awarded	10,000	10,000	10,000	10,000	5,000
68095-51-10	Licenses & Permits - Sustainable Exhibit					
	Total Other Scholarship/Flower Show Preview	22,418	22,480	22,500	24,414	17,500
	Ag Education Exhibit					
60140-50-10	Agriculture Education Exhibit	13,334	20,757	20,000	7,746	10,000
	Total Exhibits Expense	620,100	692,348	601,755	521,154	590,261

**Sonoma County Fair
Miscellaneous Fair Expense
Budget Worksheet**

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #	Actual YTD 12/31/2015	Actual YTD 12/31/2016	Annual Budget 2017	Projected 2017	Proposed Budget 2018
Wages and Benefits					
Parking Lot - Salaries and Wages - Temporary					
50013-10-10	Overtime Parking Fair Temps	5,082			
50030-10-10	Parking Wages - Fair	70,971	79,211	80,000	64,048
55000-10-10	FICA/Medicare Parking-Fair	5,818	6,060	6,120	4,900
55020-10-10	Workers Comp- Parking Fair	3,137	2,165	3,216	2,642
55070-10-10	Unemployment Insurance Parking-Fair	4,392	4,480	4,816	3,404
	Total Wages & Benefits	89,401	91,915	94,152	74,994
Sponsorships					
65065-10-10	Sponsorships		608	1,000	3,674
Cost of Fair Merch/Misc					
62051-10-10	Sign Machine Supplies	4,468	2,911	2,000	2,549
66090-80-10	Fair Merchandise				
	Total Cost of Fair Merch/Misc	4,468	2,911	2,000	2,549
VIP Tent					
65066-10-10	Other - VIP	33,596	34,694	36,000	66,544
Convenience Fees					
68065-10-10	E-Tix Convenience Fees	145	1,933		
75th Anniversary Celebration					
67030-10-10	75th Anniversary Celebration-other				
Commercial Exhibits & Concessions					
60150-50-10	Commercial Exhibits Expense	952	6,141	3,500	19,762
Vets Lot Parking					
72045-50-10	Parking Site Rental - Fair	31,021	29,611	32,000	32,000
Fair Special Event					
67040-10-10	Fair Special Event				
Volunteer Coordinator					
56002-10-10	Volunteer Coordinator		1,161	2,500	400
Contract Services - RV Park - Fair					
56000-10-10	Contract Services - RV Park - Fair	30,007	17,105	35,000	29,385
	Total Misc Fair Expense	189,589	186,079	206,152	197,307
		193,481			

Sonoma County Fair
Racing Revenue & Expense
Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		12/31/2015	12/31/2016	2017	2017	2018
Racing Admissions						
45110-60-10	Lower Box Seats	49,725	53,364	26,000	44,870	44,000
45120-60-10	Upper Box Seats	1,420	1,711	750	985	1,000
45130-60-10	Reserved Racing Seats	50,649	53,318	26,500	49,806	42,500
45140-60-10	Other Racing Admissions	13,496	24,535	11,500	19,370	19,000
45150-60-10	Named Races	6,850	6,430	6,500	6,980	7,000
45320-60-10	Racing Advertisements					
Total Racing Admissions		122,140	139,358	71,250	122,011	113,500
Track Commissions						
45200-60-10	Track Commissions	1,564,824	1,324,772	1,210,000	1,177,362	856,622
45355-60-10	NCOTWINC Reim	15,613	80,034	35,000	28,766	21,000
48810-60-10	Costs Recovered - Racing	11	1,195			
Total Track Commissions		1,580,448	1,406,000	1,245,000	1,206,128	877,622
Program Sales						
45330-60-10	Race Program Sales	32,415	78,725	16,500	29,088	25,000
45340-60-10	Race Forms/Tip Sheets	14,224	12,898	7,000	11,399	9,000
Programs/Forms		46,639	91,623	23,500	40,487	34,000
Other						
45350-60-10	Other Racing Revenue	1,908	1,448	1,000	1,607	1,400
Total Racing Revenue		1,751,135	1,638,429	1,340,750	1,370,233	1,026,522
Horse Racing Wages & Benefits						
Salaries and Wages (Non Pari-Mutuel)						
50013-60-10	Overtime Race Program & Ticket Sellers	4,952	20			
51000-60-10	Local 1877 Wages	36,221	33,972	35,000	32,627	22,500
51010-60-10	Local 78 Wages	13,396	11,899	12,000	12,635	12,500
51020-60-10	Local 495 Wages	90,509	88,146	90,000	89,089	58,000
51030-60-10	Race Program & Ticket Sellers	60,295	54,740	22,182	48,061	48,000
51080-60-10	Non Union Racing Wages	149,451	141,578	80,409	171,635	140,000
56001-60-10	Contract Services Track Announcer					
Total Wages (Non Pari-Mutuel)		354,825	330,354	239,591	354,046	281,000
Salaries and Wages (Pari-Mutuel)						
51040-60-10, 6830-60-10	Local 280 Wages	70,985	59,143	36,045	69,296	48,000
Employee Benefits						
55050-60-10	Health & Welfare	53,069	79,173	60,000	66,641	43,000
55060-60-10	Pension	26,457	20,541	40,000	31,079	13,000
Total Employee Benefits		79,526	99,714	100,000	97,721	56,000
Payroll Taxes						
55000-60-10	Payroll Taxes - FICA/Medicare Temp.	28,548	29,813	29,606	32,284	25,169
55070-60-10	Payroll Taxes - Unemployment Ins. Temp.	23,132	22,676	23,297	24,758	19,806
Total Payroll Taxes		51,679	52,489	52,903	57,042	44,974

Sonoma County Fair
Racing Revenue & Expense
Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		12/31/2015	12/31/2016	2017	2017	2018
Employee Benefits - Employer's Share						
55080-60-10	Sick Pay - Temporary					
Worker's Compensation Insurance						
55020-60-10	Workers Comp. Insurance- Temporary	17,546	11,205	15,557	17,408	15,299
Total Racing Wages & Benefits		574,561	552,906	444,096	595,512	445,273
Professional Services (Contractual) - Racing						
56000-60-10	Contract Services-Racing	96,106	119,345	90,000	90,405	87,000
56002-60-10	CARF Dues					
56003-60-10	Track Sound	8,628	8,870	9,000	6,500	6,500
56004-60-10	Closed Circuit TV	32,197	35,570	34,000	37,002	27,000
56005-60-10	First Aid/Ambulance	15,330	15,943	16,000	16,744	16,000
56006-60-10	Finish Line Photos	7,615	7,645	7,600	9,900	6,900
56007-60-10	Replay Show					
56008-60-10	Laundry Services	3,685	3,685	3,700	4,235	3,100
56009-60-10	Phone Set Up	2,189	7,069	4,500	3,243	3,500
56010-60-10	CARF Fairtime					
56011-60-10	CARF Shared Expenses					
56012-60-10	Racing Promotions Coordinator	3,200				
56013-60-10	Director of Racing	14,367	37,724	33,000	34,764	33,000
56015-60-10	Other Services	3,927	17,575	15,000	7,103	6,100
56020-60-10	Security	24,208	23,057	23,000	19,087	19,000
56060-60-10	Parimutuel Audit		2,915	3,000	3,030	2,300
56080-60-10	Straw Removal	9,045	8,325	8,500	8,500	8,500
72040-60-10	Jumbotron Rental	28,050	28,050	28,000	19,635	20,500
Total Professional Services		248,548	315,772	275,300	260,148	239,400
Supplies and Expense						
56016-60-10	CARF Admin Fee					
62030-60-10	Racing Supplies	7,707	10,980	5,000	3,321	3,500
62031-60-10	Office Supplies	1,636	1,128	1,000	640	1,000
62040-60-10	Condition Books	2,239	2,230	2,800	2,053	2,100
62050-60-10	Other Expense	18,344	25,333	20,000	18,365	16,500
62060-60-10	Grandstand Dining			4,000	20,153	5,000
62070-60-10	Race Programs & Forms	45,287	46,047	45,000	41,016	31,000
65022-60-10	Racing Advertising	1,872	1,650	5,000	1,640	5,000
65095-60-10	Racing Promotion	25,104	15,409	17,000	14,039	12,000
68010-60-10	Dues & Subscriptions	(400)	610			
81000-60-10	Equip. > 500 < 5,000	1,187			7,671	
70052-60-10	Turf Track Materials	31,868	11,442	10,000	6,874	20,000
70055-60-10	Track Materials	6,563	26,864	35,000	31,120	25,000
73030-60-10	Special Repairs & Equip	6,661	1,105	3,000	5,899	2,000
Total Supplies & Expense		148,067	142,798	147,800	152,791	123,100

Sonoma County Fair
 Racing Revenue & Expense
 Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		12/31/2015	12/31/2016	2017	2017	2018
Rental - Totalisator Equipment						
56030-60-10	Totalisator Service	6,758	4,709	4,709	4,687	4,000
56035-60-10	Starter Fees/Incentives	17,300	63,800	46,500		18,000
Rental - Other Equipment						
72010-60-10	Starting Gate Rental	8,162	9,140	9,500	8,818	7,000
72020-60-10	Office Equipment Rental	2,795	2,818	3,000	3,209	2,800
72030-60-10	Televisions Rental					
72050-60-10	Other Equipment Rental	76,024	56,896	57,000	58,701	58,700
	Total Equipment Rental	86,980	68,854	69,500	70,728	68,500
	Total Racing Expense	1,082,214	1,148,840	987,905	1,083,866	898,273
	Profit / (Loss)	668,921	489,589	352,845	286,367	128,249

Sonoma County Fair
Fair Entertainment Expense (Attractions Expense)
Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		12/31/2015	12/31/2016	2017	2017	2018
Attractions/Entertainment Wages & Benefits						
Salaries & Wages - Temporary						
50013-80-10	Salaries & Wages Temp - Overtime Attractions					
52000-80-10	Stagehand Wages	4,536	2,483	3,500		
52010-80-10	Salaries & Wages Temp. Event Assistant	31,888	33,266	39,000	34,392	35,000
Total Salaries & Wages - Temporary:		36,424	35,749	42,500	34,392	35,000
Attractions Payroll Taxes						
55000-80-10	Payroll Taxes - FICA/Medicare Temp.	9,481	2,735	3,251	2,642	2,678
55070-80-10	Payroll Taxes - Unemployment Ins. Temp.	2,258	2,216	2,559	2,141	2,107
Total Attractions Payroll Taxes		11,740	4,951	5,810	4,784	4,785
Employee Benefits - Employer's Share						
55080-80-10	Sick Pay - Temporary				147	
Attractions Worker's Compensation Insurance						
55020-80-10	Workers Comp. Insurance- Temporary	1,502	1,055	1,709	1,425	1,628
Total Workers Compensation Insurance:		1,502	1,055	1,709	1,425	1,628
Total Wages & Benefits		49,666	41,755	50,018	40,747	41,412
Concerts & Events						
56001-80-10	Contracted Labor (Production Crew)					22,680
56002-80-10	Concerts - Booking Agent (both)	10,000				7,500
56003-80-10	Catering (Concerts)		1,882	2,500		1,600
56004-80-10	Concert Series Lighting	32,399	19,013	19,013		11,230
56005-80-10	Concert Series Sound	18,000				23,670
56006-80-10	Concert Series Stage					12,500
56015-80-10	Other Services Concerts (Security & Driver)	4,689	750	750		7,500
62032-80-10	Supplies - Concerts (including E-Tix)	608	681	700	338	2,850
66060-80-10	Cost of Acts	113,842				140,000
66068-80-10	Concert Series FOH Mgmt					
66040-80-10	Rodeo	2,670	1,320	3,891	3,709	3,800
		182,208	23,645	26,854	4,047	233,330
Professional Services						
56000-80-10	Contract Services - Sound, Lights, Ambulance	41,265	42,044	42,000	48,336	50,000
72030-80-10	Tent & Booth	28,500	20,918	21,000	14,098	15,000
72040-80-10	Trailer Rental					
72050-80-10	Equipment Rental - Attractions	3,165	2,648	2,700	3,386	16,301
72051-80-10	Other Equip Rental - Concerts (Stage, Trailers, Chairs)	25,026	868	1,000		1,800
73030-80-10	Special Repairs & Equipment	56	517	500		
Total Professional Services		98,012	66,996	67,200	65,820	83,101
Supplies & Expense						
62030-80-10	Supplies	27,480	30,378	25,000	34,905	20,000
62031-80-10	Office Supplies & Postage	1,630	959	800	803	800
67015-70-10	Insurance	2,410	1,700			
68095-50-10	Licenses & Permits - Commercial exhibits	277				

Sonoma County Fair

Fair Entertainment Expense (Attractions Expense)

Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		12/31/2015	12/31/2016	2017	2017	2018
81000-80-10	Equipment>\$500<\$5000 - Attractions			1,000		
	Total Supplies & Expenses	31,797	33,036	26,800	35,708	20,800
Grounds Entertainment						
66050-80-10	Ground Entertainment	208,592	388,057	159,780	191,377	140,500
66075-80-10	Hat Day	218		1,500	1,630	1,500
66070-80-10	Community Theater	(929)	929	269,000	281,775	
	Total Grounds Acts	207,881	388,986	430,280	474,782	142,000
Grandstand Entertainment (paid shows)						
66065-80-10	Chris Beck -Other Dirt Events	79,491	108,290	103,500	102,508	103,500
	Total Grandstand Acts	79,491	108,290	103,500	102,508	103,500
Sustainable Exhibits and Farmers Day						
66080-80-10	Farmers Day	12,366	12,897	12,000	5,264	8,000
66087-51-10	Sustainable Exhibit	25,000	1,575	25,000		
	Total Other Attractions	37,366	14,472	37,000	5,264	8,000
	Total Attractions Expense	686,421	677,179	741,652	728,877	632,143

Sonoma County Fair
Interim Revenue & Expense
Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		12/31/2015	12/31/2016	2017	2017	2018
Rental of Buildings						
48110-10-60	Grace Pavilion Rental	201,384	213,599	325,000	271,991	252,000
48120-10-60	VG Garrett Rental	45,496	50,325	55,000	31,075	31,500
48130-10-60	EC Kraft Rental	63,483	63,838	70,000	44,007	48,300
48140-10-40	Finley Hall Horse Shows	2,450	8,050	8,000	2,000	
48140-10-60	Finley Hall Interim Events	24,790	39,961	33,000	38,329	39,900
48150-10-60	Hall of Flowers & Annex Rental	51,092	51,649	58,000	57,600	60,900
48160-10-60	Showcase Hall	27,462	24,014	22,000	29,428	26,250
48170-10-60	Other Building Interim	310	110	300	85,110	63,000
48190-10-40	Saralee's Barn - Base Rate		19,813	35,000	34,832	42,000
48220-10-60	Racing Grandstand	3,800	30,200	4,000	4,900	37,000
	Total Rental of Buildings	420,267	501,558	610,300	599,272	600,850
Total Grounds Rental						
48180-10-40	Stall Rent - Horse Show	19,634	15,270	15,000	11,890	12,000
48210-10-60	Lyttle Cow Palace - Interim	45,550	51,726	54,000	61,932	63,000
48250-10-60	Other Facility - Interim	95,279	95,577	95,000	53,314	25,000
48265-10-60	Brookwood Parking Lot	17,945	28,564	23,000	21,650	20,000
48280-10-60	Carnival Lot	78,229	76,313	82,000	97,862	99,000
48290-10-60	Chris Beck - Interim	31,615	34,706	35,000	19,543	26,250
	Total Grounds Rental	288,251	302,157	304,000	266,191	245,250
Total Equipment Rental						
48300-10-40	Equipment Rental - Horse Show					
48300-10-60	Equipment Rental - Interim	136,380	143,142	154,000	174,344	170,000
48350-10-40	Sound Equipment - Horse Shows					
48350-10-60	Sound Equipment - Interim					
	Total Equipment Rental	136,380	143,142	154,000	174,344	170,000
Total Concessions						
48820-10-60	Food Concessions - Interim	123,195	140,924	145,000	136,828	145,000
48821-10-60	Alcohol Concession - Interim	353,058	366,531	350,000	367,697	375,000
48840-10-60	Other Concessions - Interim	2,253	4,319	3,980	17,288	5,000
48860-90-80	Vendor Space Fees					
48880-10-60	ATM Fees Interim	10,143	5,757	6,000	6,875	9,000
	Total Concessions	488,649	517,531	504,980	528,688	534,000
Utility Fee Reimbursement						
48500-10-60	Utility Reimbursements - Interim	3,387	6,283	4,000	4,332	4,500
Interim Parking Revenue						
48270-30-60	Parking - Interim	338,026	376,354	415,000	427,943	400,000
Long Term Rentals						
48255-10-60	Car Mart	68,298	64,104	67,000	66,026	70,000
48256-10-60	Other - Long Term Rentals	39,416	36,027	39,000	37,777	38,000
	Total Long Term Rentals	107,714	100,131	106,000	103,802	108,000
RV Park						
48240-10-60	Trailer & RV	345,977	426,188	415,000	527,837	1,135,000
Costs Recovered						
48810-10-60	Costs Recovered - Interim	65,631	73,366	70,000	69,949	70,000
Security/ Insurance Reimbursement						
48510-10-60	Security Reimbursements	161,602	198,621	175,000	224,389	220,000
48515-10-60	Alcohol Reimbursements		1,600			
48520-10-60	Insurance Reimbursements	2,906	2,758	3,000	4,073	3,500
	Total Other Interim Revenue	164,508	202,979	178,000	228,462	223,500
	Total Interim Revenue	2,358,790	2,649,689	2,761,280	2,930,819	3,491,100

Sonoma County Fair
Interim Revenue & Expense
Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		12/31/2015	12/31/2016	2017	2017	2018
Interim Wages & Benefits						
Salaries & Wages - Permanent						
50010-30-60	Salaries & Wages Permanent	383,395	522,584	547,303	481,525	523,986
50012-30-60	Salaries & Wages Perm. - Overtime	48,523	79,317	49,907	67,058	86,943
50015-30-60	Salaries & Wages Perm. - Paid Leave	35,575	50,834	34,550	34,883	34,387
55011-30-60	Salaries & Wages Perm. - Cash Allowance	55,586	65,291	64,584	52,440	57,408
Total Salaries & Wages - Interim Permanent		523,078	718,026	696,345	635,906	702,724
Salaries & Wages - Temporary						
50020-30-60	Salaries & Wages Temp - Interim	87,893	148,928	100,000	179,032	180,000
50030-30-60	Salaries & Wages Temp - Parking Wages Interim	43,803	54,259	60,000	63,347	70,000
50013-30-60	Salaries & Wages Temp. - Overtime Interim	8,723	2,556			
Total Salaries & Wages - Interim Temporary		140,419	205,743	160,000	242,379	250,000
Employee Benefits - Employer's Share						
54000-30-60	Employee Benefits - Employer's Share-Accrued Leave	19,763	5,406		10,780	
55010-30-60	Employee Benefits - Employer's Share-Health Benefits	71,194	91,410	94,532	79,145	91,422
55030-30-60	Employee Benefits - Employer's Share-Other Benefits	9,660	31,979	20,080	21,910	6,000
55080-30-60	Sick Pay - Temporary	421	420	300	2,735	2,000
55040-30-60	Employee Benefits - Employer's Share-Retirement	197,345	265,500	236,372	230,821	244,720
Total Employee Benefits - Employer's Share:		298,384	394,714	351,284	345,391	344,142
Payroll Taxes						
55071-30-60	Payroll Taxes - Unemployment Ins. Perm.	417	571	3,793	460	3,371
55070-30-60	Payroll Taxes - Unemployment Ins. Temp.	6,248	9,080	9,632	12,929	15,050
55000-30-60	Payroll Taxes - FICA/Medicare Perm.	36,777	54,316	47,984	49,024	48,701
55001-30-60	Payroll Taxes - FICA/Medicare Temp.	11,170	15,692	12,240	22,422	19,125
Total Payroll Taxes		54,612	79,658	73,649	84,835	86,247
Worker's Compensation Insurance						
55020-30-60	Workers Comp. Insurance - Permanent	23,374	21,201	27,556	25,336	33,679
55021-30-60	Workers Comp. Insurance- Temporary	5,785	8,845	6,432	10,191	11,625
Total Workers Compensation Insurance:		29,159	30,047	33,988	35,528	45,304
Total Wages & Benefits		1,045,652	1,428,188	1,315,266	1,344,039	1,428,416
Supplies & Expense						
62030-30-60	Supplies - Interim	14,963	24,055	25,000	14,896	20,000
62031-30-60	Office Supplies	113		2,000	1,080	1,500
65021-30-60	Advertising - Interim	503		10,000	3,869	8,000
67010-30-60	Concession & Other Costs Reimbursed	41,141	45,640	48,000	5,074	8,000
68065-10-60	Ticket Convenience Fees - Interim					
72045-30-60	Parking Site Rental - Interim	10,194	7,505	10,000	6,200	8,000
73030-30-60	Special Repairs & Equip	4,226	910	5,000	1,000	3,000
Total Interim Supplies & Equipment		71,139	78,110	100,000	32,120	48,500
RV Park - Interim						
56000-30-60	RV Park - Contract Services	1,063	2,773	2,000	7,465	19,575
62032-30-60	RV Park - Supplies	534	1,092	2,000	932	1,214
65020-30-60	RV Park - Advertising/Publicity	198	4,932	3,000	1,791	818
70010-30-60	RV Park - Gas & Electricity	58,645	72,049	60,000	61,070	138,710
70015-30-60	RV Park - Water & Sewer	12,851	14,149	13,000	14,450	29,499
73010-30-60	RV Park - Equipment Repair					

Sonoma County Fair
Interim Revenue & Expense
Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		12/31/2015	12/31/2016	2017	2017	2018
73020-30-60	RV Park - Buildings & Grounds Repair	900	900	2,500	3,791	10,656
	Total RV Park Supplies & Expense	74,192	95,894	82,500	89,500	200,473
	Other - Sec/Insurance Reimbursement					
67015-30-60	Insurance Reimbursed	3,080	3,325	3,500	1,660	3,500
56020-30-60	Security - Non-Fair	131	1,071	2,500	6,318	7,000
67005-30-60	Security Fees Reimbursed	169,682	189,203	160,000	213,794	200,000
	Total Other - Sec/Ins Reimbursed	172,893	193,599	166,000	221,772	210,500
	Land Rent					
56081-10-60	Cal Trans Median Strip Rent	18,640	10,170	15,000	17,320	15,000
	Straw Removal/Equip Rent					
56080-10-40	Straw Removal				193	
72050-30-60	Equipment Rental	2,397	7,880	3,000	3,764	5,000
	Total Other Expenses	2,397	7,880	3,000	3,957	5,000
56000-10-40	Contract Services - Interim	18,348	13,227	20,000	8,675	15,000
56002-80-60	Business Partner Incentive	4,721	15,644	8,000	8,000	8,000
	Total Interim Expense	1,407,982	1,842,713	1,709,766	1,725,383	1,930,889
	Profit / (Loss)	950,808	806,976	1,051,514	1,205,437	1,560,211

**Sonoma County Fair
Jockey Club Revenue & Expense
Budget Worksheet**

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

		Actual YTD	Actual YTD	Annual Budget	Projected	Proposed Budget
G/L #		12/31/2015	12/31/2016	2017	2017	2018
48610-70-70	Commissions	252,325	267,935	255,396	264,652	250,000
48620-70-70	Admissions - General	42,652	40,071	38,161	34,930	34,345
48625-70-70	Turf Club Admissions	8,033	7,658	7,260	6,784	6,850
48630-70-70	Jockey Club Program Sales	17				
48635-70-70	Jockey Club Program Commission	4,057	2,575	2,591	3,213	2,752
48640-70-70	Concessions	9,417	9,308	9,235	7,731	9,000
48650-70-70	Other Jockey Club Sales	404	435	435	1,075	1,000
48660-70-70	Jockey Club Periodicals - Race Forms	74,462	72,732	67,925	71,299	67,925
48680-70-70	CMC Reimbursement					
48810-70-70	Costs Recovered - Simulcast	3				
48811-70-70	Costs Recovered - Simulcast - Prior Year					
48880-70-70	ATM Fees Earned	12,585	10,476	10,141	3,801	1,500
	Total Satellite Wagering Revenue	403,955	411,189	391,144	393,484	373,372
Jockey Club Wages & Benefits						
Salaries & Wages - Permanent						
50010-70-70	Salaries & Wages Permanent	46,303	47,685	50,172	47,642	52,869
50012-70-70	Salaries & Wages Perm. - Overtime	1,399	3,914	1,601	2,368	3,266
50015-70-70	Salaries & Wages Perm. - Paid Leave	4,326	6,879	5,337	4,061	3,735
55011-70-70	Salaries & Wages Perm. - Cash Allowance	7,022	7,144	7,176	6,763	7,176
	Total Salaries & Wages - Permanent:	59,050	65,621	64,287	60,834	67,046
Salaries & Wages - Temporary						
50013-70-70	Salaries & Wages Temporary - Overtime	1,445	823			
50020-70-70	Salaries & Wages Temporary	69,284	95,409	80,000	83,827	60,000
	Total Salaries & Wages - Temporary:	70,729	96,233	80,000	83,827	60,000
Employee Benefits - Employers Share						
54000-70-70	Employee Benefits - Employer's Share-Accured Leave	975	350		1,811	
55010-70-70	Employee Benefits - Employer's Share-Health Benefits	9,953	17,930	20,879	20,686	21,536
55030-70-70	Employee Benefits - Employer's Share-Other Benefits	104	792	500	75	500
55080-70-70	Sick Pay - Temporary	204	1,440	500	1,335	1,300
55040-70-70	Employee Benefits - Employer's Share-Retirement	24,604	24,902	19,347	21,818	24,047
	Total Employee Benefits - Employer's Share:	35,840	45,413	41,226	45,726	47,383
JOCKEY CLUB EXPENSE						
Payroll Taxes						
55000-70-70	Payroll Taxes - FICA/Medicare Perm.	3,616	4,392	4,369	4,388	4,580
55001-70-70	Payroll Taxes - FICA/Medicare Temp.	5,426	7,472	6,120	6,503	4,590
55070-70-70	Payroll Taxes - Unemployment Ins. Temp.	1,897	2,364	4,816	2,572	3,612
55071-70-70	Payroll Taxes - Unemployment Ins. Perm.	39	42	421	140	421
	Total Payroll Taxes	10,978	14,269	15,726	13,602	13,203
Worker's Compensation Insurance						
55020-70-70	Workers Comp. Insurance - Permanent	2,596	1,819	1,955	2,242	2,784
55021-70-70	Workers Comp. Insurance- Temporary	3,213	4,329	3,400	3,536	2,790

Sonoma County Fair
 Jockey Club Revenue & Expense
 Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		12/31/2015	12/31/2016	2017	2017	2018
	Total Workers Compensation Insurance:	5,809	6,147	5,355	5,778	5,574
	Total Wages & Benefits	182,406	227,683	206,595	209,767	193,206
	Professional Services & Contracts					
56000-70-70	Contract Services - Satellite	5,528	10,887	8,000	8,561	7,600
56020-70-70	Security Service - Satellite	26,321	22,244	23,004	19,989	18,420
72050-70-70	Equipment Rental - Jockey Club	3,912	3,778	3,700	3,226	3,700
	Total Professional Services & Contracts	35,761	36,909	34,704	31,777	29,720
	Advertising & Marketing					
65020-70-70	Advertising - Jockey Club	1,715	43		650	3,000
65095-70-70	Cost of Giveaway Items				152	200
	Total Advertising Expense	1,715	43		802	3,200
	Jockey Club Supplies & Expense					
62020-70-70	Telephone	3,397	5,677	4,701	6,339	5,119
62030-70-70	Tickets & Supplies	440	12	100	39	100
62031-70-70	Supplies	2,486	6,917	3,996	2,548	2,500
68095-70-70	Licenses & Permits		399	400	722	425
73010-70-70	Equipment Repair	2,890	4,050	4,600	1,479	4,600
73020-70-70	Building Repair	3,956		2,000	2,010	2,000
73030-70-70	Special Repairs & Equip	975	842	1,000		2,500
	Total Jockey Club Supplies & Expense	14,143	17,897	16,797	13,137	17,244
	Programs, Concessions & Parking					
66090-70-70	Cost of Novelties Sold					
62080-70-70	Cost of Periodicals Sold	63,169	60,007	56,187	56,325	56,325
	Total Programs, Concessions & Parking	63,169	60,007	56,187	56,325	56,325
	Fuel & Utilities					
56085-70-70	Garbage	2,476	6,496	5,040	5,886	5,040
70010-70-70	Gas & Electricity	16,903	15,537	15,500	24,309	24,309
70015-70-70	Water & Sewer	8,661	8,827	8,199	8,021	8,021
	Total Fuel & Utilities	28,039	30,861	28,739	38,216	37,370
	Improvements under \$5K					
	Total Satellite Wagering Expense	325,234	373,399	343,022	350,025	337,065
	Profit / (Loss)	78,722	37,790	48,123	43,460	36,307

Sonoma County Fair
Harvest Fair
Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #	Actual YTD 12/31/2015	Actual YTD 12/31/2016	Annual Budget 2017	Projected 2017	Proposed Budget 2018
HARVEST FAIR REVENUE					
Cost Recovery					
48810-10-20 Cost Recovered - Harvest Fair	108,488	134,189	127,000	27,877	132,000
Total Cost Recovery	108,488	134,189	127,000	27,877	132,000
Interim Wages & Benefits					
Salaries & Wages - Permanent					
50010-10-20 Allocated Maintenance Wages	14,800	9,619	15,000		15,000
50010-30-20 Allocated Interim Wages	12,000	10,854	12,000		12,000
50010-50-20 Allocated Exhibits Wages	4,000	2,466	4,000		4,000
50010-90-20 Allocated Administration Wages	5,000	7,261	5,000		5,000
Total Allocated Wages - Permanent:	35,800	30,200	36,000		36,000
Salaries & Wages - Temporary					
50020-10-20 Temp Wages Harvest Fair Maintenance	7,533	3,103	7,000		7,000
50020-20-20, 50013-20-20 Temp Wages Publicity Harvest Fair	9,103	10,646	9,000	2,862	9,000
50020-30-20 Temp Wages Harvest Fair Interim					
50020-50-20, 50013-50-20 Temp Wages Harvest Fair Exhibits	30,777	22,027	28,000	1,561	28,000
50020-90-20 Temp Wages Harvest Fair Administration	1,283	1,458	1,500		1,500
50030-30-20 Temp Wages Harvest Fair Parking		2,296	2,000		2,000
50040-30-20 Temp Wages Harvest Fair Cashiers					
50070-30-20, 50013-90-20 Temp Wages Harvest Fair Admissions	6,188	7,139	7,000	42,310	7,000
52010-80-20 Temp Wages Harvest Fair Attractions Special Event	1,920	1,374	2,000		2,000
Total Salaries & Wages - Interim Temporary	56,804	48,043	56,500	46,733	56,500
Employee Benefits - Employer's Share					
55010-xx-20, 55030-xx Employee Benefits - Allocated Wages					
Total Employee Benefits - Employer's Share					
Payroll Taxes					
55071-xx-20 Unemployment Ins. Allocated Wages					
55070-xx-20 Unemployment Ins. Temp.	1,930	1,558	2,000	1,790	3,000
55000-xx-20 FICA/Medi - Allocated Wages					7,000
55000-xx-20, 55001-xx FICA/Medi - Temp Wages	4,346	3,714	4,400	3,575	
Total Payroll Taxes	6,276	5,271	6,400	5,365	10,000
Worker's Compensation Insurance					
55020-xx-20, 55021-xx Workers Comp. Insurance - Allocated Wages		500			
55020-xx-20, 55021-xx Workers Comp. Insurance- Temporary	2,342	2,027	2,400	1,928	2,400
Total Workers Compensation Insurance:	2,342	2,527	2,400	1,928	2,400
Total Allocated Wages & Benefits	35,800	30,700	36,000		43,000
Total Temp. Wages & Benefits	65,421	55,341	65,300	54,025	61,900
Total Wages & Benefits	101,221	86,041	101,300	54,025	104,900
Other Expenses					
62010-90-20 Postage - Harvest Fair					
68085-90-20 Miscellaneous - Harvest Fair	592		1,000		1,000
Total Other Expenses	592		1,000		1,000
Total Harvest Fair Expense	101,813	86,041	102,300	54,025	105,900
Profit / (Loss)	6,675	48,148	24,700	(26,148)	26,100

**Sonoma County Fair
Administrative Expense
Budget Worksheet**

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual YTD 12/31/2015	Actual YTD 2016	Annual Budget 2017	Projected 2017	Proposed Budget 2018
Administration Wages & Benefits						
Salaries & Wages - Permanent						
50010-90-80	Salaries & Wages Permanent	366,240	419,616	405,091	428,360	511,157
50012-90-80	Salaries & Wages Perm. - Overtime	8,778	24,405	11,631	34,304	29,518
50015-90-80	Salaries & Wages Perm. - Paid Leave	35,624	45,929	30,030	39,324	34,916
55011-90-80	Salaries & Wages Perm. - Cash Allowance	35,813	36,146	33,490	39,973	43,056
	Total Salaries & Wages - Permanent:	446,456	526,097	480,242	541,960	618,647
Salaries & Wages - Temporary						
50013-90-80	Salaries & Wages Temporary - Overtime	2,636				
50020-90-80	Salaries & Wages Temporary	34,250	25,513	40,000	17,941	18,000
	Total Salaries & Wages - Temporary:	36,886	25,513	40,000	17,941	18,000
Employee Benefits - Employer's Share						
54000-90-80	Employee Benefits - Employer's Share-Accrued Leave	(26,254)	18,387		10,832	
55010-90-80	Employee Benefits - Employer's Share-Health Benefits	40,320	42,613	56,513	57,583	67,750
55030-90-80	Employee Benefits - Employer's Share-Other Benefits	5,765	32,836	31,610	27,026	11,740
55050-90-80	GASB 98 Pension Expense		40,210			
55080-90-80	Sick Pay - Temporary		336	150		300
55040-90-80	Employee Benefits - Employer's Share-Retirement	200,869	197,665	203,755	200,162	218,861
	Total Employee Benefits - Employer's Share:	220,699	332,047	292,028	295,603	298,651
Payroll Taxes						
55000-90-80	Payroll Taxes - FICA/Medicare Perm.	32,929	38,619	31,298	43,190	40,584
55001-90-80	Payroll Taxes - FICA/Medicare Temp.	2,396	1,977	3,060	1,371	1,377
55070-90-80	Payroll Taxes - Unemployment Ins. Temp.	1,848	1,336	2,408	1,080	1,084
55071-90-80	Payroll Taxes - Unemployment Ins. Perm.	416	470	2,528	1,246	2,949
	Total Payroll Taxes:	37,589	42,403	39,294	46,887	45,993
Worker's Compensation Insurance						
55020-90-80	Workers Comp. Insurance - Permanent	20,333	15,618	21,359	19,596	27,110
55021-90-80	Workers Comp. Insurance- Temporary	1,508	955	1,608	742	245
	Total Workers Compensation Insurance:	21,841	16,573	22,967	20,339	27,355
	Total Administration Wages & Benefits:	763,470	942,632	874,531	922,730	1,008,646
Administration Professional Services (Contracts)						
56000-90-80	Other Services & Misc.	32,408	41,970	36,000	88,936	28,000
56005-90-80	County Indirect Expenses	131,036	89,024	60,000	95,075	65,000
56050-90-80	Legal Fees	4,570	14,232	10,000	14,721	15,000
56070-90-80	Payroll Service	33,172	40,262	35,000	41,645	42,000
56075-90-80	Computer Support	8,303	9,519	9,000	10,895	10,000
	Total Admin Professional Services (Contracts):	209,488	195,006	150,000	251,272	160,000
Director's Expense						
68070-90-80	Director's Expense	15,224	13,863	10,000	10,923	10,000
Traveling/Training Expense - Employees						
68090-90-80	Traveling/Training Expense	7,701	16,099	8,500	15,092	15,000
Office Supplies and Expense						
56020-30-80	Security Alarms - Grounds					
62030-90-80	Office Supplies & Expense	23,771	23,192	23,000	17,210	17,000
62060-90-80	Computer Supplies	225		3,200		
68040-90-80	Miscellaneous Expense	850	3,548	1,000	5,007	1,000

Sonoma County Fair
Administrative Expense
Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		12/31/2015	2016	2017	2017	2018
68060-90-80	Bank/Credit Card Fees	63,030	76,892	63,000	47,635	65,000
68075-90-80	Staff Meetings	51	110	150	113	150
68095-90-80	Licenses & Permits	6,957	9,209	8,000	9,006	9,000
72020-90-80	Office Equipment Rental (Copier Lease)	11,799	13,729	13,000	10,833	11,000
73010-90-80	Equipment Repair	719		500	90	100
73030-90-80	Special Repairs & Equipment	(771)	776	1,000	1,603	1,000
78890-90-80	Donations		1,254	500	946	
Total Administration Office Supplies & Expense:		106,631	128,710	113,350	92,444	104,250
Telephone and Postage Expense						
62010-90-80	Postage	16,643	13,965	15,000	12,236	13,000
62015-90-80	Air Postage	131	1,172	200	565	600
62020-90-80	Telephone	32,762	36,483	34,000	34,965	35,000
Total Administration Telephone & Postage Expense:		49,536	51,621	49,200	47,766	48,600
Dues and Subscriptions						
68010-90-80	Dues & Subscriptions	13,484	6,175	12,000	7,967	7,000
Insurance (General Liability)						
68085-90-80	Insurance Other	(3,040)	30,882	20,000	59,200	67,000
68086-90-80	Liability Claims					
Total Insurance (General Liability) Expense:		(3,040)	30,882	20,000	59,200	67,000
Audit Expense						
56060-90-80	Audit Fees		25,000	30,000	39,840	40,000
Current Year Bad Debt Expenses						
68020-90-80	Bad Debt Expense	323	15	500		
68020-58-10	JLA Bad Debt Expense					
68030-90-80	Misc/Cash Over/Short	8,538	16,377	500	6,859	1,000
81000-90-80	Equipment>\$500<\$5000 - Admin		1,082	1,500		1,000
Total Administration Expense		1,171,356	1,427,464	1,270,081	1,454,092	1,462,496

Sonoma County Fair
 Maintenance and General Operations Expense
 Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual YTD 12/31/2015	Actual YTD 2016	Annual Budget 2017	Projected 2017	Proposed Budget 2018
Maintenance Wages & Benefits						
Salaries & Wages - Permanent						
50010-10-80	Salaries & Wages Permanent	524,541	504,035	588,616	507,648	610,755
50012-10-80	Salaries & Wages Perm. - Overtime	34,043	49,931	41,936	65,708	72,123
50015-10-80	Salaries & Wages Perm. - Paid Leave	79,177	81,862	53,721	39,854	37,291
55011-10-80	Salaries & Wages Perm. - Cash Allowance	68,762	61,448	71,760	61,004	71,760
Total Salaries & Wages - Permanent:		706,523	697,276	756,033	674,214	791,929
Salaries & Wages - Temporary						
50013-10-80	Salaries & Wages Temporary - Overtime	9,656				
50020-10-80	Salaries & Wages Temporary	207,039	214,683	215,000	210,282	220,000
55999-99-99	Payroll Contra account for CIP projects					
Total Salaries & Wages - Temporary:		216,696	214,683	215,000	210,282	220,000
Employee Benefits - Employers Share						
54000-10-80	Employee Benefits - Employer's Share-Accrued Leave	2,763	(7,959)		7,036	
55010-10-80	Employee Benefits - Employer's Share-Health Benefits	94,652	120,585	134,114	137,195	134,178
55030-10-80	Employee Benefits - Employer's Share-Other Benefits	8,316	20,935	12,990	14,168	6,200
55080-10-80	Sick Pay - Temporary	60	678	300	240	300
55040-10-80	Employee Benefits - Employer's Share-Retirement	290,481	267,490	283,403	248,650	277,461
Total Employee Benefits - Employer's Share:		396,272	401,729	430,807	407,288	418,139
Payroll Taxes						
55000-10-80	Payroll Taxes - FICA/Medicare Perm.	48,923	52,437	52,347	50,715	54,780
55001-10-80	Payroll Taxes - FICA/Medicare Temp.	17,885	16,475	16,448	16,105	16,830
55070-10-80	Payroll Taxes - Unemployment Ins. Temp.	10,615	10,617	12,943	10,802	13,244
55071-10-80	Payroll Taxes - Unemployment Ins. Perm.	605	608	3,793	1,305	3,792
Total Payroll Taxes		78,028	80,137	85,530	78,926	88,646
Worker's Compensation Insurance						
55020-10-80	Workers Comp. Insurance - Permanent	(24,694)	18,623	25,687	51,700	29,471
55021-10-80	Workers Comp. Insurance- Temporary	8,936	7,366	8,643	8,702	10,230
Total Workers Compensation Insurance:		(15,757)	25,989	34,330	60,403	39,701
Total Maintenance Wages & Benefits:		1,381,762	1,419,813	1,521,700	1,431,113	1,558,415
Professional Services (Contractual)						
56000-10-80	Contract Services	70,506	70,393	70,000	95,435	85,000
56086-10-80	Recycling Program			2,000	1,184	2,000
Total Contract Services:		70,506	70,393	72,000	96,619	87,000
Rental - Maintenance Equipment						
72050-10-80	Equipment Rental - Maintenance	14,969	23,029	25,000	31,783	35,000
Light, Heat, Water and Power						
70010-10-80	Gas & Electricity	137,655	132,528	120,000	135,315	135,000
70010-10-20	Gas & Electricity -Harvest Fair (reimbursement)					
70015-10-80	Water & Sewer	131,590	115,796	125,000	150,965	135,000
Total Utilities:		269,245	248,324	245,000	286,280	270,000
Maintenance of Equipment - Supplies and Expense						
73010-10-80	Equipment Repairs	39,906	33,596	45,000	42,314	45,000
68095-10-80	Licenses & Permits - Maintenance	5,946	5,336	5,500	6,279	6,500
70040-10-80	Mechanic Supplies	11,646	9,249	13,000	8,851	13,000
70045-10-80	Fuel	51,748	35,333	55,000	32,951	45,000
Total Maintenance of Equipment:		109,246	83,514	118,500	90,395	109,500
Maintenance of Buildings & Grounds - Supplies and Expense						
62030-10-80	Office Supplies	1,661	4,036	4,000	628	4,000
70020-10-80	Janitorial Supplies	51,758	66,446	60,000	49,551	55,000
70025-10-80	Landscape Supplies	14,633	8,994	15,000	22,201	23,000
70030-10-80	Electrical Supplies	23,982	20,144	25,000	24,379	25,000
70035-10-80	Carpentry/Plumbing Supplies	9,123	17,542	18,000	12,873	16,000
70050-10-80	Grounds Supplies	39,680	62,221	50,000	58,055	55,000
70060-10-80	Paint Supplies	17,304	34,463	30,000	28,450	35,000
70070-10-80	Chairs/Tables/Other Inventory	869	4,046	5,000	80	5,000
73021-10-80	Special Repairs - ADA	8,035	5,356	5,000	6,923	7,000
73020-10-80	Building & Ground Repairs	35,983	45,900	42,000	41,954	45,000
Total Maint of Buildings & Grounds		203,028	269,149	254,000	245,093	270,000
Trash Removal, Clean Up (Contractual)						

Sonoma County Fair

Maintenance and General Operations Expense

Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		12/31/2015	2016	2017	2017	2018
56085-10-80	Garbage Service	69,113	84,838	70,000	71,759	80,000
Special Repairs & Equipment						
73030-10-80	Special Repairs & Equipment		14,274	15,000	8,725	15,000
Equipment>\$500<\$5,000- Maintenance						
81000-10-80	Equipment>\$500<\$5,000- Maintenance	7,795	11,186	8,000	23,057	8,000
Total Maintenance Expense:		2,125,664	2,224,519	2,329,200	2,284,824	2,432,915

Sonoma County Fair
 Other Revenue
 Budget Worksheet

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		12/31/2015	2016	2017	2017	2018
Other Operating Revenue (Misc Non-Fair)						
48400-90-80	Interest	2,526	2,564	2,500	3,555	3,500
48850-90-80	Other Misc. Revenue	490	685	500	592	
48870-90-80	Discounts Earned	600	575	500	708	
48810-10-80	Costs Recovered	16,193	32,443	15,000	132,902	15,000
48401-90-80	Outstanding Receivables Interest	319	4,694	300	1,101	
Total Other Operating Revenue		20,129	40,962	18,800	138,858	18,500
48910-90-80	Prior Year Revenue Adjustments		178			
31101-90-80, 31200-90-80	Capital Contribution	165,493	208,048	566,000		
47600-50-10, 47600-52-10, 60080-58-10	JLA - Net of Expenses	45,012	(67,126)		17,356	

**Sonoma County Fair
Other Expense
Budget Worksheet**

Sonoma County Fair & Exposition Inc. - Budget as passed by the Fair Board - 12/19/17

G/L #		Actual	Actual	Annual	Projected	Proposed
		YTD	YTD	Budget		Budget
		2015	2016	2017	2017	2018
Prior Year Operating Expense Adjustments & Other Expenses						
91080-90-80	Prior Year Expense	(28,017)	(13)		(751)	
75025-90-80	Gain or Loss on Sale of Assets					
Total Prior Year & Other Expenses		(28,017)	(13)		(751)	
Other Interest Expense						
75010-90-80	Other - Interest Expense	3,333	12,190	17,500	17,625	16,000

Sonoma County Fairgrounds

Rebecca Bartling, Fairgrounds Chief Executive Officer
Michelle Arellano, CAO Analyst



Sonoma County Fairgrounds



- 2018 Recommended Budget is \$10.1 million
- \$740 thousand, or 7%, decrease from 2017



- 30.75 Permanent Positions
- No Change



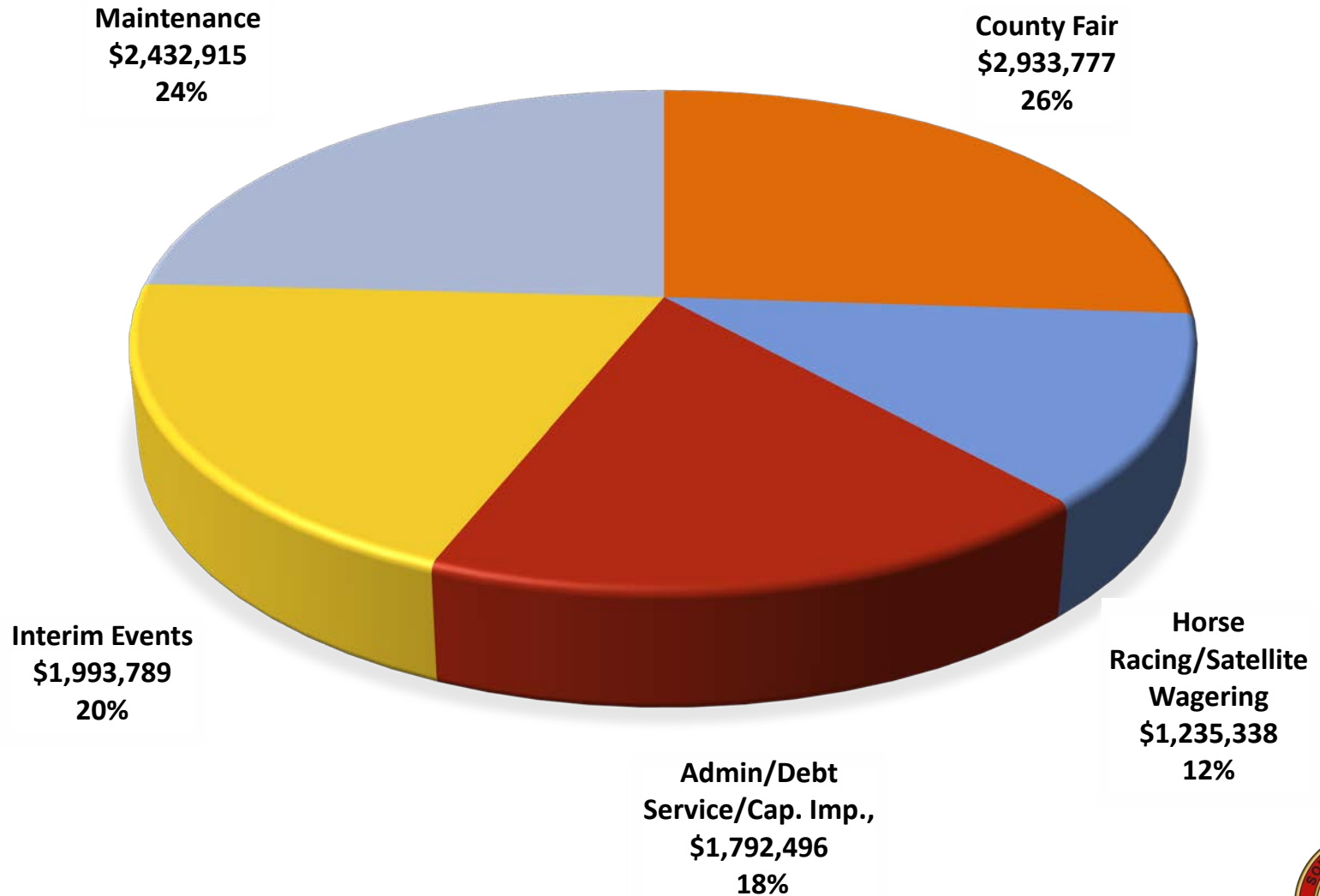
- No Supplemental requests

Significant Budget Changes

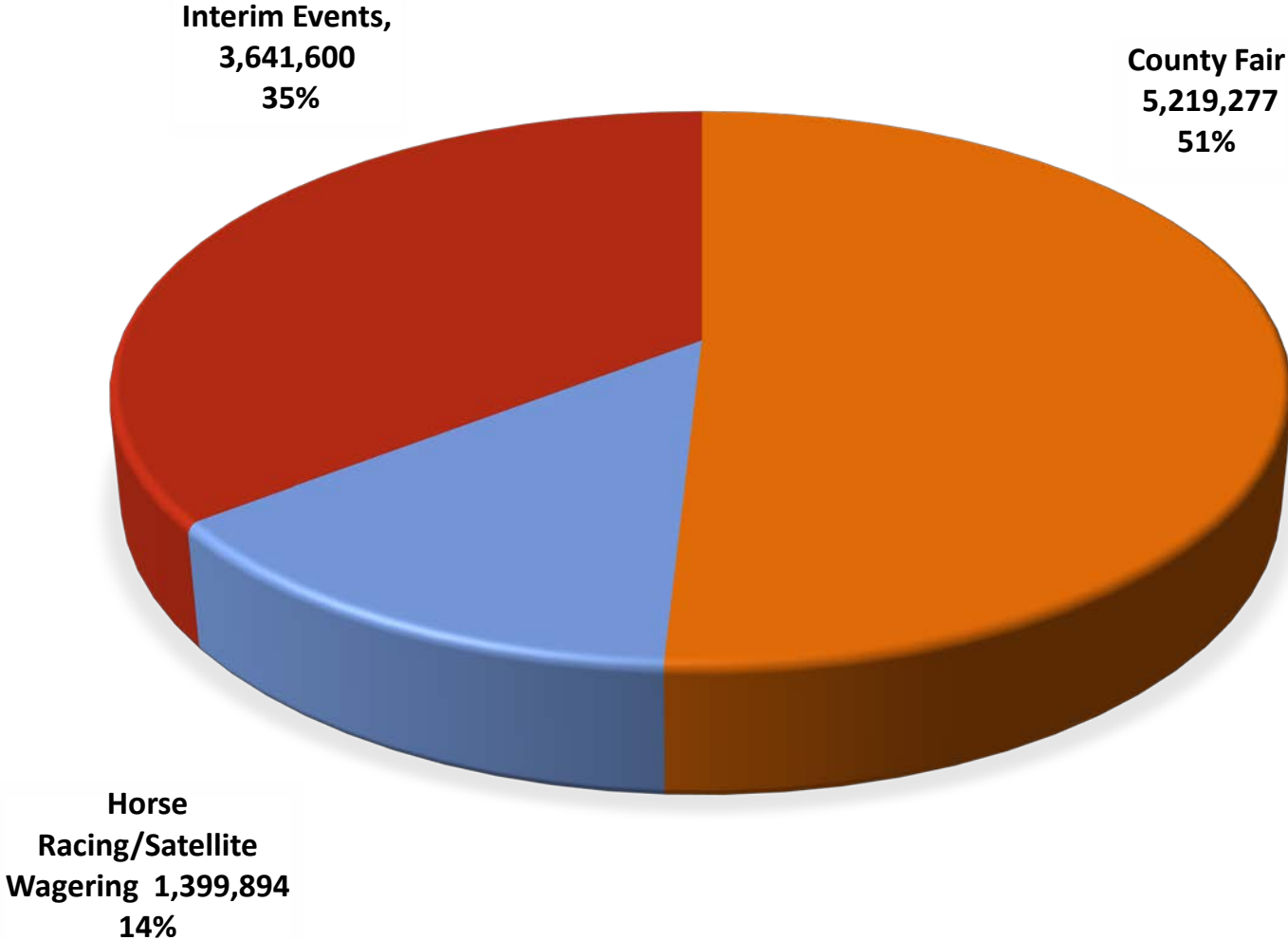
- Salaries & Benefits increased \$184,000
- Services and Supplies decreased \$74,000
 - Budgeted for a 2 week fair.
 - Decrease from 11 to 8 days of live horse racing.
- Capital Expenditures decreased \$650,000
 - Completion of storm water mitigation project
- Other Expenses decreased \$200,000
 - Repayment of County Treasury note



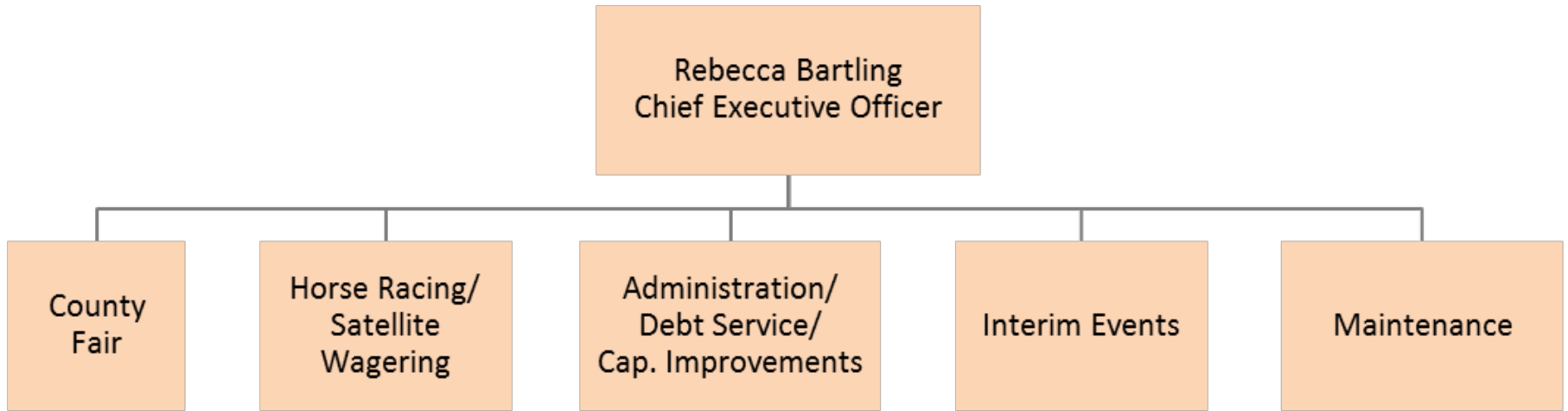
2018 Expenditure Areas



2018 Revenue Sources



Department Overview





County Fair – 2017

(Two Weeks in 2017)

- Junior Livestock Auctions raised \$1,584,000 for local youth (up 5% from 2016) – making it one of the largest JLAs in the state
- Daily Food and beverage concessions sales up 12%. Total down 18% due to shorter fair.
- Daily paid Admission up 22%. Total paid admission down 11%, due to shorter fair.
- Continued free concert concept, to drive admissions.
- Carnival revenue up 5% in total.
- New craft beer competition and brewfest.
- Sweet Lil’s moves into Saralee & Richard’s Barn.
- Sold out Rodeo, and Destruction Derby shows in Chris Beck Arena.
- New, local food vendors added.





Horse Racing & Satellite Wagering

(11 days of racing in 2017)

- Average daily handle decreased 4%. Horse Racing continues to see a decline throughout California.
- Increased customer experience with enhanced seating and dining options at the track.
- Only California fair race meet that offers a turf track.
- Ran special promotions for the “Bonus Week” of racing, including dollar hot dog and beer Sunday, T-shirt giveaways and craft beer.



Interim Events

- Interim revenue up 17% from budget for the first 11 months of calendar 2017.
- 4th year of Country Summer Music Festival (approx. 20,000 attendees).
- 6th year of National Heirloom Festival.
- 5th year of the Emerald Cup; 20,000 attendees with local hotels filled.
- Over 350 events (1 Million visitors) – bringing new cultural experiences to Sonoma County.





Maintenance

- Roadway improvements for safety and enhanced customer experience.
- Continued water conservation efforts.
- Improvement to campus-wide WiFi for events.
- Ongoing improvements to RV park.
- Continued ADA improvements facility-wide



Administrative, Debt Service, Capital Improvement

- Equipment replacement to meet air quality requirements.
- Smith Village storm water offset retention ponds completed.
- CCTV monitors for improved security.
- New Saralee and Richard's Barn pavilion project completed and generating revenue.
- Repaid Sonoma County Treasury note





2017 Sonoma Complex Fire and Recovery

The Fairgrounds played a key roll during the fires of 2017:

- Evacuation center for residents of Sonoma County.
- Evacuation center for livestock.
- Continuing to provide sites for FEMA transitional housing in the existing RV park, as well as an additional housing in the planned expansion of a second RV park.



Fairgrounds

By the Numbers 2017

2017 Sonoma County Fair

222,000	Admissions
22,900	Kids Admitted Free
12,300	Seniors Admitted Free
6,500	Sonoma County Harvest Fair
600	Seasonal Employees

2017 Other Major Events

21,000	Country Summer
20,000	The Emerald Cup
7,500	Sonoma County Harvest Fair

2017 Sonoma Complex Fire

600	Individuals Sheltered (at peak)
23	Days Shelters Active
120	FEMA trailers in RV park



2018 Fairgrounds Objectives

- Continue and expand community outreach to promote the Fairgrounds as a multi-use entertainment facility.
- Enhance programming for the Sonoma County Fair to increase attendance and patron satisfaction.
- Continue to develop new “Festivals” within the fair, such as a spirits tasting festival and blues festival, to drive attendance.
- Continue developing a Capital Improvement Plan to include:
 - Development of projects and opportunities identified during the Master Plan process.
 - Improvement of existing RV park to increase revenue-generating capacity of asset.
 - Expansion of RV park footprint to facilitate temporary FEMA housing for those displaced during the 2017 fires.



Questions/Discussion

